Sutters Mill Road Covered Bridge Replacement Project

Recognized as 2017 Public Works Project of the Year by the St. Louis Branch of Missouri Chapter of the American Public Works Association.

2017-2018 ANNUAL BUDGET

City of St. Peters, Missouri

CITY OF ST. PETERS
2017/18 BUDGET
TABLE OF CONTENTS

INTRODUCTION
Cover and Table of Contents....1
Budget Message....4
Recommended Tax Rate....10
City Location Map....11
History of St. Peters....12
City Government....13
Organizational Chart....16
Mission and Vision....17
Values....18
Vision 2025 Strategic Plan....19
Demographic and Community Information....21
Distinguished Budget Presentation Award....25
Budget Organization....26
Budgeted Funds Organization Chart....28
Description of All City Funds....29
Relationship Between City Funds and Functional Units....30
Overview of Budget Process....31
Budget Calendar....33

BUDGET SUMMARIES
Budget Summary....34
Changes in Fund Balance....36
Budgetary Trends....37
Total Funds Summary of Estimated Financial Sources....42
Governmental Funds Summary of Estimated Financial Sources....43
Enterprise Funds Summary of Estimated Financial Sources....44
Total Funds Summary of Estimated Financial Uses....46
Governmental Funds Summary of Estimated Financial Uses....47
Enterprise Funds Summary of Estimated Financial Uses....49
Expenditures by Group – All Funds....52

GENERAL FUND
Fund Balance Analysis....53
Revenue Summary....54
Revenue by Line Item....55
Description of Major Revenue Sources....57
Summary of Expenditures by Category....59
Summary of Expenditures by Department....60
Detail by Department (Mission, Description of Services, Personnel, Objectives, Performance Measures, Line Item Detail)
Health & Environmental Services (HES)
Building Attendants....61
Health....64
Vehicle & Equipment Maintenance....68
Municipal Police Services (MPS)
Police....72
Parks & Golf Services (PGS)
Parks General....78
Recreation & Cultural Services (RCS)
Cultural Arts Centre....82
Staff Support Services (SSS)
Administration....85
Communications....91
Community & Economic Development....96
Governmental....99
Municipal Court....102
Prosecutor's Office....105
Transportation & Development Services (TDS)
Engineering....108
Streets Department....113

DEBT SERVICE FUND
Fund Balance Analysis....117

SPECIAL REVENUE FUNDS
COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT FUND
Fund Balance Analysis....118
COUNTY SEWER LATERAL REPAIR PROGRAM FUND – WES
Fund Balance Analysis....119
Mission, Description of Services, and Performance Measures....120
LOCAL PARKS AND STORM WATER FUND
Fund Balance Analysis....121
Revenue Summary....122
Description of Major Revenue Sources....123
Summary of Expenditures by Category....124
Detail by Department (Mission, Description of Services, Personnel, Objectives, Performance Measures, Line Item Detail)
Municipal Police Services (MPS)
Ranger Division....125
Parks & Golf Services (PGS)
CSO Division....130
Parks Department....133
Water Environment Services (WES)
Storm Water Management....136
SEWER LATERAL REPAIR PROGRAM FUND – WES
Fund Balance Analysis....141
Mission, Description of Services, Personnel, and Performance Measures....142
Line Item Detail of Expenditures....143
SPECIAL ALLOCATION FUNDS
Special Allocation Fund – City Centre Fund Balance Analysis....144
Special Allocation Fund – Old Town Levee Fund Balance Analysis....145
Special Allocation Fund – St. Peters Lakeside Redevelopment Fund Balance Analysis....146

TRANSPORTATION TRUST FUND – TDS
Fund Balance Analysis....147
Revenue Summary....148
Description of Major Revenue Sources....149
Summary of Expenditures by Category....150
Summary of Expenditures by Project....151
Detail by Department (Mission, Description of Services, Personnel, Objectives, Performance Measures, Line Item Detail)
Streets Maintenance....152
Traffic Management....156

WATER SERVICE LINE REPAIR PROGRAM FUND – WES
Fund Balance Analysis....160
Mission, Description of Services, Personnel, and Performance Measures....161
Line Item Detail of Expenditures....162

370 LAKESIDE PARK FUND – PGS
Fund Balance Analysis....163
Revenue Summary....164
Summary of Expenditures by Category....165
Mission, Description of Services, Personnel, Objectives, and Performance Measures....166
Line Item Detail of Expenditures....168

CENTRAL MATERIALS PROCESSING FACILITY FUND (CMPF) – HES
Fund Balance Analysis....169
Revenue Summary....170
Description of Major Revenue Sources....171
Summary of Expenditures by Category....172
Mission, Description of Services, Personnel, Objectives, and Performance Measures....173
Line Item Detail of Expenditures....176

GOLF AND BANQUET CENTER FUND – PGS
Fund Balance Analysis....177
Revenue Summary....178
Summary of Expenditures by Category....179
Mission, Description of Services, Personnel, Objectives, and Performance Measures....180
Line Item Detail of Expenditures....182

RECREATION FUND – PGS/RCS
Fund Balance Analysis....184
Revenue Summary....185
Revenue by Line Item....186
Description of Major Revenue Sources....188
Summary of Expenditures by Category....189
Mission, Description of Services, Personnel, Objectives, and Performance Measures....190
Line Item Detail of Expenditures by Department
Recreation Fund (Consolidated)....194
Rec-Plex Summary....195
Aquatics....196
Food Service....197
Ice Skating....198
Indoor Programs....199
Rec-Plex South....200
Support Services....201
General Recreation Summary....202
Aquatic Center....203
General Recreation....204
Laurel Park Pool....205
Senior Center....206
Golf Course....207
370 Lakeside Park....208

SOLID WASTE FUND – HES
Fund Balance Analysis....209
Revenue Summary....210
Description of Major Revenue Sources....211
Summary of Expenditures by Category....212
Mission, Description of Services, Personnel, Objectives, and Performance Measures....213
Line Item Detail of Expenditures....216

WATER/SEWER FUND – WES
Fund Balance Analysis....217
Revenue Summary....218
Description of Major Revenue Sources....219
Summary of Expenditures by Category....220
Mission, Description of Services, Personnel, Objectives, and Performance Measures....221
Summary of Line Item Detail of Expenditures....226
Line Item Detail of Expenditures by Department
Construction....227
Sewer....228
Water....229

CAPITAL & DEBT
Capital Overview....230
Capital Improvement Plan Calendar....231
Capital Improvement Plan Summary....232
Significant and/or Non-Routine Capital Projects....233
Detail of Capital Expenditures....237
Financial Data on Current Debt....241

PERSONNEL
Personnel Overview....246
Summary of Personnel Services....247
Detail of Personnel Services....248
Personnel Organizational Charts by Group....255

MISCELLANEOUS
2016 Year in Review....262
Glossary....265
Policies....268
Net Revenue Estimate for Water/Sewer Fund....275
Ordinance No. 6812 – Amending the Fiscal Year 2017 Budgets....276
Ordinance No. 6813 – Adoption of the Fiscal Year 2018 Budgets....285
Ordinance No. 6814 – Amending Solid Waste Rates....292
Ordinance No. 6815 – Amending Water and Sewer Rates..294
Ordinance No. 6827 – Establishing the Ad Valorem Tax Rate....301

BUDGET MESSAGE
FISCAL YEAR 2018

TO: City of St. Peters
Mayor and Board of Aldermen

I am pleased to present you with the fiscal year 2017/18 budget. The City is committed to constructing a balanced budget every year and the budget presented is balanced. We are continuously looking for additional revenue sources and have been striving to control costs and evaluate processes to ensure we are operating in the most effective and efficient manner. Furthermore, we will continue to fund all current City services and retain the same commitment to public safety and customer service.

Throughout the fiscal year actual revenue and expenditures are compared to budget, and periodically an adjustment to the budget is necessary. The fiscal year 2017/18 budget reflects the impact of the adjustments that have been applied to the fiscal year 2016/17 budget.

The proposed citywide budget for operations and capital outlay totals $84,481,215 with an additional $9,745,750 in debt service. This budget is funded with estimated revenues of $88,678,475 and the ending fund balance at September 30, 2018 is anticipated to be $8,614,825.

SHORT-TERM FACTORS IMPACTING THE BUDGET

Our focus while preparing this budget was to maintain current service levels and continue making progress towards our Vision 2025 strategic plan priorities which will be discussed later in this budget message. The City is conservative when projecting and budgeting revenues and expenses, and this philosophy was followed during the fiscal year 2017/18 budget process to ensure that all commitments can be met.

Fiscal year 2017/18 is a reassessment year (reassessment occurs every two years), and the City's assessed valuation is estimated to increase by over 5%. The proposed budget assumes the property tax will be kept at the same rate of 77 cents per $100 of assessed valuation. Property tax revenue is based on an estimated tax rate of $.5889 in the General Fund and $.1811 in the Debt Service Fund. The limit on the rate that can be levied for the General Fund is set by state statutes and the Missouri Constitution. These rates are subject to change after we receive our final assessed valuation from the County, and we will calculate the tax rate ceiling based on the final valuation. The overall rate of $.77 will not change; however, the General Fund and Debt Service Fund rates may change up or down based on the final valuation submitted to the State. The 2017 tax rates will be established by the Board of Aldermen on or before September 30, 2017. Also included in property tax revenue is a surcharge for commercial property, penalties, and interest. Property tax generated will increase by $695,800 citywide (a $250,100 increase in the General Fund and a $443,300 increase in the Debt Service Fund). Property tax generated in the tax increment financing (TIF) districts will increase by $2,400.

Sales tax is budgeted to increase by 2%, or $601,700, citywide (a $293,800 increase in the General Fund, a $146,900 increase in the Local Parks and Storm Water Fund, and a $146,900 increase in the Transportation Trust Fund). Sales tax generated in the tax increment financing (TIF) districts is anticipated to increase by $14,100.

With the assistance of TIF and Chapter 100 economic incentives, major development is underway and planned for Premier 370 Business Park and in the Old Town St. Peters areas. Duke Realty completed a 715,000-square-foot distribution center for Reckitt Benckiser (RB) in Premier 370 at the end of 2016. Duke also is constructing a 350,000-square-foot distribution center for Best Buy and a 300,000-square-foot speculative building. Both projects will be complete by the end of 2017. SAIA, LTD constructed a 50,000-square-foot cross dock distribution center on a 30 acre parcel in Premier 370 that will open in the fall of 2017. GBT Realty is developing a 25-acre site in the Old Town Development area for the 245,000-

square-foot Shoppes of Mid Rivers retail center that will open in the fall of 2017. To remain conservative in our budgeting, we have not included any increase in revenue related to these developments.

While preparing this budget, consideration was given to both the needs of the City of St. Peters during the 2017/18 fiscal year and also the impact that this budget will have on our long-range needs as set out in the Five Year Capital Improvement Plan (CIP). In line with the City's aim to follow the City's Comprehensive Plan, we used the CIP as a guideline for the requested funding level of new programs and equipment purchases. The Five Year CIP incorporates all potential needs including long-term operational expense, vehicle, equipment, and information system replacement programs. Future operational expenditures associated with capital purchases are identified during the CIP discussions and are included in the current budget and in future CIP forecasting. A summary of the current CIP can be found in the capital section of the budget document, and the full CIP can be found on the City's website at http://www.stpetersmo.net/finance.aspx.

Revenue generation opportunities are limited for municipalities and as we do every year we have reviewed fees in all of our funds and propose fee increases in our Enterprise Funds as needed to maintain balanced budgets. This budget document reflects a proposed rate increase of 3.5% in our Water and Sewer Fund and previously approved future annual increases for solid waste collection fees starting in 2013/14 of approximately 1.5% to keep up with inflationary costs. The Board of Aldermen also approved fee increases in our Central Materials Processing Facility Fund for 2017/18 during the CIP Board of Aldermen work session.

MAJOR PRIORITIES AND ISSUES AND CHANGE IN FOCUS FROM CURRENT YEAR

After the economic downturn in the late 2000's, the City made growing financial reserves a priority in order to maintain a prudent level of financial resources to guard against service disruption in the event of unexpected temporary revenue shortfalls or unanticipated one-time expenditures. A Contingency Reserve was established by ordinance in the General Fund during fiscal year 2013/14 with an initial funding of $2,500,000. The Board of Aldermen has committed to appropriate an additional $500,000 each year until the Contingency Reserve reaches the targeted amount of $5,000,000. Contributions in fiscal year 2017/18 will bring the balance in this reserve to $4,500,000. In fiscal year 2016/17, the City placed $500,000 in a reserve in the Solid Waste Fund. Beginning in fiscal year 2017/18, the City will continue to add $125,000 to this reserve each year. Although we use the Five Year CIP to plan for replacement of all large equipment and vehicles, unexpected circumstances can arise from time to time. With the cost of trash collection vehicles budgeted at $280,000 each, this new reserve will allow us to maintain current trash, recycling, and yard waste service levels for our residents should one of these vehicles unexpectedly need to be replaced or if any other unexpected expense arises.

In order to better manage the expanding facilities and services provided by the City, two new funds will be created in the FY18 Budget. The Recreation Fund will be divided into three distinct Enterprise Funds beginning on October 1, 2017. The existing Recreation Fund will include operations of the Rec-Plex, Rec-Plex South, Senior Center, and outdoor recreation. A new Golf & Banquet Center Fund will include operations of the City's municipal Golf Course and new Banquet Facility. A new 370 Lakeside Park Fund will include operations of 370 Lakeside Park.

On August 2, 2016, St. Peters voters approved Proposition Q, a $12 million no tax increase bond issue, for park improvements including a new golf and banquet facility and a new outdoor aquatic facility. The new aquatic facility is scheduled to open in May of 2018 and revenues and expenses associated with that facility are reflected in the fiscal year 2017/18 budget. The golf and banquet facility will not open until fiscal year 2018/19.

Along with these changes, we added one more new fund, the County Sewer Lateral Repair Program Fund, during the course of the year in fiscal year 2016/17. In 2016, the residents of unincorporated St. Charles County approved an annual fee that is paid with real estate taxes. The fee is $28 per year for unincorporated St. Charles County residents with sanitary sewer service provided by the City of St. Peters. It provides assistance for emergency repairs of the sanitary sewer lateral that connects residential homes to the public sewer. This program began February 1, 2017 and is administrated by the City of St. Peters for unincorporated residents who are served by St. Peters' sanitary sewer system.

During 2015 the City Administrator began a strategic planning process along with the City's Group Managers. An assessment of the local environment was performed using a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis. Consideration was to given to many factors, including but not limited to, community needs and priorities, funding, changes in technology, economic factors, demographic factors, and legal and regulatory changes. Meetings were also held in which City employees were able to provide input. Through these processes, the City of St. Peters developed Vision 2025, a strategic plan designed to chart a course to achieve the City's vision for the future. Vision 2025 is endorsed by the Mayor and Board of Aldermen and anticipates opportunities and challenges that await the City and provides a roadmap to ensure a bright future for our community. As a part of Vision 2025, the City identified seven key priorities. In 2025, the City of St. Peters ("My Hometown") will be:

These seven key priorities served as the framework for this year's budget. Throughout the budget document you will see references to Vision 2025. The key shown above appears as a footer on many pages in order to help readers become familiar with Vision 2025.

FY'18 BUDGET HIGHLIGHTS BY GROUP

Below is a look at some of our major budget highlights with an "X" under the Vision 2025 priorities that they are helping us achieve:

		Safe	Healthy	Prosperous	Sustainable	Innovative	Connected	Community
Health & Environmental Services	Continue flow control directing commercial trash to the CMPF	X		X	X			
	Implement mosquito abatement program		X		X			X
	Improve communication with residents & businesses by offering a web and mobile app				X	X	X	
Municipal Police Services	Complete installation of replacement computer monitors in police vehicles	X			X		X	
	Complete outdoor warning siren replacements	X	X	X	X	X	X	X
	Implement MO Dept of Public Safety training standards for 911 telecommunicators	X					X	
Parks & Golf Services	Develop a trail brochure		X				X	X
	Connect Lakeside Park to sanitary sewer system	X	X	X	X	X	X	X
	Install new outdoor fitness area at Woodlands Sports Park		X	X	X			X
Recreation & Cultural Services	Replace the ice resurfacer at Rec-Plex South	X	X	X				
	Open and operate the new Aquatic Center as a self-sufficient and profitable operation			X				
Staff Support Services	Evaluate e-government opportunities	X		X	X	X	X	X
	Complete implementation of new recreation software	X		X	X	X	X	X
	Evaluate Golf Course management software options	X		X	X	X	X	X
Transportation & Development Services	Design/construction of Prop P stormwater projects	X	X	X	X	X	X	X
	Complete design and construction of St. Peters entrance monuments and City entrance signs				X		X	X
	Continue implementation of the wayfinding sign program	X	X	X			X	
	Implement LED street light retrofit pilot program	X	X	X	X	X	X	X
Water Environment Services	Continue treatment of East Central Missouri Water Sewer Authority sanitary sewerage	X		X				
	Continue development of Natural Resource Management Plan				X			
	Implement sanitary sewer flow metering	X	X		X			

PROGRAM GOALS AND PRIORITIES IMPACTING THE 2017/18 BUDGET

The City will continue to assist residents with funding from the Community Development Block Grant (CDBG) Subrecipient Fund. The City qualified to receive federal funding from the Department of Housing and Urban Development (HUD) to assist low- and moderate-income persons when the population exceeded 50,000. In fiscal year 2011/12, the City began receiving revenues from St. Charles County as a subrecipient and the CDBG Subrecipient Fund was established. All revenue for the assistance of low- and moderate-income persons is placed in the CDBG Subrecipient Fund. Expenditures budgeted for fiscal year 2018 total $200,000. This funding is expected to assist 21 participants in the rehabilitation of private properties, provide transportation to a pool of over 250 residents, provide lawn mowing assistance for 7 households, provide meals to 50 elderly residents, and provide general program administration.

The City will focus on the Vision 2025 priorities and long-term goals when we fund park projects from the Local Parks and Storm Water Fund in fiscal year 2017/18. This funding includes capital expenditures related to Proposition P as well as other park-related capital expenditures, which are discussed later in this budget document in the governmental capital section of the budgetary trends section. We will also fund storm water improvement projects, including $100,000 toward the City's 50/50 program.

The Sewer Lateral Repair Program Fund was created during the fiscal year 2003/04 budget to account for monies received related to a new Sewer Lateral Repair Program. In April 2003, voters approved a $28 annual assessment to be allowed on all residential property having six or less dwelling units for the purpose of providing funds to pay the cost of certain repairs of defective sewer lateral service lines at those dwelling units. Expenditures are limited to the amount of revenue collected and estimated expenditures for fiscal year 2017/18 are $729,100. So far during fiscal year 2016/17, the City assisted 42 residents through the sewer lateral repair program. We will continue to be proactive in reaching out to residents in areas where we know the laterals are causing problems.

On April 3, 2012, St. Peters voters approved a $12 per household annual fee to fund a new Water Service Line Repair Program, which began during fiscal year 2012/13. The Water Line Repair Program Fund was established for fiscal year 2012/13 to account for monies received related to the water service line repair program. This program pays up to $3,000 for St. Peters homeowners' repairs to private water service lines from the exterior residential building foundation wall to the City water meter. There are approximately 19,069 water service connections in the City, which will generate approximately $223,000 for this program in fiscal year 2017/18. So far during fiscal year 2016/17, the City assisted 64 residents through the water service line repair program.

The City has Tax Increment Financing (TIF) districts to promote development in otherwise blighted areas. Once a TIF is established, and for a specific period of time outlined in each TIF plan, the incremental real estate taxes and 50% of the economic activity taxes (local sales and utilities taxes) generated by new development in the TIF district will be allocated to pay for a portion of the required public infrastructure and other eligible redevelopment project costs. The three TIF districts within the City of St. Peters are: City Centre, Old Town Levee, and St. Peters Lakeside Redevelopment. The City Centre TIF ended during fiscal year 2015/16 and the budget reflects this change.

The City's long-term goals under Vision 2025 include providing safe and reliable roadway systems, sidewalks, trails and bike routes; ensuring community access to health and wellness facilities and services; providing for economic growth and stability; maintaining a visually attractive and vibrant City; and providing for ease of travel within the City and connectivity to the greater metro area. To ensure there is adequate infrastructure in place to encourage future growth and to continue the City Beautification and Arterial Road Enhancements Programs in order to maintain an aesthetically pleasing community and encourage economic development, we are funding $5,829,600 of new road construction projects in the Transportation Trust Fund. In fiscal year 2016/17, we funded road construction projects totaling $8,357,830.

CAPITAL – OVERVIEW

We followed the Five Year Capital Improvement Plan and highlighted those purchases by a "Y" in the "In CIP" column of the capital section of the budget document. This budget reflects our ongoing program to upgrade and replace old and worn equipment and furnishings. A summary of capital outlay purchases for all budgeted funds by group is as follows:

Group	Budgeted Capital Expenditures
Health & Environmental Services (HES)	$ 945,500
Municipal Police Services (MPS)	$ 393,510
Parks & Golf Services (PGS)	$ 1,410,200
Recreation & Cultural Services (RCS)	$ 156,700
Staff Support Services (SSS)	$ 616,675
Transportation & Development Services (TDS)	$ 430,500
Water Environment Services (WES)	$ 892,690
Total	**$ 4,845,775**

FINANCIAL DATA ON CURRENT DEBT

The City has the following bond ratings assigned by Moody's Investor Service: Aa2 for our General Obligation Bonds and Combined Waterworks and Sewerage System Revenue Bonds; Aa3 for our Certificates of Participation Series 2010A and taxable Series 2010B; and A1 for our Refunding Certificates of Participation Series 2010C and Refunding Certificates of Participation Series 2013.

The City of St. Peters shall adhere to Missouri's regulations related to debt. On August 2, 1998, an amendment to the Missouri Constitution was approved which decreased the vote required to pass a proposition to issue general obligation bonds payable from unlimited ad valorem taxes from two-thirds (2/3) to four-sevenths (4/7) of the qualified voters voting thereon for elections held at the general municipal election day, primary or general elections. A vote of two-thirds (2/3) of the qualified voters voting on the specific general obligation bond proposition is required at all other elections.

The Missouri Constitution provides that the amount of bonds payable out of tax receipts shall not exceed 10% of the total assessed valuation of the taxable property of the City. The Missouri Constitution permits the City to become indebted for an additional 10% of the value of taxable, tangible property for the purpose of acquiring rights-of-way; constructing, extending, and improving streets and avenues; and constructing, extending, and improving a sanitary or storm sewer system. Also, the Missouri Constitution permits an indebtedness in an amount not to exceed an additional 10% of the value of the taxable, tangible property, for the purpose of paying all or any part of the cost of purchasing or constructing waterworks, electric or other light plants to be owned exclusively by the City, provided the total general obligation indebtedness of the City shall not exceed 20% of the assessed valuation. Leasehold revenue bonds payable from annual appropriations do not require voter approval and do not count against the constitutional debt limitation. Annual appropriation bonds do not require voter approval and do not count against the constitutional debt limitation.

In addition to the Missouri Constitution guidelines, the City has managed its general obligation debt load in a manner to ensure new bond issues do not result in an overall tax increase. Revenue bond issues are related to the capital needs of the Water/Sewer Enterprise Fund. These bonds are structured to meet the capital needs of the water/sewer system while minimizing the impact on user fees.

CONCLUSION

This budget was a team effort, and I want to thank the Group Managers and the Elected Officials for all of their hard work in developing this budget document. I would also like to thank the Finance Department who always support all of us in creating this document.

Respectfully submitted,

Russell W. Batzel
City Administrator

TO: Mayor and Board of Aldermen

FROM: Russell W. Batzel, City Administrator

SUBJECT: Recommended Tax Rate for City of Saint Peters for 2017

With an anticipated assessed valuation of $1,231,399,564 for the year 2017 the following tabulation of tax rates would result in the noted amount of taxes receivable.

Total	General Fund	Bond Sinking	Total	General Fund	Debt Service
$.7700	$.5889	$.1811	$9,482,000	$7,252,000	$2,230,000

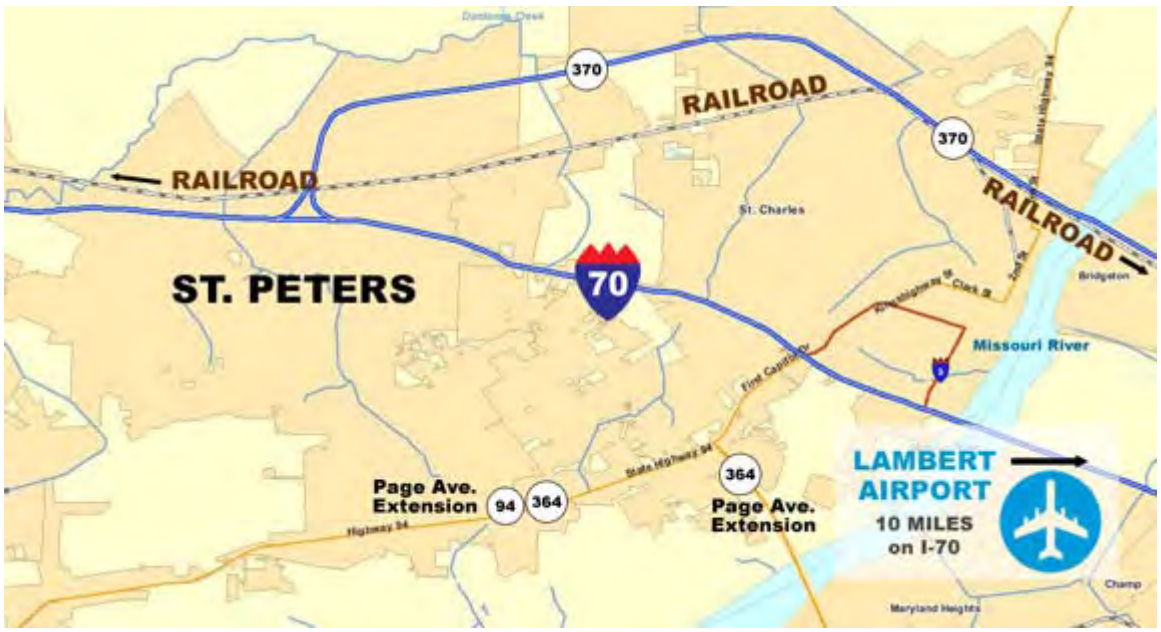
The tax rate per $100.00 assessed valuation for the preceding ten (10) years is tabulated below.

YEAR	ASSESSED VALUATIONS	TAX RATE		
		Total	General Fund	Debt Service
2007	1,080,803,169	.7700	.5300	.2400
2008	1,103,032,931	.7700	.5349	.2351
2009	1,045,969,609	.7700	.5349	.2351
2010	1,045,017,010	.7700	.5759	.1941
2011	1,014,588,944	.7700	.5759	.1941
2012	1,038,065,625	.7700	.6010	.1690
2013	1,008,150,116	.7700	.6282	.1418
2014	1,024,251,891	.7700	.6282	.1418
2015	1,080,409,127	.7700	.6095	.1605
2016	1,149,964,768	.7700	.6095	.1605

The budget has been prepared based on the tax rate of $.77 per $100.00 assessed valuation. The City General Fund is budgeted for $.5889 and the Debt Service Fund is budgeted for $.1811 of the total $.77 rate. These rates are subject to change after we receive our final assessed valuation from the County, and we will calculate the tax rate ceiling based on the final valuation. The overall rate of $.77 will not change; however, the General Fund and Debt Service Fund rates may change up or down based on the final valuation submitted to the State. The 2017 tax rates will be established by the Board of Aldermen on or before September 30, 2017.

St. Peters Location

St. Peters, Missouri, is located in St. Charles County, 30 minutes from downtown St. Louis, in the center of the U.S. St. Peters is served by major highways and rail, and is just minutes away from St. Louis's major airport. Interstate 70 runs through the northern portion of St. Peters. Highway 370 connects with I-70 just east of Mid Rivers Mall Drive. Lambert International Airport is 10 minutes away on I-70. On the southern side of St. Peters, Highway 364 (the Page Avenue extension) provides a major east-west route for easier access to St. Louis County. Highway 40/61 is accessible west of St. Peters. See the transportation map below.



History of St. Peters

Our community was founded by French traders in the late 18th Century, and grew into a prosperous farming community with the addition of German immigrants from 1830 to 1850. St. Peters incorporated as a town in 1910 and became a City of the Fourth Class under Missouri statutes in 1959. This new classification allowed St. Peters to issue bonds to build an infrastructure for water and wastewater treatment. In 1970, St. Peters population was 486, but the groundwork was set to handle amazing growth—from 486 people in 1970 to 15,700 in 1980 to 40,660 in 1990 to nearly 53,000 today.

St. Peters City Government

The City of St. Peters is a Missouri fourth-class city. The legislative body of the City is the Board of Aldermen, which is comprised of eight aldermen and a mayor. Two aldermen are elected from each of the City's four wards and serve four-year terms. Non-partisan municipal elections are held in April with half the Board and Mayor elected one year and the other half of the Board elected the following year. Each Alderman is a resident of the ward of the City that he or she is elected to represent. The Board considers and enacts ordinances and resolutions, levies municipal taxes, approves zoning changes and record plats, determines the budget and a five-year plan of recommended capital improvements, and sets policy for the City.

The Mayor, elected at large to serve a four-year term, is the presiding officer of the Board of Aldermen. The Mayor may vote in the event of a tie vote by the Board of Aldermen. Additionally, the Mayor has veto power. A city administrator is appointed by the Mayor with the advice and consent of the Board of Aldermen. The city administrator is the chief assistant to the Mayor and is responsible for the day-today management of the City's business and staff. The city administrator is also responsible for the employment and discharge of City employees under policies established by the Board of Aldermen. In addition, the City has an assistant city administrator who is appointed by the city administrator.

***Top row**, l-r: Ward 4 Alderman Patrick Barclay, Ward 3 Alderman Michael Shea, Ward 4 Alderman Don Aytes, Ward 1 Alderman Dave Thomas, Ward 1 Alderman Rocky Reitmeyer*
***Bottom row**, l-r: Ward 2 Alderman Jerry Hollingsworth, Mayor Len Pagano, Ward 3 Alderman Terri Violet, Ward 2 Alderman Judy Bateman*
(Click on the elected official's name above to learn more and get contact information.)

The City has several advisory boards and committees composed of citizens appointed by the Mayor with the advice and consent of the Board of Aldermen. The advisory boards and committees include, among others, St. Peters Green Team; Health and Wellness Advisory Committee; Personnel Review Board; the Parks, Recreation and Arts Advisory Board; Outpatient Surgical Treatment Center Medical Review Board; the Veterans Memorial Commission; the Senior Advisory Committee; and other Ad Hoc committees. In addition, the Mayor with the advice and consent of the Board of Aldermen appoints citizens to other boards and commissions which have responsibility for governmental functions relating to zoning and building codes. These boards and commissions are the Planning and Zoning Commission, the Board of Adjustment, and the Board of Appeals.

The City has approximately 581 full-time equivalent employees and provides a full range of services, including police protection; the construction and maintenance of roads, bridges and other infrastructure within the City; programs to assist low to moderate income residents; storm water control programs; and recreational activities and cultural events. In addition, the City provides water and sewer services, solid waste collection, and operates a solid waste transfer facility and recycling center. Descriptions of the City's departments, their mission statements, and goals are described in detail throughout the budget document. The City of St. Peters government has seven major work unit groups, each including a manager with operations and support personnel:

HES - Health & Environment Services: Animal Control, Building Attendants, Fleet Maintenance, Health, Recycling Facility, Solid Waste
MPS - Municipal Police Services: Emergency Management, Field Operations, Ranger Division, Support Services
PGS - Parks & Golf Services: 370 Lakeside Park, Golf Course, Parks Maintenance
RCS - Recreation & Cultural Services: Community & Cultural Affairs, Rec-Plex, Senior Center
SSS - Staff Support Services: Administration, Communications, Citizen Action Center, Community & Economic Development, Municipal Court, Finance, Human Resources, Information Technology, Licensing, Planning, Purchasing
TDS - Transportation & Development Services: Building, Engineering, Streets Maintenance, Traffic, Transportation
WES - Water Environment Services: Storm Water Management, Water & Sewer Utilities, Organic Resource Recycling, Sewer Lateral Repair Program, Water Service Line Repair Program

Service

Our goal at the City of St. Peters is to provide the very best possible service in the most efficient manner. Residents have an open line to City government and can contact the Citizen Action Center any time during normal business hours. If your call is after normal business hours, you may leave a message on the general voicemail night-line and your call will be returned on the next business day. You can also use the e-Resident feature on our website to contact elected officials or file a concern. Our policy is to respond to concerns within three business days following the date of the concern being filed.

The City of St. Peters offers a number of services essential to your quality of life. City staff maintains streets, collects trash and recycled goods, inspects restaurants, provides animal control, removes snow from streets, provides water services, treats for mosquitoes, handles health nuisances, and more.

Mayor
Len Pagano

Aldermen

Ward I
John “Rocky” Reitmeyer
Dave Thomas

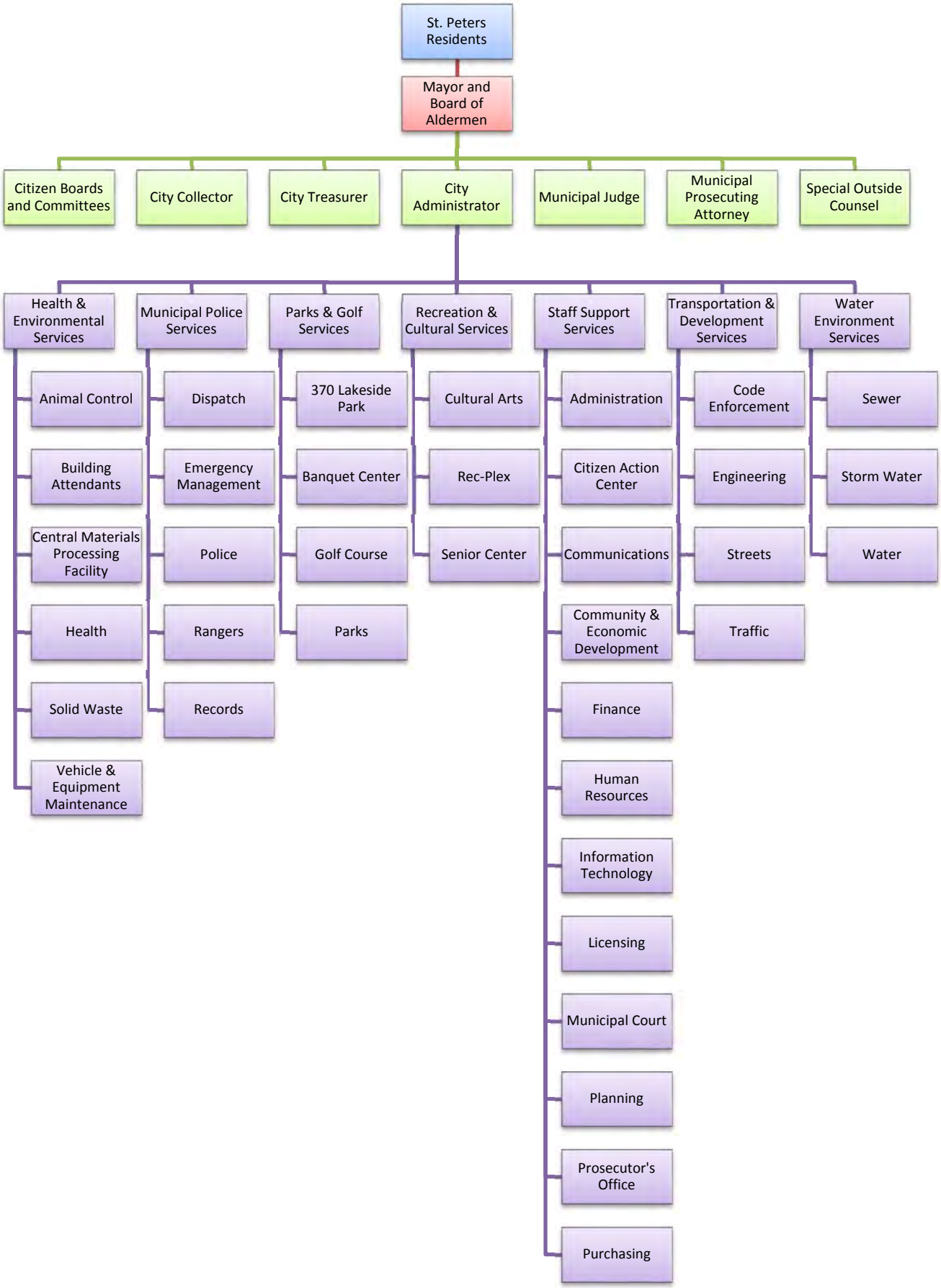
Ward II
Jerry Hollingsworth
Judy Bateman

Ward III
Michael Shea
Terri Violet

Ward IV
Patrick Barclay
Don Aytes

City Administrator
Russell W. Batzel

City of St. Peters
Organizational Chart



MISSION STATEMENT

The essence of our organization is a sincere commitment to professional, high quality, value-driven municipal services and amenities for our residents, businesses, and customers. We partner with our citizens to maintain and improve the quality of life in the City of St. Peters. We are open and honest in our communication and are responsive and responsible to the citizens we serve by providing superior customer service.

VISION STATEMENT

St. Peters, “My Hometown” – a beautiful place to live, work, play, and visit.

VALUES

The City of St. Peters is nationally recognized as a great place to live, work, play and visit, offering affordable, quality living with top-notch amenities and services. Our core values serve as a framework to guide our daily operations and decisions:

- We are **Responsive** to the public we serve.
- We are **Responsible** – guided by professional knowledge and ethics.
- We are **Committed to Teamwork** and to open and honest **Communication** within our organization and with the public we serve.
- We value our **Professional** work force and employ individuals of the highest character and ability in order to provide organizational stability and leadership throughout the organization.

Our management philosophy is based on our elected officials' belief that our employees are our most valuable resource, and our Employee First philosophy fosters sincere **Trust** and yields superior customer service.

VISION 2025 STRATEGIC PLAN

During 2015 the City Administrator began a strategic planning process along with the City's Group Managers. An assessment of the local environment was performed using a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis. Consideration was to given to many factors, including but not limited to, community needs and priorities, funding, changes in technology, economic factors, demographic factors, and legal and regulatory changes. Meetings were also held in which City employees were able to provide input.

Through these processes, the City of St. Peters developed Vision 2025, a strategic plan designed to chart a course to achieve the City's vision for the future. Vision 2025 is endorsed by the Mayor and Board of Aldermen and anticipates opportunities and challenges that await the City and provides a roadmap to ensure a bright future for our community. As a part of Vision 2025, the City identified seven key priorities. In 2025, My Hometown will be:

These seven key priorities served as the framework for this year's budget. Throughout the budget document you will see references to Vision 2025. The key shown above appears as a footer on many pages in order to help readers become familiar with Vision 2025.

For more information and to download a brochure on Vision 2025, visit the City's website at http://www.stpetersmo.net/vision-2025.aspx.

LONG-TERM GOALS & BUDGET YEAR OBJECTIVES

The City's long-term goals were updated to support the Vision 2025 priorities. (The long-term goals are shown on the next page.)

Incorporating Vision 2025 into the budget process included changing some terminology. With the update to our long-term goals, it became confusing when talking about long-term goals and departmental goals since they were both referred to as goals. In order to more accurately identify and provide differentiation between the two, our departmental goals are now called departmental objectives. In order to be included as a departmental objective, each objective must help us achieve at least one of the City's long-term goals. The departmental objectives are specific and measurable and all are set for the timeframe of the budget year.

In the departmental sections of the budget document you will see that all of the objectives are tied to one or more of the seven key priorities using the color-coded icons shown above. The icons are also labeled with numbers to indicate the long-term goal(s) that the objective helps us achieve. Below is an example:

Objective – Maintain 90%+ on all annual customer service reviews.

In this example the icons for Connected and Community are each shown followed by the number 1. By referring to the list on the next page, we can see that this objective helps us achieve long-term goal 1 under Connected, which is to "develop and maintain effective and efficient communication with our community," and long-term goal 1 under Community, which is to "develop a sense of community pride."

VISION 2025
PRIORITIES & GOALS

Safe

Goal 1: Provide a community safe from crime to work, live, and visit.

Goal 2: Provide safe and reliable roadway systems, sidewalks, trails and bike routes.

Goal 3: Be prepared and responsive to all emergency situations.

Goal 4: Provide proactive and effective preventative maintenance programs.

Goal 5: Provide for community health and environmental safety.

Healthy

Goal 1: Engage the community to improve health and wellness.

Goal 2: Ensure community access to health and wellness facilities and services.

Prosperous

Goal 1: Provide for economic growth and stability.

Goal 2: Maintain low tax rates and user fees.

Goal 3: Be a good steward of City assets, resources and infrastructure.

Sustainable

Goal 1: Maintain and enhance Employee First Program (all internal organizations).

Goal 2: Engage community in environmental and sustainable practices.

Goal 3: Improve sustainable practices for City operations and assets.

Goal 4: Maintain a visually attractive and vibrant City.

Innovative

Goal 1: Proactively pursue state-of-the-art infrastructure, services, and communication networks.

Goal 2: Welcome and evaluate innovative ideas and concepts to advance City goals.

Connected

Goal 1: Develop and maintain effective and efficient communication with our community.

Goal 2: Provide for ease of travel within the City and connectivity to the greater metro area.

Goal 3: Be engaged in all legislative and legal issues that impact municipal government and our community.

Community

Goal 1: Develop a sense of community pride.

Goal 2: Develop and support full life-cycle housing.

Goal 3: Promote cultural diversity.

My Hometown

Demographic and Community Information

The City of St. Peters, incorporated in 1910, is a fourth class city located in St. Charles County, Missouri. The City currently occupies a land area of 22.46 square miles and services a population of approximately 52,575. The City is traversed by Interstate 70, which provides direct access to St. Louis, approximately 20 miles east of the City, and to Kansas City, approximately 220 miles west of the City. Regularly scheduled air passenger and freight service is available at Lambert St. Louis International Airport located approximately 12 miles east of the City on Interstate 70. Commercial air service is available at two private airports within St. Charles County and at a public airport operated by St. Charles County. Barge service is available on the Mississippi River located approximately 5 miles from St. Peters. The City is served by two railroads; the Norfolk & Southern and the Burlington-Northern, and three common-carrier truck lines.

The City's diversified economy and commercial growth is attributable to its transportation network, central location in the United States, and expanding resources of labor and materials. Residential growth has been considerable as an outgrowth of expanded employment opportunities in the area. At the same time, the City continues to grow as a suburban community.

More than 2,500 businesses are licensed in St. Peters. There are several major shopping corridors in St. Peters and the City serves as a shopping hub to surrounding communities located throughout St. Charles County. The City's retail service area encompasses an estimated 30-mile radius with a population of approximately 360,000 in the 10-mile radius immediately surrounding the City.

The largest shopping center in St. Peters, Mid Rivers Mall, is also the largest shopping center in St. Charles County. The mall, which opened in 1987, is anchored by four major department stores and has approximately 120 shops, including a food court and a 14-screen Wehrenberg Theater.

Due to the aforementioned factors, the City has been able to reduce the property tax rate from $1.85 per hundred dollars of valuation in 1970 to 77 cents per hundred dollars of valuation without cutting any City services.

The age distribution of St. Peters is close to that of the state of Missouri. Approximately 23% of St. Peters' residents are under the age of 18 years.* Older adults, 65 years and above, comprise roughly 11% of the population.* The median age of St. Peters' population is 38.7 years.**

The percentage of the City's adult population who graduated from high school was 94.3% and 35.3% of the population obtained a bachelor's degree or higher.* This compares favorably to the state of Missouri which had a population graduated from high school of 88.4% and a population obtaining a bachelor's degree or higher of 27.1%.*

*Source: U.S. Census Bureau, State and County QuickFacts
**Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

St. Peters at a Glance

Date of Incorporation: 1910

Form of Government: Mayor/Board of Aldermen/City Administrator

Area: 22.46 square miles

Population (2012 estimate): 52,575

Average Household Income (2015 estimate)*:** $82,643

Total Number of Employees: 581

Police Protection

Number of Police Stations: 1
Number of Police Officers: 88

Fire Protection: The City's fire protection is provided by Central County Fire & Rescue and Cottleville Fire Protection District.
Number of Fire Stations: 4

Miles of Streets Maintained by City: 297 miles

Utilities: The City's electricity is provided by Ameren Missouri. Natural gas is provided by Laclede Gas Company.

Number of Water Treatment Facilities: 1

Number of Wastewater Treatment Facilities: 1

Parks & Recreation: St. Peters offers a wide variety of outdoor amenities, including pavilions and picnic shelters, 1 outdoor pool, wireless Internet, athletic fields, fishing ponds, an 18-hole golf course, veterans memorial sites, and RV campsites.
Number of Parks: 25
Park Acreage: 1,284 acres
Hiking/Biking Trails: 22.6 miles
Recreation Facilities: 236,000-square foot Rec-Plex

Education: Primary and secondary education is provided by the Fort Zumwalt, Francis Howell, and City of St. Charles School Districts, as well as by several private schools in the area. Higher education is provided by the St. Charles Community College and Lindenwood University, which are located in St. Charles County. In addition, numerous institutions of higher education located in the St. Louis metropolitan area are easily accessible to City residents including Saint Louis University, Washington University, and the University of Missouri-St. Louis.

Libraries: The City is served by the Spencer Road Branch of the St. Charles City-County Library District.

Healthcare: Barnes-Jewish St. Peters Hospital is located in the City.

***** Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates**

Housing:

The following table sets forth statistics related to housing for the City and, for comparative purposes, St. Charles County, St. Louis Metropolitan Statistical Area (MSA), and the State of Missouri:

	Median Value of Owner Occupied Housing	% Built in 2000 or Later	Units Built Before 1940
City of St. Peters	$167,400	17.5%	0.9%
St. Charles County	$188,200	28.7%	2.8%
St. Louis MSA	$157,100	13.3%	16.7%
State of Missouri	$138,400	15.6%	14.1%

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates.

Principal Property Taxpayers:

Taxpayer	2016 Assessed Value
Mid Rivers Mall LLC	$ 18,017,494
Airwick Industries, Inc.	$ 14,422,006
Turnberry Apartments LLC	$ 5,801,920
SSM Properties, Inc.	$ 4,030,251
Walmart Real Estate Business Trust	$ 3,591,869
Grewe Limited Partnership	$ 3,564,395
Jungs Station Association	$ 3,512,176
79 Crossing LLC	$ 3,164,290
HCP Senior Housing Properties Trust	$ 2,997,393
94 Crossing LLC	$ 2,966,210

Source: Office of the St. Charles County Assessor

Major Employers:

Employer	Type of Business	Employees
Fort Zumwalt School District R-II	Public School District	991
Barnes St. Peters Hospital	Full-Service Medical Facility	970
City of St. Peters	Municipality	573
Francis Howell School District R-III	Public School District	347
Alpla Inc.	Manufacturer	218
Wal-Mart Stores Inc.	Discount Retail Store	210
Boone Center Inc.	Employment Placement for Adults with Disabilities	210
Seyer Industries, Inc.	Manufacturer	202
RB Manufacturing	Manufacturer	200
St. Charles Ambulance District	Emergency Medical Transport	180

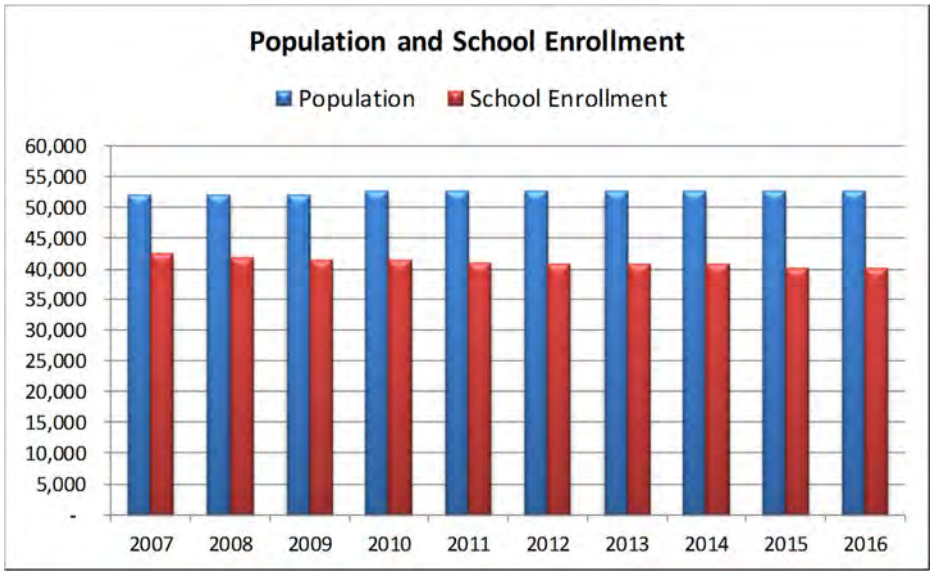
Source: St. Peters Business License Office. Should be noted that some businesses do not complete the number of employee section of their application.

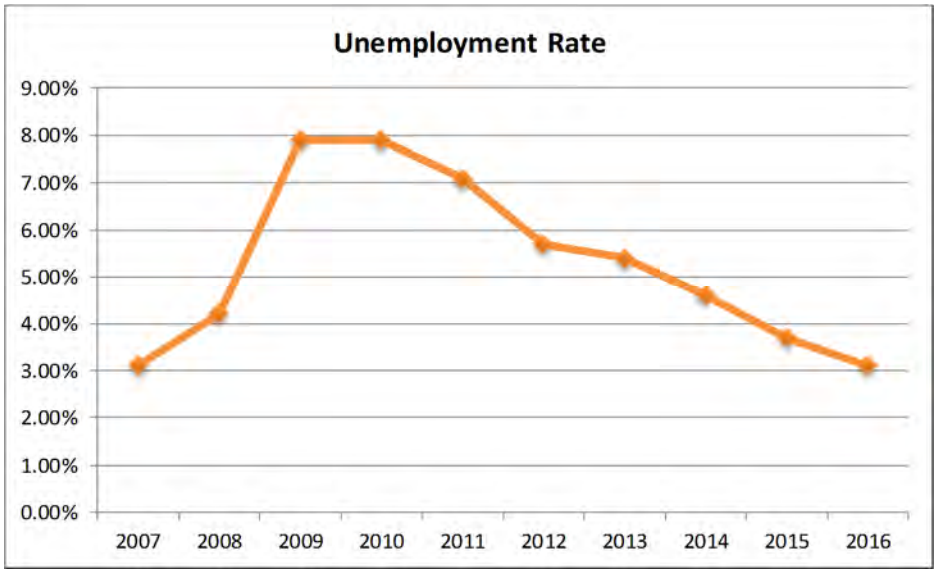
Demographic and Economic Statistics:

Year	Population	School Enrollment	Unemployment Rate
2007	52,000	42,480	3.10%
2008	52,000	41,906	4.20%
2009	52,000	41,494	7.90%
2010	52,575	41,405	7.90%
2011	52,575	41,010	7.10%
2012	52,575	40,739	5.70%
2013	52,575	40,841	5.40%
2014	52,575	40,856	4.60%
2015	52,575	40,162	3.70%
2016	52,575	40,050	3.10%

Note: Total and per capita personal income are unavailable for the City of St. Peters.

Sources: Population is based on the 2010 official count of the United States Bureau of Census. School enrollment was provided by the Missouri Department of Elementary and Secondary Education's website. The unemployment rate is an unofficial estimate of the Missouri Economic Research and Information Center.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished
Budget Presentation
Award

PRESENTED TO

City of St. Peters
Missouri

For the Fiscal Year Beginning

October 1, 2016

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of St. Peters, Missouri** for its annual budget for the fiscal year beginning **October 1, 2016**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

BUDGET ORGANIZATION

The budget document contains a budget message, an introductory section, a presentation of budgeted funds, summaries of capital and personnel, a glossary, financial policies, and ordinances that impacted the adoption of this budget.

The City's annual budget is organized by fund. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts and resources which are dedicated for a specific purpose. The revenue and expenditure accounts for each fund are listed within each budget section. The funds and departments within the funds are organized in the following order General Fund, Debt Service Fund, Special Revenue Funds (alphabetical) and Enterprise Funds (alphabetical). Operating departments within each fund are organized alphabetically by major work group (described above) and then subdivided by department within each major work group.

Budgeted Funds include:

- General Fund – The general fund is the main operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

- Debt Service – The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

- Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City has the following special revenue funds:

    - Community Development Block Grant Subrecipient Fund – Used to account for Federal grant proceeds and other revenues received as a subrecipient from St. Charles County that are restricted for use for low-and moderate-income persons.

    - County Sewer Lateral Repair Program Fund – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of sewer lateral lines for unincorporated St. Charles County residents with sanitary sewer service provided by the City of St. Peters.

    - Local Parks and Storm Water Fund – Used to account for revenues related to a 1/2 cent sales tax. Restricted for park and storm water projects.

    - Sewer Lateral Repair Program Fund – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of sewer lateral lines.

    - Special Allocation Fund – City Centre – Used to account for revenues generated by the City Centre TIF district for the payment of debt service and other TIF related expenditures.

    - Special Allocation Fund – Old Town TIF – Used to account for revenues generated by the Old Town Levee TIF district.

    - Special Allocation Fund – St. Peters Lakeside Redevelopment TIF – Used to account for revenues generated by the St. Peters Lakeside Redevelopment TIF district.

    - Transportation Trust Fund – Used to account for transportation sales tax revenues and grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads, and bridges.

    - Water Service Line Repair Program Fund – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of water service lines.

- Enterprise Funds - used to account for activities that are similar to those found in the private sector. The measurement focus is on the determination of net income and capital maintenance. Enterprise funds are used to account 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, not including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City prepares budgets for the following enterprise funds:

    - 370 Lakeside Park Fund – Used to account for revenues and expenses resulting from the operation and maintenance of 370 Lakeside Park. Revenues are generated through user fees for several amenities located in the park.

    - Central Materials Processing Facility Fund – Used to account for revenues and expenses resulting from the processing of solid waste. Trash and recyclable materials are sorted by recyclable type (i.e., cardboard, newspaper, plastic, glass, aluminum, etc.). The sorted recyclables are then baled and sold to companies that use recyclable material in the manufacturing of their products. The remaining material (trash) is taken to a landfill.

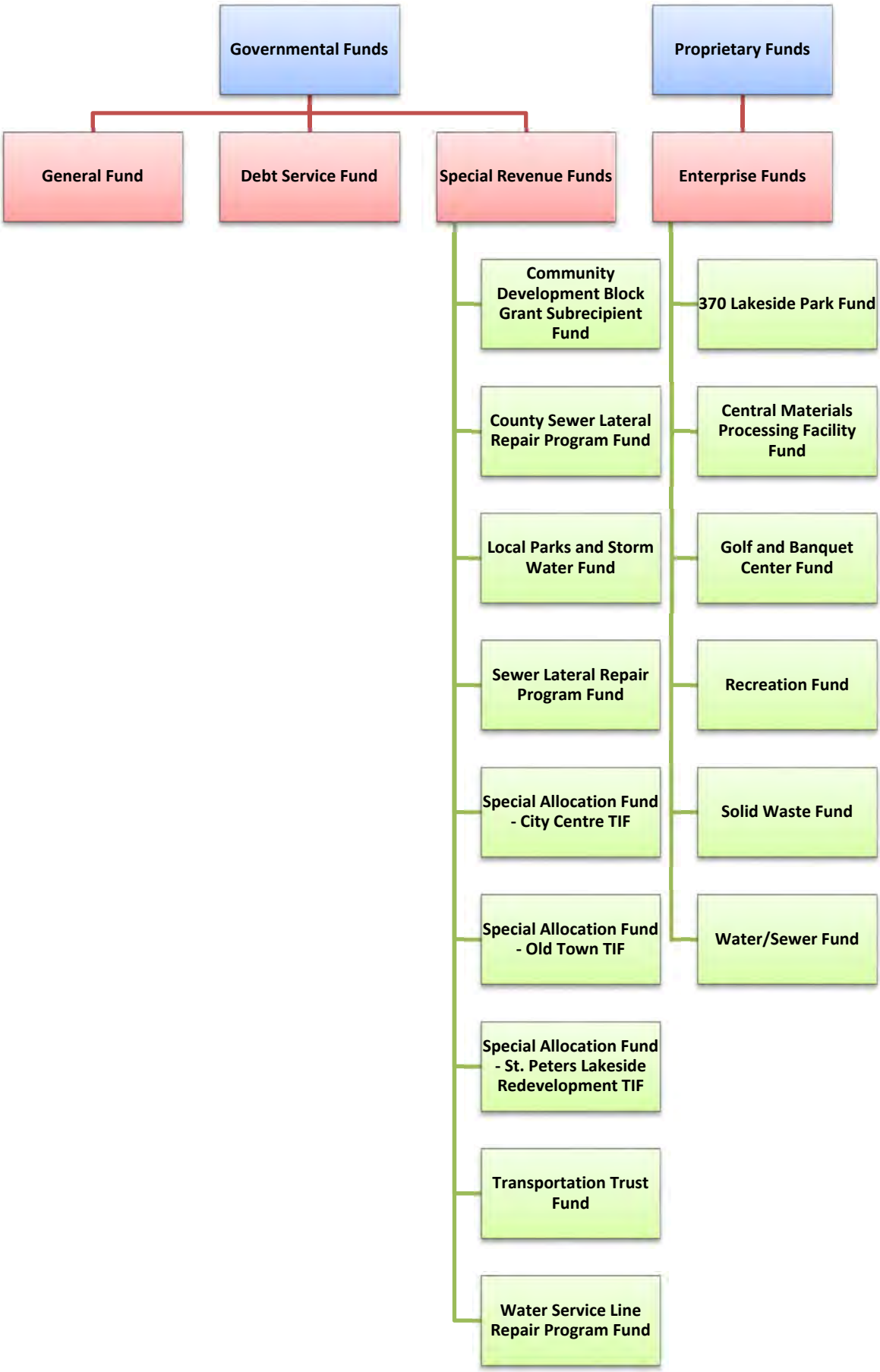
    - Golf and Banquet Center Fund – Used to account for activities of the City's municipal golf course and banquet center operations.

    - Recreation Fund – Used to account for revenues activities of the City's recreation operations.

    - Solid Waste Fund – Used to account for the provision of solid waste collection to the residents of the City. All activities necessary to provide such services are accounted for in this fund.

    - Water/Sewer Fund – Used to account for the billing and collection of charges for water and sanitary sewer services for customers of the waterworks and sanitary sewer system. Revenues are used to pay for both operating expenses and capital costs to maintain these services.

Budgeted Funds Organizational Chart



DESCRIPTION OF ALL CITY FUNDS

FUND NAME	FUND #	FUND TYPE	PURPOSE	SOURCE OF REVENUE
BUDGETED-				
General Fund	100	Governmental-General	Operating Expenses of City	Taxes and Other General Revenue
Debt Service Fund	150	Governmental-Debt Service	Retirement of GO Bonds	Portion of Property Taxes
Special Allocation Fund	310-330	Governmental-Special Revenue	Accounting for the City's Tax Increment Financing Districts	T.I.F. Increment
Transportation Trust Fund	360	Governmental-Special Revenue	Road Improvements	Half-Cent Mass Transit Sales Tax
Local Parks and Storm Water Fund	380	Governmental-Special Revenue	Park and Storm Water Improvements	Half-Cent Sales Tax
Sewer Lateral Repair Program Fund	390	Governmental-Special Revenue	Sewer Lateral Repairs	Voter Approved Assessment
Water Service Line Repair Program Fund	395	Governmental-Special Revenue	Water Service Line Repairs	Voter Approved Assessment
Community Development Block Grant Subrecipient Fund	450	Governmental-Special Revenue	Assist Low and Moderate Income Persons	Federal Funding (HUD)
County Sewer Lateral Repair Program Fund	460	Governmental-Special Revenue	Sewer Lateral Repairs for County Residents	Voter Approved Assessment
Recreation Fund	600	Proprietary-Enterprise	Recreational Activities	User Fees
Golf and Banquet Center Fund	660	Proprietary-Enterprise	Municipal Golf Course and Banquet Center Activities	User Fees
370 Lakeside Park Fund	675	Proprietary-Enterprise	370 Lakeside Park Activities	User Fees
Water/Sewer Fund	700	Proprietary-Enterprise	Operation of Water/Sewer System	User Fees
Solid Waste Fund	800	Proprietary-Enterprise	Collection and Disposal of Residential Solid Waste	User Fees
Central Materials Processing Facility Fund	820	Proprietary-Enterprise	Transfer Station for Solid Waste and Recycling	User Fees from Trash Haulers & Recycling Revenue
NON-BUDGETED (BUT INCLUDED IN AUDITED FUND STATEMENTS)-				
Payroll Revolving Fund	105	Governmental-General	City's Payroll	Transfers from Other City Funds
Self-Insurance Fund	107	Governmental-General	City's Self-Insurance Program	Transfers from Other City Funds
Post Retirement Benefits Fund	108	Governmental-General	Health & Dental Care Benefits for City Retirees-Pass Through	Employee Contributions
General Fixed Assets Fund	110	Account Group	Non-Cash; Accounting Purposes Only	Non-Cash Fund
Fixed Asset-Infrastructure Fund	112	Account Group	Non-Cash; Accounting Purposes Only	Non-Cash Fund
General Long Term Debt	115	Account Group	Non-Cash; Accounting Purposes Only	Non-Cash Fund
Storm Water Project Fund Phase 2	215	Governmental-Capital Projects	Construction/Design of Storm Water Projects	2014 General Obligation Bond Proceeds
Storm Water Project Fund Phase 3	220	Governmental-Capital Projects	Construction/Design of Storm Water Projects	2016 General Obligation Bond Proceeds
Park and Recreation Facility Fund	265	Governmental-Capital Projects	Construction/Design of Park and Recreational Facilities	2017 General Obligation Bond Proceeds
Utilities Construction Fund	750	Proprietary-Enterprise	Capital Projects	Water/Sewer Tap-On Fees and Interest on Investments
Water/Sewer '15 Revenue Bond Projects	791	Proprietary-Enterprise	Water and Sewer Capital Projects	Bond Proceeds
Natatorium Foundation Fund	920	Fiduciary-Trust	Natatorium Maintenance and Improvements	Investment Income
Post Retirement 115 Plan	970	Fiduciary-Trust	Health & Dental Care Benefits for City Retirees	Transfers from Other City Funds

RELATIONSHIP BETWEEN CITY FUNDS AND FUNCTIONAL UNITS*

	FUNDS																	
	Major Governmental Funds					Nonmajor Governmental Funds							Enterprise Funds					
FUNCTIONAL UNITS **Governmental Activities:**	General	Debt Service	Local Parks and Storm Water	Special Allocation - City Centre	Transportation Trust	Community Development Block Grant	Community Development Block Grant Subrecipient	County Sewer Lateral Repair Program	Sewer Lateral Repair Program	Special Allocation - Old Town	Special Allocation - Lakeside Redevelopment	Water Service Line Repair Program	370 Lakeside Park	Central Materials Processing Facility	Golf and Banquet Center	Recreation	Solid Waste	Water/ Sewer
General Government	■			■		■	■			■	■							
Administration	■																	
Police	■		■															
Municipal Court	■																	
Public Works	■		■		■			■	■	■		■						
Engineering	■																	
Maintenance	■																	
Health	■																	
Parks and Recreation	■		■															
Communications	■																	
Community and Arts	■																	
Business-Type Activities:																		
Waterworks/Sanitary Sewer																		■
Solid Waste																	■	
Central Materials Processing Facility														■				
Recreation													■		■	■		

shaded box identifies fund use by functional unit

OVERVIEW OF BUDGET BUDGETARY PROCESS

Budgeting, at best, is an inexact science. It can be both precise and unyielding as numbers tend to be, or as flexible as priority changes dictate. In the end, the goal of City of St. Peters' budgeting process is to produce a "user friendly" document, designed to enhance policy makers', managers', and citizens' understanding of major issues, resource choices, and impact of the total budget. The budget is not only a financial plan, but a policy document, operational guide, and communication device.

As a financial plan, the City of St. Peters' budget includes all budgeted funds, presents a summary of historical and projected revenues and expenditures, describes major revenue sources, underlying assumptions and trends, and includes projected changes to fund balances.

As a policy document, the budget includes a budget message articulating strategic priorities, describes budget and financial policies, and addresses longer-term concerns and issues.

As an operational guide, the document includes an organizational chart(s), provides authorized personnel schedules, describes departmental services or functions, and includes goals and objectives.

As a communication device, the budget includes a summary of budgetary issues, trends, and resource choices, explains the impact of other plans or planning processes, describes the preparation, review, and adoption process, and contains a table of contents and glossary of terms.

The City acknowledges that several essential features characterize a good budget process. We look not only to the current budget year, but also include a long-term point of view to ensure that the City continues to remain fiscally responsible and meets the needs of our stakeholders. The Vision 2025 strategic plan priorities and long-term goals discussed earlier define the preferred future state of the community. By doing so, Vision 2025 provides a basis for making resource allocation decisions during the budget process and serves as a focal point for assessing and coordinating long-range plans. All of the departments of the City are expected to aid in achieving the Vision 2025 goals.

1. During the second quarter of the fiscal year, the Capital Improvement Plan and budget processes begin with a Pre-CIP and Budget meeting in which City staff meets with the Mayor and Board of Aldermen to determine the direction for the next five years. The five-year Capital Improvement Plan details out capital project priorities and the timeframe for undertaking those capital projects. It also provides a financing plan for the projects.
2. The Mayor, Board of Aldermen, and City Administrator work together to set the goals for the City of St. Peters for the upcoming fiscal year. The goals are set based upon input from citizens (received throughout the year via discussions with elected officials, public meetings, phone calls into the City's concern system and periodic resident surveys), resident business owners, the Mayor and Board of Aldermen and City staff.
    - The City evaluates any changes in community conditions or changes in the operating environment. A review of existing major programs is done and new needs are addressed.
    - The City's major capital assets are evaluated. Issues, challenges and opportunities affecting the provision of capital assets including community needs and priorities; the impact of deferred maintenance; funding issues; changes in technology; economic, demographic, and other factors that may affect demand; and legal or regulatory changes. The City has developed measurement standards for the condition of capital assets (including what is regarded as acceptable) for our major assets, including:
        - Infrastructure
        - Fleet
        - Information Systems Assets
3. The prior Capital Improvement Plan is re-evaluated and updated based upon these new goals, needs, and available funding.
4. The budget process begins during the second quarter of the fiscal year. Department heads prepare a detail budget including departmental objectives using the Capital Improvement Plan as a guide. The City Administrator then meets with the department heads to review the departmental budget submittals. During these meetings, the departmental objectives are reviewed to ensure that they are consistent with the overall goals for the City, and a

more detailed analysis of programs is performed. This analysis helps the City to determine any changes in the service provided to residents, the fee (if any) that should be charged, and the efficiency of the service.

5. A Capital Improvement Plan is approved by ordinance by the Board of Aldermen for the General Fund, Local Parks and Storm Water Fund, Transportation Trust Fund, Central Materials Processing Facility Fund, Recreation Fund, Solid Waste Fund, and Water/Sewer Fund. This document serves as the blueprint for the preparation of future budgets.
6. After these meetings, a draft budget for all budgeted funds is finalized and submitted to the Mayor and Board of Aldermen for review. The Board of Aldermen may revise, alter, increase, or decrease the items contained in the proposed budget. In accordance with Missouri Revised Statutes; in no event shall the total proposed expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; provided, that nothing herein shall be construed as requiring any political subdivision to use any cash balance as current revenue or to change from a cash basis of financing its expenditures.
7. On or before August 1, the City Administrator submits to the Mayor and Board of Aldermen the proposed operating budget for the General, Special Revenue, and Debt Service Funds for the fiscal year commencing the following October 1. In addition, budgets for the Central Materials Processing Facility, Recreation, Solid Waste, and Water/Sewer Funds are prepared on a basis similar to that of the general governmental funds in order to better manage these operations. The operating budgets include proposed expenditures and the means of financing them. Expenditures may not legally exceed appropriations at the fund level.
8. The proposed budget will consist of a set of recommended actions regarding programs and services to be funded, including service level, quality, and goals to be achieved. It will also identify funding requirements and sources of funds, and provide the supplemental information necessary to review the plans. The budget should be consistent with policies and goals set by the government. The recommended budget must also comply with any statutory requirements.
9. Pursuant to the Missouri Revised Statutes, the annual budget must present a complete financial plan for the ensuing fiscal year and must include at least 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 two years next preceding, itemized by year, fund, and source;
    c. Proposed expenditures for each department, office, commission, and other classifications for the budget year, together with a comparative statement of actual or estimated expenditures for the two years next preceding, itemized by year, fund, activity and object;
    d. The amount required for the payment of interest, amortization, and redemption charges on debt; and
    e. A general budget summary.
10. Following public hearings on the proposed budget, the annual operating budgets are approved though the adoption of the budget ordinance by the affirmative vote of a majority of the members of the Board of Aldermen and approval by the Mayor on or before September 1 of the preceding budget year. If the budgets have not been passed and approved on or before the last day preceding the budget year (September 30), the budgets and appropriations for the current fiscal year shall be deemed to be re-budgeted and re-appropriated for the budget year until a new budget is adopted and approved.
11. The City Administrator is authorized to transfer part, or all, of any unexpended balance among any departments within a given fund.
12. If it is determined that the original budgeted revenues and expenditures need to be increased or decreased, the Board of Aldermen may, by ordinance, make such changes in budgeted revenues and expenditures so long as the total budgeted expenditures do not exceed the amount of budgeted revenues plus beginning unencumbered fund balance.
13. If it appears probable that revenues available will be insufficient to meet the amount appropriated, the Board of Aldermen may, by ordinance, reduce one or more appropriations.
14. Unencumbered appropriations lapse at year-end.

BUDGET CALENDAR

February 10	Human Resources - Projected fringe rates and/or fringe amounts as appropriate. 5, 10, 15, and 20 year employees for FY ’17. Salary amounts calculated for FY ’17.
February 10	Purchasing/Finance - Calculation of utility expenses and insurance expenses. Calculation of postage, estimate bad debt expense, sales tax expense, bank service charges, and gasoline & diesel expenses.
February 10	Group Managers and Department Heads prepare basic budget information and have the information entered in Excel.
February 10	Departmental Goals due to City Administrator.
February 10	All departmental amounts finalized and entered into Excel. All Excel spreadsheets submitted to Budget Analyst.

City Administrator and Management Team review preliminary budget and goals:

March 6 – 17	Departmental Budget Meetings

June 1 – July 28	Compile draft budget.
July 28	Distribute draft budget to the Board of Aldermen.
August 1	Board of Aldermen work session with City Administrator and Management Team.
August 10	Public Hearing at Board of Aldermen meeting for FY '18 Budget and water/sewer rates.
August 24	Board of Aldermen meeting to adopt FY '18 Budget.
September 28	Public Hearing for Property Tax Rate and Board of Aldermen meeting to adopt 2017 Property Tax Rate.
September 29	Director of Finance submits rates to County.

CITY OF ST. PETERS
BUDGET SUMMARY
2017/18

	GENERAL FUND	DEBT SERVICE FUND	COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT FUND	COUNTY SEWER LATERAL REPAIR PROGRAM FUND	LOCAL PARKS AND STORM WATER FUND	SEWER LATERAL REPAIR PROGRAM FUND	SPECIAL ALLOCATION FUNDS	TRANSPORTATION TRUST FUND	WATER SERVICE LINE REPAIR PROGRAM FUND
Unappropriated Fund Balance 10/1/17	**$4,847,718**	**$1,630,375**	**$0**	**$0**	**$1,448,588**	**$446,591**	**$3,705,166**	**$1,279,657**	**$114,055**
Add: Revenues									
Property Tax	7,692,000	2,235,000	0	0	0	0	1,022,400	0	0
Sales & Use Tax	14,978,900	0	0	0	7,489,450	0	718,600	7,489,450	0
Other Tax	4,874,900	0	0	70,000	0	560,000	0	0	223,000
Licenses & Permits	1,100,000	0	0	0	0	0	0	0	0
Intergovernmental Revenue	3,210,000	0	200,000	0	50,000	0	0	3,495,775	0
Operating Income	0	0	0	0	0	0	0	0	0
Interest Income	5,000	5,000	0	0	5,000	500	5,000	1,000	0
Other Revenues	2,597,500	5,000	0	0	136,000	0	0	181,000	0
Total Revenues	34,458,300	2,245,000	200,000	70,000	7,680,450	560,500	1,746,000	11,167,225	223,000
Transfers From Other Funds	2,258,700	2,451,700	0	0	0	0	0	216,570	0
Total Revenue and Other Sources	36,717,000	4,696,700	200,000	70,000	7,680,450	560,500	1,746,000	11,383,795	223,000
Funds Available	**41,564,718**	**6,327,075**	**200,000**	**70,000**	**9,129,038**	**1,007,091**	**5,451,166**	**12,663,452**	**337,055**
Less: Expenditures									
Salaries & Fringes	29,667,000	0	0	0	1,745,600	42,700	0	814,800	28,900
Professional Services	1,338,840	50,000	0	5,000	58,800	85,100	40,000	100,500	5,100
Utilities	581,240	0	0	0	6,400	200	0	622,800	0
Repairs & Maintenance	1,392,090	0	0	65,000	612,900	600,000	0	3,605,600	252,700
Supplies & Other	1,896,935	7,000	0	0	123,395	1,100	0	282,800	300
Tipping Fees	0	0	0	0	0	0	0	0	0
Capital Expenditures	1,062,685	0	0	0	1,447,150	0	0	378,500	0
Construction & Traffic Signals	0	0	0	0	0	0	3,875,000	5,807,100	0
Miscellaneous Expenses	518,120	0	200,000	0	19,675	0	0	79,045	0
Surplus PILOTS	0	0	0	0	0	0	0	0	0
Total Expenditures	36,456,910	57,000	200,000	70,000	4,013,920	729,100	3,915,000	11,691,145	287,000
Debt service	382,500	4,540,500	0	0	166,500	0	5,000	754,500	0
Total Expenditures and Debt Service	36,839,410	4,597,500	200,000	70,000	4,180,420	729,100	3,920,000	12,445,645	287,000
Transfers To(From) Reserves	250,000	0	0	0	100,000	0	0	0	0
Increase In Bond Reserves	0	0	0	0	0	0	0	0	0
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0	0	0	0	701,000	0	0
Transfers To Other Funds *	556,700	0	0	0	4,481,350	0	0	187,700	0
Transfer to Trust for Post Retirement Benefits	485,000	0	0	0	29,300	0	0	13,900	0
Total Expenditures and Other Uses	**38,131,110**	**4,597,500**	**200,000**	**70,000**	**8,791,070**	**729,100**	**4,621,000**	**12,647,245**	**287,000**
Unappropriated Fund Balance 9/30/18	**$3,433,608**	**$1,729,575**	**$0**	**$0**	**$337,968**	**$277,991**	**$830,166**	**$16,207**	**$50,055**

* Transfers to Other Funds may include transfers to a non-budgeted Capital Projects Fund

CITY OF ST. PETERS
BUDGET SUMMARY
2017/18

	370 LAKESIDE PARK FUND	CENTRAL MATERIALS PROCESSING FACILITY FUND	GOLF & BANQUET CENTER FUND	RECREATION FUND	SOLID WASTE FUND	WATER/ SEWER FUND	TOTAL
Unappropriated Fund Balance 10/1/17	**$0**	**$627,950**	**$0**	**$32,119**	**$971,748**	**$1,006,811**	**$16,110,778**
Add: Revenues							
Property Tax	0	0	0	0	0	0	10,949,400
Sales & Use Tax	0	0	0	0	0	0	30,676,400
Other Tax	0	0	0	0	0	0	5,727,900
Licenses & Permits	0	0	0	0	0	0	1,100,000
Intergovernmental Revenue	0	0	0	0	0	0	6,955,775
Operating Income	641,900	4,479,000	775,700	5,786,500	6,164,000	12,003,700	29,850,800
Interest Income	0	500	0	500	500	1,000	24,000
Other Revenues	65,300	21,200	0	0	52,600	335,600	3,394,200
Total Revenues	707,200	4,500,700	775,700	5,787,000	6,217,100	12,340,300	88,678,475
Transfers From Other Funds	108,840	0	243,340	1,725,000	0	0	7,004,150
Total Revenue and Other Sources	816,040	4,500,700	1,019,040	7,512,000	6,217,100	12,340,300	95,682,625
Funds Available	**816,040**	**5,128,650**	**1,019,040**	**7,544,119**	**7,188,848**	**13,347,111**	**111,793,403**
Less: Expenditures							
Salaries & Fringes	632,400	1,908,400	672,600	3,988,800	2,772,500	4,204,600	46,478,300
Professional Services	1,400	47,300	1,650	168,500	24,900	489,795	2,416,885
Utilities	62,800	55,600	53,300	879,400	59,800	770,000	3,091,540
Repairs & Maintenance	23,000	126,400	64,900	179,050	327,500	1,050,465	8,299,605
Supplies & Other	87,200	387,035	222,740	711,850	372,700	1,875,255	5,968,310
Tipping Fees	0	1,465,400	0	0	1,278,300	0	2,743,700
Capital Expenditures	0	63,000	0	156,700	850,000	887,740	4,845,775
Construction & Traffic Signals	0	0	0	0	0	0	9,682,100
Miscellaneous Expenses	9,240	14,455	3,850	37,800	21,705	51,110	955,000
Surplus PILOTS	0	0	0	0	0	0	0
Total Expenditures	816,040	4,067,590	1,019,040	6,122,100	5,707,405	9,328,965	84,481,215
Debt service	0	0	0	1,352,000	0	2,544,750	9,745,750
Total Expenditures and Debt Service	816,040	4,067,590	1,019,040	7,474,100	5,707,405	11,873,715	94,226,965
Transfers To(From) Reserves	0	0	0	5,000	125,000	0	480,000
Increase In Bond Reserves	0	0	0	0	0	21,063	21,063
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0	0	0	0	701,000
Transfers To Other Funds *	0	316,100	0	0	721,300	741,000	7,004,150
Transfer to Trust for Post Retirement Benefits	0	36,900	0	48,700	49,300	82,300	745,400
Total Expenditures and Other Uses	**816,040**	**4,420,590**	**1,019,040**	**7,527,800**	**6,603,005**	**12,718,078**	**103,178,578**
Unappropriated Fund Balance 9/30/18	**$0**	**$708,060**	**$0**	**$16,319**	**$585,843**	**$629,033**	**$8,614,825**

* Transfers to Other Funds may include transfers to a non-budgeted Capital Projects Fund

CHANGES IN FUND BALANCE

This section discusses the funds that have an expected change in fund balance of 10% or greater for the upcoming fiscal year. It is important to note that we plan for these declines in fund balance using the Five Year Capital Improvement Plan to ensure financial stability in all funds.

As part of the Capital Improvement Plan, the Board of Aldermen set a goal to establish a $5 million contingency reserve in the General Fund to provide stability and flexibility to respond to unexpected adversity. In fiscal year 2013/14, we established a contingency reserve of $2,500,000. As part of the plan, the Board plans to set aside an additional $500,000 each year until the reserve reaches the $5 million level. Fiscal year 2017/18 shows a 29% decline in unreserved fund balance in the General Fund. This is due in part to $500,000 being transferred to the contingency reserve. The fund balance decline is also due to one-time capital expenditures for improvements to City Hall's front desk/counter, the addition of ADA complaint front entrance doors at City Hall, and software and hardware upgrades, including PC monitor replacements in the police vehicles and permitting software for our licensing and engineering departments.

The fund balance in the Local Parks and Storm Water Fund is expected to decline by 77% in fiscal year 2017/18 due to a new transfer of $500,000 to the Debt Service Fund for the anticipated 2018 General Obligation Bonds, an increase of $825,000 in the subsidy to the Recreation Fund, a one-time subsidy of $243,340 to the new Golf and Banquet Center Fund, a one-time subsidy of $108,840 to the 370 Lakeside Park Fund, and a $216,570 transfer to the Transportation Trust Fund for the storm water portion of the Jungermann Road bridge replacement project.

In fiscal year 2017/18 the fund balance in the Special Allocation Fund – Old Town Levee is expected to decrease by 98%. This decrease is due to several major one-time capital improvement projects taking place within the TIF District, including the replacement of the Park Street pump station and force main, slip lining the existing Old Town sewers, water line work along Salt River Road, paving the trails from Mid Rivers Mall Drive to the Dardenne Creek, storm water improvements from Mid Rivers Mall Drive to the Old Town detention basin, and a contribution to the Shoppes of Mid Rivers retail center development. The fund balance in the Special Allocation Fund – St. Peters Lakeside Redevelopment is expected to increase by 17% in fiscal year 2017/18. This increase is due to there being no City-funded projects scheduled within the Lakeside TIF District at this time.

There is an expected decline in fund balance of 99% in the Transportation Trust Fund in fiscal year 2017/18 due to the LED street light retrofit pilot program, an increase in the traffic signal capital replacement program, and road projects that are not expected to be eligible for grant funding, such as the addition of City entrance monuments and improvements to the Golf and Banquet Center entrance along Salt Lick Road.

The Central Materials Processing Facility (CMPF) Fund is the City's enterprise fund that accounts for recycling activities and the City's operation as a transfer station for solid waste. For fiscal year 2017/18, there is an expected fund balance increase of 13% due to an increase in revenue related to the rebound in the markets for recyclable materials.

The Recreation Fund reflects the Rec-Plex, outdoor pools, Senior Center, and general recreation programs. This fund is currently receiving a subsidy from the Local Parks and Storm Water Fund in order to maintain a positive fund balance. The fund balance in the Recreation Fund is expected to decrease by 49% during fiscal year 2017/18. This decrease is the result of the subsidy from the Local Parks and Storm Water Fund simply bringing the Recreation Fund up to a positive fund balance. Our long-term goal is for the Recreation Fund to be self-supporting with an emphasis on increasing memberships and better utilization of the facility during off-peak times.

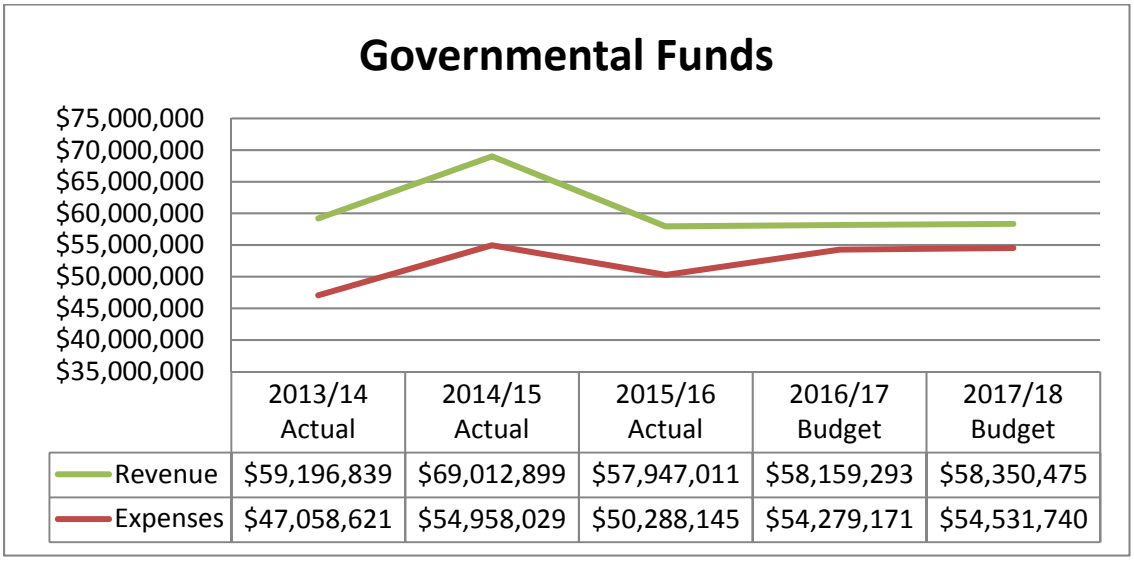
The Solid Waste Fund has an expected decrease in fund balance of 40%. This decrease is due to the replacement of three trash collection vehicles and a $125,000 transfer to reserves during fiscal year 2017/18. As mentioned earlier, we plan for these declines in fund balance using the Five Year Capital Improvement Plan to ensure financial stability in each fund.

The Water and Sewer Fund has an expected fund balance decrease of 38% in fiscal year 2017/18. This is due to the replacement of a vactor truck, an increase in water meter replacements, and an increase in repairs and maintenance on the water and sanitary sewer systems.

BUDGETARY TRENDS

Governmental Funds Revenue Trends

The chart below shows the trends in revenue from all sources, excluding proceeds from the sale of bonds and transfers in from other funds, for the City's governmental funds. It also shows the trends in operating expenses from all uses, excluding capital, debt service, transfers to/from reserves and other funds, and contributions to the Post Retirement Benefits Trust, for the City's governmental funds.



	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Budget	2017/18 Budget
Revenue	$59,196,839	$69,012,899	$57,947,011	$58,159,293	$58,350,475
Expenses	$47,058,621	$54,958,029	$50,288,145	$54,279,171	$54,531,740

The governmental funds saw an increase in revenue in fiscal year 2014/15 of nearly $3.1 million. The General Fund, Local Parks and Storm Water Fund, and Transportation Trust Fund each saw an increase in sales tax revenue of nearly 5%, but the largest increase was in our Special Allocation Funds. As the City Centre TIF was coming to an end in December 2015, the County distributed the TIF-related sales tax revenue early for the time period of January through September 2015. This nine months of sales tax revenue is typically received later in the year after October 1st, which would place it in the following fiscal year. Due to this anomaly, fiscal year 2014/15 shows an unusually large increase in sales tax revenue and fiscal year 2015/16 shows a large decrease in sales tax revenue. Sales tax revenue also decreased in fiscal year 2015/16 since the City Centre TIF came to an end in the first quarter of the fiscal year. This decrease was planned and budgeted. For fiscal year 2016/17, sales tax is again budgeted at a decrease of roughly $600,000 due to it being the first full fiscal year without the City Centre TIF and changes occurring in the City's remaining two TIF districts. As mentioned in the Budget Message, there are new developments taking place in the TIF districts, but in order to remain conservative in our budgeting, we have not included any increase in revenue related to these developments. While these developments are taking place, other existing businesses are moving to new locations outside of the TIF districts, which led us to decrease the budget for sales tax revenue for the TIF districts in fiscal year 2016/17. The new Shoppes of Mid Rivers retail center located in the Old Town TIF district will be opening in fall 2017, but to remain conservative in our budgeting, we budgeted an overall 2% increase in sales tax revenue for the governmental funds in fiscal year 2017/18.

Fiscal year 2014/15 was a non-reassessment year and assessed valuation had a small increase of roughly 1.6%; however, we realized a 4.4% (approximately $550,000) increase in property tax revenue due to new construction. Fiscal year 2015/16 was a reassessment year and we had a 5.5% increase in assessed valuation, but as a result of the end of the City Centre TIF during that year, property tax revenue decreased by roughly $3.0 million. Fiscal year 2016/17 was a non-reassessment year and we had a 6.4% increase in assessed valuation, but in order to remain conservative in our budgeting, revenue is budgeted at a roughly 1.5% increase overall for the governmental funds. Fiscal year 2017/18 is a reassessment year and preliminary numbers are showing an increase in assessed valuation of roughly 7%. We increased the prior year's budget by this percentage to come up with the fiscal year 2017/18 budget for property tax revenue. Despite the increase, this is still a conservative number since our prior year is budgeted lower than the realized rates.

There is a $9.8 million increase in revenue in fiscal year 2014/15 in the governmental funds, of which a large portion was explained earlier in the discussion on sales tax. The remainder of this significant increase is due to the amount of grant funding in the Transportation Trust Fund, which increased by over $5.9 million due to a large number of road projects that year. In fiscal year 2015/16, grant funding decreased by over $4.5 million due to the completion of the road projects in the prior year. We anticipate the number of road projects to increase again in fiscal year 2016/17 and the budget for grant revenue in the governmental funds reflects this with an increase of roughly $1.0 million. The number of road projects is anticipated to decrease in fiscal year 2017/18, which is reflected by the budgeted decrease in grant revenue of nearly $1.2 million. More information on current and recently completed road projects can be found on the City's website at http://www.stpetersmo.net/major-street-construction.aspx.

Governmental Funds Expense Trends

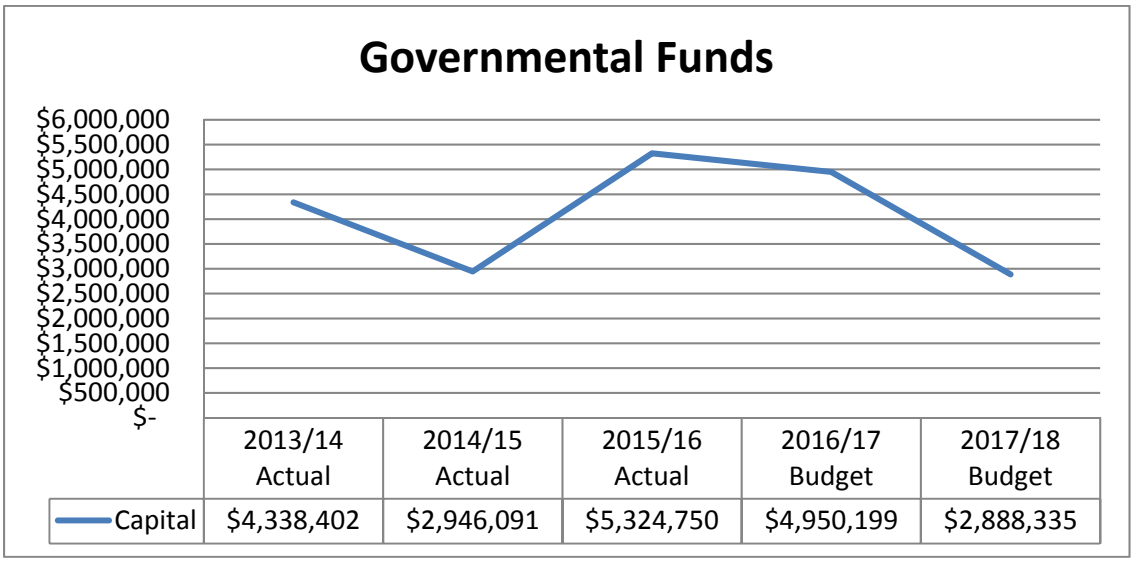
The City is conservative when estimating expenses. In the governmental funds, operating expenses are trending parallel with revenues as shown on the chart on the previous page. Fiscal year 2014/15 shows an increase in operating expenses due to a roughly $7.6 million increase in the amount of road construction projects and an increase in the budgets for salaries and fringes of nearly $1 million. Road projects are budgeted and completed based on the City's ability to secure federal, state, and/or county grant funding for the projects. If the grant funding is not secured for a project, that project will be postponed until funding is secured. Fiscal year 2015/16 shows a decrease in operating expenses due to the completion of many of the road projects in the prior year and the end of the City Centre TIF the prior year.

Operating expenses are budgeted to be higher in fiscal year 2016/17 due to the start of more road projects and an increase in the budgets for salaries and fringes of nearly $2.2 million. The increase in the budgets for salaries and fringes is comprised of an increase in the anticipated cost of medical insurance, changes in life insurance coverage, and estimated market survey results and designation changes for full-time and part-time salaries. In order to be conservative when budgeting for expenses, the budgets for salaries and fringes are based on all departments being fully staffed for the entire year. In reality, we typically see these expenses come in lower than budget as employees retire and their positions are vacant for a time while we go through the hiring process to fill those positions again.

In fiscal year 2017/18 operating expenses are budgeted to increase slightly due to the addition of staff, including four new full-time positions in the Police department.

Governmental Funds Capital Trends

The chart below shows the trends in capital expenditures for the City's governmental funds.



	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Budget	2017/18 Budget
Capital	$4,338,402	$2,946,091	$5,324,750	$4,950,199	$2,888,335

All capital expenditures are consistent with the Five Year Capital Improvement Plan to ensure financial stability in all funds. Capital expenditures in the governmental funds were higher in fiscal year 2013/14 for projects related to the passage of Proposition P. All of the projects related to Proposition P can be found in the Local Parks and Storm Water Fund. Here is a rundown of the projects completed in fiscal year 2013/14. Thanks to Proposition P, 370 Lakeside Park continued to grow. In the Local Parks and Storm Water Fund construction continued on a corporate pavilion with a paved parking lot in 370 Lakeside Park, construction also continued on the City's first municipal dog park in 370 Lakeside Park, the leisure pool filters and PoolPak dehumidification system in the Rec-Plex natatorium were replaced, an air conditioning unit for the Cultural Arts Theatre was replaced, a tractor was replaced, and an asphalt paver was replaced. Our talented parks staff has taken on much of the work being done in 370 Lakeside Park. This helps to keep project costs as low as possible. These parks projects were just the beginning; there were plenty more planned for 2015 and beyond. In the General Fund, the City's finance and human resources software was upgraded.

Capital expenditures decreased in fiscal year 2014/15 due to the completion of some of the large projects in the prior year, such as the replacement of the leisure pool filters and PoolPak dehumidification system in the Rec-Plex natatorium and the construction of the corporate pavilion and parking lot at 370 Lakeside Park.

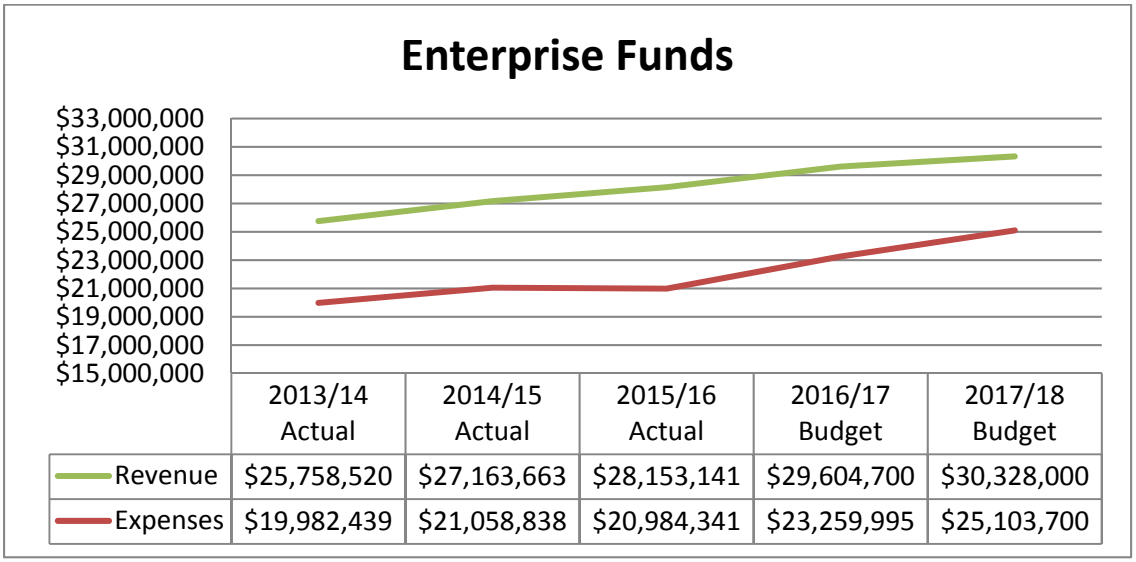
In fiscal year 2015/16, there is a significant increase in capital expenditures primarily for improvements in our Local Parks and Storm Water Fund. These improvements include the replacement of playground equipment at Laurel Park and Woodlands Sports Park and the addition of field lights on Diamond 25 in Woodlands Sports Park. 370 Lakeside Park will added more amenities, including an additional 25 RV pads, paving of the road to the boat ramp, a wet playground, and a meeting room. The Rec-Plex underwent a major outdoor front entrance and parking lot renovation and also some much needed building repairs were completed using tuckpointing.

Capital expenditures are budgeted to decrease in fiscal year 2016/17 due to the completion of the large projects in the prior year, such as the replacement of playground equipment, the 370 Lakeside Park amenities, and the Rec-Plex front entrance and parking lot renovation. Despite this decrease, capital expenditures remain budgeted at a higher level than usual due to several new projects. In the General Fund, all of the City's Microsoft Office software will be upgraded to the current supported version. In the Transportation Trust Fund, the City's salt dome roof is scheduled for replacement. Several large projects are budgeted in the Local Parks and Storm Water Fund, including improvements to Woodlands Sports Park, the addition of a restroom and concession stand at the Golf Course, the addition of a permanent restroom at Covenant Park, the addition of a playground, pavilion, and restroom at Community Park, the addition of a small pavilion on the east end of 370 Lakeside Park, the conversion of the Laurel Park kiddie pool to a splash pad/sprayground, and the P-17/18 storm water improvement project at Spencer Creek Park.

In fiscal year 2017/18, capital expenditures are budgeted to decrease due to the completion of the projects in the prior year. For information on the capital projects budgeted for fiscal year 2017/18, see the Capital section of the budget document under the discussion on Significant and/or Non-Routine Capital Projects.

Enterprise Funds Revenue Trends

The chart below shows the trends in revenue from all sources, excluding proceeds from the sale of bonds and transfers in from other funds, for the City's enterprise funds. It also shows the trends in operating expenses from all uses, excluding capital, debt service, transfers to/from reserves and other funds, and contributions to the Post Retirement Benefits Trust, for the City's enterprise funds.



	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Budget	2017/18 Budget
Revenue	$25,758,520	$27,163,663	$28,153,141	$29,604,700	$30,328,000
Expenses	$19,982,439	$21,058,838	$20,984,341	$23,259,995	$25,103,700

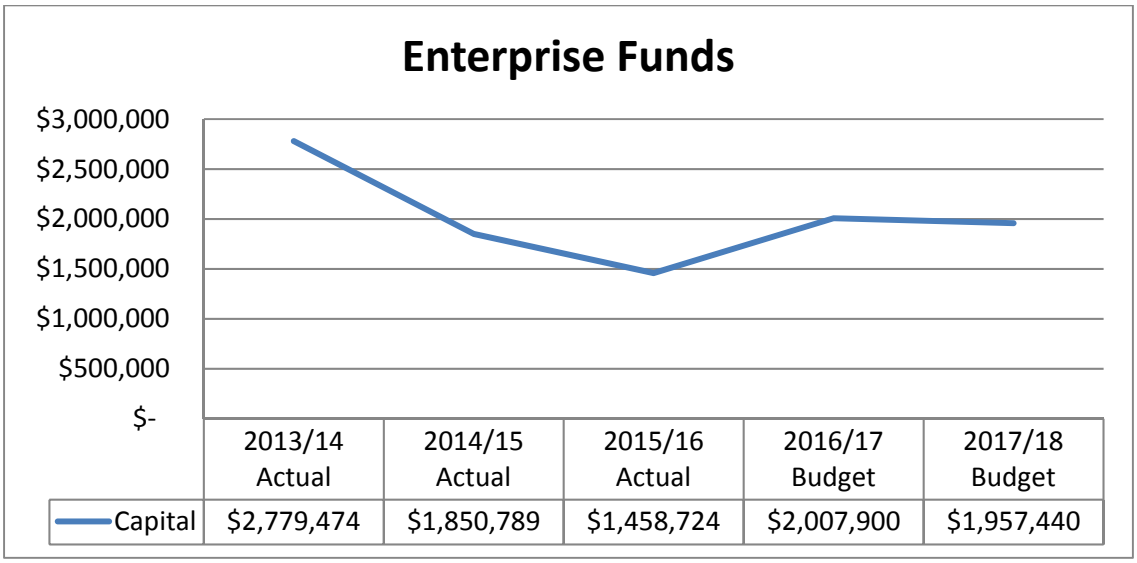
In the enterprise funds, revenue is on an upward trend for all 5 years and continues to be budgeted as such as shown on the chart above. This upward trend is due mainly to regularly scheduled rate increases in the Water and Sewer Fund, annual rate increases in the Solid Waste Fund, biennial increases in Rec-Plex pass rates in the Recreation Fund, and new revenue sources from 370 Lakeside Park which opened in fiscal year 2010/11 and continues to grow. We expect revenue to increase in fiscal year 2015/16 due to the addition of East Central Missouri Water and Sewer Authority (ECMWSA) as a new customer in the Water and Sewer Fund. Fiscal year 2016/17 will be the first full fiscal year with ECMWSA as a customer and the budget has been increased to reflect the additional revenue. Fiscal year 2016/17 also marks the first year in which the additional 25 RV pads at 370 Lakeside Park are complete and available to be rented. The addition of the 25 RV pads is a 50% increase in number of pads available, and we budgeted a nearly 40% increase in this revenue source to remain conservative. Revenue is budgeted to increase in fiscal year 2017/18 due to our regularly scheduled rate increases as mentioned earlier.

Enterprise Funds Expense Trends

In the enterprise funds, operating expenses are on an upward trend. There is an increase in expenses in fiscal year 2014/15 due to an increase in salaries and fringes, an increase in tipping fees in the Central Materials Processing Facility Fund, a one-time expense for retrofitting LED lighting to replace all the ceiling lights in the Rec-Plex natatorium in the Recreation Fund, one-time expenses for replacing a sprayer and irrigation system repairs at the Golf Course in the Recreation Fund, and an increase in repairs and maintenance on the sanitary sewer system in the Water and Sewer Fund. Expenses in fiscal year 2015/16 are nearly flat with the prior year. There is an increase in budgeted expenses in fiscal year 2016/17 mainly due to an increase in the budget for salaries and fringes, an increase in utility expenses for the addition of the 25 RV pads in the Recreation Fund as mentioned previously, an increase in tipping fees in the Central Materials Processing Facility Fund, and an increase in repairs and maintenance on the water and sanitary sewer systems in the Water and Sewer Fund. There is an increase in budgeted expenses in fiscal year 2017/18 mainly due to an increase in the budget for salaries and fringes, the addition of staff in the Recreation Fund related to the opening of the new Aquatic Center, the addition of staff in the Solid Waste Fund to cover the increased demand for yard waste collection that the City realized after implementing the yard waste cart program, the reallocation of all Community Service Officer positions from the governmental funds to the enterprise funds where they perform their work, and an increase in repairs and maintenance on the water and sanitary sewer systems in the Water and Sewer Fund. As stated before, the City is conservative when estimating expenses.

Enterprise Funds Capital Trends

The chart below shows the trends in capital expenditures for the City's enterprise funds.



	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Budget	2017/18 Budget
Capital	$2,779,474	$1,850,789	$1,458,724	$2,007,900	$1,957,440

In the enterprise funds, capital expenditures were unusually high in fiscal year 2013/14. This one-time increase was due to the replacement of the Rec-Plex natatorium pool slide and painting the north ice arena in the Recreation Fund, the purchase of additional yard waste carts for the new yard waste cart program in the Solid Waste Fund, and a water storage tank overhaul and the replacement of a rubber tire loader in the Water and Sewer Fund. As stated before, the City uses the Five Year Capital Improvement Plan to plan for these large capital expenditures and to ensure financial stability in all funds. There is a decrease in capital expenditures for fiscal year 2014/15 due to the completion of the major one-time capital expenditures in the prior year.

Capital expenditures in the enterprise funds remain around $2.0 million or less each year for fiscal year 2014/15 and on. There are fluctuations from year to year depending on the types and number of vehicles and equipment that are due for replacement each year. These replacements are planned for and scheduled using the City's Five Year Capital Improvement Plan. Some of the noteworthy capital expenditures in these years are: the addition of a second scale house in the Central Materials Processing Facility Fund and the replacement of a tub grinder and a crane truck in the Water and Sewer Fund in fiscal year 2014/15, the replacement of a loader in the Central Materials Processing Facility Fund and the replacement of the starting blocks in the natatorium in the Recreation Fund in fiscal year 2015/16, the replacement of the cardio equipment at the Rec-Plex in the Recreation Fund and the replacement of a loader in the Water and Sewer Fund in fiscal year 2016/17, and the replacement of the Olympia ice resurfacer in the Recreation Fund and the replacement of the biosolids/grass spreader and a vactor truck in the Water and Sewer Fund in fiscal year 2017/18.

CITY OF ST. PETERS
TOTAL FUNDS SUMMARY OF ESTIMATED FINANCIAL SOURCES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
Governmental Funds			
Property Tax	$10,090,447	$10,253,600	$10,949,400
Sales & Use Tax	30,686,437	30,074,700	30,676,400
Other Tax	5,504,137	5,873,800	5,727,900
Licenses & Permits	1,396,294	1,098,000	1,100,000
Intergovernmental Revenue	7,103,908	8,134,762	6,955,775
Operating Income	0	0	0
Interest Income	81,032	23,000	21,500
Other Revenues	3,084,756	2,701,431	2,919,500
Transfers From Other Funds	4,963,744	5,470,930	4,926,970
Total Estimated Financial Sources	$62,910,755	$63,630,223	$63,277,445
Enterprise Funds			
Property Tax	$0	$0	$0
Sales & Use Tax	0	0	0
Other Tax	0	0	0
Licenses & Permits	0	0	0
Intergovernmental Revenue	1,252	0	0
Operating Income	27,671,950	29,126,300	29,850,800
Interest Income	3,329	2,500	2,500
Other Revenues	476,610	475,900	474,700
Transfers From Other Funds	554,073	900,000	2,077,180
Total Estimated Financial Sources	$28,707,214	$30,504,700	$32,405,180
All Funds			
Property Tax	$10,090,447	$10,253,600	$10,949,400
Sales & Use Tax	30,686,437	30,074,700	30,676,400
Other Tax	5,504,137	5,873,800	5,727,900
Licenses & Permits	1,396,294	1,098,000	1,100,000
Intergovernmental Revenue	7,105,160	8,134,762	6,955,775
Operating Income	27,671,950	29,126,300	29,850,800
Interest Income	84,361	25,500	24,000
Other Revenues	3,561,366	3,177,331	3,394,200
Transfers From Other Funds	5,517,817	6,370,930	7,004,150
Total Estimated Financial Sources	$91,617,969	$94,134,923	$95,682,625

CITY OF ST. PETERS
GOVERNMENTAL FUNDS SUMMARY OF ESTIMATED FINANCIAL SOURCES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
General Fund			
Property Tax	$7,388,342	$7,441,900	$7,692,000
Sales & Use Tax	14,539,609	14,685,100	14,978,900
Other Tax	4,713,946	5,055,800	4,874,900
Licenses & Permits	1,396,294	1,098,000	1,100,000
Intergovernmental Revenue	3,897,545	3,210,000	3,210,000
Interest Income	56,247	5,000	5,000
Other Revenues	2,682,469	2,373,000	2,597,500
Transfers From Other Funds	2,158,300	2,296,200	2,258,700
Total Estimated Financial Resources	$36,832,752	$36,165,000	$36,717,000
Debt Service Fund			
Property Tax	$1,837,236	$1,791,700	$2,235,000
Sales & Use Tax	0	0	0
Other Tax	0	0	0
Licenses & Permits	0	0	0
Intergovernmental Revenue	0	0	0
Interest Income	721	5,000	5,000
Other Revenues	8,606	5,000	5,000
Transfers From Other Funds	1,825,077	2,166,900	2,451,700
Total Estimated Financial Resources	$3,671,640	$3,968,600	$4,696,700
Special Revenue Funds			
Property Tax	$864,869	$1,020,000	$1,022,400
Sales & Use Tax	16,146,828	15,389,600	15,697,500
Other Tax	790,191	818,000	853,000
Licenses & Permits	0	0	0
Intergovernmental Revenue	3,206,363	4,924,762	3,745,775
Interest Income	24,064	13,000	11,500
Other Revenues	393,681	323,431	317,000
Transfers From Other Funds	980,367	1,007,830	216,570
Total Estimated Financial Resources	$22,406,363	$23,496,623	$21,863,745
Total Governmental Funds			
Property Tax	$10,090,447	$10,253,600	$10,949,400
Sales & Use Tax	30,686,437	30,074,700	30,676,400
Other Tax	5,504,137	5,873,800	5,727,900
Licenses & Permits	1,396,294	1,098,000	1,100,000
Intergovernmental Revenue	7,103,908	8,134,762	6,955,775
Interest Income	81,032	23,000	21,500
Other Revenues	3,084,756	2,701,431	2,919,500
Transfers From Other Funds	4,963,744	5,470,930	4,926,970
Total Estimated Financial Resources	$62,910,755	$63,630,223	$63,277,445

CITY OF ST. PETERS
ENTERPRISE FUNDS SUMMARY OF ESTIMATED FINANCIAL SOURCES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
370 Lakeside Park			
Operating Income	$0	$0	$641,900
Interest Income	0	0	0
Intergovernmental Revenue	0	0	0
Other Income	0	0	65,300
Transfers From Other Funds	0	0	108,840
Total Estimated Financial Resources	$0	$0	$816,040
Central Materials Processing Facility			
Operating Income	$4,285,721	$4,371,100	$4,479,000
Interest Income	348	500	500
Intergovernmental Revenue	1,252	0	0
Other Income	11,697	19,200	21,200
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$4,299,018	$4,390,800	$4,500,700
Golf & Banquet Center			
Operating Income	$0	$0	$775,700
Interest Income	0	0	0
Intergovernmental Revenue	0	0	0
Other Income	0	0	0
Transfers From Other Funds	0	0	243,340
Total Estimated Financial Resources	$0	$0	$1,019,040
Recreation			
Operating Income	$6,677,948	$7,107,600	$5,786,500
Interest Income	447	500	500
Intergovernmental Revenue	0	0	0
Other Income	0	0	0
Transfers From Other Funds	554,073	900,000	1,725,000
Total Estimated Financial Resources	$7,232,468	$8,008,100	$7,512,000
Solid Waste			
Operating Income	$5,924,270	$6,028,900	$6,164,000
Interest Income	821	500	500
Intergovernmental Revenue	0	0	0
Other Income	54,855	52,600	52,600
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$5,979,946	$6,082,000	$6,217,100

CITY OF ST. PETERS
ENTERPRISE FUNDS SUMMARY OF ESTIMATED FINANCIAL SOURCES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
Water Sewer			
Operating Income	$10,784,011	$11,618,700	$12,003,700
Interest Income	1,713	1,000	1,000
Intergovernmental Revenue	0	0	0
Other Income	410,058	404,100	335,600
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$11,195,782	$12,023,800	$12,340,300
Total Enterprise Funds			
Operating Income	$27,671,950	$29,126,300	$29,850,800
Interest Income	3,329	2,500	2,500
Intergovernmental Revenue	1,252	0	0
Other Income	476,610	475,900	474,700
Transfers From Other Funds	554,073	900,000	2,077,180
Total Estimated Financial Resources	$28,707,214	$30,504,700	$32,405,180

CITY OF ST. PETERS
TOTAL FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
Governmental Funds			
Salaries & Fringes	$29,307,205	$31,467,100	$32,299,000
Professional Services	1,081,074	1,680,540	1,683,340
Utilities	1,066,026	1,241,500	1,210,640
Repairs & Maintenance	5,852,470	5,809,940	6,528,290
Supplies & Other	2,739,258	2,411,015	2,311,530
Tipping Fees	0	0	0
Capital Expenditures	5,324,750	4,950,199	2,888,335
Construction & Traffic Signals	7,737,771	10,405,328	9,682,100
Miscellaneous Expenses *	1,737,988	1,960,648	1,345,040
Surplus PILOTS	1,757,053	306,000	0
Transfers To (From) Reserves	(960,531)	58,000	1,051,000
Transfers To Other Funds	3,355,238	3,535,000	5,225,750
Debt Service **	6,460,780	4,553,500	5,849,000
Total Estimated Financial Uses	$65,459,082	$68,378,770	$70,074,025
Enterprise Funds			
Salaries & Fringes	$11,729,516	$12,913,200	$14,179,300
Professional Services	431,407	630,800	733,545
Utilities	1,643,165	1,877,600	1,880,900
Repairs & Maintenance	1,264,934	1,528,685	1,771,315
Supplies & Other	3,284,210	3,527,515	3,656,780
Tipping Fees	2,543,274	2,653,700	2,743,700
Capital Expenditures	1,458,724	2,007,900	1,957,440
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	273,035	335,195	355,360
Surplus PILOTS	0	0	0
Transfers To (From) Reserves	114,511	529,875	151,063
Transfers To Other Funds	1,708,200	1,828,100	1,778,400
Debt Service **	3,701,423	3,847,750	3,896,750
Total Estimated Financial Uses	$28,152,399	$31,680,320	$33,104,553
All Funds			
Salaries & Fringes	$41,036,721	$44,380,300	$46,478,300
Professional Services	1,512,481	2,311,340	2,416,885
Utilities	2,709,191	3,119,100	3,091,540
Repairs & Maintenance	7,117,404	7,338,625	8,299,605
Supplies & Other	6,023,468	5,938,530	5,968,310
Tipping Fees	2,543,274	2,653,700	2,743,700
Capital Expenditures	6,783,474	6,958,099	4,845,775
Construction & Traffic Signals	7,737,771	10,405,328	9,682,100
Miscellaneous Expenses *	2,011,023	2,295,843	1,700,400
Surplus PILOTS	1,757,053	306,000	0
Transfers To (From) Reserves	(846,020)	587,875	1,202,063
Transfers To Other Funds	5,063,438	5,363,100	7,004,150
Debt Service **	10,162,203	8,401,250	9,745,750
Total Estimated Financial Uses	$93,611,481	$100,059,090	$103,178,578

* Includes Employee Expenses, Community Expenses & Contingency, Post Retirement Claims
** Includes Payment to Public Improvement Corporation for Lease of Equipment

CITY OF ST. PETERS
GOVERNMENTAL FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
General Fund			
Salaries & Fringes	$26,725,066	$28,658,600	$29,667,000
Professional Services	809,865	1,331,440	1,338,840
Utilities	481,456	592,600	581,240
Repairs & Maintenance	1,098,855	1,289,140	1,392,090
Supplies & Other	1,883,556	1,937,395	1,896,935
Capital Expenditures	908,328	1,378,010	1,062,685
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	1,357,722	1,492,500	1,003,120
Surplus PILOTS	0	0	0
Transfers To (From) Reserves	1,940,734	450,000	250,000
Transfers To Other Funds	947,821	771,900	556,700
Debt Service **	378,788	381,500	382,500
Total Estimated Financial Uses	$36,532,191	$38,283,085	$38,131,110
Debt Service Fund			
Salaries & Fringes	$0	$0	$0
Professional Services	38,594	45,000	50,000
Utilities	0	0	0
Repairs & Maintenance	0	0	0
Supplies & Other	3,907	6,500	7,000
Capital Expenditures	0	0	0
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	0	0	0
Surplus PILOTS	0	0	0
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service **	3,444,759	3,241,000	4,540,500
Total Estimated Financial Uses	$3,487,260	$3,292,500	$4,597,500
Special Revenue Funds			
Salaries & Fringes	$2,582,139	$2,808,500	$2,632,000
Professional Services	232,615	304,100	294,500
Utilities	584,570	648,900	629,400
Repairs & Maintenance	4,753,615	4,520,800	5,136,200
Supplies & Other	851,795	467,120	407,595
Capital Expenditures	4,416,422	3,572,189	1,825,650
Construction & Traffic Signals	7,737,771	10,405,328	9,682,100
Miscellaneous Expenses *	380,266	468,148	341,920
Surplus PILOTS	1,757,053	306,000	0
Transfers To (From) Reserves	(2,901,265)	(392,000)	801,000
Transfers To Other Funds	2,407,417	2,763,100	4,669,050
Debt Service **	2,637,233	931,000	926,000
Total Estimated Financial Uses	$25,439,631	$26,803,185	$27,345,415

CITY OF ST. PETERS
GOVERNMENTAL FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
Total Governmental Funds			
Salaries & Fringes	$29,307,205	$31,467,100	$32,299,000
Professional Services	1,081,074	1,680,540	1,683,340
Utilities	1,066,026	1,241,500	1,210,640
Repairs & Maintenance	5,852,470	5,809,940	6,528,290
Supplies & Other	2,739,258	2,411,015	2,311,530
Capital Expenditures	5,324,750	4,950,199	2,888,335
Construction & Traffic Signals	7,737,771	10,405,328	9,682,100
Miscellaneous Expenses *	1,737,988	1,960,648	1,345,040
Surplus PILOTS	1,757,053	306,000	0
Transfers To (From) Reserves	(960,531)	58,000	1,051,000
Transfers To Other Funds	3,355,238	3,535,000	5,225,750
Debt Service **	6,460,780	4,553,500	5,849,000
Total Estimated Financial Uses	$65,459,082	$68,378,770	$70,074,025

* Includes Employee Expenses, Community Expenses & Post Retirement Benefits
** Includes Payment to Public Improvement Corporation for Lease of Equipment

CITY OF ST. PETERS
ENTERPRISE FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
370 Lakeside Park			
Salaries & Fringes	$0	$0	$632,400
Professional Services	0	0	1,400
Utilities	0	0	62,800
Repairs & Maintenance	0	0	23,000
Supplies & Other	0	0	87,200
Tipping Fees	0	0	0
Capital Expenditures	0	0	0
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	0	0	9,240
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service	0	0	0
Total Estimated Financial Uses	$0	$0	$816,040
Central Materials Processing Facility			
Salaries & Fringes	$1,663,340	$1,857,800	$1,908,400
Professional Services	45,818	45,900	47,300
Utilities	49,480	58,800	55,600
Repairs & Maintenance	102,314	107,820	126,400
Supplies & Other	314,529	384,440	387,035
Tipping Fees	1,344,769	1,429,100	1,465,400
Capital Expenditures	252,693	90,500	63,000
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	49,331	52,980	51,355
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	320,100	333,800	316,100
Debt Service	0	0	0
Total Estimated Financial Uses	$4,142,374	$4,361,140	$4,420,590
Golf & Banquet Center			
Salaries & Fringes	$0	$0	$672,600
Professional Services	0	0	1,650
Utilities	0	0	53,300
Repairs & Maintenance	0	0	64,900
Supplies & Other	0	0	222,740
Tipping Fees	0	0	0
Capital Expenditures	0	0	0
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	0	0	3,850
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service	0	0	0
Total Estimated Financial Uses	$0	$0	$1,019,040

CITY OF ST. PETERS
ENTERPRISE FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

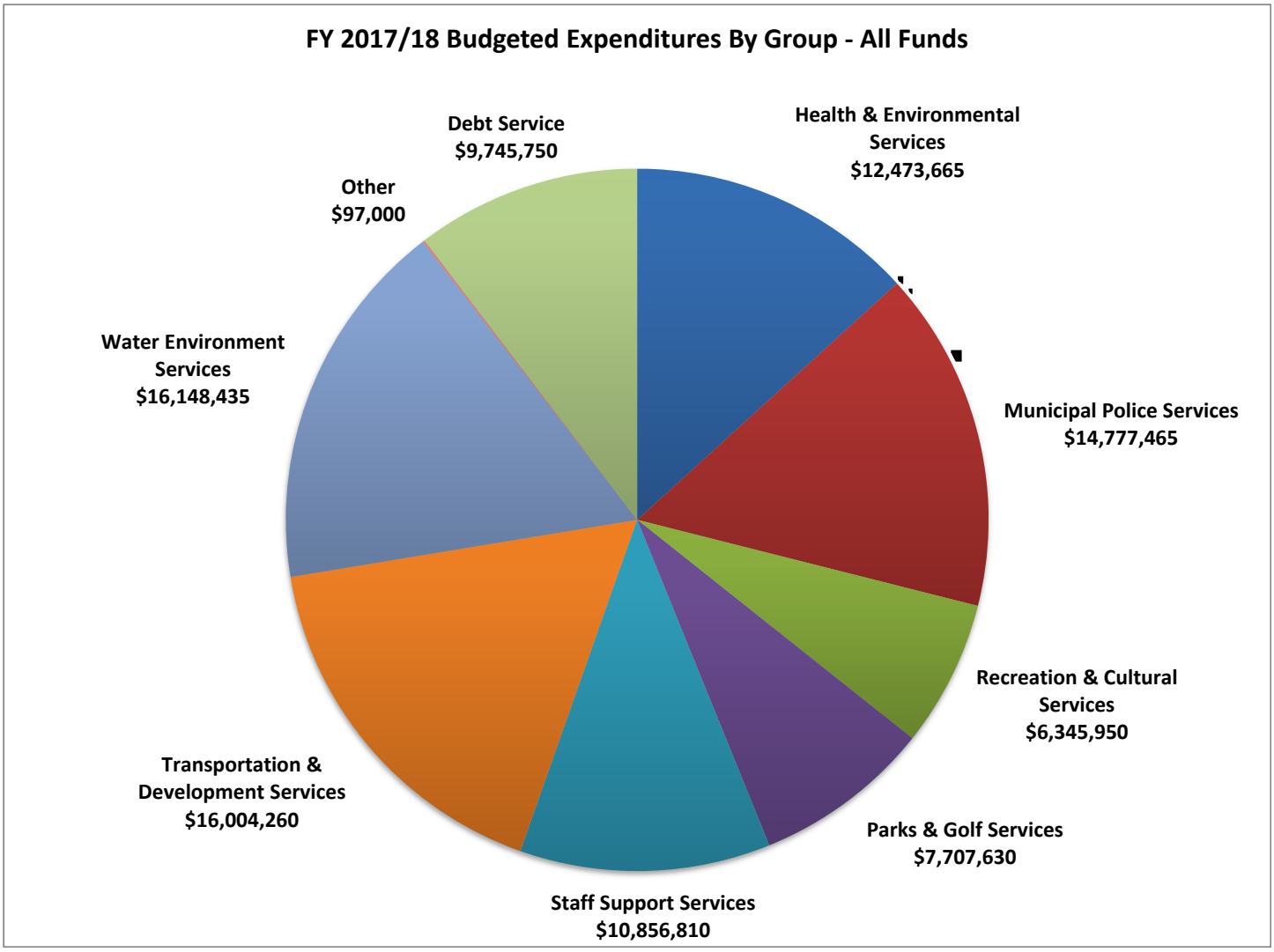
	2015/16 Actual	2016/17 Budget	2017/18 Budget
Recreation			
Salaries & Fringes	$3,902,505	$4,270,300	$3,988,800
Professional Services	127,091	150,050	168,500
Utilities	866,580	995,300	879,400
Repairs & Maintenance	252,634	232,750	179,050
Supplies & Other	816,140	870,640	711,850
Tipping Fees	0	0	0
Capital Expenditures	163,547	121,700	156,700
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	53,753	83,775	86,500
Transfers To (From) Reserves	(38,252)	5,000	5,000
Transfers To Other Funds	0	0	0
Debt Service	1,354,808	1,352,500	1,352,000
Total Estimated Financial Uses	$7,498,806	$8,082,015	$7,527,800
Solid Waste			
Salaries & Fringes	$2,373,069	$2,551,800	$2,772,500
Professional Services	20,372	23,200	24,900
Utilities	46,048	56,900	59,800
Repairs & Maintenance	274,119	320,000	327,500
Supplies & Other	291,528	399,700	372,700
Tipping Fees	1,198,505	1,224,600	1,278,300
Capital Expenditures	595,929	1,133,700	850,000
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	61,484	68,930	71,005
Transfers To (From) Reserves	0	500,000	125,000
Transfers To Other Funds	651,400	721,300	721,300
Debt Service	0	0	0
Total Estimated Financial Uses	$5,512,454	$7,000,130	$6,603,005
Water Sewer			
Salaries & Fringes	$3,790,602	$4,233,300	$4,204,600
Professional Services	238,126	411,650	489,795
Utilities	681,057	766,600	770,000
Repairs & Maintenance	635,867	868,115	1,050,465
Supplies & Other	1,862,013	1,872,735	1,875,255
Tipping Fees	0	0	0
Capital Expenditures	446,555	662,000	887,740
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	108,467	129,510	133,410
Transfers To (From) Reserves	152,763	24,875	21,063
Transfers To Other Funds	736,700	773,000	741,000
Debt Service	2,346,615	2,495,250	2,544,750
Total Estimated Financial Uses	$10,998,765	$12,237,035	$12,718,078

CITY OF ST. PETERS
ENTERPRISE FUNDS SUMMARY OF ESTIMATED FINANCIAL USES

	2015/16 Actual	2016/17 Budget	2017/18 Budget
Total Enterprise Funds			
Salaries & Fringes	$11,729,516	$12,913,200	$14,179,300
Professional Services	431,407	630,800	733,545
Utilities	1,643,165	1,877,600	1,880,900
Repairs & Maintenance	1,264,934	1,528,685	1,771,315
Supplies & Other	3,284,210	3,527,515	3,656,780
Tipping Fees	2,543,274	2,653,700	2,743,700
Capital Expenditures	1,458,724	2,007,900	1,957,440
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	273,035	335,195	355,360
Transfers To (From) Reserves	114,511	529,875	151,063
Transfers To Other Funds	1,708,200	1,828,100	1,778,400
Debt Service	3,701,423	3,847,750	3,896,750
Total Estimated Financial Uses	$28,152,399	$31,680,320	$33,104,553

* Includes Employee Expenses, Community Expenses & Post Retirement Benefits

City of St. Peters
Expenditures by Group - All Funds
Budgeted Expenditures and Debt Service



CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
GENERAL FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$6,664,641**	**$6,965,803**	**$4,847,718**
Add: Revenues	34,674,452	33,868,800	34,458,300
Transfer In from NID Fund	601	0	0
Transfer In from Funds for Overhead/Fleet Allocation	2,158,300	2,296,200	2,258,700
Funds Available	**43,497,994**	**43,130,803**	**41,564,718**
Less: Expenditures	32,292,348	35,717,885	36,456,910
Transfer To(From) Reserves-			
Lakeside 370 Proceeds	(89,501)	0	0
City Hall Maintenance	850,000	(100,000)	(250,000)
Police Training Reserve	(7,987)	0	0
Prepaid Expenses Reserve	(17,458)	0	0
Community POST Program	(4,972)	0	0
Street Trees	(21,191)	0	0
Other	731,843	50,000	0
Transfer To Debt Service Fund	795,000	621,900	406,700
Transfer To Recreation Fund	154,073	150,000	150,000
Transfer To Capital Project Fund	(1,252)	0	0
Total Uses Of Funds	**34,680,903**	**36,439,785**	**36,763,610**
Ending Fund Balance Before Debt Service & Transfers Out	**8,817,091**	**6,691,018**	**4,801,108**
Debt Service	378,788	381,500	382,500
Transfer to Post Retirement Benefits Trust	972,500	961,800	485,000
Transfer to Contingency Reserve	500,000	500,000	500,000
Ending Fund Balance	**$6,965,803**	**$4,847,718**	**$3,433,608**

CITY OF ST. PETERS
GENERAL FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Property Taxes	$7,388,342	$7,441,900	$7,692,000
Other Taxes	19,253,555	19,740,900	19,853,800
Licenses & Permits	1,396,294	1,098,000	1,100,000
Intergovernmental Revenue	3,897,545	3,210,000	3,210,000
Other Revenues	2,738,716	2,378,000	2,602,500
Total General Fund Revenue	**$34,674,452**	**$33,868,800**	**$34,458,300**

CITY OF ST. PETERS
GENERAL FUND REVENUE BY LINE ITEM

DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
PROPERTY TAXES			
Property Tax-Real	$5,732,430	$5,789,800	$6,066,700
Property Tax-Personal	1,096,070	1,107,100	1,088,800
Property Tax-R.R. & Util.(Local)	1,901	5,000	1,500
Property Tax-R.R. & Util.(State)	137,279	125,000	120,000
Merchants & Mfg. Surcharge	384,660	375,000	375,000
Tax Penalty/Interest	36,002	40,000	40,000
TOTAL PROPERTY TAXES	**7,388,342**	**7,441,900**	**7,692,000**
OTHER TAXES			
General Sales Tax	14,539,609	14,685,100	14,978,900
Tourism Tax	154,073	150,000	150,000
Utility Franchise Tax-Ameren UE	2,750,399	2,882,200	2,833,500
Gross Receipts Tax-Laclede Gas	779,587	984,800	842,900
Gross Receipts Tax-Cuivre River	83,835	85,300	95,000
Gross Receipts-Seminole Energy	3,704	6,000	6,000
Cablevision Tax	759,130	757,500	757,500
Cigarette Tax	183,218	190,000	190,000
TOTAL OTHER TAXES	**19,253,555**	**19,740,900**	**19,853,800**
LICENSES AND PERMITS			
Business Licenses	146,199	147,000	149,000
Special License Fees	28,203	25,000	25,000
Food Service License	54,937	55,000	55,000
Amusement Center License	13,800	10,000	10,000
Liquor Licenses	89,273	81,000	81,000
Peddlers Licenses	26,180	25,000	25,000
Licenses Fees	5,975	5,000	5,000
Reoccupancy Inspection Fees	61,130	60,000	60,000
Building Permits & Fees	786,547	600,000	600,000
Engineering Permits & Fees	163,749	75,000	75,000
Planning & Zoning Fees	20,301	15,000	15,000
TOTAL LICENSES AND PERMITS	**1,396,294**	**1,098,000**	**1,100,000**
INTERGOVERNMENTAL REVENUE			
Federal Grants	342,573	0	0
Local Grants/Contributions	1,124	0	0
Motor Vehicle Fuel Tax	1,384,348	1,350,000	1,350,000
Motor Vehicle Fees	678,528	600,000	600,000
Financial Instit. Intangible Tax	10,004	10,000	10,000
State Grants	28,321	0	0
County Road & Bridge	1,175,042	1,100,000	1,100,000
Metropolitan Park and Recreation District Grant	184,600	150,000	150,000
Federal Grants-DEA	35,837	0	0
Federal Grants-Police	57,168	0	0
TOTAL INTERGOVTMENTAL REVENUE	**3,897,545**	**3,210,000**	**3,210,000**

CITY OF ST. PETERS
GENERAL FUND REVENUE BY LINE ITEM

DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
OTHER REVENUE			
Municipal Court Fines	1,325,817	1,000,000	1,000,000
Municipal Court Costs	114,395	80,000	80,000
Municipal Court Police Training	19,064	13,000	13,000
Municipal Court Forfeitures	72,848	63,000	63,000
False Alarm Fees	12,800	15,000	15,000
Contract Employment	88,890	90,000	90,000
Citizens' Police Academy Tuition	2,110	1,000	1,000
Other Police Programs	157,326	156,300	156,300
Sale of Police Reports	22,222	20,000	20,000
Health/Animal Control Fees	13,999	17,500	17,500
Interest Income	56,247	5,000	5,000
Arts Program Income	232,018	261,500	268,400
City Facility Rental Revenue	35,572	46,000	44,000
Parks Field & Lighting Fees & Pavilion Rental	0	0	230,000
Contributions	8,929	0	0
Contributions-Living Memorial	3,610	0	0
Contributions-Veterans Memorial	2,500	0	0
Tower Leases	150,700	165,300	154,900
Miscellaneous	419,669	444,400	444,400
TOTAL OTHER	**2,738,716**	**2,378,000**	**2,602,500**
TOTAL GENERAL FUND REVENUE	**$34,674,452**	**$33,868,800**	**$34,458,300**

CITY OF ST. PETERS
GENERAL FUND – DESCRIPTION OF MAJOR REVENUE SOURCES

Property Tax **$7,692,000**

Property tax is based on the assessed value of property located in the City multiplied by the General Fund levy. The assessed value is a percentage of the appraised value of property located in the City as shown below:

Residential property	19% of appraised value
Commercial property	32% of appraised value
Agricultural property	12% of appraised value
Personal property	1/3 of NADA trade-in/market value

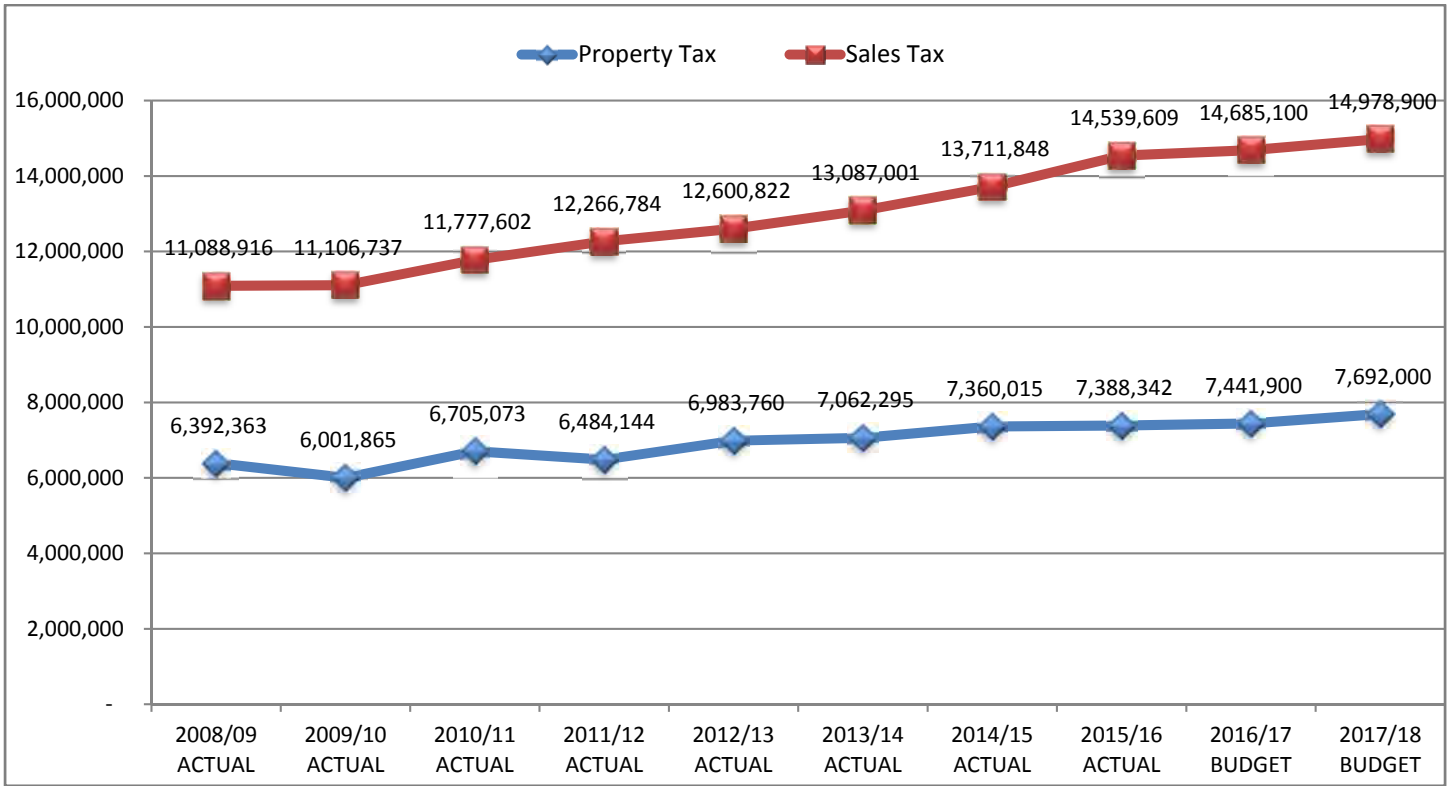
Fiscal year 2017/18 is a reassessment year (reassessment occurs every two years), and the City's assessed valuation is estimated to increase by over 5%. The proposed budget assumes the property tax will be kept at the same rate of 77 cents per $100 of assessed valuation. Property tax revenue is based on an estimated tax rate of $.5889 in the General Fund and $.1811 in the Debt Service Fund.

The limit on the rate that can be levied for the General Fund is set by state statutes and the Missouri Constitution. These rates are subject to change after we receive our final assessed valuation from the County, and we will calculate the tax rate ceiling based on the final valuation. The overall rate of $.77 will not change; however, the General Fund and Debt Service Fund rates may change up or down based on the final valuation submitted to the State. The 2017 tax rates will be established by the Board of Aldermen on or before September 30, 2017.

Also included in property tax revenue is a surcharge for commercial property, penalties, and interest.

Sales Tax **$14,978,900**

Sales tax is equal to 1% of retail sales within the City of St. Peters. Projected revenue is based upon historical actual results, taking into consideration population growth and new retail operations expected to open during the budget year. We are projecting a 2% increase in this revenue source for the 2017/18 fiscal year.



CITY OF ST. PETERS
GENERAL FUND – DESCRIPTION OF MAJOR REVENUE SOURCES

Franchise Tax – Ameren **$2,833,500**

Classified under other taxes, franchise tax – Ameren is equal to 5% of the gross receipts derived in the City of St. Peters for electric consumption. Projected revenue is based upon projected population growth and any anticipated rate changes by the utility companies. Based on actual revenue received, we determined that our fiscal year 2016/17 budget was overstated. Therefore, we are projecting a decrease in this revenue source for fiscal year 2017/18.

Franchise Tax – Laclede Gas **$842,900**

Classified under other taxes, franchise tax – Laclede is equal to 5% of the gross receipts derived in the City of St. Peters for gas consumption. Projected revenue is based upon projected population growth and any anticipated rate changes by the utility companies. Based on actual revenue received, we determined that our fiscal year 2016/17 budget was overstated. Therefore, we are projecting a decrease in this revenue source for fiscal year 2017/18.

Cablevision Tax **$757,500**

Cablevision tax is equal to 5% of the gross receipts derived in the City of St. Peters for cable television service. Projected revenue is based upon current revenue trends and any anticipated rate changes by the cable companies. Current year projections based on revenue trends and rates led us to keep this revenue source the same as the prior year in the 2017/18 budget.

Motor Vehicle Fuel Tax & Fees **$1,950,000**

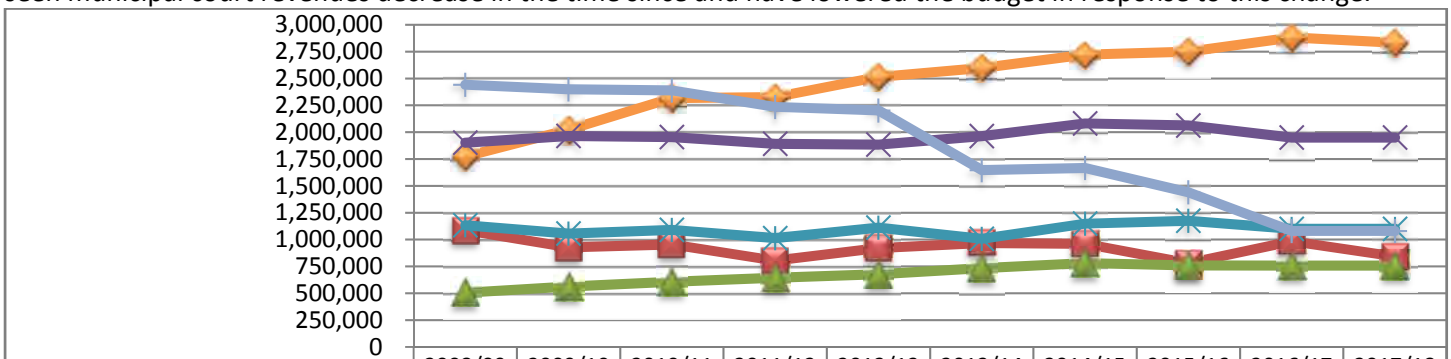
Classified under intergovernmental revenue, fuel tax revenue is based upon a tax on retail fuel purchases in the state of Missouri. The state allocates a portion of these revenues based on population. Motor vehicle fees are generated from license renewal. These revenues are based on population growth, anticipated change in fuel prices, and actual historical amounts.

Road & Bridge **$1,100,000**

Classified under intergovernmental revenue, road & bridge revenue is based upon a St. Charles County distribution to the City of 50% of real estate taxes generated by the county road & bridge tax for property within the City of St. Peters.

Municipal Court Fines & Costs **$1,080,000**

Classified under other revenue, municipal court fines and costs revenue is derived from fines paid for traffic violations and St. Peters' ordinance violations. Projected revenue is based on actual historical data and any anticipated change in fines and costs. In 2015, a court-reform bill known as Senate Bill 5 was signed into law by Missouri's governor. We have seen municipal court revenues decrease in the time since and have lowered the budget in response to this change.



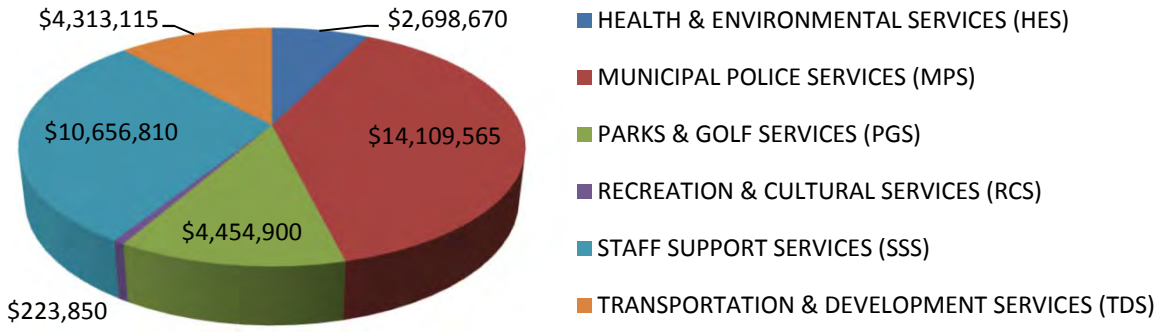
	2008/09 ACTUAL	2009/10 ACTUAL	2010/11 ACTUAL	2011/12 ACTUAL	2012/13 ACTUAL	2013/14 ACTUAL	2014/15 ACTUAL	2015/16 ACTUAL	2016/17 BUDGET	2017/18 BUDGET
Gross Receipts Tax - Ameren	1,772,756	2,022,105	2,318,368	2,326,942	2,514,204	2,598,365	2,721,139	2,750,399	2,882,200	2,833,500
Gross Receipts Tax-Laclede Gas	1,086,959	927,071	954,018	804,312	919,518	967,820	960,358	779,587	984,800	842,900
Cablevision Tax	504,919	562,288	607,620	643,909	676,436	733,025	780,935	759,130	757,500	757,500
Motor Vehicle Fuel Tax & Fees	1,902,354	1,964,981	1,954,616	1,892,253	1,884,257	1,963,219	2,081,804	2,062,876	1,950,000	1,950,000
County Road & Bridge	1,133,359	1,056,031	1,090,563	1,013,589	1,110,764	1,007,128	1,148,222	1,175,042	1,100,000	1,100,000
Municipal Court Fines & Costs	2,441,712	2,399,096	2,389,115	2,235,360	2,202,315	1,647,091	1,667,043	1,440,212	1,080,000	1,080,000

CITY OF ST. PETERS
GENERAL FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$26,725,066	$28,658,600	$29,667,000
Employee Expenses	350,222	495,700	483,120
Community Expenses	35,000	35,000	35,000
Professional Services	809,865	1,331,440	1,338,840
Utilities	481,456	592,600	581,240
Repairs & Maintenance	1,098,855	1,289,140	1,392,090
Supplies & Other	1,883,556	1,937,395	1,896,935
Capital Expenditures	908,328	1,378,010	1,062,685
Total Expenditures	**$32,292,348**	**$35,717,885**	**$36,456,910**

CITY OF ST. PETERS
SUMMARY OF EXPENDITURES BY DEPARTMENT
GENERAL FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
HEALTH & ENVIRONMENTAL SERVICES (HES)			
Building Attendants	$0	$913,970	$959,230
Health	678,494	812,845	782,775
Vehicle & Equipment Maintenance	887,563	992,440	956,665
Total	**1,566,057**	**2,719,255**	**2,698,670**
MUNICIPAL POLICE SERVICES (MPS)			
Police	12,338,119	13,596,320	14,109,565
Total	**12,338,119**	**13,596,320**	**14,109,565**
PARKS & GOLF SERVICES (PGS)			
Parks-General	4,764,996	4,387,820	4,454,900
Total	**4,764,996**	**4,387,820**	**4,454,900**
RECREATION & CULTURAL SERVICES (RCS)			
Cultural Arts Centre	190,138	225,575	223,850
Total	**190,138**	**225,575**	**223,850**
STAFF SUPPORT SERVICES (SSS)			
Administration	6,396,533	6,709,170	6,843,700
Communications	1,035,262	1,128,485	1,297,810
Community & Economic Development	0	812,270	581,430
Governmental	1,234,666	1,360,350	1,373,850
Municipal Court	430,355	439,700	426,370
Prosecutor's Office	0	75,500	133,650
Total	**9,096,816**	**10,525,475**	**10,656,810**
TRANSPORTATION & DEVELOPMENT SERVICES (TDS)			
Engineering	2,231,827	2,077,440	2,192,815
Streets	2,104,395	2,186,000	2,120,300
Total	**4,336,222**	**4,263,440**	**4,313,115**
TOTAL GENERAL FUND	**$32,292,348**	**$35,717,885**	**$36,456,910**



CITY OF ST. PETERS
GENERAL FUND – HES
BUILDING ATTENDANTS

MISSION

To maintain the City's buildings in a manner that provides safe, reliable, and cost-effective operation.

DESCRIPTION OF SERVICES

- Building Maintenance

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	808,800	809,300
Employee Expenses	0	9,570	9,830
Professional Services	0	4,700	7,600
Utilities	0	800	800
Repair & Maintenance	0	22,500	29,500
Supplies & Other	0	67,600	75,200
Capital Expenses	0	0	27,000
Total Building Attendants	**$0**	**$913,970**	**$959,230**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Building Attendant	0.00	0.00	4.00	8.00	4.00	8.00	0	0
Building Attendant Crew Leader	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Maintenance Foreman	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Technician	0.00	0.00	2.00	0.00	2.00	0.00	0	0
Total	**0.00**	**0.00**	**8.00**	**8.00**	**8.00**	**8.00**	**0**	**0**
Full Time Equivalent	**0.00**		**13.77**		**13.77**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

None available due to department reorganization in FY17.

FY18 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
2. Maintain at least a 90% customer service satisfaction rating both overall and for individual internal departments. 1 1
3. Develop procedure manuals for Building Maintenance Foreman and Building Crew Leader position. 3,4 3 3,5
4. Develop training manual for Building Attendants. 3,4 3 2
5. Develop additional avenues of recognition with the department to recognize exceptional employee performance. 1
6. Review and update training dealing with cleaning and hazardous materials. 3

Safe Healthy Prosperous Sustainable Innovative Connected Community

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for community health and environmental safety	Attend training for health and safety procedures	n/a*	n/a*	n/a*	1
	Be a good steward of City assets, resources and infrastructure	Examination and review of processes and procedures	n/a*	n/a*	n/a*	3
	Maintain and enhance employee First Program (all internal organizations)	Zero lost days due to education, encouragement, and accountability	n/a*	n/a*	n/a*	0
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	n/a*	n/a*	n/a*	0
		Concerns Responded to Within 72 Hours	n/a*	n/a*	n/a*	100%
		Customer Service Satisfaction	n/a*	n/a*	n/a*	90%

*None available due to department reorganization in FY17.

CITY OF ST. PETERS
GENERAL FUND – HES
BUILDING ATTENDANTS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$387,000	$402,000	$15,000	4%	
51020	Salaries-Part Time	0	214,000	212,000	(2,000)	-1%	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	0	46,000	47,000	1,000	2%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	3,500	2,800	(700)	-20%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	94,700	84,700	(10,000)	-11%	Anticipated change in employee selection of coverage
51255	Vision Insurance	0	300	300	0	0	
51260	Dental Insurance	0	6,100	5,900	(200)	-3%	
51265	Long Term Care Insurance	0	600	600	0	0	
51270	Life Insurance	0	1,000	1,000	0	0	
51280	L T Disability	0	1,000	1,500	500	50%	
51290	Lagers Pension Expense	0	54,600	51,500	(3,100)	-6%	
	Total Salaries & Fringes	**0**	**808,800**	**809,300**	**500**	**0%**	
52100	Employee Uniforms	0	6,000	6,000	0	0	
52200	Employee Condiments	0	300	300	0	0	
52300	Employee Dues/Licenses	0	140	100	(40)	-29%	
52400	Travel Expense	0	500	500	0	0	
52500	Employee Training Expenses	0	1,800	2,000	200	11%	
52600	Employee Recognition	0	830	930	100	12%	
	Total Employee Expenses	**0**	**9,570**	**9,830**	**260**	**3%**	
54400	Prof Services-Janitorial	0	3,000	6,000	3,000	100%	
54800	Prof Services-Other	0	1,700	1,600	(100)	-6%	
	Total Prof Services	**0**	**4,700**	**7,600**	**2,900**	**62%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55700	Waste Disposal	0	0	0	0	0	
55800	Telephone	0	800	800	0	0	
	Total Utilities	**0**	**800**	**800**	**0**	**0**	
56050	Rep & Maint-Vehicles	0	0	500	500	**	
56100	Rep & Maint-Machinery & Equipment	0	2,500	3,000	500	20%	
56200	Rep & Maint-Building	0	20,000	26,000	6,000	30%	Increased based on actuals
	Total Repair & Maintenance	**0**	**22,500**	**29,500**	**7,000**	**31%**	
57050	Supplies-Gasoline	0	4,000	4,000	0	0	
57060	Supplies-Diesel	0	5,000	5,000	0	0	
57250	Supplies-Office	0	0	700	700	**	
57270	Supplies-Printing	0	0	0	0	0	
57300	Supplies-Operational	0	8,500	8,500	0	0	
57310	Supplies-Janitorial	0	35,000	36,500	1,500	4%	
57350	Small Tools, Furniture, Equipment	0	4,200	10,000	5,800	138%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	0	100	100	**	
57450	Postage	0	0	0	0	0	
57500	Insurance	0	9,400	8,900	(500)	-5%	
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57780	Rentals Machinery & Equipment	0	1,500	1,500	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**0**	**67,600**	**75,200**	**7,600**	**11%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	27,000	27,000	**	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**27,000**	**27,000**	******	
	Total Building Attendants	**$0**	**$913,970**	**$959,230**	**$45,260**	**5%**	

CITY OF ST. PETERS
GENERAL FUND – HES
HEALTH

MISSION

We recognize the value of every person and animal within the City of St. Peters. We demonstrate this by providing a safe and healthy environment by maintaining a presence within our subdivisions and food-based businesses and through the education and enforcement of our health and animal code.

St. Peters Health Department and Animal Control Offices are located at Recycle City at 131 Ecology Drive.

Animals are sheltered at the St. Charles County Pet Adoption Center at 4850 Mid Rivers Mall Drive.

DESCRIPTION OF SERVICES

- Restaurant Inspections
- Food Safety
- General Health Concerns
- Mosquito Control
- Animal Control
- Pet Adoptions
- Illegal Dumping
- Noise/Odor Issues

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	566,366	621,500	656,600
Employee Expenses	6,804	7,755	9,205
Professional Services	1,275	2,200	2,200
Utilities	1,814	2,400	4,310
Repair & Maintenance	5,572	4,525	5,675
Supplies & Other	96,663	134,465	104,785
Capital Expenses	0	40,000	0
Total Health	**$678,494**	**$812,845**	**$782,775**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Coordinator	0.25	0.00	0.25	0.00	0.25	0.00	0	0
Animal Control Officer	4.00	0.00	4.00	0.00	4.00	0.00	0	0
Environmental Control Officer	0.00	1.00	0.00	1.00	0.00	**0.00**	0	-1 [A]
Environmental Health Inspector	0.00	0.00	0.00	0.00	0.00	**2.00**	0	2 [B]
Food & Health Inspector	1.00	1.00	1.00	1.00	1.00	1.00	0	0
Health Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Clerk	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Total	**6.25**	**3.00**	**6.25**	**3.00**	**6.25**	**4.00**	**0**	**1**
Full Time Equivalent	**8.41**		**8.41**		**9.13**		**0.72**	

Variance Explanations:

A: Eliminated one Part-Time Environmental Control Officer position and replaced with two Part-Time Seasonal Environmental Health Inspector positions to provide adequate staff for mosquito spraying operations.

B: Eliminated one Part-Time Environmental Control Officer position and replaced with two Part-Time Seasonal Environmental Health Inspector positions to provide adequate staff for mosquito spraying operations.

CITY OF ST. PETERS
GENERAL FUND – HES
HEALTH

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days by conducting Animal Control emergency response exercise for housing of animals at HES Operations Building. 1
   (One employee injury leading to lost days.)
2. Maintain at least a 90% customer service satisfaction rating through distributing surveys and encouraging response. 1 1
   (95% Animal Control; 99.9% Health.)
3. Take active role in promoting and monitoring use of the Dog Park for pet and personal safety. 5 1
   (Ongoing. Parks has complemented the Health Department on their quick turnaround of applications and are working with them to ensure guest compliance to our code.)
4. Develop and implement a program to educate pet owners on the importance of vaccination for their animals. 5 2 1
   (Developed three educational pet programs.)
5. Update City Food Code to reflect updates and educate food-based businesses on any changes. 5 2 1,3
   (No changes needed.)
6. Review and update code for Regulation of Noise Levels. 5
   (Ongoing – had 1 noise complaint this year; purchased a new noise meter.)
7. Develop on-demand videos to educate the public on how to eliminate mosquito breeding. 1 2 1 1
   (Pending Communications department availability.)
8. Promote educational program to assist our residents in the elimination of environments around the home that can become mosquito breeding areas. 5 1
   (Program complete; have made many visits.)
9. Develop complaint analysis to identify problem areas for annual mosquito abatement through use of improved routing and techniques. 5
   (Completed, using the information to route spray patterns.)
10. Provide for long-term animal kenneling capabilities for the City. 5
    (Pending. City Legal Counsel not able to complete and adoption of agreement is still pending.)

FY18 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days by conducting Animal Control emergency response exercise for housing of animals at HES Operations Building. 1
2. Maintain at least a 90% customer service satisfaction rating through distributing surveys and encouraging response. 1 1
3. Develop and implement community awareness program focused on pet safety. 4 1
4. Continue Animal Control's active role in promoting and monitoring use of the Dog Park for pet and personal safety. 3,5 1
5. Implement mosquito abatement program developed through City analysis. 1 3 1
6. Implement property evaluation feedback program for our residents to remove mosquito habitats. 1 2,3 1
7. Develop and implement food service employee and resturant recognition program. 1 2 1

CITY OF ST. PETERS
GENERAL FUND – HES
HEALTH

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be prepared and responsive to all emergency situations	Kennel agreement with County renewed	Yes	Yes	Yes	Yes
		# Animal Bite Cases investigated	117	113	134	125
	Provide for community health and environmental safety	Food code updated?	Yes	Yes	Yes	Yes
		Restaurant Inspections	1,417	1,349	1,478	1,500
		Notice to Vaccinate sent to resident pet owners	n/a	n/a	50	50
		Mosquito complaints – track area	n/a	434	500	400
	Engage the community to improve health and wellness	Update to Noise Regulation code	n/a	n/a	Yes	n/a
		Home visits requested by residents to provide information on the elimination of Mosquito breeding areas	n/a	n/a	25	40
		Animal Control calls	1,501	1,591	1,955	1,900
	Ensure community access to health and wellness facilities and services	Dog Park memberships processed	198	444	500	500
	Proactively pursue state-of-the-art infrastructure, services, and communication networks	Views for on demand Mosquito elimination video	n/a	n/a	15	25
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	179	157	0	0
		Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction Score	98%	98.8%	90%	90%

CITY OF ST. PETERS
GENERAL FUND – HES
HEALTH

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$352,682	$366,000	$385,000	$19,000	5%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	73,060	93,000	105,000	12,000	13%	Converted one Environmental Control Officer position to two Seasonal Environmental Health Inspector positions
51030	Salaries-Over Time	2,549	5,000	5,000	0	0	
51210	Payroll Tax-FICA	31,980	35,000	38,000	3,000	9%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,306	2,700	2,300	(400)	-15%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	52,094	60,500	64,000	3,500	6%	
51255	Vision Insurance	326	400	400	0	0	
51260	Dental Insurance	3,483	4,300	4,300	0	0	
51265	Long Term Care Insurance	303	400	400	0	0	
51270	Life Insurance	350	800	800	0	0	
51280	L T Disability	813	1,000	1,400	400	40%	
51290	Lagers Pension Expense	46,420	52,400	50,000	(2,400)	-5%	
	Total Salaries & Fringes	**566,366**	**621,500**	**656,600**	**35,100**	**6%**	
52100	Employee Uniforms	1,779	3,075	3,600	525	17%	
52200	Employee Condiments	133	100	200	100	100%	
52300	Employee Dues/Licenses	1,135	380	1,100	720	189%	
52400	Travel Expense	2,720	2,050	2,050	0	0	
52500	Employee Training Expenses	525	1,750	1,750	0	0	
52600	Employee Recognition	512	400	505	105	26%	
	Total Employee Expenses	**6,804**	**7,755**	**9,205**	**1,450**	**19%**	
54800	Prof Services-Other	1,275	2,200	2,200	0	0	
	Total Prof Services	**1,275**	**2,200**	**2,200**	**0**	**0**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	1,814	2,400	4,310	1,910	80%	
	Total Utilities	**1,814**	**2,400**	**4,310**	**1,910**	**80%**	
56050	Rep & Maint-Vehicles	3,850	3,700	3,850	150	4%	
56100	Rep & Maint-Machinery & Equipment	1,168	825	1,825	1,000	121%	
56200	Rep & Maint-Building	554	0	0	0	0	
	Total Repair & Maintenance	**5,572**	**4,525**	**5,675**	**1,150**	**25%**	
57050	Supplies-Gasoline	2,614	5,000	5,200	200	4%	
57100	Supplies-Diesel	3,256	6,000	5,000	(1,000)	-17%	
57150	Supplies-Fert/Chem/Seed	37,850	74,340	74,400	60	0%	
57250	Supplies-Office	1,335	1,275	1,325	50	4%	
57270	Supplies-Printing	1,800	1,700	1,750	50	3%	
57300	Supplies-Operational	4,971	4,100	5,100	1,000	24%	
57350	Small Tools, Furniture, Equipment	7,754	2,100	4,060	1,960	93%	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	129	300	300	0	0	
57500	Insurance	6,731	7,200	7,200	0	0	
57510	Insurance Claims	2	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57650	Sales Tax Expense	7	100	100	0	0	
57750	Rentals-Office Space	29,880	32,000	0	(32,000)	-100%	New kenneling agreement with the County
57780	Rentals Machinery & Equipment	51	350	350	0	0	
57920	Miscellaneous	283	0	0	0	0	
	Total Supplies & Other	**96,663**	**134,465**	**104,785**	**(29,680)**	**-22%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	15,000	0	(15,000)	-100%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	25,000	0	(25,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**0**	**40,000**	**0**	**(40,000)**	**-100%**	
	Total Health	**$678,494**	**$812,845**	**$782,775**	**($30,070)**	**-4%**	

CITY OF ST. PETERS
GENERAL FUND – HES
VEHICLE & EQUIPMENT MAINTENANCE

MISSION

To maintain the City's vehicles and equipment in a manner that provides safe, reliable, and cost-effective operation.

DESCRIPTION OF SERVICES

- Vehicle Maintenance
- Equipment Maintenance
- Nitrogen Tire-Filling Program
- Sustainability Initiatives

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	708,130	851,000	830,700
Employee Expenses	16,282	24,880	28,530
Professional Services	1,550	1,700	1,600
Utilities	2,403	800	2,900
Repair & Maintenance	34,913	28,000	30,000
Supplies & Other	56,405	56,560	57,435
Capital Expenses	67,880	29,500	5,500
Total Vehicle & Equipment Maintenance	**$887,563**	**$992,440**	**$956,665**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Auto/Diesel Technician	6.00	0.00	6.00	0.00	6.00	0.00	0	0
Fleet Maintenance Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Fleet Maintenance Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Fleet Services Representatives	0.00	0.00	0.00	3.00	0.00	3.00	0	0
Intern	0.00	1.00	0.00	0.00	0.00	0.00	0	0
Sustainability Specialist	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Total	**8.50**	**1.00**	**8.50**	**3.00**	**8.50**	**3.00**	**0**	**0**
Full Time Equivalent	**9.20**		**10.09**		**10.09**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
   (Unsuccessful. Fleet had lost days.)
2. Maintain a 90% customer satisfaction rating both overall and for individual internal departments. 1 1
   (Ongoing.)
3. Encourage use of training opportunities including advanced welding techniques. 1
   (Welding training scheduled for August and September 2017.)
4. Continue to examine Fleet Maintenance processes and procedures to ensure efficiencies in the preventive maintenance of the City fleet. 4 3
   (Ongoing with additional process meetings completed.)

Safe Healthy Prosperous Sustainable Innovative Connected Community

5. Utilize the Fleet Maintenance software to its fullest ability to maintain minimum inventory variance. 3
   (Testing the automatic re-order points on high volume parts currently.)
6. Continue to evaluate the feasibility of purchasing alternative fuel vehicles in the vehicle replacement plan. 3 2
   (Completed. No viable alternative fuel options. City added one additional hybrid sedan to fleet.)

FY18 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
2. Maintain a 90% customer satisfaction rating both overall and for individual internal departments. 1 1
3. Provide training in new vehicle maintenance technology and techniques to ensure staff is ready to service the needs of customers. 3 1,2
4. Review and update Fleet Department's policies and procedures to improve customer service and Fleet management software capabilities. 4,5 3 1,2
5. Maintain optimal and accurate (less than 2% discrepancy) Fleet Inventory to minimize vehicle down time. 3 3
6. Utilize Collective Data Management System to track fluid lifecycles. This will be based on OEM and periodic fluid testing. 3 3
7. Utilize new fuel system to obtain correct mileage during re-fuelings to minimize the corrective data entry and verification process allowing for better Fleet Maintenance office efficiencies which also improves our customer service by accurately requesting vehicles that need service. 4 3 3

CITY OF ST. PETERS
GENERAL FUND – HES
VEHICLE & EQUIPMENT MAINTENANCE

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide proactive and effective preventative maintenance programs	Examination and review of Fleet Maintenance processes and procedures	0	10 Processes Reviewed	2	12
	Engage the community to improve health and wellness	Feasibility evaluation of purchasing alternative fuel vehicles in the vehicle replacement plan	1	1	1	1
		Hybrid vehicles purchased	0	1	1	1
	Be a good steward of City assets, resources and infrastructure	Examination and review of Fleet Maintenance processes and procedures	0	10 Processes Reviewed	2	12
		Utilize the Fleet Maintenance software to its fullest ability to maintain inventory variance below 2%	0.4%	1.7%	<2%	<2%
	Maintain and enhance employee First Program (all internal organizations)	Zero lost days due to education, encouragement, and accountability by counting Lost Days	0	2	0	0
		Completed training days to include advanced welding techniques	2	3	7	1
	Improve sustainable practices for City operations and assets	Feasibility evaluation of purchasing alternative fuel vehicles in the vehicle replacement plan.	1	1	1	1
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0
		Concerns Responded to Within 72 Hours	n/a	n/a	100%	100%
		Fleet Customer Service Satisfaction Surveys above 90%	100%	100%	90%	90%

CITY OF ST. PETERS
GENERAL FUND – HES
VEHICLE & EQUIPMENT MAINTENANCE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$487,000	$535,000	$531,000	($4,000)	-1%	
51020	Salaries-Part Time	0	49,000	44,000	(5,000)	-10%	Estimate in market survey results and designation changes
51030	Salaries-Over Time	9,253	20,000	20,000	0	0	
51210	Payroll Tax-FICA	37,020	46,000	46,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	3,524	3,400	2,700	(700)	-21%	
51245	Workmen's Comp Claims	18	0	0	0	0	
51250	Medical Insurance	93,687	109,400	106,400	(3,000)	-3%	
51255	Vision Insurance	228	300	300	0	0	
51260	Dental Insurance	5,776	6,400	5,800	(600)	-9%	
51265	Long Term Care Insurance	649	700	800	100	14%	
51270	Life Insurance	402	1,100	1,100	0	0	
51280	L T Disability	1,225	1,400	2,000	600	43%	
51290	Lagers Pension Expense	69,348	78,300	70,600	(7,700)	-10%	Rate of contribution decreased
	Total Salaries & Fringes	**708,130**	**851,000**	**830,700**	**(20,300)**	**-2%**	
52100	Employee Uniforms	7,493	9,800	10,320	520	5%	
52200	Employee Condiments	0	200	200	0	0	
52300	Employee Dues/Licenses	2,110	4,205	4,215	10	0%	
52400	Travel Expense	2,617	3,200	5,200	2,000	63%	
52500	Employee Training Expenses	3,491	6,750	7,750	1,000	15%	
52600	Employee Recognition	571	725	845	120	17%	
	Total Employee Expenses	**16,282**	**24,880**	**28,530**	**3,650**	**15%**	
54400	Prof Services-Janitorial	0	0	0	0	0	
54800	Prof Services-Other	1,550	1,700	1,600	(100)	-6%	
	Total Prof Services	**1,550**	**1,700**	**1,600**	**(100)**	**-6%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55700	Waste Disposal	1,782	0	1,900	1,900	**	
55800	Telephone	621	800	1,000	200	25%	
	Total Utilities	**2,403**	**800**	**2,900**	**2,100**	**263%**	
56050	Rep & Maint-Vehicles	9,250	3,100	3,200	100	3%	
56100	Rep & Maint-Machinery & Equipment	21,281	17,900	18,300	400	2%	
56200	Rep & Maint-Building	4,382	7,000	8,500	1,500	21%	
	Total Repair & Maintenance	**34,913**	**28,000**	**30,000**	**2,000**	**7%**	
57050	Supplies-Gasoline	1,419	3,000	3,000	0	0	
57060	Supplies-Diesel	636	1,000	1,000	0	0	
57250	Supplies-Office	2,122	1,200	1,200	0	0	
57270	Supplies-Printing	200	0	0	0	0	
57300	Supplies-Operational	33,040	37,000	38,000	1,000	3%	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	6,745	4,500	4,975	475	11%	
57400	Books/Periodicals/Subscriptions	0	200	200	0	0	
57450	Postage	63	60	60	0	0	
57500	Insurance	10,557	9,300	8,700	(600)	-6%	
57510	Insurance Claims	1,321	0	0	0	0	
57550	Legal Notices/Advertising	73	0	0	0	0	
57780	Rentals Machinery & Equipment	229	300	300	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**56,405**	**56,560**	**57,435**	**875**	**2%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	67,880	29,500	5,500	(24,000)	-81%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**67,880**	**29,500**	**5,500**	**(24,000)**	**-81%**	
	Total Vehicle & Equipment Maintenance	**$887,563**	**$992,440**	**$956,665**	**($35,775)**	**-4%**	

CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

MISSION

To provide dedicated police service based on high ethical and professional standards while preserving the peace and order of the City. We will attain this mission through conflict management and enforcement of criminal law and City ordinances by officers who are committed to the rule of law. The officers are empowered to investigate violations, arrest individuals who violate the law, search and seize evidence, and use objectively reasonable force when necessary. It includes being both responsive and responsible to the public we serve.

St. Peters Justice Center
1020 Grand Teton Drive

DESCRIPTION OF SERVICES

- 24-hour Uniformed Police Services
- 24-hour Police Dispatch
- Criminal Investigations
- Crime Prevention Programs
- Traffic/DWI Enforcement
- Emergency Management
- Police Records Collection, Preservation, and Distribution
- Evidence and Property Control
- Citizen Police Academy
- School Resource Officers and D.A.R.E. Activities
- Participation in St. Charles County Regional Drug Task Force

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	11,192,069	12,062,300	12,604,300
Employee Expenses	118,477	156,450	170,700
Professional Services	41,520	62,065	63,565
Utilities	198,217	239,800	226,600
Repair & Maintenance	163,171	279,915	286,215
Supplies & Other	254,980	436,960	396,675
Capital Expenses	369,685	358,830	361,510
Total Police	**$12,338,119**	**$13,596,320**	**$14,109,565**

CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [A]	0
Chief Of Police	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Corrections Officer	2.00	1.00	2.00	0.00	**4.00**	0.00	2 [B]	0
Executive Secretary	0.00	0.00	1.00	0.00	**0.00**	0.00	-1 [C]	0
Lead Corrections Officer	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Police Captain	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Police Dispatch Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Dispatcher	12.00	0.00	11.00	0.00	11.00	0.00	0	0
Police Dispatcher - Lead	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Lieutenant	5.00	0.00	6.00	0.00	6.00	0.00	0	0
Police Lieutenant-Assigned Over Detective Bureau	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Lieutenant-Dir. of Emergency Mgmt & Training	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Officer	65.00	0.00	65.00	0.00	**67.00**	0.00	2 [D]	0
Police Property Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Records Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Records Clerk	6.00	5.00	6.00	4.00	6.00	4.00	0	0
Police Records Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Sergeant	10.00	0.00	9.00	0.00	9.00	0.00	0	0
Police Sergeant-Assigned Over Detective Bureau	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Resident Youth	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Total	**111.00**	**8.00**	**112.00**	**6.00**	**116.00**	**6.00**	**4**	**0**
Full Time Equivalent	**116.05**		**115.61**		**119.61**		**4.00**	

Variance Explanations:

A: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.
B: Added two new Full-Time Corrections Officer positions to improve safety for staff working in the jail area at the Justice Center.
C: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.
D: Added two new Full-Time Police Officer positions to allow for full patrol coverage of City & Justice Center front desk operations at all times.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Enhance ability of St. Peters Police Department to conduct patrol activities on city-designated park trails and at large public events and gatherings. 1,2,3 1
   a. Improve law enforcement presence, visibility and response along City park trails and at civic events. **(The Police Rangers with the assistance of the rest of the Patrol division have prioritized visibility within the parks and trails. The mobile patrol units are utilized regularly on park trails. In addition, we are staffing Rangers at the Sunset Friday events, which have become increasingly popular.)**
   b. Increase Department interaction with the citizens of the community to improve safety and to promote use of City amenities. **(The department has increased visibility and proactive patrols in the area of Woodland Park adjacent to West Sunnyhill Blvd related to traffic complaints. Also, the Rangers have received positive feedback from park patrons involving their interaction with the public as a whole.)**
2. Continue a customer satisfaction level of 90% by focusing on the city's "IT" philosophy in daily interactions with internal and external customers. 1 1
   a. Reduce sustained citizen complaints against employees. **(The number of sustained citizen complaints and the number of sustained internal complaints brought by supervisory staff remained at the same low level.)**
   b. Provide timely recognition for outstanding employee performance through both City and departmental programs. **(Employees were recognized for outstanding performance using the City wide award program,**

including 188 immediate Noteworthy awards to this point in FY17. These awards were celebrated during bi-annual, departmental awards luncheons.)

3. Increase employee safety awareness. Achieve and maintain a zero lost-day record and reduction in property loss and accidents through improved communication, increased individual accountability, safety training, and team action plans. 1
    a. Increase employee awareness of safety issues through supervisory focus on risk awareness training and debriefing on unsafe practices. **(Safety awareness is stressed at staff meetings and during daily "roll call" briefings. Supervisors continuously monitor the workplace for unsafe conditions and acts and address any they observe.)**
    b. Stress importance of thinking "Safety First" by recognizing safe behavior of employees both informally, through intradepartmental recognition, and formally through the City's Employee Recognition Program. **(The Police Department's primary task is public safety and many employee recognition awards are safety related. The department Safety Team representative also provides safety reminders to Department Personnel. Employees received two Immediate Noteworthy awards specifically for safe behaviors.)**
    c. Focus on employee accountability through individual counseling and progressive discipline for violations of established safety rules, including those causing loss or damage to City property. **(Employees receive individual counseling and progressive discipline for violations of established safety rules.)**
4. Prepare for the implementation of the Peace Officer Standards and Training commission's (POST) new training standards for Missouri law enforcement officers that take effect Jan. 1, 2017. 1 3
    a. Identify training programs that meet the new POST standards in each required area of study. **(Training that meet the new POST standards in each required area of study have been identified.)**
    b. Using existing officer staffing, schedule all licensed peace officers in the Department to meet the new POST standards in each required area of study and to obtain at least 24 hours of continuing education credit within calendar year 2017. **(All licensed police officers are on schedule to meet the new POST standards within calendar year 2017.)**
5. Transition to digital archiving of police records. 3 1,2
    a. Replace the existing microfilming system used for archiving police records with a digital archiving system. **(We have an interim process in place to digitally archive police records using the current archiving vendor.)**
    b. Develop processes to begin immediate, in-house, digital scanning of all police reports created after Jan. 1, 2017. **(The in-house scanning of police records will require the use of a secure, document management system (DMS). This DMS may eventually be used by the entire City. A survey of DMS vendors for this project identified the need for an RFP process. The purpose of this RFP process is to find the most suitable, cost-effective DMS solution for the City, prior to committing to the customization required to implement a DMS, even on a limited basis. The City's IT Department will manage this RFP process.)**
6. Continue to develop and implement procedural and administrative adjustments required by Missouri criminal code Revision (sb 491 and hb 1371) effective Jan. 1, 2017. The Missouri criminal code (RSMO) will undergo significant revision, including statutory revisions, crime classification revision, and Missouri charge code revision. 1,2,3 3
    a. Identify departmental programs which will be impacted by upcoming statutory revisions. These programs include record management systems, offense and arrest systems, and Missouri Incident Based Reporting System (MIBRS). **(REJIS arrest booking, BRAZOS e-ticketing, and the Police server police records management systems were directly affected by the revisions to Missouri's criminal code and charge codes.)**
    b. Develop and implement processes and procedures to address affected departmental systems. **(Arrest booking, e-ticketing and records management systems and procedures have been updated to the new criminal codes and criminal charge code formats.)**

CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

FY18 OBJECTIVES

1. Enhance the St. Peters Police Department's on-site, customer service capabilities by hiring two (2) commissioned Police Officers. 1,2 1
    a. Provide additional staff coverage for Lobby based Desk Officer position by ensuring 24 hour coverage, 365 days per year.
    b. Ensure officers are trained in duties related to processing citizen complaints, including the receipt, and dissemination of information requiring follow-up investigation.
    c. Assist other components of St. Peters Justice Center when required such as assisting with detention operations, serving as municipal court liaison, supporting activities within the Justice Center.
2. Enhance the St. Peters Police Department's ability to provide for safe, effective processing and temporary housing of detainees by hiring two (2), non-commissioned Corrections Officers. 3,5
    a. Provide additional staff coverage for Detention Area Correction Officer position by ensuring 24 hour coverage, 365 days per year.
    b. Provide for prompt processing of detainees through intake processes, prisoner transfers, detention oversight, bond acceptance and subsequent release.
    c. Enhance Patrol-based functions by limiting necessity for Patrol Officers to staff position when Corrections Officers are not scheduled to work.
3. Continue a customer satisfaction level of 90% by focusing on the city's "IT" philosophy in daily interactions with internal and external customers. 1 1
    a. Reduce sustained citizen complaints against employees.
    b. Provide timely recognition for outstanding employee performance through both City and departmental programs.
4. Increase employee safety awareness. Achieve and maintain a zero lost-day record and reduction in property loss and accidents through improved communication, increased individual accountability, safety training, and team action plans. 1
    a. Increase employee awareness of safety issues through supervisory focus on risk awareness training and debriefing on unsafe practices.
    b. Stress importance of thinking "Safety First" by recognizing safe behavior of employees both informally, through intradepartmental recognition, and formally through the City's Employee Recognition Program.
    c. Focus on employee accountability through individual counseling and progressive discipline for violations of established safety rules, including those causing loss or damage to City property.
5. Determine future police records management system requirements. 3 1,2
    a. Survey and evaluate recent innovations in police records management systems.
    b. Develop an inventory of required features for a new, police records management system that will replace our current software which is nearing the end of its lifecycle.
6. Implement Missouri Department of Public Safety training standards for 911 Telecommunicators. 3 1
    a. Identify training programs that meet the standards in each required area of study.
    b. Using existing 911Telecommunicator staffing, schedule all telecommunicators in the Department to meet the standards in each required area of study and to obtain at least 24 hours of continuing education credit within each calendar year.
7. Increase Neighborhood Watch programs in the City of St. Peters. 1,4 1
    a. Identify neighborhoods which have high call volumes and proactively engage with those communities to start a program.
    b. Solicit the input of patrol officers, who can provide additional detailed information about neighborhoods or businesses that could benefit from additional crime prevention education.

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide a community safe from crime to work, live, and visit	# of FTE commissioned police officers per 1,000 population	1.63	1.63	1.63	1.67
		# of Neighborhood Watch groups	37	39	39	39
		# of Citizen Police Academy sessions taught	3	4	5	5
		# of graduates of Citizen Police Academy	60	100	120	120
		# of arrests	2,823	2,827	n/a*	n/a*
		% of criminal investigation cases cleared	85%	91%	100%**	100%**
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of motor vehicle accidents	1,559	1,600	n/a*	n/a*
		% change in # of motor vehicle accidents from prior year	+39.8%	+0.03%	+/- 0%	+/- 0%
	Be prepared and responsive to all emergency situations	# of police dispatchers	13	13	13	13
		Average police response time in minutes	3:18	3:28	< 4:00	< 4:00
		# of outdoor warning sirens	18	18	18	18
		# of outdoor warning siren tests performed	12	12	12	12
		# of emergency management exercises held	1	1	1	1
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	272	303	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	99%	99%	90%	90%

*A specific number is not targeted.

**The targeted goal is to clear 100% of all criminal investigations. Historically and realistically, a 100% investigative clearance rate is not achieved.

For more details on the department performance measures, take a look at the Police Department's Annual Report on our website at http://www.stpetersmo.net/st-peters-police-annual-report.aspx.

CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$7,515,278	$8,001,000	$8,324,000	$323,000	4%	
51020	Salaries-Part Time	133,280	133,000	142,000	9,000	7%	Estimate in market survey results and designation changes
51030	Salaries-Over Time	351,059	400,000	400,000	0	0	
51060	Salaries-Outside Employment	67,936	90,000	90,000	0	0	
51210	Payroll Tax-FICA	600,371	660,000	685,000	25,000	4%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	42,919	49,400	40,800	(8,600)	-17%	Allocation based upon department salary to total salary
51245	Workmen's Comp Claims	100,118	0	0	0	0	
51250	Medical Insurance	1,190,578	1,418,600	1,560,800	142,200	10%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	5,025	5,300	5,700	400	8%	
51260	Dental Insurance	75,441	84,900	88,500	3,600	4%	
51265	Long Term Care Insurance	5,286	5,500	5,700	200	4%	
51270	Life Insurance	5,144	14,000	14,500	500	4%	
51280	L T Disability	18,568	20,300	30,900	10,600	52%	Anticipated increase in cost of insurance
51290	Lagers Pension Expense	1,081,066	1,180,300	1,216,400	36,100	3%	
	Total Salaries & Fringes	**11,192,069**	**12,062,300**	**12,604,300**	**542,000**	**4%**	
52100	Employee Uniforms	60,526	52,200	59,400	7,200	14%	Added uniforms for two new Police Officers and two new Corrections Officers
52200	Employee Condiments	3,788	4,100	4,100	0	0	
52300	Employee Dues/Licenses	1,815	10,400	2,900	(7,500)	-72%	Removed RCCEEG annual membership
52400	Travel Expense	4,149	14,450	14,450	0	0	
52500	Employee Training Expenses	27,051	24,985	26,150	1,165	5%	
52550	Employee Training Expenses POST	14,568	43,115	56,900	13,785	32%	Increased due to additional POST training requirements
52600	Employee Recognition	6,580	7,200	6,800	(400)	-6%	
	Total Employee Expenses	**118,477**	**156,450**	**170,700**	**14,250**	**9%**	
54800	Prof Services-Other	41,520	62,065	63,565	1,500	2%	
	Total Prof Services	**41,520**	**62,065**	**63,565**	**1,500**	**2%**	
55100	Electric	115,140	125,900	125,900	0	0	
55500	Gas	34,706	60,200	47,000	(13,200)	-22%	Estimate based on current year usage and changes in utility rates
55800	Telephone	48,371	53,700	53,700	0	0	
	Total Utilities	**198,217**	**239,800**	**226,600**	**(13,200)**	**-6%**	
56050	Rep & Maint-Vehicles	48,828	61,900	61,900	0	0	
56100	Rep & Maint-Machinery & Equipment	97,300	202,815	209,115	6,300	3%	
56200	Rep & Maint-Building	15,958	13,600	15,200	1,600	12%	
56300	Rep & Maint-Grounds/Parking	1,085	1,600	0	(1,600)	-100%	
56320	Rep & Maint-Outside Lighting	0	0	0	0	0	
	Total Repair & Maintenance	**163,171**	**279,915**	**286,215**	**6,300**	**2%**	
57050	Supplies-Gasoline	89,645	180,000	130,000	(50,000)	-28%	Estimate based on current year usage and fuel costs
57100	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	5,721	3,000	3,000	0	0	
57250	Supplies-Office	10,751	12,100	11,950	(150)	-1%	
57270	Supplies-Printing	9,468	11,000	11,200	200	2%	
57300	Supplies-Operational	60,974	71,575	71,615	40	0%	
57310	Supplies-Janitorial	487	0	0	0	0	
57350	Small Tools, Furniture, Equipment	9,145	9,435	22,360	12,925	137%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	450	450	0	0	
57425	Regis Access & Connection Fee	0	0	0	0	0	
57450	Postage	3,298	4,200	4,200	0	0	
57470	DARE Expenses	0	300	300	0	0	
57500	Insurance	125,237	133,600	130,300	(3,300)	-2%	
57510	Insurance Claims	(70,128)	0	0	0	0	
57550	Legal Notices/Advertising	0	100	100	0	0	
57780	Rentals Machinery & Equipment	9,880	10,500	10,500	0	0	
57920	Miscellaneous	502	700	700	0	0	
	Total Supplies & Other	**254,980**	**436,960**	**396,675**	**(40,285)**	**-9%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	4,851	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	112,481	143,830	24,510	(119,320)	-83%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	252,353	215,000	337,000	122,000	57%	Approved capital items for fiscal year
	Total Capital Expenses	**369,685**	**358,830**	**361,510**	**2,680**	**1%**	
	Total Police	**$12,338,119**	**$13,596,320**	**$14,109,565**	**$513,245**	**4%**	

CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

MISSION

The mission of St. Peters Parks Department is to enhance the quality of life for our residents by providing safe, well-maintained parks and public places; preserving open space and historic resources; promoting healthy lifestyles by offering areas for outdoor play and exercise designed to meet all levels of accessibility; connecting our community by developing a network of paved walking and biking trails; and to provide superior customer service.

Gazebo at City Centre Park

DESCRIPTION OF SERVICES

- 25 Parks
- 20 Miles of Trails
- Right-of-Way Maintenance
- Athletic Fields
- BMX Track
- Fishing Ponds
- Playgrounds
- Pavilions and Picnic Shelters
- Memorial Tree Program

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	3,854,590	3,419,600	3,489,100
Employee Expenses	42,027	35,520	36,270
Professional Services	9,015	17,500	27,300
Utilities	94,508	128,500	121,700
Repair & Maintenance	408,307	452,800	476,300
Supplies & Other	356,549	333,900	304,230
Capital Expenses	0	0	0
Total Parks General	**$4,764,996**	**$4,387,820**	**$4,454,900**

Laurel Park Playground

CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [A]	0
Building Attendant	4.00	8.00	0.00	0.00	0.00	0.00	0	0
Building Attendant Crew Leader	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Building Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Building Repair Technician	2.00	0.00	0.00	0.00	0.00	0.00	0	0
Director of Parks Operations	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Secretary	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [B]	0
Manager of Parks & Golf Services	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Manager of Parks & Recreation Services	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Parks Crew Leader	5.00	0.00	5.00	0.00	5.00	0.00	0	0
Parks Horticulture Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Parks Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Parks Right-of-Way Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Parks Services Representatives	0.00	12.00	0.00	12.00	0.00	12.00	0	0
Parks Technician	10.00	0.00	12.00	0.00	**11.00**	0.00	-1 [C]	0
Parks Worker	9.00	0.00	7.00	0.00	**9.00**	0.00	2 [D]	0
Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Resident Youth	0.00	12.00	0.00	12.00	0.00	12.00	0	0
Total	**40.00**	**34.00**	**31.00**	**26.00**	**32.00**	**26.00**	**1**	**0**
Full Time Equivalent	**60.19**		**45.42**		**46.42**		**1.00**	

Variance Explanations:

A: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.
B: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.
C: Allocation of Parks Technicians and Parks Workers fluctuates depending on when Workers meet the requirements to become a Technician.
D: Allocation of Parks Technicians and Parks Workers fluctuates depending on when Workers meet the requirements to become a Technician.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (Score of 96.65% to date on athletic field and pavilion surveys.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (Unable to achieve this goal due to 1 accident with lost days in February.)
3. Maintain "Tree City USA" designation. 4
   (The City received this award in April for the 19th consecutive year.)
4. Implement the Facility Maintenance Plan. 4 3 4 1 1
   (Pending.)

FY18 OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
2. Continue our goal to achieve zero lost days for the department. 1
3. Maintain "Tree City USA" designation. 4

Safe Healthy Prosperous Sustainable Innovative Connected Community

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of miles of hiking/biking trails	22.6	23	23.2	23.2
	Engage the community to improve health and wellness	# of playgrounds	16	18	19	19
		# of athletic field reservations	4,722	4,325	3,700	4,000
	Provide for economic growth and stability	# of pavilion reservations	680	742	550	600
		# of gazebo reservations	114	90	85	100
	Maintain a visually attractive and vibrant City	# of acres of park land	1,284	1,284	1,284	1,284
		# of trees planted	282	182	150	150
		Achieved Tree City USA designation?	Yes	Yes	Yes	Yes
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	140	142	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	99%	98.6%	90%	90%
	Provide for ease of travel within the City and connectivity to the greater metro area	% of parks that are connected to the trail system	n/a*	64%	64%	64%
		% of households within ½-mile of a park	n/a*	76%	76%	76%
	Be engaged in all legislative and legal issues that impact municipal government and our community	% of playgrounds that meet the Consumer Product Safety Commission guidelines and ADA standards	100%	100%	100%	100%

*Tracking of this measure began in FY16.

CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$2,307,404	$2,031,000	$2,091,000	$60,000	3%	
51020	Salaries-Part Time	501,916	412,000	395,000	(17,000)	-4%	
51030	Salaries-Over Time	48,935	55,000	55,000	0	0	
51210	Payroll Tax-FICA	212,034	191,000	194,000	3,000	2%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	15,006	14,300	11,600	(2,700)	-19%	
51245	Workmen's Comp Claims	5,959	0	0	0	0	
51250	Medical Insurance	404,375	385,700	428,200	42,500	11%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	1,406	1,200	1,400	200	17%	
51260	Dental Insurance	27,532	24,400	24,700	300	1%	
51265	Long Term Care Insurance	2,184	1,700	1,700	0	0	
51270	Life Insurance	2,091	3,900	4,000	100	3%	
51280	L T Disability	6,023	5,200	7,800	2,600	50%	
51290	Lagers Pension Expense	319,725	294,200	274,700	(19,500)	-7%	Rate of contribution decreased
	Total Salaries & Fringes	**3,854,590**	**3,419,600**	**3,489,100**	**69,500**	**2%**	
52100	Employee Uniforms	17,482	14,000	15,700	1,700	12%	
52200	Employee Condiments	3,628	3,500	3,500	0	0	
52300	Employee Dues/Licenses	3,026	2,585	3,000	415	16%	
52400	Travel Expense	2,304	4,100	4,700	600	15%	
52500	Employee Training Expenses	12,303	8,885	7,285	(1,600)	-18%	
52600	Employee Recognition	3,284	2,450	2,085	(365)	-15%	
	Total Employee Expenses	**42,027**	**35,520**	**36,270**	**750**	**2%**	
54200	Prof Services-Engineering	200	5,000	5,000	0	0	
54400	Prof Services-Janitorial	340	0	0	0	0	
54800	Prof Services-Other	8,475	12,500	22,300	9,800	78%	Increased for design of trail brochure and signage branding
	Total Prof Services	**9,015**	**17,500**	**27,300**	**9,800**	**56%**	
55100	Electric	41,359	55,000	55,000	0	0	
55160	Electric(Field Lighting)	39,764	52,200	45,000	(7,200)	-14%	Estimate based on current year usage and changes in utility rates
55500	Gas	7,226	15,500	15,500	0	0	
55700	Waste Disposal	45	0	0	0	0	
55800	Telephone	6,114	5,800	6,200	400	7%	
	Total Utilities	**94,508**	**128,500**	**121,700**	**(6,800)**	**-5%**	
56050	Rep & Maint-Vehicles	42,836	45,000	45,000	0	0	
56100	Rep & Maint-Mach & Equip	55,731	58,400	58,400	0	0	
56200	Rep & Maint-Building	26,437	13,000	13,000	0	0	
56300	Rep & Maint-Grounds/Parking	110,979	100,000	100,000	0	0	
56310	Rep & Maint-Trails	123,175	191,900	166,900	(25,000)	-13%	Moved R&M of Golf Course cart paths to Golf & Banquet Center Fund
56320	Rep & Maint-Outside Lighting	4,294	7,000	7,000	0	0	
56370	Rep & Maint-Road Right of Way	20,960	13,500	21,000	7,500	56%	
56330	Rep & Maint-Playgrnd/Rec Areas	23,895	15,000	50,000	35,000	233%	
56340	Rep & Maint-Tennis Courts	0	9,000	15,000	6,000	67%	
	Total Repair & Maintenance	**408,307**	**452,800**	**476,300**	**23,500**	**5%**	
57050	Supplies-Gasoline	12,566	26,000	20,000	(6,000)	-23%	Estimate based on current year usage and fuel costs
57060	Supplies-Diesel	46,156	85,000	60,000	(25,000)	-29%	Estimate based on current year usage and fuel costs
57150	Supplies-Fert/Chem/Seed	46,676	50,000	50,000	0	0	
57250	Supplies-Office	2,031	3,000	3,000	0	0	
57270	Supplies-Printing	542	1,000	1,500	500	50%	
57300	Supplies-Operational	55,247	56,500	60,000	3,500	6%	
57310	Supplies-Janitorial	51,935	15,000	15,000	0	0	
57320	Supplies-Trees	40,941	25,000	25,000	0	0	
57350	Small Tools, Furniture, Equipment	1,093	3,600	2,630	(970)	-27%	
57400	Books/Periodicals/Subscriptions	0	100	100	0	0	
57420	Operating License/Permits	0	0	0	0	0	
57450	Postage	301	500	500	0	0	
57500	Insurance	43,502	38,700	37,000	(1,700)	-4%	
57510	Insurance Claims	26,592	0	0	0	0	
57550	Legal Notices/Advertising	678	1,000	1,000	0	0	
57780	Rentals Mach & Equip	28,289	28,500	28,500	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**356,549**	**333,900**	**304,230**	**(29,670)**	**-9%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvmt	0	0	0	0	0	
58300	Capital Exp-Furn & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	0	0	0	0	0	
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Parks General	**$4,764,996**	**$4,387,820**	**$4,454,900**	**$67,080**	**2%**	

CITY OF ST. PETERS
GENERAL FUND – RCS
CULTURAL ARTS CENTRE

MISSION

To foster excellence, diversity and vitality within the Arts and broaden the availability and appreciation of the Arts.

Cultural Arts Centre (located at City Hall)
One St. Peters Centre Blvd.

DESCRIPTION OF SERVICES

- Art Classes
- Art Shows and Exhibits
- Theater and Performing Arts
- Music and Voice Lab
- Summer Art Camps
- Day Trips
- City Centre Dances
- Banquet Rentals

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	140,205	157,000	159,600
Employee Expenses	729	1,025	930
Professional Services	30,898	48,000	35,000
Utilities	0	0	0
Repair & Maintenance	864	3,000	3,000
Supplies & Other	17,442	16,550	25,320
Capital Expenses	0	0	0
Total Cultural Arts Centre	**$190,138**	**$225,575**	**$223,850**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Guest Service Representatives	0.00	8.00	0.00	8.00	0.00	8.00	0	0
Recreation Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**1.00**	**8.00**	**1.00**	**8.00**	**1.00**	**8.00**	**0**	**0**
Full Time Equivalent	**3.88**		**3.88**		**3.88**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (Currently being met.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (Currently being met.)
3. Continue to operate the Cultural Arts Centre as a financially self-sustaining operation. 1
   (Currently being met.)
4. Develop programs and events that promote or showcase different cultures. 3
   (Hosted several events and artists including bus tours showcasing world religions and Amish quilt fest, Time for Tea event focusing on the 18th Century French Creoles of the Mid-Mississippi Valley, and the following art exhibits – World Culture Series, In Plain Sight – Homelessness Exposed, and Ishimwe Bertrand, Genocide Survivor to Artist.)

CITY OF ST. PETERS
GENERAL FUND – RCS
CULTURAL ARTS CENTRE

FY18 OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
3. Continue to operate the Cultural Arts Centre as a financially self-sustaining operation. 1

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	# of summer art camp participants	432	327	350	400
		# of bus tour/day trip participants	496	417	450	475
		# of theatre rentals	233	220	250	300
		# of special event registrants	674	983	1,250	1,350
		# of gazebo rentals	113	83	100	125
		# of facility rentals (excluding ongoing meetings, art classes, theatre events, and internal City meetings)	185	148	200	225
	Develop and maintain effective and efficient communication with our community	# of survey responses	149	310	350	400
		Customer Service Satisfaction	98%	97%	90%	90%
	Develop a sense of community pride	# of visual artists	587	701	750	775
		# of pieces of artwork displayed	2,035	1,962	2,250	2,300
		# of membership applicants	n/a	31	75	100
		# of volunteer hours	1,837	1,646	1,700	1,750

Cultural Arts Centre Ballroom

Cultural Arts Centre Hall Gallery

CITY OF ST. PETERS
GENERAL FUND – RCS
CULTURAL ARTS CENTRE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$61,714	$63,000	$64,000	$1,000	2%	
51020	Salaries-Part Time	45,529	57,000	58,000	1,000	2%	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	8,091	9,000	9,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	554	700	600	(100)	-14%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	14,756	16,800	18,100	1,300	8%	
51255	Vision Insurance	64	100	100	0	0	
51260	Dental Insurance	883	1,000	1,000	0	0	
51265	Long Term Care Insurance	72	100	100	0	0	
51270	Life Insurance	127	200	200	0	0	
51280	L T Disability	157	200	300	100	50%	
51290	Lagers Pension Expense	8,258	8,900	8,200	(700)	-8%	
	Total Salaries & Fringes	**140,205**	**157,000**	**159,600**	**2,600**	**2%**	
52100	Employee Uniforms	181	200	200	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	275	300	300	0	0	
52400	Travel Expense	122	125	130	5	4%	
52500	Employee Training Expenses	100	100	100	0	0	
52600	Employee Recognition	51	300	200	(100)	-33%	
	Total Employee Expenses	**729**	**1,025**	**930**	**(95)**	**-9%**	
54800	Prof Services-Other	30,898	48,000	35,000	(13,000)	-27%	Decreased based on historical actuals
	Total Prof Services	**30,898**	**48,000**	**35,000**	**(13,000)**	**-27%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56100	Rep & Maint-Machinery & Equipment	11	1,500	1,500	0	0	
56200	Rep & Maint-Building	853	1,500	1,500	0	0	
56300	Rep & Maint-Grounds/Parking	0	0	0	0	0	
	Total Repair & Maintenance	**864**	**3,000**	**3,000**	**0**	**0**	
57250	Supplies-Office	317	250	300	50	20%	
57270	Supplies-Printing	330	250	350	100	40%	
57300	Supplies-Operational	4,377	6,000	6,000	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	3,103	0	8,100	8,100	**	Approved small tools items for fiscal year
57370	Supplies-Merchandise	767	500	800	300	60%	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	50	50	0	0	
57500	Insurance	1,622	1,900	1,800	(100)	-5%	
57510	Insurance Claims	23	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57750	Rental Office Space	0	0	0	0	0	
57780	Rentals Machinery & Equipment	4,038	5,000	5,000	0	0	
57920	Miscellaneous	2,865	2,600	2,920	320	12%	
	Total Supplies & Other	**17,442**	**16,550**	**25,320**	**8,770**	**53%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Cultural Arts Centre	**$190,138**	**$225,575**	**$223,850**	**($1,725)**	**-1%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

MISSION

To provide general administrative support in the areas of human resources, accounting, purchasing, utility billing, licensing, data processing, and research/analysis to the other work units within the City and to provide for overall planning and evaluation of economic development opportunities.

St. Peters City Hall
One St. Peters Centre Blvd.

DESCRIPTION OF SERVICES

- Citizen Action Center
- Human Resources
- Purchasing
- Accounting & Finance
- Business Licenses
- Information Technology
- Utility Billing and Payments

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	4,616,370	4,710,000	4,777,600
Employee Expenses	99,194	169,200	129,350
Professional Services	265,316	377,795	372,595
Utilities	145,487	176,100	176,300
Repair & Maintenance	459,687	464,300	522,900
Supplies & Other	461,112	291,875	314,280
Capital Expenses	349,367	519,900	550,675
Total Administration	**$6,396,533**	**$6,709,170**	**$6,843,700**

Citizen Action Center
located at City Hall

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Accounting Clerk	2.00	2.00	1.00	2.00	1.00	2.00	0	0
Accounting Specialist	2.50	0.00	2.50	0.00	**3.00**	0.00	1 [A]	0
Accounts Payable Clerk	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Administrative Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [B]	0
Assistant City Administrator	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Assistant Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Assistant to the City Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Benefits & Compensation Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
CDBG Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0	0
City Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
City Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Community Service Representative	2.00	3.00	2.00	3.00	**1.00**	3.00	-1 [C]	0
Community Service Specialist	1.00	0.00	1.00	0.00	**2.00**	0.00	1 [D]	0
Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Human Resources	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Information Technology	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Secretary	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [E]	0
Financial Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0	0
GIS Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Human Resources Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0	0
HR Manager	0.00	0.00	1.00	0.00	1.00	0.00	0	0
I.T. Project Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
I.T. Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Licensing Specialist	1.00	2.00	1.00	2.00	1.00	2.00	0	0
Manager of Staff Support Services	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Network Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Network Technical Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Manager	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Payroll Clerk	0.00	1.00	0.00	1.00	0.00	**0.00**	0	-1 [F]
Payroll Specialist	1.00	0.00	1.00	0.00	1.00	**1.00**	0	1 [G]
Purchasing Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Purchasing Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Purchasing Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Resident Youth	0.00	8.00	0.00	8.00	0.00	8.00	0	0
Senior Programmer Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Staff Support Services Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Volunteer & Training Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**41.50**	**16.00**	**40.50**	**16.00**	**41.00**	**16.00**	**1**	**0**
Full Time Equivalent	**50.15**		**49.15**		**49.65**		**0.50**	

Variance Explanations:

A: Reallocated half of one Full-Time Accounting Specialist position from the Water/Sewer Fund to the General Fund based on actual work being performed.

B: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

C: Reclassified one Full-Time Community Service Representative position as a Full-Time Community Service Specialist based on actual job duties being performed.

D: Reclassified one Full-Time Community Service Representative position as a Full-Time Community Service Specialist based on actual job duties being performed.

E: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

F: Reclassified one Part-Time Payroll Clerk position as a Part-Time Payroll Specialist based on actual job duties being performed.

G: Reclassified one Part-Time Payroll Clerk position as a Part-Time Payroll Specialist based on actual job duties being performed.

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Ongoing.)
2. Maintain 90%+ on all annual customer service reviews. 1 1
   (SSS overall score 97%.)
3. Continue to respond to citizen concerns within seventy-two hours. 1 1
   (Achieved.)
4. Produce financial statements and budgets that qualify to receive the associated GFOA Award for Excellence. 1,2 1
   (Achieved.)
5. Perform internal audits of the City's major revenue sources. 1
   (Reviewed court revenue in July 2017.)
6. Complete the following Information Technology projects: 4 3 3 1,2 1 1
   a. Perform upgrades and replacements on City equipment as identified in the server, PC, printers/copiers, and network replacement plans, including laptops in vehicles. **(Underway – PC, printers/copiers complete; servers, network switches, and laptops for vehicles scheduled for September.)**
   b. Perform security and network upgrades. **(Ongoing.)**
   c. Update Office application to a supported release from 2007 to 2016 and train City staff. **(Completed.)**
   d. Evaluate Golf Course Management software options. **(Selected solution. Implement winter 2017 – on schedule.)**
   e. Update Recreation software. **(In progress. Scheduled to be completed October 2017 – on schedule.)**
   f. Assist with website updating and app development. **(Phase 1 complete. Enhancements to Rec-Plex pages, navigation, calendar, and search functionality.)**
   g. Evaluate consolidation of surveillance cameras at City facilities. **(Ongoing as need arises or solutions require maintenance.)**
   h. Perform PCI DSS compliancy audits quarterly. **(Underway.)**
   i. Evaluate mobile applications city-wide and how best to update data collected in the field. **(Initial efforts being tested; more development/testing occurring.)**
   j. Expand internet capabilities for enhanced business applications. **(Looked at Garage, Rec-Plex, City Hall, new Golf Course building and Aquatics Park for FY18.)**
   k. Work with County IT Directors to evaluate options with MOREnet using GGL Fiber to allow schools, fire districts, cities, library districts, and other governmental agencies to share cost and increase bandwidth. **(Nothing in the works as of now. St. Charles County has money budgeted to complete fiber to facilities this year. May provide more focus once that is complete.)**
7. Continue to administer and oversee requests for Public Records ensuring their accuracy, consistency of information, and applicable charges, as well as timely dissemination per Missouri Sunshine Law. 1
   (Needs review of applicable charges/fees for FY18.)
8. Ensure that all City departments are adhering to State and City guidelines for retaining and destroying records in a timely manner. 3
   (Ongoing effort and review of permanent records for scanning project; continual review of temporary records for destruction and records management.)
9. Continue ongoing efforts to ensure compliance with State, County, and City licensing regulations. 1
   (Ongoing review of code and compliance efforts in our Licensing office.)
10. Expand City volunteer pool. 1 2 1 1
    (Ongoing.)

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Maintain 90%+ on all annual customer service reviews. 1 1
3. Continue to respond to citizen concerns within seventy-two hours. 1 1
4. Produce financial statements and budgets that qualify to receive the associated GFOA Award for Excellence. 1,2 1
5. Perform internal audits of the City's major revenue sources. 1
6. Complete the following Information Technology projects: 4 3 3 1,2 1 1
    a. Perform upgrades and replacements on City equipment as identified in the server, PC, printers/copiers, and network replacement plans, including laptops in vehicles.
    b. Perform security and network upgrades.
    c. Train City staff on 2016 Office application.
    d. Evaluate Golf Course Management software options.
    e. Update Recreation software.
    f. Assist with website updating and app development.
    g. Evaluate consolidation of surveillance cameras at City facilities.
    h. Perform PCI DSS compliancy audits quarterly.
        1. Implement 2 Factor Authentication for necessary people and devices.
    i. Evaluate mobile applications city-wide and how best to update data collected in the field.
    j. Expand internet capabilities for enhanced business applications.
    k. Assist in city-wide departmental technology initiatives.
        2. City Wi-Fi implementation at City Hall, Justice Center, Streets/Parks, and Fleet buildings.
        3. Website redesign.
        4. Evaluate and determine direction for document management/imaging.
            i. Selection and begin deployment starting with Police Records.
            ii. Implement other departments based on staffing and need.
        5. Assist with mobile software solution for building inspectors (CitizenServe).
        6. Evaluate conference rooms for automation upgrades – Wi-Fi, projection, screen options (high resolution).
    l. Work with County IT Directors to evaluate options with MOREnet using GGL Fiber to allow schools, fire districts, cities, library districts, and other governmental agencies to share cost and increase bandwidth.
7. Continue to administer and oversee requests for Public Records ensuring their accuracy, consistency of information, and applicable charges, as well as timely dissemination per Missouri Sunshine Law. 1
8. Ensure that all City departments are adhering to State and City guidelines for retaining and destroying records in a timely manner. 3
9. Move forward with the evaluation and future implementation of e-government opportunities (such as allowing applicants to submit license applications and payments via the City's website). 1 1
10. Continue ongoing efforts to ensure compliance with State, County, and City licensing regulations. 1
11. Maintain adequate volunteer program to ensure there are qualified volunteers to support internal needs and special events. 1 2 1 1
12. Attract and retain the highest qualified individuals to provide excellent customer service and professional services to the public. 1
13. Provide and encourage staff training and development to meet City and position criteria and individual development of City employees. 1

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	# of businesses in the City	2,243	2,294	2,300	2,300
	Maintain and enhance employee First Program (all internal organizations)	# in Decade Club (10 years with City)	357	370	404	426
		# in Silver Anniversary Club (25 years with City)	83	89	114	120
		# of special recognition awards to employees for outstanding contributions or accomplishments in their jobs, including Unit Citations, Outstanding Performance, and Above & Beyond	1	18	42	42
		Attracted and retained the highest qualified individuals to provide excellent customer service and professional services to the public?	Yes	Yes	Yes	Yes
		Low turnover rate for full-time positions (includes retirement, resignation, and termination)	5.71%	6.09%	5%	5%
		Total employment applications processed	2,476	2,708	2,400	2,400
		Total employees hired	167	151	150	150
		Average rate for IT helpdesk requests closed/completed within 72 hours	98%	98%	100%	100%
	Develop and maintain effective and efficient communication with our community	Update City Code biannually	Yes	Yes	Yes	Yes
		Public Record Requests processed annually	506	505	500	500
		Timeliness of public record responses	Yes	Yes	Yes	Yes
		# of phone calls handled by Citizen Action Center	25,837	29,353	25,000	25,000
		Citizen Concerns Received	254	183	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	98%	97%	90%	90%
	Develop a sense of community pride	# of volunteer hours (events may vary by year impacting hours)	9,631	7,296	7,500	7,500
		# of volunteers	793	906	1,000	1,000

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$3,182,939	$3,090,000	$3,154,000	$64,000	2%	
51020	Salaries-Part Time	247,146	291,000	310,000	19,000	7%	Converted one Payroll Clerk position to a Payroll Specialist position
51030	Salaries-Over Time	25,711	10,000	10,000	0	0	
51210	Payroll Tax-FICA	239,960	259,000	266,000	7,000	3%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	17,284	19,400	15,800	(3,600)	-19%	
51245	Workmen's Comp Claims	0	46,000	46,000	0	0	
51250	Medical Insurance	440,269	510,500	521,600	11,100	2%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	1,917	2,000	1,900	(100)	-5%	
51260	Dental Insurance	26,963	29,200	27,900	(1,300)	-4%	
51265	Long Term Care Insurance	2,781	2,800	2,600	(200)	-7%	
51270	Life Insurance	4,661	5,100	5,100	0	0	
51280	L T Disability	7,285	7,900	11,700	3,800	48%	
51290	Lagers Pension Expense	419,454	437,100	405,000	(32,100)	-7%	Rate of contribution decreased
	Total Salaries & Fringes	**4,616,370**	**4,710,000**	**4,777,600**	**67,600**	**1%**	
52100	Employee Uniforms	869	900	900	0	0	
52200	Employee Condiments	3,151	3,500	3,500	0	0	
52300	Employee Dues/Licenses	5,072	7,000	6,450	(550)	-8%	
52400	Travel Expense	10,186	18,750	18,750	0	0	
52500	Employee Training Expenses	26,814	40,200	36,950	(3,250)	-8%	
52600	Employee Recognition	4,842	2,100	3,300	1,200	57%	
52610	Employee Recognition-General	27,507	31,750	34,500	2,750	9%	
52620	Employee Safety Programs	20,753	65,000	25,000	(40,000)	-62%	Decreased for 5-year milestone in safety program that occurred in fiscal year 17
	Total Employee Expenses	**99,194**	**169,200**	**129,350**	**(39,850)**	**-24%**	
54300	Prof Services-Data Processing	66,797	103,295	93,795	(9,500)	-9%	Removed website redesign budget
54600	Prof Services-Tax Collection	109,400	110,000	110,000	0	0	
54800	Prof Services-Other	89,119	164,500	168,800	4,300	3%	
	Total Prof Services	**265,316**	**377,795**	**372,595**	**(5,200)**	**-1%**	
55100	Electric	111,238	137,900	137,900	0	0	
55500	Gas	3,107	3,000	3,200	200	7%	
55800	Telephone	31,142	35,200	35,200	0	0	
	Total Utilities	**145,487**	**176,100**	**176,300**	**200**	**0%**	
56050	Rep & Maint-Vehicles	477	1,800	1,800	0	0	
56100	Rep & Maint-Machinery & Equipment	16,930	12,950	12,950	0	0	
56110	Rep & Maint-Computer Hardware & Software	426,870	439,550	493,150	53,600	12%	Added new Parks and Recreation software ongoing maintenance costs, increased cost for PAMET, and increased for more e-ticketing
56200	Rep & Maint-Building	15,410	10,000	15,000	5,000	50%	Increased based on historical actual
56320	Rep & Maint-Outside Lighting	0	0	0	0	0	
	Total Repair & Maintenance	**459,687**	**464,300**	**522,900**	**58,600**	**13%**	
57050	Supplies-Gasoline	504	2,000	2,000	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57250	Supplies-Office	21,665	25,000	25,000	0	0	
57270	Supplies-Printing	15,187	15,200	15,200	0	0	
57300	Supplies-Operational	37,744	55,000	55,600	600	1%	
57350	Small Tools, Furniture, Equipment	1,812	14,175	35,780	21,605	152%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	898	1,300	1,300	0	0	
57450	Postage	38,479	40,000	44,000	4,000	10%	
57500	Insurance	61,674	64,500	60,500	(4,000)	-6%	
57510	Insurance Claims	85,969	0	0	0	0	
57550	Legal Notices/Advertising	48,116	35,000	35,000	0	0	
57780	Rentals Machinery & Equipment	1,426	2,000	2,000	0	0	
57900	Contingency	128,157	15,000	15,000	0	0	
57920	Miscellaneous	19,481	22,700	22,900	200	1%	
	Total Supplies & Other	**461,112**	**291,875**	**314,280**	**22,405**	**8%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	130,566	135,000	250,000	115,000	85%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	19,300	19,300	**	Approved capital items for fiscal year
58400	Capital Exp-Machinery & Equipment	218,801	384,900	281,375	(103,525)	-27%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**349,367**	**519,900**	**550,675**	**30,775**	**6%**	
	Total Administration	**$6,396,533**	**$6,709,170**	**$6,843,700**	**$134,530**	**2%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

MISSION

The City of St. Peters has a reputation as a community where efficient and professional government has created a positive atmosphere for economic development, rendered quality services for its residents, and made it possible for both business and residential sectors of the City to enjoy a high standard of life. It is the task of Communications to promote, communicate, and chronicle those accomplishments through the production of quality communications, marketing, and public relations programs. We are also responsible for keeping open channels of communications between citizens and their government through efficient and cost-effective, diverse media.

DESCRIPTION OF SERVICES

- *My Hometown* Resident Magazine
- *UpFront* Electronic Newsletter
- Event Planning & Oversight
- Rec-Plex *News You Can Use* E-Newsletters
- SPTV Cable TV Channel
- Live Programming
- On Demand Programming

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	805,443	842,200	1,036,700
Employee Expenses	108	3,000	3,300
Professional Services	5,251	11,060	11,260
Utilities	26,423	30,400	31,700
Repair & Maintenance	20,162	29,500	33,900
Supplies & Other	102,337	122,825	114,950
Capital Expenses	75,538	89,500	66,000
Total Communications	**$1,035,262**	**$1,128,485**	**$1,297,810**

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Audio Visual Engineer	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [A]	0
Audio Visual Engineering Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [B]	0
Audio Visual Engineering Technician	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [C]	0
Communications Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [D]	0
Communication/Public Relations Specialist	2.00	0.00	2.00	0.00	**1.00**	0.00	-1 [E]	0
Director of Communications	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Event Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Graphic Design Specialist	0.00	1.00	0.00	1.00	**1.00**	**0.00**	1 [F]	-1 [G]
Resident Youth	0.00	1.00	0.00	1.00	0.00	1.00	0	0
TV Program & Event Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [H]	0
TV Program Development Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0	0
TV Program Development Specialist	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [I]	0
TV Program Production Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Video Technician	0.00	3.00	0.00	3.00	0.00	3.00	0	0
Total	**7.00**	**6.00**	**7.00**	**6.00**	**9.00**	**5.00**	**2**	**-1**
Full Time Equivalent	**10.97**		**10.97**		**11.14**		**1.57**	

Variance Explanations:

A: Reclassified one Full-Time Audio Visual Engineer as a Full-Time Audio Visual Engineering Coordinator due to addition of supervisory duties.

B: Reclassified one Full-Time Audio Visual Engineer as a Full-Time Audio Visual Engineering Coordinator due to addition of supervisory duties.

C: Added one Full-Time Audio Visual Engineering Technician position as part of the department's succession planning.

D: Reclassified one Full-Time Communication/Public Relations Specialist position as a Full-Time Communications Coordinator due to addition of supervisory duties.

E: Reclassified one Full-Time Communication/Public Relations Specialist position as a Full-Time Communications Coordinator due to addition of supervisory duties.

F: Converted one Part-Time Graphic Design Specialist position to one Full-Time Graphic Design Specialist position due to increased workload.

G: Converted one Part-Time Graphic Design Specialist position to one Full-Time Graphic Design Specialist position due to increased workload.

H: Reclassified one Full-Time TV Program Development Specialist as a Full-Time TV Program & Event Coordinator based on actual work being performed and the addition of supervisory duties.

I: Reclassified one Full-Time TV Program Development Specialist as a Full-Time TV Program & Event Coordinator based on actual work being performed and the addition of supervisory duties.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Zero lost days.)
2. Maintain 90%+ on all annual customer service reviews. 1 1
   (Achieved 99% on annual customer service reviews.)
3. Provide planning and marketing communications support for the City's 2017 special events (Celebrate St. Peters, Sunset Fridays, Veterans Memorial Commission events, etc.) including My Hometown magazine, UpFront electronic newsletter, posters and flyers at City locations, programs for special events, and the artwork for various items; PSAs, stories on televised programs, bulletin board announcements on SPTV and City website; and other communication vehicles as available. 1 1,3
   (Achieved and ongoing.)
4. Provide SPTV live programming and on-demand archived programs on a mobile platform available on devices including cell phones and tablet computers. 3 1,2 1
   (Achieved and ongoing.)
5. Maintain television signal distribution to City of St. Peters facilities. 3 1,2
   (Project completed in FY16 and signal maintained this year to City facilities.)

6. Produce news shows, public service announcements (PSAs), and informational programming that help educate our residents on important governmental issues, safety, features about St. Peters businesses, residents, and regional non-profit entities; and positively impact the quality of life in St. Peters.
   1,3,5 | 1 | 2 | 1 | 1
   (Achieved and ongoing.)
7. Continue intern program for aspiring media and marketing/communications students in universities.
   3 | 1 | 1
   (Continuing to recruit intern candidates.)
8. Continue to improve editorial and production standards for all City communication vehicles, including internal and external print communications, broadcast cable operations, and City website.
   1,3 | 1 | 1,2 | 1 | 1,3
   (Achieved and ongoing.)
9. Continue to implement new long-term plan to replace outdated equipment, analyze new technologies, and add new equipment to improve capabilities as well as on-air product.
   4 | 3 | 3 | 1,2 | 1
   (Achieved and ongoing.)

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Maintain 90%+ on all annual customer service reviews. 1 | 1
3. Provide planning and marketing communications support for the City's 2018 special events (Celebrate St. Peters, Sunset Fridays, Veterans Memorial Commission events, etc.) including My Hometown magazine, UpFront electronic newsletter, posters and flyers at City locations, programs for special events, and the artwork for various items; PSAs, stories on televised programs, bulletin board announcements on SPTV and City website; and other communication vehicles as available. 1 | 1,3
4. Provide SPTV live programming and on-demand archived programs on a mobile platform available on devices including cell phones and tablet computers. 3 | 1,2 | 1
5. Maintain television signal distribution to City of St. Peters facilities. 3 | 1,2
6. Produce news shows, public service announcements (PSAs), and informational programming that help educate our residents on important governmental issues, safety, features about St. Peters businesses, residents, and regional non-profit entities; and positively impact the quality of life in St. Peters.
   1,3,5 | 1 | 2 | 1 | 1
7. Continue intern program for aspiring media and marketing/communications students in universities.
   3 | 1 | 1
8. Continue to improve editorial and production standards for all City communication vehicles, including internal and external print communications, broadcast cable operations, and City website.
   1,3 | 1 | 1,2 | 1 | 1,3
9. Continue to implement new long-term plan to replace outdated equipment, analyze new technologies, and add new equipment to improve capabilities as well as on-air product.
   4 | 3 | 3 | 1,2 | 1

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Engage the community to improve health and wellness	Rec-Plex monthly e-Newsletter *News You Can Use*	12	12	12	12
	Provide for economic growth and stability	Economic Update (new monthly publication started March 2016)	0	7	12	12
	Develop and maintain effective and efficient communication with our community	# of issues of My Hometown magazine	4	5	5	5
		# of special mailers – Leisure Line and Celebrate St. Peters	4	4	3	3
		# of issues of UpFront e-Newsletter	12	12	12	12
		# of other subscriptions e-newsletters (arts, sports, golf, volunteers, etc.)	n/a*	29	25	25
		SPTV (St. Peters TeleVision) UpFront and Ward Update broadcasts	n/a*	53	50	50
		Citizen Concerns Received	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	n/a	100%	100%
		Customer Service Satisfaction	99%	99%	90%	90%
	Develop a sense of community pride	Estimated # of Celebrate St. Peters event attendees	n/a*	15,000**	30,000	30,000
		Estimated # of Sunset Friday concert attendees	n/a*	3,925	4,000	4,000
		Tree Lighting Ceremony	1	1	1	1
		Veterans Memorial Commission events	3	3	3	3

*Tracking of this measure began in FY16.
**Rain shortened event to one day instead of two in 2016.

Click here to

WATCH SPTV St. Peters TeleVision ONLINE

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$505,551	$521,000	$650,000	$129,000	25%	Changed Graphic Design Specialist position to full-time, added Audio Visual Engineering Technician position, converted one Audio Visual Engineer position to an Audio Visual Engineering Coordinator position, converted one Communications/PR Specialist position to a Communications Coordinator position, and converted one TV Program Development Specialist position to a TV Program & Event Coordinator position
51020	Salaries-Part Time	88,610	98,000	75,000	(23,000)	-23%	Changed Graphic Design Specialist position to full-time
51030	Salaries-Over Time	8,703	10,000	10,000	0	0	
51210	Payroll Tax-FICA	44,709	48,000	56,000	8,000	17%	Increased salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	3,147	3,600	3,300	(300)	-8%	
51245	Workmen's Comp Claims	3,300	0	0	0	0	
51250	Medical Insurance	72,145	79,100	145,500	66,400	84%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	382	400	600	200	50%	
51260	Dental Insurance	4,351	4,400	7,500	3,100	70%	
51265	Long Term Care Insurance	415	500	600	100	20%	
51270	Life Insurance	534	900	1,200	300	33%	
51280	L T Disability	1,230	1,400	2,500	1,100	79%	
51290	Lagers Pension Expense	72,366	74,900	84,500	9,600	13%	Increased full-time salaries
	Total Salaries & Fringes	**805,443**	**842,200**	**1,036,700**	**194,500**	**23%**	
52100	Employee Uniforms	0	400	400	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	1,500	1,500	0	0	
52500	Employee Training Expenses	0	700	700	0	0	
52600	Employee Recognition	108	400	700	300	75%	
	Total Employee Expenses	**108**	**3,000**	**3,300**	**300**	**10%**	
54800	Prof Services-Other	5,251	11,060	11,260	200	2%	
	Total Prof Services	**5,251**	**11,060**	**11,260**	**200**	**2%**	
55100	Electric	23,298	25,100	26,400	1,300	5%	
55500	Gas	2,188	3,200	3,200	0	0	
55800	Telephone	937	2,100	2,100	0	0	
	Total Utilities	**26,423**	**30,400**	**31,700**	**1,300**	**4%**	
56050	Rep & Maint-Vehicles	517	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	18,098	28,500	32,900	4,400	15%	
56200	Rep & Maint-Building	1,547	1,000	1,000	0	0	
	Total Repair & Maintenance	**20,162**	**29,500**	**33,900**	**4,400**	**15%**	
57050	Supplies-Gasoline	277	500	500	0	0	
57250	Supplies-Office	3,830	2,800	2,800	0	0	
57270	Supplies-Printing	23,375	31,000	31,000	0	0	
57300	Supplies-Operational	23,386	21,050	21,050	0	0	
57350	Small Tools, Furniture, Equipment	6,129	25,875	16,500	(9,375)	-36%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	256	300	300	0	0	
57450	Postage	30,442	27,100	27,100	0	0	
57500	Insurance	9,182	9,700	10,700	1,000	10%	
57510	Insurance Claims	(8)	0	0	0	0	
57550	Legal Notices/Advertising	3,316	3,500	4,000	500	14%	
57780	Rentals Machinery & Equipment	0	400	400	0	0	
57920	Miscellaneous	2,152	600	600	0	0	
	Total Supplies & Other	**102,337**	**122,825**	**114,950**	**(7,875)**	**-6%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	75,538	89,500	66,000	(23,500)	-26%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**75,538**	**89,500**	**66,000**	**(23,500)**	**-26%**	
	Total Communications	**$1,035,262**	**$1,128,485**	**$1,297,810**	**$169,325**	**15%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNITY & ECONOMIC DEVELOPMENT

MISSION

To attract and support business development within the community. To provide helpful solutions to meet the needs of the community by effectively planning a well-organized, progressive City. To recommend appropriate actions related to development.

DESCRIPTION OF SERVICES

- Development Plan Reviews
- Economic Development
- Zoning
- Annexation

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	374,900	391,300
Employee Expenses	0	3,940	5,500
Professional Services	0	13,400	13,400
Utilities	0	0	0
Repair & Maintenance	0	500	500
Supplies & Other	0	169,530	170,730
Capital Expenses	0	250,000	0
Total Community & Economic Development	**$0**	**$812,270**	**$581,430**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [A]	0
Director of Planning, Community, & Economic Dvlp.	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Secretary	0.00	0.00	1.00	0.00	**0.00**	0.00	-1 [B]	0
Intern	0.00	0.00	0.00	1.00	0.00	1.00	0	0
Planning Coordinator	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**0.00**	**0.00**	**3.00**	**1.00**	**3.00**	**1.00**	**3.00**	**0.00**
Full Time Equivalent	**0.00**		**3.36**		**3.36**		**0.00**	

Variance Explanations:

A: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

B: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Maintain excellent safety record by continuing to be 100% accident free. 1
   (Achieved and ongoing.)
2. Maintain customer service rating at a rate of at least 90%. 1 1
   (Achieved.)
3. Update the code incrementally during work session(s) with the Board of Aldermen; refer appropriate topics to the Planning and Zoning Commission. 4
   (Joint work session planned for September 2017.)
4. Complete the review and update of the Comprehensive Plan incorporating Vision 2025 priorities into the plan. 1
   (Plan update underway; completion of plan by year end/early 2018.)
5. Continue economic development activities including: 1
   a. Marketing of available site and buildings within the City, including responses to Requests For Proposal.

(Provided responses to Missouri Partnership/Regional Chamber on multiple projects; met with developers locally and in Las Vegas at Shopping Center conference.)

b. Updating building and property inventory and web page.
(Ongoing.)

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Evaluate and continue to implement standards for continuous improvement in quality customer service. Maintain 90%+ on all customer service reviews. 1 1
3. Update the code incrementally during work session(s) with the Board of Aldermen, Planning & Zoning Commission, and Board of Adjustment as needed; refer appropriate topics to the Planning and Zoning Commission. 4
4. Emphasize continued training of staff to maintain certifications. 1
5. Complete the review and update of the Comprehensive Plan incorporating Vision 2025 priorities into the plan. 1
6. Continue economic development activities including: 1 2
   a. Marketing of available sites and buildings within the City, including responses to Requests For Proposal.
   b. Marketing appropriate sites for a mix of housing types.
   c. Updating building and property inventory and web page.

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	Approved site development plans	14	18	20	20
	Maintain a visually attractive and vibrant City	Approved building elevations (new or substantial modifications)	18	21	25	25
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	n/a*	n/a*	0	0
		% of Concerns Responded to Within 72 Hours	n/a*	n/a*	100%	100%
		Customer Service Satisfaction	n/a*	n/a*	90%	90%
	Develop and support full life-cycle housing	# of single family residential housing units	n/a*	17,096	17,150	17,150
	Develop and support full life-cycle housing	# of multi-family residential housing units	n/a*	5,850	6,030	6,500

*Department was created in fiscal year 2016/17 so some data is not available prior to then.

CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNITY & ECONOMIC DEVELOPMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$271,000	$277,000	$6,000	2%	
51020	Salaries-Part Time	0	0	9,000	9,000	**	Added salary for Intern that was incorrectly budgeted in the Engineering department in fiscal year 17
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	0	21,000	22,000	1,000	5%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	1,600	1,300	(300)	-19%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	39,300	42,400	3,100	8%	
51255	Vision Insurance	0	200	200	0	0	
51260	Dental Insurance	0	2,200	2,200	0	0	
51265	Long Term Care Insurance	0	200	200	0	0	
51270	Life Insurance	0	400	400	0	0	
51280	L T Disability	0	700	1,100	400	57%	
51290	Lagers Pension Expense	0	38,300	35,500	(2,800)	-7%	
	Total Salaries & Fringes	**0**	**374,900**	**391,300**	**16,400**	**4%**	
52100	Employee Uniforms	0	150	150	0	0	
52300	Employee Dues/Licenses	0	1,105	1,165	60	5%	
52400	Travel Expense	0	960	1,960	1,000	104%	
52500	Employee Training Expenses	0	1,375	2,125	750	55%	
52600	Employee Recognition	0	350	100	(250)	-71%	
	Total Employee Expenses	**0**	**3,940**	**5,500**	**1,560**	**40%**	
54100	Prof Services-Legal	0	600	0	(600)	-100%	
54800	Prof Services-Other	0	12,800	13,400	600	5%	
	Total Prof Services	**0**	**13,400**	**13,400**	**0**	**0**	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56050	Rep & Maint-Vehicles	0	500	500	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
	Total Repair & Maintenance	**0**	**500**	**500**	**0**	**0**	
57050	Supplies-Gasoline	0	2,000	2,000	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57250	Supplies-Office	0	0	0	0	0	
57270	Supplies-Printing	0	1,500	1,500	0	0	
57300	Supplies-Operational	0	100	100	0	0	
57350	Small Tools, Furniture, Equipment	0	0	1,200	1,200	**	
57400	Books/Periodicals/Subscriptions	0	230	230	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	0	4,200	4,200	0	0	
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57920	Miscellaneous	0	161,500	161,500	0	0	
	Total Supplies & Other	**0**	**169,530**	**170,730**	**1,200**	**1%**	
58100	Capital Exp-Land & Improvement	0	250,000	0	(250,000)	-100%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**250,000**	**0**	**(250,000)**	**-100%**	
	Total Community & Economic Development	**$0**	**$812,270**	**$581,430**	**($230,840)**	**-28%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
GOVERNMENTAL

MISSION

To enact laws and policies and ensure availability of resources for the efficient, effective, and equitable delivery of public services and to honor the public trust by maintaining high ethical conduct at all times and in all relationships.

DESCRIPTION OF SERVICES

- Board of Aldermen
- Board of Adjustments
- Planning & Zoning Commission

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	303,089	329,300	330,000
Employee Expenses	48,394	56,550	56,550
Community Expenses	35,000	35,000	35,000
Professional Services	414,456	718,100	718,100
Utilities	10,691	10,800	10,800
Repair & Maintenance	0	0	0
Supplies & Other	423,036	210,600	223,400
Capital Expenses	0	0	0
Total Governmental	**$1,234,666**	**$1,360,350**	**$1,373,850**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Mayor (Elected)	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Alderman (Elected)	0.00	8.00	0.00	8.00	0.00	8.00	0	0
City Treasurer (Appointed)	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Municipal Judge (Elected)	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Board of Adjustments	0.00	8.00	0.00	8.00	0.00	8.00	0	0
Planning and Zoning Commission	0.00	10.00	0.00	10.00	0.00	10.00	0	0
Total	**0.00**	**29.00**	**0.00**	**29.00**	**0.00**	**29.00**	**0**	**0**

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Promote cohesiveness and economy in internal and external relationships, programs, and activities within the community. 1 1
   (Ongoing.)
2. Ensure conservative fiscal management to enable the City to continue operating with a balanced budget now and in the future. 1,2
   (Ongoing.)
3. Facilitate and promote communication to achieve a consensus for actions. 1
   (Ongoing.)
4. Continue to develop and refine policies that reflect the long-term need of the entire community.
   1,5 2 1,3 1 1,2,3 1
   (Ongoing.)
5. Ensure continued implementation of promised "Prop P" projects.
   5 3 4 1 1
   (Ongoing.)
6. Maintain low tax rate and user rates for City provided services. 2
   (Ongoing.)

Safe Healthy Prosperous Sustainable Innovative Connected Community

7. Support the City's STEAM management system. 1
(Ongoing.)
8. Ensure compliance with the Fair Housing Consent Decree. 2
(Ongoing.)
9. Provide continuing education opportunities for elected and appointed officials. 3
(Ongoing.)

FY18 OBJECTIVES

1. Promote cohesiveness and economy in internal and external relationships, programs, and activities within the community. 1 1
2. Ensure conservative fiscal management to enable the City to continue operating with a balanced budget now and in the future. 1,2
3. Facilitate and promote communication to achieve a consensus for actions. 1
4. Continue to develop and refine policies that reflect the long-term need of the entire community.
1,5 2 1,3 1 1,2 1,2,3 1
5. Ensure continued implementation of promised "Prop P" projects.
5 3 4 1 1
6. Maintain low tax rate and user rates for City provided services. 2
7. Support the City's STEAM management system. 1
8. Provide continuing education opportunities for elected and appointed officials. 3

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Maintain low tax rates and user fees	Adopted a balanced budget?	Yes	Yes	Yes	Yes
	Be a good steward of City assets, resources and infrastructure	Updated the Five-Year Capital Improvement Plan?	Yes	Yes	Yes	Yes
	Develop and maintain effective and efficient communication with our community	Board of Aldermen Meetings & Work Sessions	41	38	40	40
		Board of Adjustments Meetings	10	10	10	10
		Planning & Zoning Commission Meetings	12	12	12	12
		Citizen Concerns Received	604	512	600	600
		% of Concerns Responded to Within 72 Hours	99%	100%	100%	100%
	Be engaged in all legislative and legal issues that impact municipal government and our community	Attend and participate in education opportunities	Yes	Yes	Yes	Yes

CITY OF ST. PETERS
GENERAL FUND – SSS
GOVERNMENTAL

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$0	$0	0	
51020	Salaries-Part Time	13,739	0	0	0	0	
51030	Salaries-Over Time	0	0	0	0	0	
51040	Salaries-Elected & Appointed	185,213	210,000	211,000	1,000	0%	
51210	Payroll Tax-FICA	14,408	16,000	16,000	0	0	
51240	Workmen's Comp Insurance	1,036	1,200	1,000	(200)	-17%	
51250	Medical Insurance	62,400	73,100	73,200	100	0%	
51255	Vision	382	400	400	0	0	
51260	Dental Insurance	5,087	5,400	5,100	(300)	-6%	
51265	Long Term Care	930	900	1,000	100	11%	
51270	Life Insurance	229	300	300	0	0	
51280	L T Disability	0	0	0	0	0	
51290	Lagers Pension Expense	19,665	22,000	22,000	0	0	
	Total Salaries & Fringes	**303,089**	**329,300**	**330,000**	**700**	**0%**	
52100	Employee Uniforms	524	900	900	0	0	
52300	Employee Dues/Licenses	13,660	18,650	18,650	0	0	
52400	Travel Expense	24,693	27,500	27,500	0	0	
52500	Employee Training Expenses	6,030	6,000	6,000	0	0	
52600	Employee Recognition	3,487	3,500	3,500	0	0	
	Total Employee Expenses	**48,394**	**56,550**	**56,550**	**0**	**0**	
53100	St. Charles County-EDC	35,000	35,000	35,000	0	0	
	Total Community Expenses	**35,000**	**35,000**	**35,000**	**0**	**0**	
54100	Prof Services-Legal	254,590	500,000	500,000	0	0	
54500	Prof Services-Election Expense	51,258	40,000	40,000	0	0	
54610	Prof Services-Assessment Expense	45,563	40,000	40,000	0	0	
54800	Prof Services-Other	63,045	138,100	138,100	0	0	
	Total Prof Services	**414,456**	**718,100**	**718,100**	**0**	**0**	
55800	Telephone	10,691	10,800	10,800	0	0	
	Total Utilities	**10,691**	**10,800**	**10,800**	**0**	**0**	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
	Total Repair & Maintenance	**0**	**0**	**0**	**0**	**0**	
57250	Supplies-Office	73	400	400	0	0	
57270	Supplies-Printing	164	0	0	0	0	
57300	Supplies-Operational	1,094	3,000	3,000	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	92	300	300	0	0	
57450	Postage	6	100	100	0	0	
57500	Insurance	3,025	3,300	3,100	(200)	-6%	
57510	Insurance Claims	105,247	0	0	0	0	
57550	Legal Notices/Advertising	25,911	16,500	25,000	8,500	52%	Increased based on historical actual
57600	Uncollectable Taxes	5,295	9,000	13,500	4,500	50%	
57920	Miscellaneous	282,129	178,000	178,000	0	0	
	Total Supplies & Other	**423,036**	**210,600**	**223,400**	**12,800**	**6%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Governmental	**$1,234,666**	**$1,360,350**	**$1,373,850**	**$13,500**	**1%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
MUNICIPAL COURT

MISSION

To provide responsible management of court records and funds for fines and forfeitures revenues to ensure compliance with legal provisions embodied in State and City laws.

Municipal Court is located at the St. Peters Justice Center 1020 Grand Teton Drive

DESCRIPTION OF SERVICES

- Municipal Court Hearings and Trials
- Court Records
- Collection of Fines and Fees

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	399,180	391,700	384,100
Employee Expenses	5,349	5,580	6,150
Professional Services	2,358	10,020	6,520
Utilities	0	0	0
Repair & Maintenance	20	0	0
Supplies & Other	23,448	32,400	29,600
Capital Expenses	0	0	0
Total Municipal Court	**$430,355**	**$439,700**	**$426,370**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Court Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Court Specialist	4.00	1.00	3.00	1.00	3.00	1.00	0	0
Resident Youth	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Total	**5.00**	**3.00**	**4.00**	**3.00**	**4.00**	**3.00**	**0**	**0**
Full Time Equivalent	**6.44**		**5.44**		**5.44**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (No lost days.)
2. Evaluate and continue to implement standards for continuous improvement in quality customer service. Maintain 90%+ on all customer service reviews. 1 1
   (No customer service reviews received.)
3. Re-evaluate the feasibility of working with a contract collection agency to improve collection of outstanding warrants and fines given the changes associated with Senate Bill 5. 1 3
   (Not pursuing at this time.)
4. Emphasize continued training of staff to maintain certifications. 1
   (Ongoing.)
5. Work with IT to ensure that court software is up to date. 1
   (Ongoing.)

CITY OF ST. PETERS
GENERAL FUND – SSS
MUNICIPAL COURT

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Evaluate and continue to implement standards for continuous improvement in quality customer service. Maintain 90%+ on all customer service reviews. 1 1
3. Continue to monitor legislative changes that effect the operation of the municipal court. 3
4. Emphasize continued training of staff to maintain certifications and to ensure compliance with all new legislation and software changes. 1
5. Work with IT to ensure that court software is up to date. 1

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide a community safe from crime to work, live, and visit	# of court sessions held	34	36	36	36
	Provide for economic growth and stability	# of tickets processed	15,134	11,959	n/a*	n/a*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	n/a	100%	100%
		Customer Service Satisfaction	n/a	n/a	90%	90%

*Targets are not allowed per State statute.

CITY OF ST. PETERS
GENERAL FUND – SSS
MUNICIPAL COURT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$239,118	$217,600	$214,000	($3,600)	-2%	
51020	Salaries-Part Time	22,671	39,000	41,000	2,000	5%	
51030	Salaries-Over Time	11,335	13,200	12,000	(1,200)	-9%	
51210	Payroll Tax-FICA	20,187	20,300	21,000	700	3%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,552	1,500	1,200	(300)	-20%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	63,922	62,200	60,500	(1,700)	-3%	
51255	Vision Insurance	217	300	300	0	0	
51260	Dental Insurance	3,818	3,400	3,100	(300)	-9%	
51265	Long Term Care Insurance	307	300	300	0	0	
51270	Life Insurance	191	500	500	0	0	
51280	L T Disability	596	500	800	300	60%	
51290	Lagers Pension Expense	35,266	32,900	29,400	(3,500)	-11%	
	Total Salaries & Fringes	**399,180**	**391,700**	**384,100**	**(7,600)**	**-2%**	
52100	Employee Uniforms	230	500	500	0	0	
52300	Employee Dues/Licenses	545	500	500	0	0	
52400	Travel Expense	3,116	3,030	4,000	970	32%	
52500	Employee Training Expenses	1,020	1,000	1,000	0	0	
52600	Employee Recognition	438	550	150	(400)	-73%	
	Total Employee Expenses	**5,349**	**5,580**	**6,150**	**570**	**10%**	
54100	Prof Services-Legal	0	0	0	0	0	
54800	Prof Services-Other	2,358	10,020	6,520	(3,500)	-35%	
	Total Prof Services	**2,358**	**10,020**	**6,520**	**(3,500)**	**-35%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56100	Rep & Maint-Machinery & Equipment	20	0	0	0	0	
56200	Rep & Maint-Building	0	0	0	0	0	
	Total Repair & Maintenance	**20**	**0**	**0**	**0**	**0**	
57250	Supplies-Office	643	1,500	1,500	0	0	
57270	Supplies-Printing	2,449	5,000	5,000	0	0	
57300	Supplies-Operational	805	2,500	2,500	0	0	
57350	Small Tools, Furniture, Equipment	333	0	0	0	0	
57400	Books/Periodicals/Subscriptions	278	200	200	0	0	
57450	Postage	2,158	2,500	2,500	0	0	
57500	Insurance	4,524	4,700	3,900	(800)	-17%	
57510	Insurance Claims	(26)	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57920	Miscellaneous	12,284	16,000	14,000	(2,000)	-13%	
	Total Supplies & Other	**23,448**	**32,400**	**29,600**	**(2,800)**	**-9%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Municipal Court	**$430,355**	**$439,700**	**$426,370**	**($13,330)**	**-3%**	

CITY OF ST. PETERS
GENERAL FUND – SSS
PROSECUTOR'S OFFICE

MISSION

To provide effective, efficient and fair prosecution of State and City laws to ensure the rights of crime victims and to preserve the quality of life in the City of St. Peters.

DESCRIPTION OF SERVICES

- Prosecution of State and City Laws
- Court Records
- Enforcement for Violations of Building and Zoning Code Regulations

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	51,000	86,600
Employee Expenses	0	3,150	3,150
Professional Services	0	18,100	36,600
Utilities	0	0	0
Repair & Maintenance	0	0	0
Supplies & Other	0	3,250	7,300
Capital Expenses	0	0	0
Total Prosecutor's Office	**$0**	**$75,500**	**$133,650**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Prosecutor's Assistant	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**0.00**	**0.00**	**1.00**	**0.00**	**1.00**	**0.00**	**0**	**0**
Full Time Equivalent	**0.00**		**1.00**		**1.00**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

None available due to department reorganization in FY17.

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Continue to monitor legislative changes that effect the operation of the prosecutor's office. 3
3. Emphasize continued training of staff to maintain certifications and to ensure compliance with all new legislation and software changes. 1

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide a community safe from crime to work, live, and visit	# of court sessions held	34	36	36	36
	Provide for economic growth and stability	# of tickets processed	15,134	11,959	n/a*	n/a*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	n/a	100%	100%
		Customer Service Satisfaction	n/a	n/a	90%	90%

*Targets are not allowed per State statute.

CITY OF ST. PETERS
GENERAL FUND – SSS
PROSECUTOR'S OFFICE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$30,400	$53,000	$22,600	74%	Fiscal year 18 is first full fiscal year with this department in existence
51015	Salaries-Vacation Accrual	0	0	0	0	0	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	0	1,800	3,000	1,200	67%	
51210	Payroll Tax-FICA	0	2,700	4,000	1,300	48%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	200	200	0	0	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	10,600	18,100	7,500	71%	Fiscal year 18 is first full fiscal year with this department in existence
51255	Vision Insurance	0	0	0	0	0	
51260	Dental Insurance	0	600	1,000	400	67%	
51265	Long Term Care Insurance	0	100	100	0	0	
51270	Life Insurance	0	200	200	0	0	
51280	L T Disability	0	200	200	0	0	
51290	Lagers Pension Expense	0	4,200	6,800	2,600	62%	
	Total Salaries & Fringes	**0**	**51,000**	**86,600**	**35,600**	**70%**	
52100	Employee Uniforms	0	100	100	0	0	
52300	Employee Dues/Licenses	0	100	100	0	0	
52400	Travel Expense	0	1,900	1,900	0	0	
52500	Employee Training Expenses	0	1,000	1,000	0	0	
52600	Employee Recognition	0	50	50	0	0	
	Total Employee Expenses	**0**	**3,150**	**3,150**	**0**	**0**	
54100	Prof Services-Legal	0	18,000	36,500	18,500	103%	Fiscal year 18 is first full fiscal year with this department in existence
54800	Prof Services-Other	0	100	100	0	0	
	Total Prof Services	**0**	**18,100**	**36,600**	**18,500**	**102%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56200	Rep & Maint-Building	0	0	0	0	0	
	Total Repair & Maintenance	**0**	**0**	**0**	**0**	**0**	
57250	Supplies-Office	0	500	1,500	1,000	200%	
57270	Supplies-Printing	0	1,000	2,000	1,000	100%	
57300	Supplies-Operational	0	500	1,000	500	100%	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	250	1,000	750	300%	
57500	Insurance	0	500	800	300	60%	
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57920	Miscellaneous	0	500	1,000	500	100%	
	Total Supplies & Other	**0**	**3,250**	**7,300**	**4,050**	**125%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Prosecutor's Office	**$0**	**$75,500**	**$133,650**	**$58,150**	**77%**	

CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

MISSION

To provide helpful solutions to meet the needs of the community by effectively building and maintaining the infrastructure to ensure a well-organized, progressive City. To provide for an enhanced transportation network and stormwater protection system.

DESCRIPTION OF SERVICES

- Building Permits
- Building Inspections
- Plan Reviews

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	2,035,229	1,853,300	1,990,800
Employee Expenses	12,858	19,080	23,655
Professional Services	38,226	46,800	43,100
Utilities	1,913	3,000	6,130
Repair & Maintenance	6,159	4,100	4,100
Supplies & Other	91,584	60,880	73,030
Capital Expenses	45,858	90,280	52,000
Total Engineering	**$2,231,827**	**$2,077,440**	**$2,192,815**

The St. Peters Special District is an attractive business district with higher standards for development and access to advanced fiber-optic technology.

CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Administrative Specialist	0.00	0.00	0.00	0.00	**0.50**	0.00	1 [A]	0
Building Commissioner	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Inspector	5.00	2.00	5.00	2.00	5.00	2.00	0	0
Civil Engineer	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Construction Inspector	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Director of Engineering	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Planning, Community, & Economic Dvlp.	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Engineering and GIS Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Secretary	1.00	0.00	0.50	0.00	**0.00**	0.00	-1 [B]	0
Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Office Clerk	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Office Specialist	2.00	0.00	3.00	0.00	3.00	0.00	0	0
Plans Examiner	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Planning Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Research Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [C]	0
Resident Youth & Interns	0.00	2.00	0.00	1.00	0.00	1.00	0	0
Total	**20.50**	**4.00**	**18.00**	**3.00**	**19.00**	**3.00**	**1**	**0**
Full Time Equivalent	**22.66**		**19.80**		**20.80**		**1.00**	

Variance Explanations:

A: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

B: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

C: Converted one Full-Time Administrative Coordinator position in the Water/Sewer departments to a Full-Time Research Coordinator position in the Engineering department based on actual work being performed.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Maintain excellent safety record by continuing to be 100% accident free. 1
   (Ongoing. The department has achieved 1,254 calendar days to date without a lost time accident.)
2. Maintain customer service rating at a rate of at least 90%. 1 1
   (Ongoing. The department currently has 99.8% overall customer service rating. The department has also revised its customer service survey procedures to solicit more responses from residents, contractors and consultants.)
3. Update Engineering Codes and Criteria – Grading Ordinance, Standard Details for Construction, Standard Design Criteria & Standard Specifications, and the City's BMP (Best Management Practices) Manual. 1,5 4
   (Ongoing. Staff is researching and developing inspection and documentation methods. Staff is engaging property owners to obtain appropriate easements for storm water improvements.)
4. Modify the City's Storm Water Phase II Ordinance to include an Operation and Maintenance Plan/Agreement requirement for sites with water quality features, easement dedications, and Inspection Checklists to ensure that water quality features are preserved and that maintenance is occurring by property owners.
   5 4 1
   (Ongoing. Staff is researching and developing inspection and documentation methods. Staff is engaging property owners to obtain appropriate easements for storm water improvements.)
5. Provide technology upgrades for staff to make time and work more efficient. 1
   (Ongoing. Both departments are coordinating with IT staff to purchase budgeted tablets. Tablets for engineering staff will improve field data collection. Cellular tablets for Building staff will allow better field/office communication and allow future paperless permitting and inspections.)

6. Continue to focus on training opportunities and public awareness/education to support the ISO rating and improve employee expertise. 1
   (Ongoing. Supervisors and staff are schedules attended trainings conducted by the following organizations: ICC, MABOI, SEMA and FEMA.)
7. Continue the property maintenance program for residential and commercial properties in the City, focusing on exterior building and site conditions. 5 4
   (Ongoing. Staff will have inspected 50% of all residential properties in the City, a total of 8,000 properties. Currently 210 notices of violation have been issued in an effort to correct code violations.)
8. Continue implementation of the wayfinding sign program. 1 2
   (A total of 12 wayfinding signs have been purchased. These signs are scheduled for installation by the end of calendar year 2017.)
9. Utilize technology to better provide customer service during the permit process. 1
   (Ongoing. Staff is coordinating with IT staff to purchase budgeted tablets. Tablets for engineering staff will improve field data collection. Cellular tablets for Building staff will allow better field/office communication and allow future paperless permitting and inspections. The department is also coordinating with IT to research online permitting and tracking software.)

FY18 OBJECTIVES

1. Maintain excellent safety record by continuing to be 100% accident free. 1
2. Maintain customer service rating at a rate of at least 90%. 1 1
3. Update Engineering Codes and Criteria – Grading Ordinance, Standard Details for Construction, Standard Design Criteria & Standard Specifications, and the City's BMP (Best Management Practices) Manual. 1,5 4
4. Modify the City's Storm Water Phase II Ordinance to include an Operation and Maintenance Plan/Agreement requirement for sites with water quality features, easement dedications, and Inspection Checklists to ensure that water quality features are preserved and that maintenance is occurring by property owners. 4 1
5. Provide technology upgrades for staff to make time and work more efficient. 1
6. Continue to focus on training opportunities and public awareness/education to support the ISO rating and improve employee expertise. 1
7. Continue the property maintenance program for residential and commercial properties in the City, focusing on exterior building and site conditions. 5 4
8. Utilize technology to better provide customer service during the permit process. 1
9. Complete the LPSW capital projects as scheduled and budgeted. 4 3 2,4 1

I-70 Corridor

CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	# of commercial construction permits issued	12	11	30	15
		# of commercial building permits issued	951	1,655	858	1,000
	Be a good steward of City assets, resources and infrastructure	# of flood abatement projects completed	0	2	9	5
		# of miles of stream and drainage channel stabilized	0	2.4	0.75	0.5
		# of water quality improvement projects completed	0	23	6	5
	Maintain and enhance employee First Program (all internal organizations)	# of calendar days without a lost time or property damage accident	No data available	1,089	1,254	1619
	Maintain a visually attractive and vibrant City	# of notices issued for existing structure maintenance	246	211	923	900
		# of notices issued for grass violations	255	286	250	250
		# of building permits issued	2,846	3,482	2,608	2,850
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of training hours attended for staff	No data available	No data available	80	100
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	1,067	1,032	1,000	1,000
		% of Concerns Responded to Within 72 Hours	97%	96%	100%	100%
		Customer Service Satisfaction	99%	99%	100%	100%
	Develop and support full life-cycle housing	# of rental occupancy permits issued	1,547	1,476	1,350	2,000
		# of residential building permits issued	1,898	1,827	1,750	1,800

CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$1,418,121	$1,220,000	$1,336,000	$116,000	10%	Estimate in market survey results and designation changes and moved Research Coordinator position from Water/Sewer Fund
51020	Salaries-Part Time	62,559	107,000	102,000	(5,000)	-5%	Moved salary for Intern to Community & Economic Development department that was incorrectly budgeted in the Engineering department in fiscal year 17
51030	Salaries-Over Time	6,423	2,500	2,500	0	0	
51210	Payroll Tax-FICA	109,306	102,000	110,000	8,000	8%	Increased salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	7,980	7,600	6,600	(1,000)	-13%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	211,882	220,900	239,500	18,600	8%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	925	900	900	0	0	
51260	Dental Insurance	13,395	13,500	13,200	(300)	-2%	
51265	Long Term Care Insurance	1,233	1,200	1,300	100	8%	
51270	Life Insurance	1,329	2,200	2,400	200	9%	
51280	L T Disability	3,288	3,100	5,000	1,900	61%	
51290	Lagers Pension Expense	198,788	172,400	171,400	(1,000)	-1%	
	Total Salaries & Fringes	**2,035,229**	**1,853,300**	**1,990,800**	**137,500**	**7%**	
52100	Employee Uniforms	4,171	4,750	5,500	750	16%	
52200	Employee Condiments	766	1,000	1,000	0	0	
52300	Employee Dues/Licenses	2,806	2,745	2,295	(450)	-16%	
52400	Travel Expense	1,000	3,650	5,650	2,000	55%	
52500	Employee Training Expenses	2,572	5,625	8,175	2,550	45%	
52600	Employee Recognition	1,543	1,310	1,035	(275)	-21%	
	Total Employee Expenses	**12,858**	**19,080**	**23,655**	**4,575**	**24%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	14,312	15,500	15,500	0	0	
54800	Prof Services-Other	23,914	31,300	27,600	(3,700)	-12%	
	Total Prof Services	**38,226**	**46,800**	**43,100**	**(3,700)**	**-8%**	
55800	Telephone	1,913	3,000	6,130	3,130	104%	
	Total Utilities	**1,913**	**3,000**	**6,130**	**3,130**	**104%**	
56050	Rep & Maint-Vehicles	6,159	4,000	4,000	0	0	
56100	Rep & Maint-Machinery & Equipment	0	100	100	0	0	
	Total Repair & Maintenance	**6,159**	**4,100**	**4,100**	**0**	**0**	
57050	Supplies-Gasoline	8,957	15,000	15,000	0	0	
57060	Supplies-Diesel	0	1,000	1,000	0	0	
57250	Supplies-Office	3,958	4,500	4,500	0	0	
57270	Supplies-Printing	1,653	1,600	1,600	0	0	
57300	Supplies-Operational	12,175	12,680	14,680	2,000	16%	
57350	Small Tools, Furniture, Equipment	29	0	9,750	9,750	**	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	3,300	3,300	0	0	
57450	Postage	385	500	500	0	0	
57500	Insurance	23,284	20,600	21,000	400	2%	
57510	Insurance Claims	40,815	0	0	0	0	
57550	Legal Notices/Advertising	61	200	200	0	0	
57780	Rentals Machinery & Equipment	18	0	0	0	0	
57920	Miscellaneous	249	1,500	1,500	0	0	
	Total Supplies & Other	**91,584**	**60,880**	**73,030**	**12,150**	**20%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	15,280	0	(15,280)	-100%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	45,858	75,000	52,000	(23,000)	-31%	Approved capital items for fiscal year
	Total Capital Expenses	**45,858**	**90,280**	**52,000**	**(38,280)**	**-42%**	
	Total Engineering	**$2,231,827**	**$2,077,440**	**$2,192,815**	**$115,375**	**6%**	

CITY OF ST. PETERS
GENERAL FUND – TDS
STREETS DEPARTMENT

MISSION

To maintain the community's quality street, sidewalk, pavement marking, and street sign infrastructure.

DESCRIPTION OF SERVICES

- Road Construction
- Pavement Maintenance
- Sidewalk Maintenance
- Snow and Ice Control
- Driveway Snow Removal Program
- Subdivision Entrance Signs
- Signs & Marking Maintenance

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	2,104,395	2,186,000	2,120,300
Employee Expenses	0	0	0
Professional Services	0	0	0
Utilities	0	0	0
Repair & Maintenance	0	0	0
Supplies & Other	0	0	0
Capital Expenses	0	0	0
Total Streets	**$2,104,395**	**$2,186,000**	**$2,120,300**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Intern	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Office Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Streets Maintenance Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Streets Maintenance Foreman	3.00	0.00	2.00	0.00	2.00	0.00	0	0
Streets Maintenance Technician	10.00	0.00	10.00	0.00	**9.00**	0.00	-1 [A]	0
Streets Maintenance Worker	6.00	0.00	6.00	0.00	**7.00**	0.00	1 [B]	0
Streets Superintendent	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**23.00**	**2.00**	**22.00**	**2.00**	**22.00**	**2.00**	**0.00**	**0.00**
Full Time Equivalent	**23.72**		**22.72**		**22.72**		**0.00**	

Variance Explanations:

A: Allocation of Streets Maintenance Technicians and Streets Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

B: Allocation of Streets Maintenance Technicians and Streets Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

CITY OF ST. PETERS
GENERAL FUND – TDS
STREETS DEPARTMENT

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to promote "Safety First" to all employees and achieve zero lost work days. 1
   (Ongoing. To date the Street department has achieved 80 calendar days without a lost time accident. There was one lost time accident in December.)
2. Maintain overall customer service rating to a minimum of 90%. 1 1
   (Ongoing. The Street Department currently has a 98% overall customer service rating.)
3. Complete the 2016/17 pavement management program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The department has scheduled the replacement of 38,711 square yards of concrete pavement, resurfacing of 85.280 square yards of asphalt pavement, replacement of 4,890 lineal feet of curb and gutter, removal and replacement of 17,865 square feet of sidewalk, construction 1,050 square feet of new sidewalk, 6,150 square feet of accessible ramps, 75,856 of joint and crack sealing and 1,621 street sign replacements.)
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Two STP/CMAQ federal funding applications were submitted in March 2017. Federal TAP and St. Charles County Road Board applications will be submitted in May 2017.)
5. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
   (Ongoing. Placement of bike lane markings and signs are scheduled along Premier Parkway and Iffrig Road. Gateway Bike Plan elements are also being included in the design of future road and traffic signal projects.)

FY18 OBJECTIVES

1. Continue to promote "Safety First" to all employees and achieve zero lost work days. 1
2. Maintain overall customer service rating to a minimum of 90%. 1 1
3. Complete the 2017/18 pavement management program as scheduled and budgeted. 2,4 1,2,3
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
5. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
6. Continue implementation of City Wayfinding Sign Program. 1 1,2 1
7. Assist with development and implement City ADA transition plan. 2,5 3 2 1

CITY OF ST. PETERS
GENERAL FUND – TDS
STREETS DEPARTMENT

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of square yards of concrete slab replacement	63,325	33,425	38,711	40,000
		# of square yards of asphalt overlay	173,904	111,300	85,280	118,000
		# of lineal feet of concrete curb replacement	18,555	0	4,890	12,000
		# of square feet of sidewalk replacement	14,270	22,500	17,825	15,000
		# of lineal feet of streets joint and crack sealed	168,139	104,000	75,856	121,000
		# of street sign replacements	500	750	1,626	1,630
	Provide for community health and environmental safety	# of square feet of accessible ramps improved	1,300	725	6,150	7,000
		# of square feet of sidewalk infill	500	2,728	1,050	1,000
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	No data available	280	445	810
	Improve sustainable practices for City operations and assets	# of tons of asphalt millings repurposed	1,937	1,261	967	1,338
	Maintain a visually attractive and vibrant City	# of lineal feet of pavement remarking	790,000	790,000	800,000	800,000
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	776	581	0	0
		% of Concerns Responded to Within 72 Hours	99%	99%	100%	100%
		Customer Service Satisfaction	91%	95%	90%	90%

CITY OF ST. PETERS
GENERAL FUND – TDS
STREETS DEPARTMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$1,374,475	$1,445,000	$1,384,000	($61,000)	-4%	
51020	Salaries-Part Time	9,591	15,000	19,000	4,000	27%	
51030	Salaries-Over Time	40,302	60,000	60,000	0	0	
51210	Payroll Tax-FICA	105,455	116,000	112,000	(4,000)	-3%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	7,534	8,700	6,700	(2,000)	-23%	
51245	Workmen's Comp Claims	78,779	0	0	0	0	
51250	Medical Insurance	269,013	302,100	325,600	23,500	8%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	1,143	1,200	1,200	0	0	
51260	Dental Insurance	16,834	17,900	17,900	0	0	
51265	Long Term Care Insurance	1,095	1,200	1,100	(100)	-8%	
51270	Life Insurance	1,119	2,900	2,800	(100)	-3%	
51280	L T Disability	3,229	3,700	5,100	1,400	38%	
51290	Lagers Pension Expense	195,826	212,300	184,900	(27,400)	-13%	Rate of contribution decreased
	Total Salaries & Fringes	**2,104,395**	**2,186,000**	**2,120,300**	**(65,700)**	**-3%**	
52100	Employee Uniforms	0	0	0	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	0	0	0	0	0	
52600	Employee Recognition	0	0	0	0	0	
	Total Employee Expenses	**0**	**0**	**0**	**0**	**0**	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	0	0	0	0	0	
	Total Prof Services	**0**	**0**	**0**	**0**	**0**	
55100	Electric	0	0	0	0	0	
55120	Electric(Street Lighting)	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56200	Rep & Maint-Building	0	0	0	0	0	
56500	Rep & Maint-Street Lights	0	0	0	0	0	
	Total Repair & Maintenance	**0**	**0**	**0**	**0**	**0**	
57050	Supplies-Gasoline	0	0	0	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57300	Supplies-Operational	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	0	0	0	0	0	
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**0**	**0**	**0**	**0**	**0**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Streets Department	**$2,104,395**	**$2,186,000**	**$2,120,300**	**($65,700)**	**-3%**	

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
DEBT SERVICE FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$952,395**	**$1,136,775**	**$1,630,375**
Add: Property Tax	1,837,236	1,791,700	2,235,000
Transfer from Local Parks and Storm Water Fund for 2010B G.O. Bonds	129,836	130,000	130,000
Transfer from Local Parks and Storm Water Fund for 2012 G.O. Bonds	248,332	250,000	250,000
Transfer from Local Parks and Storm Water Fund for 2014 G.O. Bonds	651,909	655,000	655,000
Transfer from Local Parks and Storm Water Fund for 2016 G.O. Bonds	0	510,000	510,000
Transfer from Local Parks and Storm Water Fund for 2018 G.O. Bonds	0	0	500,000
Transfer From General Fund	795,000	621,900	406,700
Interest	721	5,000	5,000
Other Revenue	8,606	5,000	5,000
Total Revenues	3,671,640	3,968,600	4,696,700
Funds Available	**4,624,035**	**5,105,375**	**6,327,075**
Less: Collection/Assessment Fees	38,594	45,000	50,000
Uncollectable Taxes	1,784	3,000	3,000
Distribution Fees	2,123	3,500	4,000
G.O. Bonds Debt Service-			
2010 St Peters Lakeside Business Park Refunding (2002)	343,451	342,000	344,000
2010B Storm Water/Creek Stabilization Refunding	129,624	130,000	130,000
2011 St Peters Lakeside Business Park Refunding (2004)	737,300	0	0
2012 Storm Water/Creek Stabilization	248,094	250,000	250,000
2014 Storm Water/Creek Stabilization	651,909	655,000	655,000
2015 Justice Center/Public Works Refunding (2007)	224,306	718,500	722,500
2016 Justice Center Refunding (2008)	1,110,075	635,500	625,500
2016 Storm Water/Creek Stabilization	0	510,000	510,000
2017 Parks & Recreation	0	182,500	803,500
2018 Storm Water/Creek Stabilization	0	0	500,000
Total Expenditures	**3,487,260**	**3,475,000**	**4,597,500**
Ending Fund Balance	**$1,136,775**	**$1,630,375**	**$1,729,575**

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$0**	**$4,955**	**$0**
Intergovernmental Revenue	226,631	316,907	200,000
Other	27,269	6,431	0
Interest	0	0	0
Total Revenue	253,900	323,338	200,000
Funds Available	**253,900**	**328,293**	**200,000**
Less: Public Service	65,431	40,678	40,000
Rehabilitation of Private Properties	176,711	264,521	159,000
Homeownership Assistance	0	0	0
Property Maintenance Enforcement Assistance	2,500	7,500	0
Emergency Repairs	0	0	0
Miscellaneous Expense	4,303	15,594	1,000
Total Uses Of Funds	**248,945**	**328,293**	**200,000**
Ending Fund Balance	**$4,955**	**$0**	**$0**

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
COUNTY SEWER LATERAL REPAIR PROGRAM FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$0**	**$0**	**$0**
Sewer Lateral Repair Revenue	0	70,000	70,000
Interest	0	0	0
Total Revenue	0	70,000	70,000
Funds Available	**0**	**70,000**	**70,000**
Less: Expenditures			
Administration	0	5,000	5,000
Capital Expenditures	0	0	0
Sewer Lateral Repairs	0	65,000	65,000
Total Uses Of Funds	**0**	**70,000**	**70,000**
Ending Fund Balance	**$0**	**$0**	**$0**

CITY OF ST. PETERS
COUNTY SEWER LATERAL REPAIR PROGRAM FUND – WES

MISSION

To provide financial assistance and expertise in the emergency replacement and repairs of residential sewer laterals.

DESCRIPTION OF SERVICES

- Emergency Sewer Lateral Repairs
- Emergency Sewer Lateral Inspections

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	0	0
Employee Expenses	0	0	0
Professional Services	0	5,000	5,000
Utilities	0	0	0
Repair & Maintenance	0	65,000	65,000
Supplies & Other	0	0	0
Capital Expenses	0	0	0
Total County Sewer Lateral Repair Program	**$0**	**$70,000**	**$70,000**

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be a good steward of City assets, resources and infrastructure	# of video inspections	n/a*	n/a*	2	10
		# of walk-in sewer lateral repairs	n/a*	n/a*	2	10

*Program did not exist until FY17.

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
LOCAL PARKS AND STORM WATER FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$2,317,114**	**$2,015,387**	**$1,448,588**
Add: Sales Tax	7,203,975	7,342,550	7,489,450
Intergovernmental Revenue	264,386	50,000	50,000
Other	169,545	136,000	136,000
Interest	9,354	2,000	5,000
Total Revenue	7,647,260	7,530,550	7,680,450
Funds Available	**9,964,374**	**9,545,937**	**9,129,038**
Less: Ranger Division	563,477	692,005	667,900
CSO Division	339,683	339,850	0
Parks Department	3,775,906	2,058,194	1,417,650
Debt Service for Park Projects	166,947	164,500	166,500
Storm Water/Creek Stabilization	1,869,057	2,631,700	1,928,370
Total Expenditures	**6,715,070**	**5,886,249**	**4,180,420**
Overhead/Fleet Allocation	277,600	280,200	292,600
Transfer To Debt Service Fund for 2010B G.O. Bonds	129,836	130,000	130,000
Transfer To Debt Service Fund for 2012 G.O. Bonds	248,332	250,000	250,000
Transfer To Debt Service Fund for 2014 G.O. Bonds	651,909	655,000	655,000
Transfer To Debt Service Fund for 2016 G.O. Bonds	0	510,000	510,000
Transfer To Debt Service Fund for 2018 G.O. Bonds	0	0	500,000
Transfer To 370 Lakeside Park Fund	0	0	108,840
Transfer To Golf and Banquet Center Fund	0	0	243,340
Transfer To Recreation Fund	400,000	750,000	1,575,000
Transfer To Transportation Trust Fund	527,240	0	216,570
Transfer To(From) Reserves	(1,001,000)	(392,000)	100,000
Transfer To Post Retirement Benefits Fund/Trust	0	27,900	29,300
Total Uses Of Funds	**7,948,987**	**8,097,349**	**8,791,070**
Ending Fund Balance	**$2,015,387**	**$1,448,588**	**$337,968**

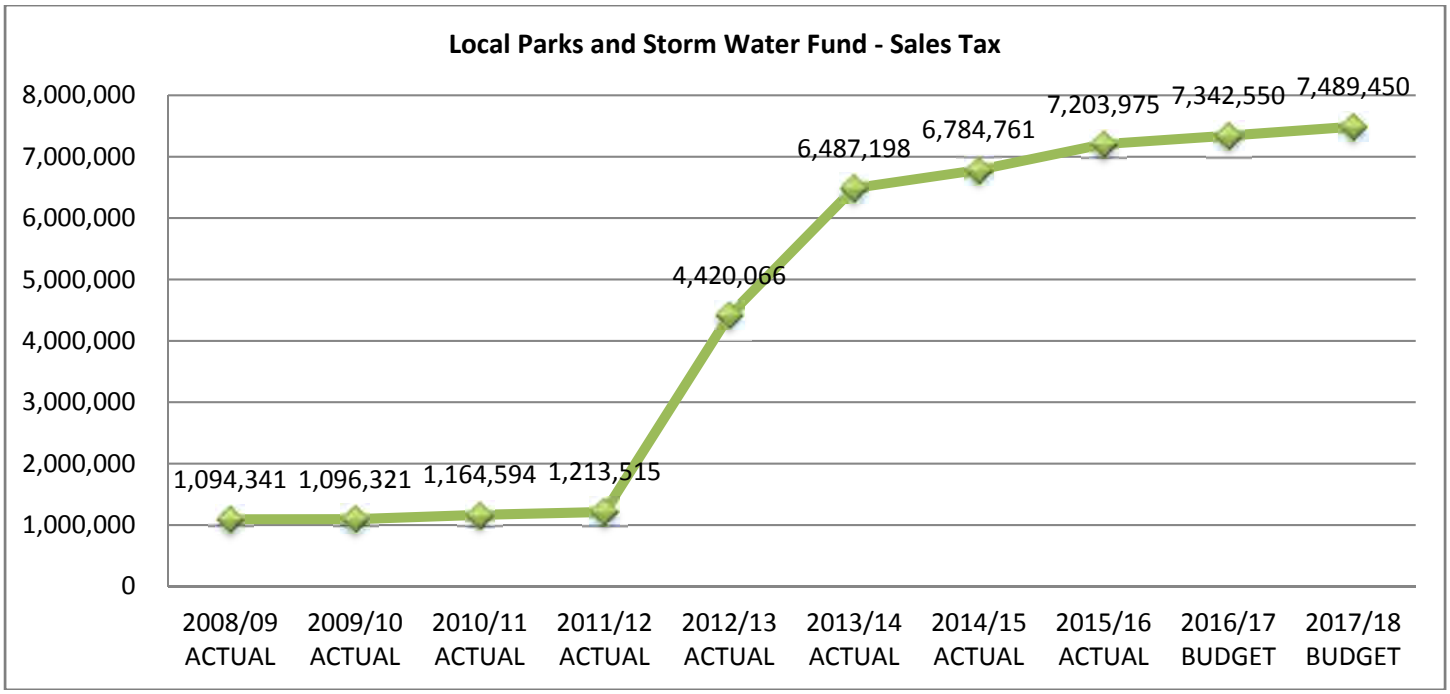
CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Sales Tax	$7,203,975	$7,342,550	$7,489,450
Intergovernmental Revenue	264,386	50,000	50,000
Interest Income	9,354	2,000	5,000
Miscellaneous Income	169,545	136,000	136,000
Total LPSW Fund Revenue	**$7,647,260**	**$7,530,550**	**$7,680,450**

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Sales Tax **$7,489,450**

On November 7, 2000, the residents of St. Peters approved a 0.1% sales tax for the purpose of providing funding for local parks including, but not limited to, ball field lighting, swimming pool improvements, park pavilions, playgrounds and park improvements in local parks, and stormwater control including, but not limited to, stormwater detention, creek erosion and stormwater control to reduce neighborhood flooding problems for stormwater control for the City. On August 7, 2012, the qualified voters of the City approved an additional sales tax of 0.4% bringing the total sales tax amount to 0.5%. This increase went into effect during fiscal year 2012/13. Projected revenue is based upon historical actual results, taking into consideration population growth and new retail operations expected to open during the budget year. For the 2017/18 fiscal year we are projecting a 2% increase in this revenue source.



CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$1,855,132	$1,974,800	$1,745,600
Employee Expenses	23,698	23,530	19,675
Professional Services	73,461	59,600	58,800
Utilities	5,406	10,700	6,400
Repairs & Maintenance	616,813	736,400	612,900
Supplies & Other	595,055	156,530	123,395
Capital Expenditures	3,378,558	2,760,189	1,447,150
Total Expenditures	**$6,548,123**	**$5,721,749**	**$4,013,920**

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – MPS
RANGER DIVISION

MISSION

To provide an inviting and safe environment for park patrons and to provide further outdoor recreation, education, and high-quality recreational opportunities.

DESCRIPTION OF SERVICES

- Park and Trail Patrols
- Community Programs
- Bicycle Registration Program
- Neighborhood Park Watch Program

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	530,557	575,300	591,800
Employee Expenses	8,206	9,630	10,825
Professional Services	762	3,600	3,500
Utilities	156	1,600	1,600
Repair & Maintenance	5,094	5,400	5,400
Supplies & Other	18,702	28,475	22,775
Capital Expenses	0	68,000	32,000
Total Ranger Division	**$563,477**	**$692,005**	**$667,900**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Police Officer-Assigned to Ranger	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Ranger Coordinator	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Total	**5.00**	**0.00**	**5.00**	**0.00**	**5.00**	**0.00**	**0**	**0**
Full Time Equivalent	**5.00**		**5.00**		**5.00**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Enhance ability of St. Peters Police Department to conduct patrol activities on city-designated park trails and at large public events and gatherings. 1,2,3 1
   a. Improve law enforcement presence, visibility and response along City park trails and at civic events. **(The Police Rangers with the assistance of the rest of the Patrol division have prioritized visibility within the parks and trails. The mobile patrol units are utilized regularly on park trails. In addition, we are staffing Rangers at the Sunset Friday events, which have become increasingly popular.)**
   b. Increase Department interaction with the citizens of the community to improve safety and to promote use of City amenities. **(The department has increased visibility and proactive patrols in the area of Woodland Park adjacent to West Sunnyhill Blvd related to traffic complaints. Also, the Rangers have received positive feedback from park patrons involving their interaction with the public as a whole.)**
2. Continue a customer satisfaction level of 90% by focusing on the city's "IT" philosophy in daily interactions with internal and external customers. 1 1
   a. Reduce sustained citizen complaints against employees. **(The number of sustained citizen complaints and the number of sustained internal complaints brought by supervisory staff remained at the same low level.)**
   b. Provide timely recognition for outstanding employee performance through both City and departmental programs. **(Employees were recognized for outstanding performance using the City wide award program,**

including 188 immediate Noteworthy awards to this point in FY17. These awards were celebrated during bi-annual, departmental awards luncheons.)

3. Increase employee safety awareness. Achieve and maintain a zero lost-day record and reduction in property loss and accidents through improved communication, increased individual accountability, safety training, and team action plans. 1
    a. Increase employee awareness of safety issues through supervisory focus on risk awareness training and debriefing on unsafe practices. **(Safety awareness is stressed at staff meetings and during daily "roll call" briefings. Supervisors continuously monitor the workplace for unsafe conditions and acts and address any they observe.)**
    b. Stress importance of thinking "Safety First" by recognizing safe behavior of employees both informally, through intradepartmental recognition, and formally through the City's Employee Recognition Program. **(The Police Department's primary task is public safety and many employee recognition awards are safety related. The department Safety Team representative also provides safety reminders to Department Personnel. Employees received two Immediate Noteworthy awards specifically for safe behaviors.)**
    c. Focus on employee accountability through individual counseling and progressive discipline for violations of established safety rules, including those causing loss or damage to City property. **(Employees receive individual counseling and progressive discipline for violations of established safety rules.)**
4. Prepare for the implementation of the Peace Officer Standards and Training commission's (POST) new training standards for Missouri law enforcement officers that take effect Jan. 1, 2017. 1 3
    a. Identify training programs that meet the new POST standards in each required area of study. **(Training that meet the new POST standards in each required area of study have been identified.)**
    b. Using existing officer staffing, schedule all licensed peace officers in the Department to meet the new POST standards in each required area of study and to obtain at least 24 hours of continuing education credit within calendar year 2017. **(All licensed police officers are on schedule to meet the new POST standards within calendar year 2017.)**
5. Transition to digital archiving of police records. 3 1,2
    a. Replace the existing microfilming system used for archiving police records with a digital archiving system. **(We have an interim process in place to digitally archive police records using the current archiving vendor.)**
    b. Develop processes to begin immediate, in-house, digital scanning of all police reports created after Jan. 1, 2017. **(The in-house scanning of police records will require the use of a secure, document management system (DMS). This DMS may eventually be used by the entire City. A survey of DMS vendors for this project identified the need for an RFP process. The purpose of this RFP process is to find the most suitable, cost-effective DMS solution for the City, prior to committing to the customization required to implement a DMS, even on a limited basis. The City's IT Department will manage this RFP process.)**
6. Continue to develop and implement procedural and administrative adjustments required by Missouri criminal code Revision (sb 491 and hb 1371) effective Jan. 1, 2017. The Missouri criminal code (RSMO) will undergo significant revision, including statutory revisions, crime classification revision, and Missouri charge code revision. 1,2,3 3
    a. Identify departmental programs which will be impacted by upcoming statutory revisions. These programs include record management systems, offense and arrest systems, and Missouri Incident Based Reporting System (MIBRS). **(REJIS arrest booking, BRAZOS e-ticketing, and the Police server police records management systems were directly affected by the revisions to Missouri's criminal code and charge codes.)**
    b. Develop and implement processes and procedures to address affected departmental systems. **(Arrest booking, e-ticketing and records management systems and procedures have been updated to the new criminal codes and criminal charge code formats.)**

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – MPS
RANGER DIVISION

FY18 OBJECTIVES

1. Enhance the St. Peters Police Department's on-site, customer service capabilities by hiring two (2) commissioned Police Officers. 1,2 1
    a. Provide additional staff coverage for Lobby based Desk Officer position by ensuring 24 hour coverage, 365 days per year.
    b. Ensure officers are trained in duties related to processing citizen complaints, including the receipt, and dissemination of information requiring follow-up investigation.
    c. Assist other components of St. Peters Justice Center when required such as assisting with detention operations, serving as municipal court liaison, supporting activities within the Justice Center.
2. Enhance the St. Peters Police Department's ability to provide for safe, effective processing and temporary housing of detainees by hiring two (2), non-commissioned Corrections Officers. 3,5
    a. Provide additional staff coverage for Detention Area Correction Officer position by ensuring 24 hour coverage, 365 days per year.
    b. Provide for prompt processing of detainees through intake processes, prisoner transfers, detention oversight, bond acceptance and subsequent release.
    c. Enhance Patrol-based functions by limiting necessity for Patrol Officers to staff position when Corrections Officers are not scheduled to work.
3. Continue a customer satisfaction level of 90% by focusing on the city's "IT" philosophy in daily interactions with internal and external customers. 1 1
    a. Reduce sustained citizen complaints against employees.
    b. Provide timely recognition for outstanding employee performance through both City and departmental programs.
4. Increase employee safety awareness. Achieve and maintain a zero lost-day record and reduction in property loss and accidents through improved communication, increased individual accountability, safety training, and team action plans. 1
    a. Increase employee awareness of safety issues through supervisory focus on risk awareness training and debriefing on unsafe practices.
    b. Stress importance of thinking "Safety First" by recognizing safe behavior of employees both informally, through intradepartmental recognition, and formally through the City's Employee Recognition Program.
    c. Focus on employee accountability through individual counseling and progressive discipline for violations of established safety rules, including those causing loss or damage to City property.
5. Determine future police records management system requirements. 3 1,2
    a. Survey and evaluate recent innovations in police records management systems.
    b. Develop an inventory of required features for a new, police records management system that will replace our current software which is nearing the end of its lifecycle.
6. Implement Missouri Department of Public Safety training standards for 911 Telecommunicators. 3 1
    a. Identify training programs that meet the standards in each required area of study.
    b. Using existing 911Telecommunicator staffing, schedule all telecommunicators in the Department to meet the standards in each required area of study and to obtain at least 24 hours of continuing education credit within each calendar year.
7. Increase Neighborhood Watch programs in the City of St. Peters. 1,4 1
    a. Identify neighborhoods which have high call volumes and proactively engage with those communities to start a program.
    b. Solicit the input of patrol officers, who can provide additional detailed information about neighborhoods or businesses that could benefit from additional crime prevention education.

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – MPS
RANGER DIVISION

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide a community safe from crime to work, live, and visit	# of reports written	269	275	n/a**	n/a**
	Be prepared and responsive to all emergency situations	# of uniform traffic stops	67	70	n/a**	n/a**
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	1	0	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	n/a*	90%	90%	90%

*Survey response was too low to provide accurate data.
**A specific number is not targeted. This information provides an indication of activity targeted at keeping the community safe.

Fishing Derby

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – MPS
RANGER DIVISION

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$357,936	$381,000	$390,000	$9,000	2%	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	9,596	15,000	15,000	0	0	
51060	Salaries-Outside Employment	16,713	15,000	15,000	0	0	
51210	Payroll Tax-FICA	28,750	31,000	32,000	1,000	3%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,948	2,400	1,900	(500)	-21%	
51245	Workmen's Comp Claims	2,650	0	0	0	0	
51250	Medical Insurance	54,679	67,300	72,700	5,400	8%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	292	400	400	0	0	
51260	Dental Insurance	3,075	3,800	4,100	300	8%	
51265	Long Term Care Insurance	371	500	500	0	0	
51270	Life Insurance	175	700	700	0	0	
51280	L T Disability	1,020	1,000	1,500	500	50%	
51290	Lagers Pension Expense	53,352	57,200	58,000	800	1%	
	Total Salaries & Fringes	**530,557**	**575,300**	**591,800**	**16,500**	**3%**	
52100	Employee Uniforms	7,104	2,500	2,500	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	550	6,980	8,175	1,195	17%	
52600	Employee Recognition	552	150	150	0	0	
	Total Employee Expenses	**8,206**	**9,630**	**10,825**	**1,195**	**12%**	
54800	Prof Services-Other	762	3,600	3,500	(100)	-3%	
	Total Prof Services	**762**	**3,600**	**3,500**	**(100)**	**-3%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	156	1,600	1,600	0	0	
	Total Utilities	**156**	**1,600**	**1,600**	**0**	**0**	
56050	Rep & Maint-Vehicles	4,605	4,400	4,400	0	0	
56100	Rep & Maint-Mach & Equip	489	1,000	1,000	0	0	
	Total Repair & Maintenance	**5,094**	**5,400**	**5,400**	**0**	**0**	
57050	Supplies-Gasoline	7,918	15,000	12,000	(3,000)	-20%	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57250	Supplies-Office	13	300	300	0	0	
57270	Supplies-Printing	0	0	0	0	0	
57300	Supplies-Operational	4,253	4,075	4,375	300	7%	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	2,700	0	(2,700)	-100%	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	5,694	6,400	6,100	(300)	-5%	
57510	Insurance Claims	824	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57780	Rentals Mach & Equip	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**18,702**	**28,475**	**22,775**	**(5,700)**	**-20%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvmt	0	0	0	0	0	
58300	Capital Exp-Furn & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	0	0	0	0	0	
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	68,000	32,000	(36,000)	-53%	Approved capital items for fiscal year
	Total Capital Expenses	**0**	**68,000**	**32,000**	**(36,000)**	**-53%**	
	Total Ranger Division	**$563,477**	**$692,005**	**$667,900**	**($24,105)**	**-3%**	

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – PGS/RCS
CSO DIVISION

MISSION

To provide quality parks and storm water protection utilizing the Local Parks and Storm Water sales tax.

DESCRIPTION OF SERVICES

- 370 Lakeside Park Patrols
- Recreation Facility Patrols
- Community Programs

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	323,963	319,000	0
Employee Expenses	5,373	5,250	0
Professional Services	617	800	0
Utilities	1,363	4,000	0
Repair & Maintenance	1,399	1,000	0
Supplies & Other	6,968	9,800	0
Capital Expenses	0	0	0
Total CSO Division	**$339,683**	**$339,850**	**$0**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Community Service Officer (PGS)	0.00	5.00	0.00	5.00	0.00	**0.00**	0	-5 [A]
Community Service Officer (RCS)	0.00	5.00	0.00	5.00	0.00	**0.00**	0	-5 [B]
Recreation Superintendent	0.50	0.00	0.50	0.00	**0.00**	0.00	-1 [C]	0
Total	**0.50**	**10.00**	**0.50**	**10.00**	**0.00**	**0.00**	**-1**	**-10**
Full Time Equivalent	**6.99**		**6.99**		**0.00**		**-6.99**	

Variance Explanations:

A: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the 370 Lakeside Park Fund due to departmental reorganization.

B: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.

C: Moved half of one Full-Time Recreation Superintendent position from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (Goal is being met.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (On track to complete successfully with zero lost days to date.)
3. Continue coordination of the Kite Festival and Fishing Derby programs. 1
   (Completed a successful event on June 3, 2017.)
4. Complete Advanced First Responder training. 3
   (Pending.)

FY18 OBJECTIVES

None due to department reorganization in FY18.

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide a community safe from crime to work, live, and visit	# of hours spent patrolling 370 Lakeside Park	n/a*	n/a*	n/a*	n/a*
	Provide a community safe from crime to work, live, and visit	# of hours spent patrolling Rec-Plex	n/a*	n/a*	n/a*	n/a*
	Engage the community to improve health and wellness	Estimated # of attendees at Fishing Derby	97	101	100	n/a*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	n/a*	n/a*	n/a*	n/a*
		% of Concerns Responded to Within 72 Hours	n/a*	n/a*	n/a*	n/a*
		Customer Service Satisfaction	n/a*	n/a*	n/a*	n/a*

*Department was created in fiscal year 2015/16 so data is not available prior to then; department is being reorganized in FY18.

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – PGS/RCS
CSO DIVISION

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '15 TO '16
51010	Salaries-Regular	$37,378	$36,000	$0	($36,000)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
51020	Salaries-Part Time	240,985	239,000	0	(239,000)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
51030	Salaries-Over Time	5,453	7,000	0	(7,000)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
51060	Salaries-Outside Employment	189	0	0	0	0	
51210	Payroll Tax-FICA	21,603	21,000	0	(21,000)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,638	1,600	0	(1,600)	-100%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	10,583	8,400	0	(8,400)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
51255	Vision Insurance	53	100	0	(100)	-100%	
51260	Dental Insurance	647	500	0	(500)	-100%	
51265	Long Term Care Insurance	52	100	0	(100)	-100%	
51270	Life Insurance	68	100	0	(100)	-100%	
51280	L T Disability	52	100	0	(100)	-100%	
51290	Lagers Pension Expense	5,262	5,100	0	(5,100)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
	Total Salaries & Fringes	**323,963**	**319,000**	**0**	**(319,000)**	**-100%**	
52100	Employee Uniforms	4,447	5,100	0	(5,100)	-100%	Moved all line item expenditures to 370 Lakeside Park Fund and Recreation Fund
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	650	0	0	0	0	
52600	Employee Recognition	276	150	0	(150)	-100%	
	Total Employee Expenses	**5,373**	**5,250**	**0**	**(5,250)**	**-100%**	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	617	800	0	(800)	-100%	
	Total Prof Services	**617**	**800**	**0**	**(800)**	**-100%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	1,363	4,000	0	(4,000)	-100%	
	Total Utilities	**1,363**	**4,000**	**0**	**(4,000)**	**-100%**	
56050	Rep & Maint-Vehicles	1,399	0	0	0	0	
56100	Rep & Maint-Mach & Equip	0	1,000	0	(1,000)	-100%	
56200	Rep & Maint-Building	0	0	0	0	0	
56300	Rep & Maint-Grounds/Parking	0	0	0	0	0	
56320	Rep & Maint-Outside Lighting	0	0	0	0	0	
	Total Repair & Maintenance	**1,399**	**1,000**	**0**	**(1,000)**	**-100%**	
57050	Supplies-Gasoline	2,104	2,500	0	(2,500)	-100%	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57250	Supplies-Office	69	0	0	0	0	
57270	Supplies-Printing	0	0	0	0	0	
57300	Supplies-Operational	15	3,000	0	(3,000)	-100%	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	895	0	0	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	4,753	4,300	0	(4,300)	-100%	
57510	Insurance Claims	(868)	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57780	Rentals Mach & Equip	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**6,968**	**9,800**	**0**	**(9,800)**	**-100%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvmt	0	0	0	0	0	
58300	Capital Exp-Furn & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total CSO Division	**$339,683**	**$339,850**	**$0**	**($339,850)**	**-100%**	

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – PGS
PARKS DEPARTMENT

MISSION

To provide quality parks and storm water protection utilizing the Local Parks and Storm Water sales tax.

Archery Range at 370 Lakeside Park

DESCRIPTION OF SERVICES

- 25 Parks
- 20 Miles of Trails
- Athletic Fields
- BMX Track
- Fishing Ponds
- Playgrounds
- Pavilions and Picnic Shelters

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	0	0
Employee Expenses	0	0	0
Professional Services	36,167	0	0
Utilities	0	0	0
Repair & Maintenance	12,365	9,000	4,500
Supplies & Other	439,254	15,805	2,950
Capital Expenses	3,288,120	2,033,389	1,410,200
Total LPSW-Parks	**$3,775,906**	**$2,058,194**	**$1,417,650**

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Update trail plan to include the following: 2,5 | 2 | 1 | 2,4 | 1 | 2 | 1
   a. Connection with City sidewalks **(Pending.)**
   b. East/West trail routes **(Pending.)**
   c. Connection to restaurants/shopping areas **(Pending.)**
2. Continue to work on completing all scheduled projects. Projects scheduled for completion in FY17 are: 2,5 | 1 | 1,3 | 2,4 | 1 | 2 | 1
   a. Woodlands Park Sideline Turf **(Completed.)**
   b. Dardenne Creek Bank Stabilization near Hole 8 at the Golf Course **(Completed.)**
   c. Replace Ceramic Tile on Steps inside the Rec-Plex **(Completed.)**
   d. Pavilion, Restroom, and Playground Equipment at Community Park **(Pending.)**
   e. Restroom at Covenant Park **(Pending.)**
   f. Laurel Park Wading Pool Improvements **(Completed.)**

FY18 OBJECTIVES

1. Connect Tot Lot Park to Brookmount Park with a trail connection through Bellemeade Subdivision. 2,5 | 2 | 2,4 | 2 | 1
2. Develop a Trail Brochure. 1,2 | 2 | 1
3. Replace the playground equipment at Spencer Creek Park. 1,2 | 3 | 4 | 1
4. Construct an outdoor kitchen area at 370 Lakeside Park Corporate Pavilion. 1 | 4 | 1
5. Install new outdoor fitness area at Woodlands Sports Park. 1,2 | 3 | 4 | 1
6. Construct a permanent fishing dock at Laurel Park. 1,2 | 3 | 1
7. Grade and seed west section of 370 Lakeside Park for primitive camping. 1,2 | 3 | 4 | 1 | 1

Safe | Healthy | Prosperous | Sustainable | Innovative | Connected | Community

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of miles of hiking/biking trails	22.6	23	23.2	23.2
	Engage the community to improve health and wellness	# of playgrounds	16	18	19	19
		# of athletic field reservations	4,722	4,325	3,700	4,000
	Provide for economic growth and stability	# of pavilion reservations	680	742	550	600
		# of gazebo reservations	114	90	85	100
	Maintain a visually attractive and vibrant City	# of acres of park land	1,284	1,284	1,284	1,284
		# of trees planted	282	182	150	150
		Achieved Tree City USA designation?	Yes	Yes	Yes	Yes
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	140	142	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	99%	98.6%	90%	90%
	Provide for ease of travel within the City and connectivity to the greater metro area	% of parks that are connected to the trail system	n/a*	64%	64%	64%
		% of households within ½-mile of a park	n/a*	76%	76%	76%
	Be engaged in all legislative and legal issues that impact municipal government and our community	% of playgrounds that meet the Consumer Product Safety Commission guidelines and ADA standards	100%	100%	100%	100%

*Tracking of this measure began in FY16.

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – PGS
PARKS DEPARTMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$0	$0	0	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	0	0	0	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	0	0	0	0	
51250	Medical Insurance	0	0	0	0	0	
51260	Dental Insurance	0	0	0	0	0	
51270	Life Insurance	0	0	0	0	0	
51280	L T Disability	0	0	0	0	0	
51290	Lagers Pension Expense	0	0	0	0	0	
	Total Salaries & Fringes	**0**	**0**	**0**	**0**	**0**	
52100	Employee Uniforms	0	0	0	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52600	Employee Recognition	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	0	0	0	0	0	
	Total Employee Expenses	**0**	**0**	**0**	**0**	**0**	
54200	Prof Services-Engineering	36,167	0	0	0	0	
54800	Prof Services-Other	0	0	0	0	0	
	Total Prof Services	**36,167**	**0**	**0**	**0**	**0**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56200	Rep & Maint-Building	0	0	0	0	0	
56300	Rep & Maint-Grounds/Parking	12,365	9,000	4,500	(4,500)	-50%	
56310	Rep & Maint-Trails	0	0	0	0	0	
56340	Rep & Maint-Tennis Courts	0	0	0	0	0	
	Total Repair & Maintenance	**12,365**	**9,000**	**4,500**	**(4,500)**	**-50%**	
57050	Supplies-Gasoline	0	0	0	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57250	Supplies-Office	0	0	0	0	0	
57300	Supplies-Operational	0	0	0	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	18,967	15,805	2,950	(12,855)	-81%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57500	Insurance	0	0	0	0	0	
57550	Legal Notices/Advertising	800	0	0	0	0	
57780	Rentals Machinery & Equipment	1,682	0	0	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	417,805	0	0	0	0	
	Total Supplies & Other	**439,254**	**15,805**	**2,950**	**(12,855)**	**-81%**	
58100	Capital Exp-Land & Improvement	1,655,524	667,602	332,000	(335,602)	-50%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	237,567	674,287	206,200	(468,087)	-69%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	262,590	186,500	299,000	112,500	60%	Approved capital items for fiscal year
58500	Capital Exp-Tennis,PG Equip,Pool	687,762	190,000	275,000	85,000	45%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	444,677	315,000	298,000	(17,000)	-5%	Approved capital items for fiscal year
	Total Capital Expenses	**3,288,120**	**2,033,389**	**1,410,200**	**(623,189)**	**-31%**	
	Total Parks Department	**$3,775,906**	**$2,058,194**	**$1,417,650**	**($640,544)**	**-31%**	

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND - TDS
STORM WATER MANAGEMENT

MISSION

To implement the city-wide watershed based Storm Water Management Program to address water quality, stream bank erosion, flooding, and riparian corridor improvements while meeting the requirements of the DNR Storm Water MS4 permit.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Complete Storm Water Management Capital Improvement Projects as scheduled and budgeted.
   5 | 3 | 4 | 1 | 1

   (The following projects are scheduled for completion in FY17:
   - **Rachels Trail and Shining Rock stormwater improvements**
   - **Calwood Drainage Channel Repairs and Restoration**
   - **St. Peters Condominiums Detention Basin**
   - **SC-5,6,7 Convenant Park Channel improvements**
   - **HS-1 Homestead (Church Street to Grand Teton) channel improvements**
   - **Golf course creek bank repairs at Holes #5,8, 15/16**

   The following projects are scheduled for monitoring of contractor maintenance and stewardship:
   - **Country Creek and Canyon Creek**
   - **Country Lake and St. Peters Villas**
   - **McClay Valley**
   - **Pegasus Farms and Willott Square**
   - **Englewood/Golf Course channel improvements**
   - **Country Crossing channel improvements**
   - **Ohmes Farm**
   - **Crescent Hills**
   - **Applewood and Enwood**
   - **The Highlands**

   The following projects are scheduled to begin construction in FY17:
   - **Highland Estates East Branch channel stabilization**
   - **Spencer Creek Park channel and pedestrian bridge**
   - **Mid Valley basin within Laurel Park**
   - **Huntleigh Estates/ Tanglewood storm sewer improvements**
   - **Jungermann/Boone Hills storm sewer improvements**
   - **Forest Grove storm sewer and channel improvements**
   - **Country Hills Phase 2 storm sewer improvements**
   - **Jungermann Road channel improvements**
   - **Brookshire storm sewer improvements**
   - **Woodlands Sports Park culvert)**

FY18 OBJECTIVES

1. Complete Storm Water Management Capital Improvement Projects as scheduled and budgeted.
   5 | 3 | 4 | 1 | 1

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – WES
STORM WATER MANAGEMENT

MISSION

To provide a quality storm water protection system.

DESCRIPTION OF SERVICES

- Storm Drains Maintenance
- Storm Sewers Maintenance
- Detention Basin Maintenance
- Creek Stabilization
- Erosion Control
- Flood Prevention
- Public Outreach & Education
- Illicit Discharge Detection & Elimination

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	1,000,612	1,080,500	1,153,800
Employee Expenses	10,119	8,650	8,850
Professional Services	35,915	55,200	55,300
Utilities	3,887	5,100	4,800
Repair & Maintenance	597,955	721,000	603,000
Supplies & Other	130,131	102,450	97,670
Capital Expenses	90,438	658,800	4,950
Total Storm Water Management	**$1,869,057**	**$2,631,700**	**$1,928,370**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Civil Engineer-Assigned Storm Water	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Resident Youth & Interns	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Special Projects Manager	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Environmental Compliance Inspector	0.40	0.00	0.40	0.00	0.40	0.00	0	0
Utilities Field Operations Crew Leader	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Utilities Field Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Field Operations Technician	4.50	0.00	3.50	0.00	3.50	0.00	0	0
Utilities Field Operations Worker	0.50	0.00	1.50	0.00	1.50	0.00	0	0
Total	**10.40**	**1.00**	**10.40**	**1.00**	**10.40**	**1.00**	**0**	**0**
Full Time Equivalent	**10.76**		**10.76**		**10.76**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Maintain a high level of customer service with ratings above 90% on customer service satisfaction and above 98% on response time to concerns. 1 1
   (100 % customer service rating and response time.)
2. Continue to emphasize safety to maintain zero lost days. 1
   (Zero lost days.)
3. Ongoing enforcement of EPA Phase II regulations for the City of St. Peters to the maximum extent practicable.
   5 3
   (Received new MS4 Permit and submitted annual report in February 2017.)

Safe Healthy Prosperous Sustainable Innovative Connected Community

4. Continue to implement Best Management Practices (BMPs) for both the Old Town and Premier 370 levees. 5 3 4
(Levees mowed according to schedule, relief well maintenance and settlement plates removal were contracted.)
5. Implement Best Management Practices (BMPs) on two selected basins to improve water quality. 5 3
(Design Build water quality modifications to Triad North Basin were completed. Conceptual modifications to Candlewick basin have been completed.)
6. Implementation of stream preservation program to diminish urban development degradation of City streams. 5 4
(Repair of Spencer Creek West Branch was completed.)
7. Continue Water Quality Sampling on selected BMPs to gauge water treatment benefits. 5 3
(Water quality sampling is ongoing at several basins and stream segments and first phase of Natural Resources Management Plan was completed.)
8. Replace high maintenance turf areas with native plantings to improve water quality and reduce long-term maintenance costs. 5 2,3 4
(Ongoing.)

FY18 OBJECTIVES

1. Maintain a high level of customer service with ratings above 90% on customer service satisfaction and above 98% on response time to concerns. 1 1
2. Continue to emphasize safety to maintain zero lost days. 1
3. Ongoing enforcement of EPA Phase II regulations for the City of St. Peters to the maximum extent practicable. 5 3
4. Continue to implement Best Management Practices (BMPs) for both the Old Town and Premier 370 levees. 5 3 4
5. Implement Best Management Practices (BMPs) on two selected basins to improve water quality. 5 3
6. Implementation of stream preservation program to diminish urban development degradation of City streams. 5 4
7. Implement Septic Tank Removal upstream of West Drive Detention Basi 5
8. Continue development of Natural Resource Management Plan. 3,4
9. Continue Water Quality Sampling on selected BMPs to gauge water treatment benefits. 5 3

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide proactive and effective preventative maintenance programs	# of acres of levees re-seeded and fertilized	0	6.41	19.6	20
		Dollars/feet of levee roads maintained	1,402	5,156	1,995	2,000
		# of outstanding COE corrective actions from prior year on levee owner property	1	1	1	1
		# of relief wells inspected	0	0	9	9
	Provide for community health and environmental safety	# of Good Housekeeping Best Management inspections implemented	25	31	31	36
		# of acres converted to structural BMPs	0.99	0.6	2.15	1.62
	Be a good steward of City assets, resources and infrastructure	# of acres converted for BMP improvement	0.99	0.6	2.15	1.62
	Maintain and enhance employee First Program (all internal organizations)	# of lost work days	0	0	0	0
	Improve sustainable practices for City operations and assets	# of structural BMPs implemented at City facilities	1	1	1	1
		# of City managed detention basins modified to improve water quality	0	1	4	3
	Maintain a visually attractive and vibrant City	# of acres of riparian buffers currently being restored	11.77	12.37	58.41	68.37
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	306	0	0	0
		% of Concerns Responded to Within 72 Hours	99%	100%	100%	100%
		Customer Service Satisfaction	100%	98%	90%	90%

CITY OF ST. PETERS
LOCAL PARKS AND STORM WATER FUND – WES
STORM WATER MANAGEMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$678,071	$727,000	$783,000	$56,000	8%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	4,816	8,000	10,000	2,000	25%	
51030	Salaries-Over Time	33,934	30,000	30,000	0	0	
51210	Payroll Tax-FICA	53,061	59,000	63,000	4,000	7%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	3,774	4,400	3,700	(700)	-16%	
51245	Workmen's Comp Claims	(333)	0	0	0	0	
51250	Medical Insurance	117,070	133,600	147,100	13,500	10%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	428	500	500	0	0	
51260	Dental Insurance	6,932	7,400	7,600	200	3%	
51265	Long Term Care Insurance	524	600	600	0	0	
51270	Life Insurance	650	1,300	1,300	0	0	
51280	L T Disability	1,419	1,900	2,900	1,000	53%	
51290	Lagers Pension Expense	100,266	106,800	104,100	(2,700)	-3%	
	Total Salaries & Fringes	**1,000,612**	**1,080,500**	**1,153,800**	**73,300**	**7%**	
52100	Employee Uniforms	2,789	3,150	3,150	0	0	
52200	Employee Condiments	26	300	300	0	0	
52300	Employee Dues/Licenses	2,519	2,775	2,775	0	0	
52400	Travel Expense	101	1,000	1,000	0	0	
52500	Employee Training Expenses	4,509	800	1,000	200	25%	
52600	Employee Recognition	175	625	625	0	0	
	Total Employee Expenses	**10,119**	**8,650**	**8,850**	**200**	**2%**	
54100	Prof Services-Legal	6,878	7,000	7,000	0	0	
54200	Prof Services-Engineering	1,073	26,800	26,800	0	0	
54800	Prof Services-Other	27,964	21,400	21,500	100	0%	
	Total Prof Services	**35,915**	**55,200**	**55,300**	**100**	**0%**	
55100	Electric	2,512	4,300	4,000	(300)	-7%	
55800	Telephone	1,375	800	800	0	0	
	Total Utilities	**3,887**	**5,100**	**4,800**	**(300)**	**-6%**	
56050	Rep & Maint-Vehicles	13,254	9,500	15,000	5,500	58%	Increased based on historical actuals
56100	Rep & Maint-Machinery & Equipment	16,804	25,000	20,000	(5,000)	-20%	Decreased based on historical actuals
56300	Rep & Maint-Grounds/Parking	285	5,000	5,000	0	0	
56490	Rep & Maint-Storm	364,172	404,500	160,000	(244,500)	-60%	Moved stream bank maintenance to R&M-Detention Basins account and decreased for the 50/50 program that will be funded out of a new reserve account
56560	Rep & Maint-Levee	148,927	182,000	173,000	(9,000)	-5%	Increased budget for rock and miscellaneous repairs to levees and replacement of EMI gate operator at storm water pump station 5 in fiscal year 17
56570	Rep & Maint-Detention Basins	54,513	95,000	230,000	135,000	142%	Increased maintenance cost for retrofitted basins as more basins are completed and moved stream bank maintenance from R&M-Storm account
	Total Repair & Maintenance	**597,955**	**721,000**	**603,000**	**(118,000)**	**-16%**	
57050	Supplies-Gasoline	1,364	4,600	3,000	(1,600)	-35%	
57060	Supplies-Diesel	9,187	13,500	13,500	0	0	
57150	Supplies-Fert/Chem/Seed	30,540	10,000	10,000	0	0	
57300	Supplies-Operational	16,214	19,000	19,000	0	0	
57350	Small Tools, Furniture, Equipment	2,113	7,050	6,920	(130)	-2%	
57420	Operating License/Permits	250	200	250	50	25%	
57450	Postage	442	200	500	300	150%	
57500	Insurance	11,017	11,900	12,000	100	1%	
57510	Insurance Claims	52,106	0	0	0	0	
57550	Legal Notices Advertisements	808	500	500	0	0	
57780	Rentals Machinery & Equipment	1,322	32,000	27,000	(5,000)	-16%	Removed forestry cutter rental
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	4,768	3,500	5,000	1,500	43%	
	Total Supplies & Other	**130,131**	**102,450**	**97,670**	**(4,780)**	**-5%**	
58100	Capital Exp-Land & Improvement	0	617,000	0	(617,000)	-100%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	7,956	41,800	4,950	(36,850)	-88%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	82,482	0	0	0	0	
	Total Capital Expenses	**90,438**	**658,800**	**4,950**	**(653,850)**	**-99%**	
	Total Storm Water Management	**$1,869,057**	**$2,631,700**	**$1,928,370**	**($703,330)**	**-27%**	

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
SEWER LATERAL REPAIR PROGRAM FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$597,384**	**$642,291**	**$446,591**
Sewer Lateral Repair Revenue	565,846	525,000	560,000
Interest	402	5,000	500
Total Revenue	566,248	530,000	560,500
Funds Available	**1,163,632**	**1,172,291**	**1,007,091**
Less: Expenditures			
Administration	75,962	125,700	129,100
Capital Expenditures	0	0	0
Sewer Lateral Repairs	445,379	600,000	600,000
Total Uses Of Funds	**521,341**	**725,700**	**729,100**
Ending Fund Balance	**$642,291**	**$446,591**	**$277,991**

CITY OF ST. PETERS
SEWER LATERAL REPAIR PROGRAM FUND – WES

MISSION

To provide financial assistance and expertise in the replacement and repairs of residential sewer laterals.

DESCRIPTION OF SERVICES

- Sewer Lateral Repairs
- Sewer Lateral Inspections

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	26,376	39,400	42,700
Employee Expenses	0	0	0
Professional Services	47,494	85,100	85,100
Utilities	84	200	200
Repair & Maintenance	446,252	600,000	600,000
Supplies & Other	1,135	1,000	1,100
Capital Expenses	0	0	0
Total Sewer Lateral Repair Program	**$521,341**	**$725,700**	**$729,100**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Utilities Environmental Compliance Inspector	0.55	0.00	0.55	0.00	0.55	0.00	0	0
Total	**0.55**	**0.00**	**0.55**	**0.00**	**0.55**	**0.00**	**0**	**0**
Full Time Equivalent	**0.55**		**0.55**		**0.55**		**0.00**	

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be a good steward of City assets, resources and infrastructure	# of video inspections	336	231	150	120
		# of walk-in sewer lateral repairs	59	53	60	60
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	66	71	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	88%	91%	90%	90%

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
SEWER LATERAL REPAIR PROGRAM FUND – WES

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$20,059	$28,000	$31,000	$3,000	11%	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	617	1,000	1,000	0	0	
51210	Payroll Tax-FICA	1,551	2,000	2,000	0	0	
51240	Workmen's Comp Insurance	166	200	100	(100)	-50%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	2,278	3,500	3,800	300	9%	
51255	Vision Insurance	12	100	100	0	0	
51260	Dental Insurance	127	200	200	0	0	
51265	Long Term Care Insurance	50	100	100	0	0	
51270	Life Insurance	16	100	100	0	0	
51280	L T Disability	172	100	200	100	100%	
51290	Lagers Pension Expense	1,328	4,100	4,100	0	0	
	Total Salaries & Fringes	**26,376**	**39,400**	**42,700**	**3,300**	**8%**	
52100	Employee Uniforms	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52500	Employee Training Expenses	0	0	0	0	0	
52600	Employee Recognition	0	0	0	0	0	
	Total Employee Expenses	**0**	**0**	**0**	**0**	**0**	
54600	Prof Services-Collection Expense	8,186	10,000	10,000	0	0	
54610	Prof Services-Assessment Expense	3,275	5,000	5,000	0	0	
54800	Prof Services-Other	36,033	70,100	70,100	0	0	
	Total Prof Services	**47,494**	**85,100**	**85,100**	**0**	**0**	
55800	Telephone	84	200	200	0	0	
	Total Utilities	**84**	**200**	**200**	**0**	**0**	
56050	Rep & Maint-Vehicles	873	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56690	Rep & Maint-Sewer Laterals	318,689	600,000	600,000	0	0	
56695	Rep & Maint-Sewer Lateral Target Re	126,690	0	0	0	0	
	Total Repair & Maintenance	**446,252**	**600,000**	**600,000**	**0**	**0**	
57050	Supplies-Gasoline	93	500	500	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57300	Supplies-Operational	55	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	483	400	500	100	25%	
57510	Insurance Claims	(12)	0	0	0	0	
57550	Legal Notices Advertisements	366	0	0	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57920	Miscellaneous	150	100	100	0	0	
	Total Supplies & Other	**1,135**	**1,000**	**1,100**	**100**	**10%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Sewer Lateral Repair Program	**$521,341**	**$725,700**	**$729,100**	**$3,400**	**0%**	

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
SPECIAL ALLOCATION FUND - CITY CENTRE

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$1,268,600**	**$0**	**$0**
Add: Property Tax - Real Estate Revenue	(89,539)	0	0
Sales and Franchise Tax Revenue	534,977	0	0
Interest Income	327	0	0
Total Revenue	445,765	0	0
Funds Available	**1,714,365**	**0**	**0**
Less: Debt Service	1,700,530	0	0
Surplus Distribution	1,363,797	0	0
TIF Construction	349,407	0	0
Administration Expense	895	0	0
Transfer to Reserve for Trustee	(1,700,264)	0	0
Transfer to Reserve for Anticipated Surplus Distribution	0	0	0
Total Uses of Funds	**1,714,365**	**0**	**0**
Ending Balance	**$0**	**$0**	**$0**

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
SPECIAL ALLOCATION FUND - OLD TOWN LEVEE

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$4,261,800**	**$3,302,934**	**$3,046,351**
Add: Property Tax - Real Estate Revenue	839,287	900,000	900,000
Sales and Franchise Tax Revenue	1,137,935	704,500	718,600
Interest Income	11,033	5,000	5,000
Total Revenue	1,988,255	1,609,500	1,623,600
Funds Available	**6,250,055**	**4,912,434**	**4,669,951**
Less: Surplus PILOTS	393,066	305,000	0
Capital Improvement Projects	2,631,189	518,253	3,875,000
Reimburse Transportation Trust Fund for Other Projects	103,720	1,007,830	0
Other Expense	19,146	35,000	35,000
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	700,000
Transfer to Reserves	(200,000)	0	0
Total Uses of Funds	**2,947,121**	**1,866,083**	**4,610,000**
Ending Balance	**$3,302,934**	**$3,046,351**	**$59,951**

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
SPECIAL ALLOCATION FUND - ST. PETERS LAKESIDE REDEVELOPMENT

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$442,635**	**$549,815**	**$658,815**
Add: Property Tax - Real Estate Revenue	115,121	120,000	122,400
Sales and Franchise Tax Revenue	138	0	0
Interest Income	223	0	0
Total Revenue	115,482	120,000	122,400
Funds Available	**558,117**	**669,815**	**781,215**
Less: Debt Service	4,871	5,000	5,000
Surplus PILOTS	190	1,000	0
Capital Improvement Projects	0	0	0
Other Expense	3,241	5,000	5,000
Transfer to Reserve for Trustee	0	0	0
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	1,000
Transfer to Local Parks and Storm Water Fund	0	0	0
Total Uses of Funds	**8,302**	**11,000**	**11,000**
Ending Balance	**$549,815**	**$658,815**	**$770,215**

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
TRANSPORTATION TRUST FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Balance	**$4,267,322**	**$3,607,182**	**$1,279,657**
Transfer from Local Parks and Storm Water Fund	527,240	0	216,570
Transfer from City Centre TIF	349,407	0	0
Transfer from Old Town TIF	103,720	1,007,830	0
Add: Sales Tax	7,269,803	7,342,550	7,489,450
Federal Funding	997,790	1,252,535	2,452,870
State Funding	39	0	0
County Funding	1,717,517	3,305,320	1,042,905
Other	196,867	181,000	181,000
Interest	2,605	1,000	1,000
Total Revenue	10,184,621	12,082,405	11,167,225
Funds Available	**15,432,310**	**16,697,417**	**12,663,452**
Less: Road Construction and Traffic Signals	4,653,455	8,879,245	5,807,100
Street Maintenance	4,276,499	3,663,625	3,636,175
Traffic Management	1,868,227	1,862,290	2,197,870
Contingency	71,363	50,000	50,000
Debt Service	764,885	761,500	754,500
Total Uses Of Funds	**11,634,429**	**15,216,660**	**12,445,645**
Transfer to/(from) Reserves	(1)	0	0
Transfer to Post Retirement Benefits Fund	18,200	13,200	13,900
Administration Overhead	172,500	187,900	187,700
Ending Fund Balance	**$3,607,182**	**$1,279,657**	**$16,207**

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Sales Tax	$7,269,803	$7,342,550	$7,489,450
Intergovernmental Revenue	2,715,346	4,557,855	3,495,775
Interest Income	2,605	1,000	1,000
Miscellaneous Income	649,994	1,188,830	397,570
Total Transportation Trust Fund Revenue	**$10,637,748**	**$13,090,235**	**$11,383,795**

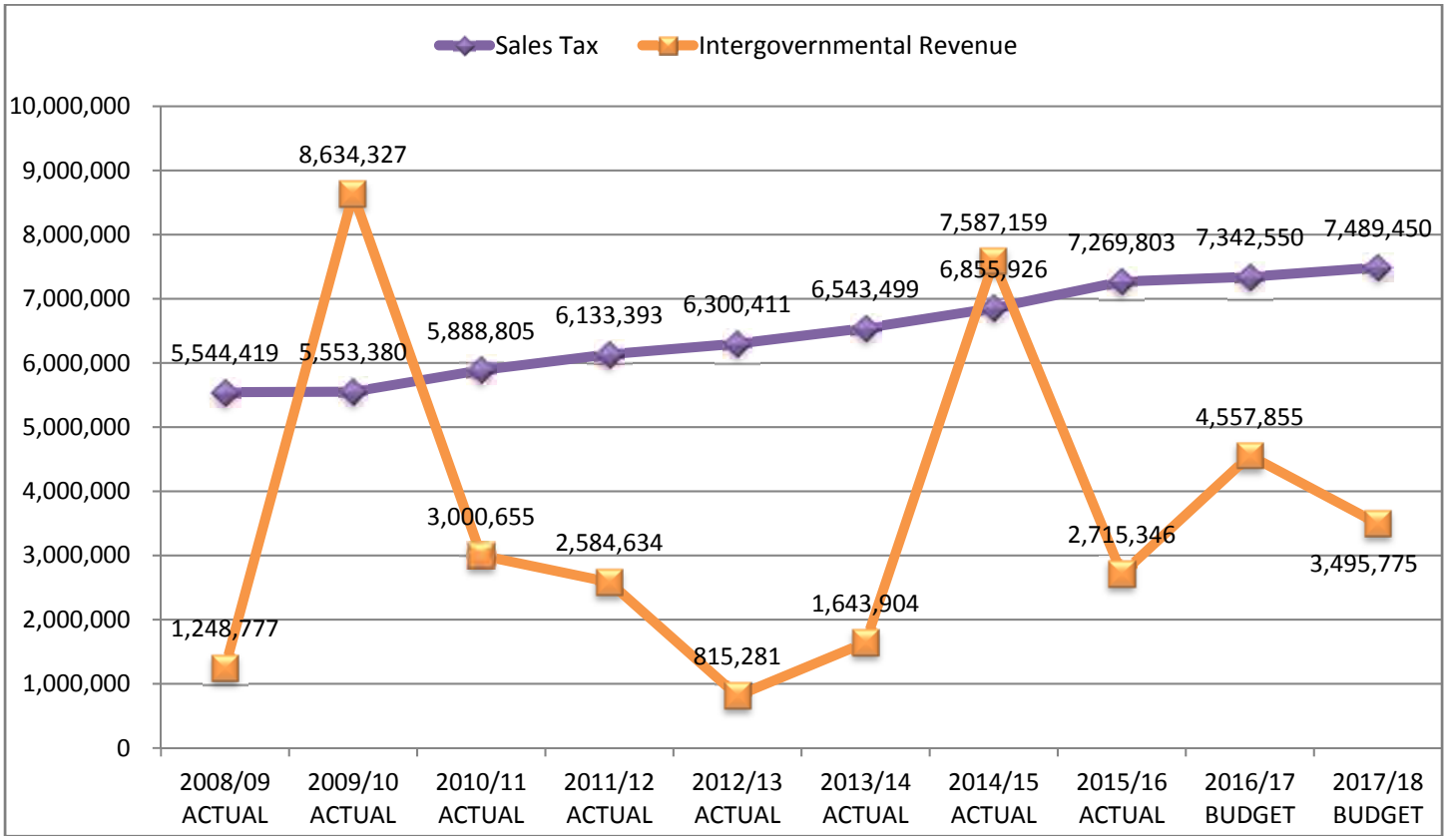
CITY OF ST. PETERS
TRANSPORTATION TRUST FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Sales Tax **$7,489,450**

On November 2, 1982, the residents of St. Peters approved a 0.5% sales tax for the purpose of constructing, reconstructing, repairing and maintaining streets, roads and bridges, acquiring lands and right-of-way for streets, roads, and bridges and planning for streets, roads and bridges. Projected revenue is based upon historical actual results, taking into consideration population growth and new retail operations expected to open during the budget year. For the 2017/18 fiscal year we are projecting a 2% increase in this revenue source.

Intergovernmental Revenue **$3,495,775**

Intergovernmental revenue in the Transportation Trust Fund consists of revenues related to federal, state, and county grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads, and bridges. Projected revenue is based upon the anticipated grant funding for streets, road, and bridge projects that are scheduled for the budget year. If the grant funding is not secured for a project, that project will be postponed until funding is secured. For the 2017/18 fiscal year we are projecting a decrease in this revenue source due to several large projects scheduled for completion during the prior year, including the Jungermann-Boone Hills Drive intersection improvements, Mexico Road resurfacing phase II (Dardenne Creek to Mid Rivers Mall Drive), Mid Rivers Mall Drive corridor improvements (Cottleville Parkway to Economic Development Center), and Mid Rivers Mall Drive widening (North Outer Road to Salt River Road) projects.



CITY OF ST. PETERS
TRANSPORTATION TRUST FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$683,232	$768,500	$814,800
Employee Expenses	18,060	25,225	29,045
Professional Services	83,630	109,300	100,500
Utilities	579,080	638,000	622,800
Repairs & Maintenance	3,487,619	2,863,600	3,605,600
Supplies & Other	255,241	309,290	282,800
Capital Expenditures	1,037,864	812,000	378,500
Total Expenditures	**$6,144,726**	**$5,525,915**	**$5,834,045**

CITY OF ST. PETERS
SUMMARY OF EXPENDITURES BY PROJECT
TRANSPORTATION TRUST FUND

PROJECT DESCRIPTION	SOURCE OF FUNDING*	AMOUNT	FUNDING SOURCES: CITY	COUNTY	STATE	FEDERAL	OTHER
CONSTRUCTION							
Enhancements	SP	$ 170,000	$ 170,000	$ -	$ -	$ -	$ -
Arrowhead Industrial - Salt River Road Intersection	SP/C/F	817,610	39,285	556,375	-	221,950	-
Jungermann Road Bridge Replacement	SP/C/F	2,970,000	1,238,540	486,530	-	1,244,930	-
McClay Road Resurfacing I (Shepherd Hills to Jungermann Roac	SP/F	1,232,490	246,500	-	-	985,990	-
Mid Rivers Mall Drive @ 364 Entrance Monument	SP	75,000	75,000	-	-	-	-
Mid Rivers Mall Drive @ I-70 Entrance Monument	SP	150,000	150,000	-	-	-	-
RRFB West Sunny Hills Blvd	SP	12,000	12,000	-	-	-	-
Salt Lick Road - Golf/Banquet Center Entrance	SP	350,000	350,000	-	-	-	-
Wayfinding Signage	SP	30,000	30,000	-	-	-	-
Total Construction		$ 5,807,100	$ 2,311,325	$ 1,042,905	$ -	$ 2,452,870	$ -
OTHER							
Construction Management	SP	$ -	$ -	$ -	$ -	$ -	$ -
Street Maintenance	SP	$3,636,175	$ 3,636,175	$ -	$ -	$ -	$ -
Traffic Management	SP	$2,197,870	2,197,870	-	-	-	-
Contingency	SP	50,000	50,000	-	-	-	-
Debt Service	SP	754,500	754,500	-	-	-	-
Total Other		$ 6,638,545	$ 6,638,545	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES		**$ 12,445,645**	**$ 8,949,870**	**$ 1,042,905**	**$ -**	**$ 2,452,870**	**$ -**

* SP=St.Peters; C=County; F=Federal; S=State; O=Other

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
STREETS MAINTENANCE

MISSION

To maintain the community's quality street, sidewalk, pavement marking, and street sign infrastructure.

DESCRIPTION OF SERVICES

- Road Construction
- Pavement Maintenance
- Sidewalk Maintenance
- Snow and Ice Control
- Driveway Snow Removal Program
- Subdivision Entrance Signs
- Signs & Marking Maintenance

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	0	0
Employee Expenses	16,079	17,625	19,875
Professional Services	72,779	98,300	98,900
Utilities	23,673	35,800	31,000
Repair & Maintenance	3,210,413	2,554,000	3,246,000
Supplies & Other	196,051	195,900	174,400
Capital Expenses	757,504	762,000	66,000
Total Streets Maintenance	**$4,276,499**	**$3,663,625**	**$3,636,175**

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to promote "Safety First" to all employees and achieve zero lost work days. 1
   (Ongoing. To date the Street department has achieved 80 calendar days without a lost time accident. There was one lost time accident in December.)
2. Maintain overall customer service rating to a minimum of 90%. 1 1
   (Ongoing. The Street Department currently has a 98% overall customer service rating.)
3. Complete the 2016/17 pavement management program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The department has scheduled the replacement of 38,711 square yards of concrete pavement, resurfacing of 85.280 square yards of asphalt pavement, replacement of 4,890 lineal feet of curb and gutter, removal and replacement of 17,865 square feet of sidewalk, construction 1,050 square feet of new sidewalk, 6,150 square feet of accessible ramps, 75,856 of joint and crack sealing and 1,621 street sign replacements.)
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Two STP/CMAQ federal funding applications were submitted in March 2017. Federal TAP and St. Charles County Road Board applications will be submitted in May 2017.)
5. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
   (Ongoing. Placement of bike lane markings and signs are scheduled along Premier Parkway and Iffrig Road. Gateway Bike Plan elements are also being included in the design of future road and traffic signal projects.)

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
STREETS MAINTENANCE

FY18 OBJECTIVES

1. Continue to promote "Safety First" to all employees and achieve zero lost work days. 1
2. Maintain overall customer service rating to a minimum of 90%. 1 1
3. Complete the 2017/18 pavement management program as scheduled and budgeted. 2,4 1,2,3
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
5. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
6. Continue implementation of City Wayfinding Sign Program. 1 1,2 1
7. Assist with development and implement City ADA transition plan. 2,5 3 2 1

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
STREETS MAINTENANCE

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of square yards of concrete slab replacement	63,325	33,425	38,711	40,000
		# of square yards of asphalt overlay	173,904	111,300	85,280	118,000
		# of lineal feet of concrete curb replacement	18,555	0	4,890	12,000
		# of square feet of sidewalk replacement	14,270	22,500	17,825	15,000
		# of lineal feet of streets joint and crack sealed	168,139	104,000	75,856	121,000
		# of street sign replacements	500	750	1,626	1,630
	Provide for community health and environmental safety	# of square feet of accessible ramps improved	1,300	725	6,150	7,000
		# of square feet of sidewalk infill	500	2,728	1,050	1,000
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	No data available	280	445	810
	Improve sustainable practices for City operations and assets	# of tons of asphalt millings repurposed	1,937	1,261	967	1,338
	Maintain a visually attractive and vibrant City	# of lineal feet of pavement remarking	790,000	790,000	800,000	800,000
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	776	581	0	0
		% of Concerns Responded to Within 72 Hours	99%	99%	100%	100%
		Customer Service Satisfaction	91%	95%	90%	90%

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
STREETS MAINTENANCE

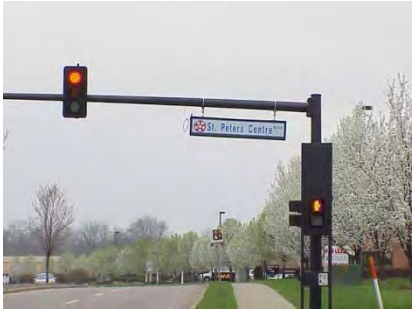
EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$0	$0	0	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	0	0	0	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	0	0	0	0	
51250	Medical Insurance	0	0	0	0	0	
51260	Life Insurance	0	0	0	0	0	
51280	L T Disability	0	0	0	0	0	
51290	Lagers Pension Expense	0	0	0	0	0	
	Total Salaries & Fringes	**0**	**0**	**0**	**0**	**0**	
52100	Employee Uniforms	8,097	8,725	8,675	(50)	-1%	
52200	Employee Condiments	842	800	800	0	0	
52300	Employee Dues/Licenses	558	1,150	1,150	0	0	
52400	Travel Expense	15	1,300	2,200	900	69%	
52500	Employee Training Expenses	4,904	4,300	5,900	1,600	37%	
52600	Employee Recognition	1,663	1,350	1,150	(200)	-15%	
	Total Employee Expenses	**16,079**	**17,625**	**19,875**	**2,250**	**13%**	
54200	Prof Services-Engineering	0	2,000	3,000	1,000	50%	
54800	Prof Services-Other	72,779	96,300	95,900	(400)	0%	
	Total Prof Services	**72,779**	**98,300**	**98,900**	**600**	**1%**	
55100	Electric	16,295	23,100	20,000	(3,100)	-13%	
55500	Gas	3,023	7,200	5,500	(1,700)	-24%	
55800	Telephone	4,355	5,500	5,500	0	0	
	Total Utilities	**23,673**	**35,800**	**31,000**	**(4,800)**	**-13%**	
56050	Rep & Maint-Vehicles	30,467	46,000	46,000	0	0	
56100	Rep & Maint-Mach & Equip	50,523	85,000	85,000	0	0	
56200	Rep & Maint-Building	8,540	5,000	5,000	0	0	
56410	Rep & Maint-Asphalt Repair	40,466	0	0	0	0	
56420	Rep & Maint-Asphalt Overlay	1,036,338	920,000	1,120,000	200,000	22%	Decreased in fiscal year 17 to do Mexico Road resurfacing II and Jungermann Road bridge replacement projects
56430	Rep & Maint-Concrete Slab	1,628,822	800,000	1,300,000	500,000	63%	Decreased in fiscal year 17 to do Mexico Road resurfacing II and Jungermann Road bridge replacement projects
56440	Rep & Maint-Concrete Curbs	5,078	300,000	250,000	(50,000)	-17%	Decreased budget based on anticipated needs
56445	Rep & Maint-Concrete Joint Repair	0	30,000	30,000	0	0	
56450	Rep & Maint-Sidewalks	202,843	100,000	200,000	100,000	100%	Decreased in fiscal year 17 to do Mexico Road resurfacing II and Jungermann Road bridge replacement projects
56455	Rep & Maint-Guard Rails	0	0	0	0	0	
56460	Rep & Maint-Crack Sealing	89,087	125,000	125,000	0	0	
56465	Rep & Maint-Bridge	133	15,000	15,000	0	0	
56470	Rep & Maint-Roadway Salt	117,318	118,000	60,000	(58,000)	-49%	Decreased due to mild winter weather season in fiscal year 17
56520	Rep & Maint-Retaining Wall	798	10,000	10,000	0	0	
	Total Repair & Maintenance	**3,210,413**	**2,554,000**	**3,246,000**	**692,000**	**27%**	
57050	Supplies-Gasoline	5,512	12,500	9,500	(3,000)	-24%	
57060	Supplies-Diesel	37,021	95,000	70,000	(25,000)	-26%	Estimate based on current year usage and fuel costs
57150	Supplies-Fert/Chem/Seed	85	4,600	4,600	0	0	
57250	Supplies-Office	2,522	1,300	1,300	0	0	
57270	Supplies-Printing	390	1,400	1,400	0	0	
57300	Supplies-Operational	62,296	50,000	50,000	0	0	
57350	Small Tools, Furniture, Equipment	2,669	0	8,800	8,800	**	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	300	300	0	0	
57450	Postage	7	200	200	0	0	
57500	Insurance	21,988	23,600	21,300	(2,300)	-10%	
57510	Insurance Claims	54,074	0	0	0	0	
57550	Legal Notices/Advertising	420	200	200	0	0	
57780	Rentals Mach & Equip	9,021	6,700	6,700	0	0	
57920	Miscellaneous	46	100	100	0	0	
	Total Supplies & Other	**196,051**	**195,900**	**174,400**	**(21,500)**	**-11%**	
58100	Capital Exp-Land & Improvement	52,268	0	0	0	0	
58200	Capital Exp-Building & Improvement	245,739	292,000	20,000	(272,000)	-93%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	0	190,000	46,000	(144,000)	-76%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	459,497	280,000	0	(280,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**757,504**	**762,000**	**66,000**	**(696,000)**	**-91%**	
	Total Streets Maintenance	**$4,276,499**	**$3,663,625**	**$3,636,175**	**($27,450)**	**-1%**	

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
TRAFFIC MANAGEMENT

MISSION

To construct, reconstruct, repair, and maintain streets, roads, and bridges, acquire lands and right-of-way for streets, roads, and bridges and to plan for streets, roads, and bridges.



DESCRIPTION OF SERVICES

- Traffic Signal Maintenance
- Street Sign Maintenance
- Traffic Flow Management

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	683,232	768,500	814,800
Employee Expenses	1,981	7,600	9,170
Professional Services	10,851	11,000	1,600
Utilities	555,407	602,200	591,800
Repair & Maintenance	277,206	309,600	359,600
Supplies & Other	59,190	113,390	108,400
Capital Expenses	280,360	50,000	312,500
Total Traffic Management	**$1,868,227**	**$1,862,290**	**$2,197,870**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Administrative Specialist	0.00	0.00	0.00	0.00	**0.50**	0.00	1 [A]	0
Civil Engineer	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Transportation	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Executive Secretary	0.00	0.00	0.50	0.00	**0.00**	0.00	-1 [B]	0
Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Streets Maintenance Worker	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Traffic Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Traffic Technician	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Transportation Engineer	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**7.50**	**0.00**	**8.00**	**0.00**	**8.00**	**0.00**	**0**	**0**
Full Time Equivalent	**7.50**		**8.00**		**8.00**		**0.00**	

Variance Explanations:

A: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

B: Reclassified one Full-Time Executive Secretary as a Full-Time Administrative Specialist position based on actual job duties being performed.

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
TRAFFIC MANAGEMENT

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to promote "Safety First" to all employees. Strive to achieve zero lost days for department. 1
   (Ongoing. To date the Traffic Department has achieved 3,904 calendar days without a lost time accident.)
2. Maintain the Traffic Departments' overall customer service rating to a minimum of 90%, and develop alternate survey methods to expand the Traffic Department's customer service base. 1 1
   (Ongoing. The Traffic Department currently has an 86% overall customer service rating.)
3. Complete the 2016/17 traffic signal capital replacement program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The Traffic department has scheduled the replacement of 1 traffic signal and replacement of various traffic signal components of 5 other signalized intersections.)
4. Complete the 2016/17 road and signal improvement projects as scheduled and budgeted.
   2,4,5 2 3 4 2
   (Ongoing. The Traffic department is currently managing the construction of 5 road and signal projects. 1 additional project is scheduled to begin construction in April and another is scheduled to be awarded in April. 3 additional projects are scheduled to be bid in 2017 pending property acquisition.)
5. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Two STP/CMAQ federal funding applications were submitted in March 2017. Federal TAP and St. Charles County Road Board applications will be submitted in May 2017.)
6. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
   (Ongoing. Placement of bike lane markings and signs are scheduled along Premier Parkway and Iffrig Road. Gateway Bike Plan elements are also being included in the design of future road and traffic signal projects.)

FY18 OBJECTIVES

1. Continue to promote "Safety First" to all employees and achieve zero lost work days. 1
2. Maintain overall customer service rating to a minimum of 90%. 1 1
3. Complete the 2017/18 pavement management program as scheduled and budgeted. 2,4 1,2,3
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
5. Continue implementation of the Gateway Guide Bike Plan and incorporate best operation practices in to ongoing and upcoming City transportation projects. 5 2 2
6. Continue implementation of City Wayfinding Sign Program. 1 1,2 1
7. Develop and implement City ADA transition plan. 2,5 3 2 1
8. Complete design and construction of St. Peters entrance monuments and City entrance signs. 3 1

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
TRAFFIC MANAGEMENT

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of miles of new roads constructed	31.8	21.3	17.9	33.6
		# of lineal feet of sidewalk constructed	2,854	5,000	3,537	3,200
		# lineal feet of multi-use path trails constructed	0	500	2,000	2,100
		# of square feet of accessible ramps constructed	19	50	5,000	7,000
	Provide proactive and effective preventative maintenance programs	# of traffic signal controllers replaced	13	3	4	5
		# of traffic video detection systems replaced	13	5	9	5
		# of MMU devices serviced or replaced	28	76	80	80
		# of network switched replaced	0	0	10	10
		# of street lights replaced	50	50	100	120
	Maintain low tax rates and user fees	# of federal and local transportation grant dollars utilized	$7.7 mil	S5.8 mil	$5.1 mil	$5.8 mil
		% of transportation project cost reimbursement	68%	50%	58%	56%
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	3,380	3,741	3,904	4,269
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of training hours for Traffic Staff	No Data Available	No Data Available	40	80
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	234	204	200	200
		% of Concerns Responded to Within 72 Hours	99%	100%	100%	100%
		Customer Service Satisfaction	80%	86%	90%	90%
	Provide for ease of travel within the City and connectivity to the greater metro area	# of traffic signal plans optimized	No Data Available	No Data Available	10	10
		Traffic signal in-service rate	No Data Available	No Data Available	100%	100%
		Average travel delay on arterial roadways	No Data Available	No Data Available	8	8

CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
TRAFFIC MANAGEMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$491,491	$531,000	$578,000	$47,000	9%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	5,257	10,000	10,000	0	0	
51210	Payroll Tax-FICA	36,231	41,000	45,000	4,000	10%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,826	3,100	2,700	(400)	-13%	
51240	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	71,247	98,300	94,800	(3,500)	-4%	
51255	Vision Insurance	304	500	400	(100)	-20%	
51260	Dental Insurance	4,221	5,400	4,800	(600)	-11%	
51265	Long Term Care Insurance	414	500	600	100	20%	
51270	Life Insurance	549	1,000	1,000	0	0	
51280	L T Disability	1,294	1,400	2,200	800	57%	
51290	Lagers Pension Expense	69,398	76,300	75,300	(1,000)	-1%	
	Total Salaries & Fringes	**683,232**	**768,500**	**814,800**	**46,300**	**6%**	
52100	Employee Uniforms	753	1,350	1,650	300	22%	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	261	1,000	1,220	220	22%	
52400	Travel Expense	221	1,600	2,700	1,100	69%	
52500	Employee Training Expenses	700	3,300	3,300	0	0	
52600	Employee Recognition	46	350	300	(50)	-14%	
	Total Employee Expenses	**1,981**	**7,600**	**9,170**	**1,570**	**21%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	10,851	11,000	1,600	(9,400)	-85%	Eliminated nuclear densometer
	Total Prof Services	**10,851**	**11,000**	**1,600**	**(9,400)**	**-85%**	
55100	Electric	0	0	0	0	0	
55120	Electric(Street Lighting)	498,556	538,500	530,000	(8,500)	-2%	
55140	Electric(Traffic Signals)	53,867	60,700	58,000	(2,700)	-4%	
55500	Gas	0	0	0	0	0	
55800	Telephone	2,984	3,000	3,800	800	27%	
	Total Utilities	**555,407**	**602,200**	**591,800**	**(10,400)**	**-2%**	
56050	Rep & Maint-Vehicles	8,319	5,000	6,000	1,000	20%	
56100	Rep & Maint-Mach & Equip	1,423	2,100	2,100	0	0	
56480	Rep & Maint-Traffic Signals	31,618	84,000	84,000	0	0	
56485	Rep & Maint-Traffic Striping	197,997	172,500	214,100	41,600	24%	Increased contracted traffic marking
56500	Rep & Maint-Street Lights	37,849	36,000	43,400	7,400	21%	Increased LED street light retrofit program
56510	Rep & Maint-ROW Signs	0	10,000	10,000	0	0	
	Total Repair & Maintenance	**277,206**	**309,600**	**359,600**	**50,000**	**16%**	
57050	Supplies-Gasoline	951	2,800	2,000	(800)	-29%	
57060	Supplies-Diesel	2,361	6,000	3,500	(2,500)	-42%	
57200	Supplies-Street Signs	48,314	69,000	69,000	0	0	
57250	Supplies-Office	181	450	450	0	0	
57300	Supplies-Operational	3,406	5,000	5,000	0	0	
57350	Small Tools, Furniture, Equipment	810	17,490	16,000	(1,490)	-9%	
57450	Postage	262	1,000	1,000	0	0	
57500	Insurance	8,232	8,400	8,700	300	4%	
57510	Insurance Claims	(5,512)	0	0	0	0	
57550	Legal Notices/Advertising	185	250	250	0	0	
57780	Rentals Mach & Equip	0	2,500	2,500	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	0	500	0	(500)	-100%	
	Total Supplies & Other	**59,190**	**113,390**	**108,400**	**(4,990)**	**-4%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58150	Capital Exp-Street Lights	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	177,142	50,000	286,500	236,500	473%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	103,218	0	26,000	26,000	**	Approved capital items for fiscal year
	Total Capital Expenses	**280,360**	**50,000**	**312,500**	**262,500**	**525%**	
	Total Traffic Management	**$1,868,227**	**$1,862,290**	**$2,197,870**	**$335,580**	**18%**	

CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
WATER SERVICE LINE REPAIR PROGRAM FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$179,032**	**$178,055**	**$114,055**
Water Line Repair Revenue	224,345	223,000	223,000
Interest	120	0	0
Total Revenue	224,465	223,000	223,000
Funds Available	**403,497**	**401,055**	**337,055**
Less: Expenditures			
Administration	22,511	31,200	34,300
Capital Expenditures	0	0	0
Water Line Repairs	202,931	255,800	252,700
Total Uses Of Funds	**225,442**	**287,000**	**287,000**
Ending Fund Balance	**$178,055**	**$114,055**	**$50,055**

CITY OF ST. PETERS
WATER SERVICE LINE REPAIR PROGRAM FUND – WES

MISSION

To provide financial assistance and expertise in the replacement and repairs of residential water service lines.

DESCRIPTION OF SERVICES

- Water Service Line Repairs

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	17,399	25,800	28,900
Employee Expenses	0	0	0
Professional Services	4,748	5,100	5,100
Utilities	0	0	0
Repair & Maintenance	202,931	255,800	252,700
Supplies & Other	364	300	300
Capital Expenses	0	0	0
Total Water Service Line Repair Program	**$225,442**	**$287,000**	**$287,000**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Utilities Environmental Compliance Inspector	0.35	0.00	0.35	0.00	0.35	0.00	0	0
Total	**0.35**	**0.00**	**0.35**	**0.00**	**0.35**	**0.00**	**0**	**0**
Full Time Equivalent	**0.35**		**0.35**		**0.35**		**0.00**	

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be a good steward of City assets, resources and infrastructure	# of water service line repairs	98	108	108	108
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	86	91	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	86%	95%	90%	90%

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
WATER SERVICE LINE REPAIR PROGRAM FUND – WES

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$13,173	$18,000	$20,000	$2,000	11%	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	406	1,000	1,000	0	0	
51210	Payroll Tax-FICA	1,018	1,000	2,000	1,000	100%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	108	200	100	(100)	-50%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	1,566	2,300	2,500	200	9%	
51255	Vision Insurance	8	100	100	0	0	
51260	Dental Insurance	88	200	200	0	0	
51265	Long Term Care Insurance	32	100	100	0	0	
51270	Life Insurance	11	100	100	0	0	
51280	L T Disability	27	100	100	0	0	
51290	Lagers Pension Expense	962	2,700	2,700	0	0	
	Total Salaries & Fringes	**17,399**	**25,800**	**28,900**	**3,100**	**12%**	
52100	Employee Uniforms	0	0	0	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	0	0	0	0	0	
52600	Employee Recognition	0	0	0	0	0	
	Total Employee Expenses	**0**	**0**	**0**	**0**	**0**	
54600	Prof Services-Collection Expense	3,364	3,500	3,500	0	0	
54610	Prof Services-Assessment Expense	1,343	1,500	1,500	0	0	
54800	Prof Services-Other	41	100	100	0	0	
	Total Prof Services	**4,748**	**5,100**	**5,100**	**0**	**0**	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56400	Rep & Maint-Streets	0	0	0	0	0	
56550	Rep & Maint-Residential Water Lines	202,931	255,800	252,700	(3,100)	-1%	
	Total Repair & Maintenance	**202,931**	**255,800**	**252,700**	**(3,100)**	**-1%**	
57050	Supplies-Gasoline	0	0	0	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57300	Supplies-Operational	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	313	300	300	0	0	
57510	Insurance Claims	(7)	0	0	0	0	
57550	Legal Notices Advertisements	58	0	0	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**364**	**300**	**300**	**0**	**0**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Water Service Line Repair Program	**$225,442**	**$287,000**	**$287,000**	**$0**	**0**	

CITY OF ST. PETERS
CASH FLOW ANALYSIS
370 LAKESIDE PARK FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$0**	**$0**	**$0**
Transfer From Local Parks and Storm Water Fund	0	0	108,840
Add: Revenues	0	0	707,200
Funds Available	**0**	**0**	**816,040**
Less: Expenditures	0	0	816,040
Transfer To(From) Reserves	0	0	0
Total Expenses Before Transfers To Other Funds	**0**	**0**	**816,040**
Transfer to Post Retirement Benefits Fund/Trust	0	0	0
Ending Fund Balance	**$0**	**$0**	**$0**

CITY OF ST. PETERS
370 LAKESIDE PARK FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
R.V. Pad Rental	$0	$0	$560,000
Campsite Rental	0	0	5,000
Bike/Boat Rental	0	0	34,100
Archery Revenue	0	0	25,000
Merchandise	0	0	17,800
Other Revenue	0	0	65,300
Total 370 Lakeside Park Revenue	**$0**	**$0**	**$707,200**

CITY OF ST. PETERS
370 LAKESIDE PARK FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$0	$0	$632,400
Employee Expenses	0	0	9,240
Professional Services	0	0	1,400
Utilities	0	0	62,800
Repairs & Maintenance	0	0	23,000
Supplies & Other	0	0	87,200
Capital Expenditures	0	0	0
Total Expenditures	**$0**	**$0**	**$816,040**

CITY OF ST. PETERS
370 LAKESIDE PARK FUND – PGS

MISSION

The mission of 370 Lakeside Park is to provide a peaceful, relaxing camping experience within a beautiful park setting and to create opportunities for high-quality outdoor recreation while protecting our valued natural resources.

1000 Lakeside Park Drive

DESCRIPTION OF SERVICES

- RV Camping
- Group Tent Camping
- Archery Range
- Dog Park
- Corporate Pavilion
- Fishing
- Boating Activities
- Biking/Hiking Trails
- Sprayground

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	0	632,400
Employee Expenses	0	0	9,240
Professional Services	0	0	1,400
Utilities	0	0	62,800
Repair & Maintenance	0	0	23,000
Supplies & Other	0	0	87,200
Capital Expenses	0	0	0
Total 370 Lakeside Park	**$0**	**$0**	**$816,040**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Community Service Officer	0.00	0.00	0.00	0.00	0.00	**6.00**	0	6 [A]
Guest Service Representatives	0.00	0.00	0.00	0.00	0.00	**2.00**	0	2 [B]
Parks Crew Leader	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [C]	0
Parks Services Representatives	0.00	0.00	0.00	0.00	0.00	**8.00**	0	8 [D]
Parks Technician	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [E]	0
Parks Worker	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [F]	0
Recreation Leader	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [G]	0
Total	**0.00**	**0.00**	**0.00**	**0.00**	**4.00**	**16.00**	**4**	**16**
Full Time Equivalent	**0.00**		**0.00**		**13.62**		**13.62**	

Variance Explanations:

A: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the newly created 370 Lakeside Park Fund, and reduced the hours per position to create a sixth position due to departmental reorganization.

B: Moved two Part-Time Guest Service Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

C: Added one Full-Time Parks Crew Leader position to cover the increased workload at 370 Lakeside Park as it continues to grow and provide an additional supervisor to cover the 24-hours per day operations.

D: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization, & added six additional positions to cover the increased workload at 370 Lakeside Park as it continues to grow.

E: Moved one Full-Time Parks Technician position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

F: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

G: Moved one Full-Time Recreation Leader position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

CITY OF ST. PETERS
370 LAKESIDE PARK FUND – PGS

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (99.32% score on campground and corporate pavilion surveys to date.)
2. Continue our goal to achieve zero lost days for the department. 1
   (On track to complete successfully with zero lost days to date.)
3. Operate 370 Lakeside Park as a financially self-sufficient operation. 1,2
   (Pending.)

RV Campers at 370 Lakeside Park

FY18 OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
2. Continue our goal to achieve zero lost days for the department. 1
3. Continue operations of 370 Lakeside Park without subsidy. 1,2

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	# of RV site reservations	9,317	11,059	16,500	17,500
		% of RV site time booked	51%	61%	61%	65%
		# of bike and watercraft rentals at 370 Lakeside Park	1,949	2,409	2,800	3,400
		# of archery range daily visits	3,496	3,742	4,000	4,250
		# of archery range annual memberships	120	257	350	375
		% increase in dog park memberships from prior year	n/a	+135%	+10%	+10%
		# of day passes for fishing and lake usage at 370 Lakeside Park	3,479	3,784	4,125	4,500
		# of season passes for fishing and lake usage at 370 Lakeside Park	42	53	70	90
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	7	5	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	94%	94%	90%	90%

CITY OF ST. PETERS
370 LAKESIDE PARK FUND – PGS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$180,000	$180,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
51020	Salaries-Part Time	0	0	327,000	327,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
51030	Salaries-Over Time	0	0	9,000	9,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
51210	Payroll Tax-FICA	0	0	38,000	38,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	0	2,400	2,400	**	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	0	48,000	48,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
51255	Vision Insurance	0	0	200	200	**	
51260	Dental Insurance	0	0	2,800	2,800	**	
51265	Long Term Care Insurance	0	0	200	200	**	
51270	Life Insurance	0	0	400	400	**	
51280	L T Disability	0	0	700	700	**	
51290	Lagers Pension Expense	0	0	23,700	23,700	**	Moved all line item expenditures for Lakeside from Recreation Fund
	Total Salaries & Fringes	**0**	**0**	**632,400**	**632,400**	**	
52100	Employee Uniforms	0	0	4,800	4,800	**	
52200	Employee Condiments	0	0	300	300	**	
52300	Employee Dues/Licenses	0	0	600	600	**	
52400	Travel Expense	0	0	1,300	1,300	**	
52500	Employee Training Expenses	0	0	1,800	1,800	**	
52600	Employee Recognition	0	0	440	440	**	
	Total Employee Expenses	**0**	**0**	**9,240**	**9,240**	**	
54800	Prof Services-Other	0	0	1,400	1,400	**	
	Total Prof Services	**0**	**0**	**1,400**	**1,400**	**	
55100	Electric	0	0	60,000	60,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
55500	Gas	0	0	0	0	0	
55800	Telephone	0	0	2,800	2,800	**	
	Total Utilities	**0**	**0**	**62,800**	**62,800**	**	
56050	Rep & Maint-Vehicles	0	0	4,500	4,500	**	
56100	Rep & Maint-Machinery & Equipment	0	0	4,500	4,500	**	
56200	Rep & Maint-Building	0	0	4,500	4,500	**	
56300	Rep & Maint-Grounds/Parking	0	0	8,000	8,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
56320	Rep & Maint-Outside Lighting	0	0	1,500	1,500	**	
	Total Repair & Maintenance	**0**	**0**	**23,000**	**23,000**	**	
57050	Supplies-Gasoline	0	0	3,500	3,500	**	
57060	Supplies-Diesel	0	0	7,000	7,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
57150	Supplies-Fert/Chem/Seed	0	0	6,000	6,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
57250	Supplies-Office	0	0	1,000	1,000	**	
57270	Supplies-Printing	0	0	1,000	1,000	**	
57300	Supplies-Operational	0	0	25,250	25,250	**	Moved all line item expenditures for Lakeside from Recreation Fund
57310	Supplies-Janitorial	0	0	2,000	2,000	**	
57350	Small Tools, Furniture, Equipment	0	0	5,700	5,700	**	Moved all line item expenditures for Lakeside from Recreation Fund
57370	Supplies-Merchandise	0	0	7,000	7,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Oper Licens/Permits	0	0	100	100	**	
57450	Postage	0	0	50	50	**	
57500	Insurance	0	0	7,600	7,600	**	Moved all line item expenditures for Lakeside from Recreation Fund
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	9,000	9,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
57650	Sales Tax Expense	0	0	500	500	**	
57780	Rentals Machinery & Equipment	0	0	500	500	**	
57920	Miscellaneous	0	0	11,000	11,000	**	Moved all line item expenditures for Lakeside from Recreation Fund
	Total Supplies & Other	**0**	**0**	**87,200**	**87,200**	**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total 370 Lakeside Park Fund	**$0**	**$0**	**$816,040**	**$816,040**	**	

CITY OF ST. PETERS
CASH FLOW ANALYSIS
CENTRAL MATERIALS PROCESSING FACILITY FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$441,646**	**$598,290**	**$627,950**
Add: Revenues	4,299,018	4,390,800	4,500,700
Funds Available	**4,740,664**	**4,989,090**	**5,128,650**
Less: Expenditures	3,782,874	3,992,240	4,067,590
Total Expenses Before Transfers To Other Funds	**3,782,874**	**3,992,240**	**4,067,590**
Overhead/Fleet Allocation	320,100	333,800	316,100
Transfer to Post Retirement Benefits Fund/Trust	39,400	35,100	36,900
Ending Fund Balance	**$598,290**	**$627,950**	**$708,060**

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Tipping Fees-St. Peters	$925,307	$956,600	$1,004,300
Tipping Fees-Outside Haulers	1,677,734	1,711,400	1,703,200
Blue Bag Revenue	632,899	647,100	660,200
Recycling Revenue	536,649	618,000	667,300
Earth Centre Revenue	513,132	438,000	444,000
Interest Income	348	500	500
Intergovernmental Revenue	1,252	0	0
Miscellaneous Income	11,697	19,200	21,200
Total CMPF Fund Revenue	**$4,299,018**	**$4,390,800**	**$4,500,700**

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Tipping Fees – St. Peters **$1,004,300**

Tipping fees are fees charged to the City collection operation for refuse disposed of at the CMPF. Projected revenue is based upon actual historical data, estimated increase in population, and any anticipated change in the amount per ton charged.

Tipping Fees – Outside Haulers **$1,703,200**

Tipping fees are fees charged to outside haulers for refuse disposed of at the CMPF. Projected revenue is based upon actual historical data, estimated increase in outside users, and any anticipated change in the amount per ton charged. In January 2015, the City implemented flow control. Flow control is an extension of the City's ongoing efforts to increase recycling and be more sustainable. Flow control requires that all waste that is generated within the City boundaries and is collected by commercial haulers must be brought to the Central Materials Processing Facility as a way to divert more recyclables from the landfill. We are projecting this revenue source will remain fairly consistent with the prior year for fiscal year 2017/18.

Blue Bag Revenue **$660,200**

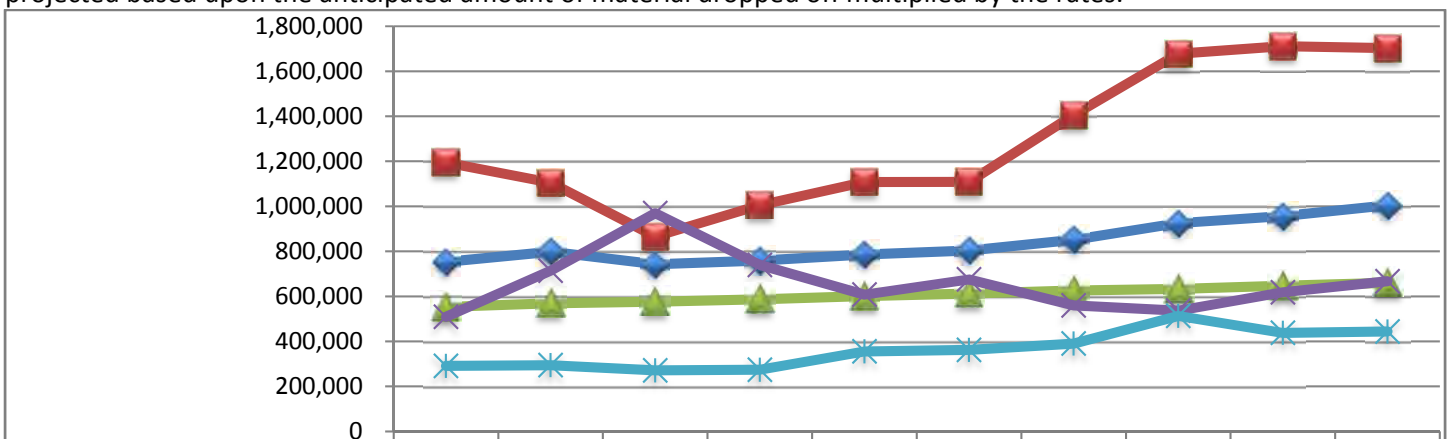
On November 7, 1995, the residents of St. Peters passed Proposition 1 allowing the City to charge a fee to recover the costs of the recycling program. The City then proceeded to build the Central Materials Processing Facility that is located on Ecology Drive. Effective April 14, 1997, all of the refuse collected by the City is taken to this facility and the recycled items are removed before the remainder goes to the landfill. Blue plastic bags are provided to residents free of charge so they may participate in the effort to cut down the amount of waste that goes to landfills. Projected revenue is based upon the projected population and any change in the curbside recycling charge.

Recycling Revenue **$667,300**

Recycling revenue is derived from the sale of recyclable materials. The projected revenue for this line item is based upon the anticipated amount of material available for recycling and the anticipated amount that each commodity will sell for. For fiscal year 2017/18 we are projecting an increase in this revenue source due to the recent upturn in the recycling markets.

Earth Centre Revenue **$444,000**

Earth Centre revenue is derived from the fees the City of St. Peters charges to dispose of yard waste. Revenue is projected based upon the anticipated amount of material dropped off multiplied by the rates.



	2008/09 ACTUAL	2009/10 ACTUAL	2010/11 ACTUAL	2011/12 ACTUAL	2012/13 ACTUAL	2013/14 ACTUAL	2014/15 ACTUAL	2015/16 ACTUAL	2016/17 BUDGET	2017/18 BUDGET
Tipping Fees-St. Peters	753,060	798,049	742,641	758,814	786,007	803,465	851,560	925,307	956,600	1,004,300
Tipping Fees-Outside Haulers	1,194,724	1,104,808	865,889	1,005,251	1,107,631	1,108,488	1,405,631	1,677,734	1,711,400	1,703,200
Blue Bag Revenue	553,349	569,295	576,390	587,066	601,177	612,662	625,806	632,899	647,100	660,200
Recycling Revenue	509,146	714,073	969,508	739,690	607,649	675,323	559,857	536,649	618,000	667,300
Earth Centre Revenue	291,026	294,224	271,410	274,192	355,541	362,152	390,251	513,132	438,000	444,000

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$1,663,340	$1,857,800	$1,908,400
Employee Expenses	9,931	17,880	14,455
Professional Services	45,818	45,900	47,300
Utilities	49,480	58,800	55,600
Repairs & Maintenance	102,314	107,820	126,400
Supplies & Other	314,529	384,440	387,035
Tipping Fees	1,344,769	1,429,100	1,465,400
Capital Expenditures	252,693	90,500	63,000
Total Expenditures	**$3,782,874**	**$3,992,240**	**$4,067,590**

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND – HES
CMPF

MISSION

To be the focal point for recycling activities in St. Charles County by providing extensive recycling capabilities including efficient and cost effective collection and processing of all materials brought to our facility.

Recycle City
131 Ecology Drive

DESCRIPTION OF SERVICES

- Residential/Commercial Recycling
- Trash Disposal
- Bulky Trash Disposal
- Yard Waste Disposal

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	1,663,340	1,857,800	1,908,400
Employee Expenses	9,931	17,880	14,455
Professional Services	45,818	45,900	47,300
Utilities	49,480	58,800	55,600
Repair & Maintenance	102,314	107,820	126,400
Supplies & Other	314,529	384,440	387,035
Tipping Fees	1,344,769	1,429,100	1,465,400
Capital Expenses	252,693	90,500	63,000
Total CMPF	**$3,782,874**	**$3,992,240**	**$4,067,590**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Coordinator	0.50	0.00	0.50	0.00	0.50	0.00	0	0
CMPF Maintenance Technician	0.00	1.00	0.00	1.00	0.00	1.00	0	0
CMPF Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Health & Recycling Services	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Equipment Operator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Lead CMPF Maintenance Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Lead Recycler	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Manager of Health & Environmental Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Office Clerk	1.00	3.00	1.00	3.00	1.00	3.00	0	0
Recycler	8.00	2.00	7.00	2.00	7.00	2.00	0	0
Recycling Services Representatives	0.00	4.00	0.00	9.00	0.00	9.00	0	0
Solid Waste Technician	3.00	1.00	3.00	0.00	**4.00**	0.00	**1** [A]	0
Total	**19.00**	**11.00**	**18.00**	**15.00**	**19.00**	**15.00**	**1**	**0**
Full Time Equivalent	**26.93**		**26.22**		**27.22**		**1.00**	

Variance Explanations:

A: Added one Full-Time Solid Waste Technician position contingent on an anticipated large increase in the tonnage dropped off at the CMPF.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days. 1
   (No lost days.)
2. Maintain a 90% customer service satisfaction rating. 1 1
   (95.1% customer service satisfaction rating.)

Safe Healthy Prosperous Sustainable Innovative Connected Community

3. Conduct recycling essay contest in conjunction with local schools to promote recycling. 2 2
   (Changed to recycling slogan contest. Completed.)
4. Track and improve customer wait time for tipping floor. 1
   (Decrease in wait time to an average of 4.01 minutes.)
5. Review and update Recycle City Storm Water Pollution Prevention Plan. 3,5
   (Completed.)
6. Develop manuals for preventative maintenance at Recycle City for rolling stock, conveyor system, and building operation. 4 3 3
   (Pending.)
7. Develop "Smart Books" for Recycle City Supervisor and Lead Maintenance Technician. 2
   (Recycle City Supervisor completed. Lead Maintenance Technician 50% completed.)

FY18 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days. 1
2. Maintain a 90% customer service satisfaction rating. 1 1
3. Develop staff process manual to provide for efficient operations and optimal staffing. 3 3
4. Increase diversion rate of recyclable material from waste stream by 3%. 2 3
5. Establish administrative policy in conjunction with uniform recycling program for all City facilities and events. 3 3,4 1
6. Develop additional avenues of recognition with the department to recognize exceptional employee performance. 1
7. Develop annual review training program for all CMPF personnel on hazmat recognition and spill response. 3
8. Obtain DNR Permit modification to increase daily tonnage limit to 1,000 tons from 450 tons. 1,2

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND – HES
CMPF

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	Average number of vehicles on Tipping floor monthly (does not include St. Peter City vehicles)	n/a	28,404	34,200	36,000
		Average wait time to use Tipping floor	n/a	4.48 minutes	4.00 minutes	3.50 minutes
	Be prepared and responsive to all emergency situations	Review of SWPPP annually, updated to reflect State, Federal requirements	Yes	Yes	Yes	Yes
	Provide proactive and effective preventative maintenance programs	# updates to Rolling stock PM manual	n/a	n/a	3	5
		# updates to Conveyor system manual	n/a	n/a	3	5
		# of updates to Building Maintenance Manual	n/a	n/a	3	5
	Ensure community access to health and wellness facilities and services	# of Schools participating in Recycling contest	n/a	n/a	2	6
		# of students participating in Recycling contest	n/a	n/a	800	200
	Maintain and enhance employee First Program (all internal organizations)	# updates to Recycle City Supervisor procedure manual	n/a	Manual Completed	2	2
		# updates to Lead Maintenance Technician procedure manual	n/a	n/a	Manual Completed	2
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	n/a	100%	100%
		Customer Service Satisfaction	94%	96.4%	90%	90%
	Develop a sense of community pride	# of Resident Privilege Cards issued	550	526	600	600

CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND – HES
CMPF

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$1,003,113	$1,042,900	$1,072,000	$29,100	3%	
51020	Salaries-Part Time	183,940	272,100	280,000	7,900	3%	
51030	Salaries-Over Time	41,012	40,000	40,000	0	0	
51210	Payroll Tax-FICA	90,620	104,000	106,000	2,000	2%	
51220	Unemployment Insurance	576	0	0	0	0	
51240	Workmen's Comp Insurance	6,983	7,800	6,300	(1,500)	-19%	
51245	Workmen's Comp Claims	6,829	0	0	0	0	
51250	Medical Insurance	176,180	213,600	239,700	26,100	12%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	820	900	1,000	100	11%	
51260	Dental Insurance	11,179	13,000	13,300	300	2%	
51265	Long Term Care Insurance	1,260	1,300	1,300	0	0	
51270	Life Insurance	881	2,400	2,400	0	0	
51280	L T Disability	2,729	2,800	4,000	1,200	43%	
51290	Lagers Pension Expense	137,218	157,000	142,400	(14,600)	-9%	Rate of contribution decreased
	Total Salaries & Fringes	**1,663,340**	**1,857,800**	**1,908,400**	**50,600**	**3%**	
52100	Employee Uniforms	5,225	6,845	7,095	250	4%	
52200	Employee Condiments	283	300	310	10	3%	
52300	Employee Dues/Licenses	362	685	700	15	2%	
52400	Travel Expense	116	1,850	2,000	150	8%	
52500	Employee Training Expenses	2,470	6,200	3,000	(3,200)	-52%	
52600	Employee Recognition	1,475	2,000	1,350	(650)	-33%	
	Total Employee Expenses	**9,931**	**17,880**	**14,455**	**(3,425)**	**-19%**	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	45,818	45,900	47,300	1,400	3%	
	Total Prof Services	**45,818**	**45,900**	**47,300**	**1,400**	**3%**	
55100	Electric	41,607	49,800	47,000	(2,800)	-6%	
55500	Gas	3,015	5,000	4,500	(500)	-10%	
55700	Waste Disposal	2,928	2,100	2,100	0	0	
55800	Telephone	1,930	1,900	2,000	100	5%	
	Total Utilities	**49,480**	**58,800**	**55,600**	**(3,200)**	**-5%**	
56050	Rep & Maint-Vehicles	6,630	3,200	5,500	2,300	72%	
56100	Rep & Maint-Machinery & Equipment	60,930	63,700	66,700	3,000	5%	
56200	Rep & Maint-Building	23,664	24,800	36,800	12,000	48%	Added replacement of specific doors and windows and renovation of 2nd floor bathrooms
56300	Rep & Maint-Grounds/Parking	11,090	16,120	17,400	1,280	8%	
56320	Rep & Maint-Outside Lighting	0	0	0	0	0	
	Total Repair & Maintenance	**102,314**	**107,820**	**126,400**	**18,580**	**17%**	
57050	Supplies-Gasoline	395	1,600	800	(800)	-50%	
57060	Supplies-Diesel	20,055	40,000	35,000	(5,000)	-13%	Estimate based on current year usage and fuel costs
57150	Supplies-Fert/Chem/Seed	50	650	650	0	0	
57250	Supplies-Office	2,814	5,250	5,250	0	0	
57270	Supplies-Printing	4,540	5,000	5,200	200	4%	
57300	Supplies-Operational	172,375	211,700	208,700	(3,000)	-1%	
57310	Supplies-Janitorial	0	130	130	0	0	
57350	Small Tools, Furniture, Equipment	2,714	6,900	4,000	(2,900)	-42%	
57400	Books/Periodicals/Subscriptions	1,868	890	2,205	1,315	148%	
57420	Operating Licenses & Permits	3,600	1,800	1,800	0	0	
57450	Postage	872	2,400	1,700	(700)	-29%	
57500	Insurance	20,349	21,000	20,200	(800)	-4%	
57510	Insurance Claims	(126)	0	0	0	0	
57550	Legal Notices/Advertising	309	100	300	200	200%	
57610	Bad Debt Expense	1,445	2,000	2,000	0	0	
57650	Sales Tax Expense	8	200	200	0	0	
57780	Rentals Machinery & Equipment	4,895	3,320	2,400	(920)	-28%	
57841	Purchase-Aluminum	20,171	32,000	22,000	(10,000)	-31%	Decreased based on anticipated actual
57842	Purchase-Cardboard	38,441	20,000	45,000	25,000	125%	Increased based on anticipated actual
57843	Purchase-Plastic	0	0	0	0	0	
57846	Purchase-Newspaper	10,611	13,000	13,000	0	0	
57900	Contingency	0	5,000	5,000	0	0	
57920	Miscellaneous	9,143	11,500	11,500	0	0	
	Total Supplies & Other	**314,529**	**384,440**	**387,035**	**2,595**	**1%**	
57860	Tipping Fees	1,344,769	1,429,100	1,465,400	36,300	3%	
	Total Tipping Fees	**1,344,769**	**1,429,100**	**1,465,400**	**36,300**	**3%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	38,950	26,000	0	(26,000)	-100%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	213,743	64,500	63,000	(1,500)	-2%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**252,693**	**90,500**	**63,000**	**(27,500)**	**-30%**	
	Total CMPF	**$3,782,874**	**$3,992,240**	**$4,067,590**	**$75,350**	**2%**	

CITY OF ST. PETERS
CASH FLOW ANALYSIS
GOLF & BANQUET CENTER FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$0**	**$0**	**$0**
Transfer From Local Parks and Storm Water Fund	0	0	243,340
Add: Revenues	0	0	775,700
Funds Available	**0**	**0**	**1,019,040**
Less: Expenditures	0	0	1,019,040
Transfer To(From) Reserves	0	0	0
Total Expenses Before Transfers To Other Funds	**0**	**0**	**1,019,040**
Transfer to Post Retirement Benefits Fund/Trust	0	0	0
Ending Fund Balance	**$0**	**$0**	**$0**

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Green Fees	$0	$0	$441,800
Cart Fees	0	0	180,200
Pro Shop	0	0	39,000
Banquet	0	0	18,600
Snack Bar	0	0	78,400
Other Revenue	0	0	17,700
Total Golf Course Fund Revenue	**$0**	**$0**	**$775,700**

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$0	$0	$672,600
Employee Expenses	0	0	3,850
Professional Services	0	0	1,650
Utilities	0	0	53,300
Repairs & Maintenance	0	0	64,900
Supplies & Other	0	0	222,740
Capital Expenditures	0	0	0
Total Expenditures	**$0**	**$0**	**$1,019,040**

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND – PGS

MISSION

The mission of the St. Peters Golf Club is to provide our residents and customers with an enjoyable, affordable golfing and banquet experience. We strive to offer a welcoming environment that offers quality and courteous service to all our customers. We will provide knowledgeable, well-trained staff that will listen to the customer and provide each one with exceptional service.

St. Peters Golf Course
200 Salt Lick Road

DESCRIPTION OF SERVICES

- 18-Hole Golf Course
- Banquet Facilities
- Golf Leagues & Programs
- Golf Tournaments
- 13-Acre Fishing Lake

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	0	0	672,600
Employee Expenses	0	0	3,850
Professional Services	0	0	1,650
Utilities	0	0	53,300
Repair & Maintenance	0	0	64,900
Supplies & Other	0	0	222,740
Capital Expenses	0	0	0
Total Golf & Banquet Center Fund	**$0**	**$0**	**$1,019,040**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Banquet Operations Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [A]	0
Director of Golf & Banquet Operations	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [B]	0
Golf Course Operations Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [C]	0
Guest Service Representatives	0.00	0.00	0.00	0.00	0.00	**28.00**	0	28 [D]
Parks Services Representatives	0.00	0.00	0.00	0.00	0.00	**2.00**	0	2 [E]
Parks Worker	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [F]	0
Superintendent of Golf Course Operations	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [G]	0
Total	**0.00**	**0.00**	**0.00**	**0.00**	**5.00**	**30.00**	**5**	**30**
Full Time Equivalent	**0.00**		**0.00**		**17.88**		**17.88**	

Variance Explanations:

A: Added one Full-Time Banquet Operations Coordinator position to coordinate operations at the new Golf Course banquet center.

B: Added one Full-Time Director of Golf & Banquet Operations position to create a supervisor over golf and the new banquet center operations.

C: Moved one Full-Time Golf Course Operations Coordinator position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

D: Moved twenty-eight Part-Time Guest Service Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

E: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

F: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

G: Moved one Full-Time Superintendent of Golf Course Operations position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND – PGS

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (Pending.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (On track to complete successfully with zero lost days to date.)
3. Continue with cart path replacement at the Golf Course. 2,4 3 4 1
   (Completed path improvements along holes 8, 9, 16, 17, and 18.)
4. Operate the Golf Course as a financially self-sufficient operation. 1,2
   (Pending.)
5. Improve the areas impacted by the December 2015 flood event. 2,5 3 4
   (Damage along the cart path by hole 4 has been repaired. The #8 green was relocated and repairs have been completed on the Dardenne Creek bank along hole 8. Additional work on creek bank stabilization by holes 5, 6, 15, and 16 is complete. Armoring of the interior pond along holes 2 and 9 is 75% complete. Damaged sod replacement is underway.)

FY18 OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
3. Continue cart path replacement program at the Golf Course. 2,4 3 4 1
4. Maintain operations at the Golf Course during construction of a new clubhouse and banquet center. 1,2 1,3 4 2 1
5. Complete drainage repairs to hole 4 caused by 2015 flooding. 2,3 3 4

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide for economic growth and stability	# of rounds of golf played	24,497	28,804	28,900	29,000
		# of banquet rentals at Golf clubhouse	21	13	10	0*
		% of clubhouse banquet time booked	22.3%	13.8%	10%	0%*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	7	5	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	94%	94%	90%	90%

*A new banquet center will be constructed in FY18 and is not scheduled to open until FY19.

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND – PGS
BANQUET OPERATIONS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$21,000	$21,000	**	Added partial year of salary for new Banquet Specialist
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	0	0	2,000	2,000	**	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	0	1,000	1,000	**	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	0	8,400	8,400	**	Anticipated employee selection of coverage
51255	Vision Insurance	0	0	100	100	**	
51260	Dental Insurance	0	0	500	500	**	
51265	Long Term Care Insurance	0	0	100	100	**	
51270	Life Insurance	0	0	100	100	**	
51280	L T Disability	0	0	100	100	**	
51290	Lagers Pension Expense	0	0	3,000	3,000	**	
	Total Salaries & Fringes	**0**	**0**	**36,300**	**36,300**	**	
52100	Employee Uniforms	0	0	250	250	**	
52200	Employee Condiments	0	0	100	100	**	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	0	0	0	0	0	
52600	Employee Recognition	0	0	0	0	0	
	Total Employee Expenses	**0**	**0**	**350**	**350**	**	
54800	Prof Services-Other	0	0	250	250	**	
	Total Prof Services	**0**	**0**	**250**	**250**	**	
55100	Electric	0	0	5,000	5,000	**	Added partial year of utility expenses for new banquet center
55500	Gas	0	0	1,000	1,000	**	
55600	Water/Sewer	0	0	200	200	**	
55800	Telephone	0	0	0	0	0	
55850	Cable-Satellite	0	0	0	0	0	
	Total Utilities	**0**	**0**	**6,200**	**6,200**	**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	250	250	**	
56200	Rep & Maint-Building	0	0	250	250	**	
56300	Rep & Maint-Grounds/Parking	0	0	250	250	**	
56310	Rep & Maint-Trails(Cart Paths)	0	0	0	0	0	
56320	Rep & Maint-Outside Lighting	0	0	250	250	**	
	Total Repair & Maintenance	**0**	**0**	**1,000**	**1,000**	**	
57050	Supplies-Gasoline	0	0	0	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57250	Supplies-Office	0	0	250	250	**	
57270	Supplies-Printing	0	0	1,250	1,250	**	
57300	Supplies-Operational	0	0	0	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57340	Supplies-Concession Food	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57370	Supplies-Pro-shop	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Oper Licens/Permits	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	0	0	500	500	**	
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	3,000	3,000	**	
57650	Sales Tax Expense	0	0	0	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**0**	**0**	**5,000**	**5,000**	**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Banquet Operations	**$0**	**$0**	**$49,100**	**$49,100**	**	

CITY OF ST. PETERS
GOLF & BANQUET CENTER FUND – PGS
GOLF OPERATIONS

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$0	$0	$282,000	$282,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
51020	Salaries-Part Time	0	0	209,000	209,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
51030	Salaries-Over Time	0	0	5,000	5,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
51210	Payroll Tax-FICA	0	0	38,000	38,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	0	2,400	2,400	**	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	0	57,600	57,600	**	Moved all line item expenditures for Golf Course from Recreation Fund
51255	Vision Insurance	0	0	300	300	**	
51260	Dental Insurance	0	0	3,000	3,000	**	
51265	Long Term Care Insurance	0	0	200	200	**	
51270	Life Insurance	0	0	600	600	**	
51280	L T Disability	0	0	1,200	1,200	**	
51290	Lagers Pension Expense	0	0	37,000	37,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
	Total Salaries & Fringes	**0**	**0**	**636,300**	**636,300**	**	
52100	Employee Uniforms	0	0	1,700	1,700	**	
52200	Employee Condiments	0	0	300	300	**	
52300	Employee Dues/Licenses	0	0	1,000	1,000	**	
52400	Travel Expense	0	0	200	200	**	
52500	Employee Training Expenses	0	0	0	0	0	
52600	Employee Recognition	0	0	300	300	**	
	Total Employee Expenses	**0**	**0**	**3,500**	**3,500**	**	
54800	Prof Services-Other	0	0	1,400	1,400	**	
	Total Prof Services	**0**	**0**	**1,400**	**1,400**	**	
55100	Electric	0	0	35,900	35,900	**	Moved all line item expenditures for Golf Course from Recreation Fund
55500	Gas	0	0	5,000	5,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
55600	Water/Sewer	0	0	1,000	1,000	**	
55800	Telephone	0	0	3,500	3,500	**	
55850	Cable-Satellite	0	0	1,700	1,700	**	
	Total Utilities	**0**	**0**	**47,100**	**47,100**	**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	25,800	25,800	**	Moved all line item expenditures for Golf Course from Recreation Fund
56200	Rep & Maint-Building	0	0	3,000	3,000	**	
56300	Rep & Maint-Grounds/Parking	0	0	10,000	10,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
56310	Rep & Maint-Trails(Cart Paths)	0	0	25,000	25,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
56320	Rep & Maint-Outside Lighting	0	0	100	100	**	
	Total Repair & Maintenance	**0**	**0**	**63,900**	**63,900**	**	
57050	Supplies-Gasoline	0	0	6,000	6,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
57060	Supplies-Diesel	0	0	5,000	5,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
57150	Supplies-Fert/Chem/Seed	0	0	32,000	32,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
57250	Supplies-Office	0	0	1,500	1,500	**	
57270	Supplies-Printing	0	0	3,000	3,000	**	
57300	Supplies-Operational	0	0	21,800	21,800	**	Moved all line item expenditures for Golf Course from Recreation Fund
57310	Supplies-Janitorial	0	0	0	0	0	
57340	Supplies-Concession Food	0	0	41,500	41,500	**	Moved all line item expenditures for Golf Course from Recreation Fund
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57370	Supplies-Pro-shop	0	0	30,000	30,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Oper Licens/Permits	0	0	1,540	1,540	**	
57450	Postage	0	0	200	200	**	
57500	Insurance	0	0	7,500	7,500	**	Moved all line item expenditures for Golf Course from Recreation Fund
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	0	2,000	2,000	**	
57650	Sales Tax Expense	0	0	5,000	5,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
57780	Rentals Machinery & Equipment	0	0	48,700	48,700	**	Moved all line item expenditures for Golf Course from Recreation Fund
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	0	0	12,000	12,000	**	Moved all line item expenditures for Golf Course from Recreation Fund
	Total Supplies & Other	**0**	**0**	**217,740**	**217,740**	**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0	
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Golf Operations	**$0**	**$0**	**$969,940**	**$969,940**	**	

CITY OF ST. PETERS
FUND BALANCE ANALYSIS
RECREATION FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$372,372**	**$106,034**	**$32,119**
Transfer From General Fund	154,073	150,000	150,000
Transfer From Local Parks and Storm Water Fund	400,000	750,000	1,575,000
Add: REC-PLEX Revenue	5,041,584	5,266,700	5,350,500
General Recreation Revenue	325,182	392,300	436,500
Golf Course Revenue	789,215	781,000	0
370 Lakeside Park Revenue	522,414	668,100	0
Total Revenue	6,678,395	7,108,100	5,787,000
Funds Available	**7,604,840**	**8,114,134**	**7,544,119**
Less: REC-PLEX Expense	4,648,103	4,974,675	5,436,700
General Recreation Expense	288,440	359,650	685,400
Golf Course Expense	868,149	859,540	0
370 Lakeside Park Expense	349,158	484,250	0
Debt Service	1,354,808	1,352,500	1,352,000
Transfer To(From) Reserves	5,000	5,000	5,000
Transfer To(From) Reserves - Golf Course	(43,252)	0	0
Total Uses Of Funds	**7,470,406**	**8,035,615**	**7,479,100**
Transfer to Post Retirement Benefits Fund/Trust	28,400	46,400	48,700
Ending Fund Balance	**$106,034**	**$32,119**	**$16,319**

CITY OF ST. PETERS
RECREATION FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
REC-PLEX Revenue-			
Admission Fees	$1,795,615	$1,891,800	$1,938,500
Rentals/Programs	2,910,619	2,987,300	3,012,600
Concession Revenue	213,058	266,000	268,800
Other	122,292	121,600	130,600
Endowment Revenue	0	0	0
Total REC-PLEX Revenue	5,041,584	5,266,700	5,350,500
General Recreation Revenue-			
Outdoor Swimming	64,717	65,700	345,500
Rentals/Programs	242,631	321,600	86,000
Other	17,834	5,000	5,000
Total General Recreation Revenue	325,182	392,300	436,500
Golf Course Revenue-			
Green Fees	451,605	417,300	0
Cart Fees	177,750	180,700	0
Pro Shop	39,074	40,000	0
Banquet	18,430	22,100	0
Snack Bar	78,771	100,700	0
Other Revenue	23,585	20,200	0
Total Golf Course Revenue	789,215	781,000	0
370 Lakeside Park Revenue-			
R.V. Pad Rental	389,406	535,000	0
Campsite Rental	4,750	5,000	0
Bike/Boat Rental	31,434	31,000	0
Archery Revenue	21,057	25,000	0
Merchandise	15,790	15,500	0
Other Revenue	59,977	56,600	0
Total 370 Lakeside Park Revenue	522,414	668,100	0
Total Recreation Fund Revenue	**$6,678,395**	**$7,108,100**	**$5,787,000**

CITY OF ST. PETERS
RECREATION FUND REVENUE

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
REC-PLEX REVENUE			
Admission Fees-			
Daily Admissions	$289,182	$310,000	$325,000
Annual Passes	1,506,433	1,581,800	1,613,500
Other Admission Packages	0	0	0
Total Admission Revenue	1,795,615	1,891,800	1,938,500
Rentals/Programs-			
Ice Rink	633,261	653,900	695,500
Rec-Plex South	1,504,444	1,495,600	1,457,300
50 Meter Pool	700,673	743,700	755,300
Other Recreation Programs	72,241	94,100	104,500
Total Rentals/Program Revenue	2,910,619	2,987,300	3,012,600
Concession Revenue-			
Food Court	205,823	238,000	238,800
Birthday Party	7,235	28,000	30,000
Total Concession Revenue	213,058	266,000	268,800
Other Revenue-			
Interest Income	447	500	500
Special Events	30,281	35,000	35,000
Child Care	3,010	4,100	4,100
Towel/Locker Rental	2,402	3,000	3,000
Other	86,152	79,000	88,000
Total Other Revenue	122,292	121,600	130,600
Endowment Revenue	0	0	0
TOTAL REC-PLEX REVENUE	**5,041,584**	**5,266,700**	**5,350,500**
GENERAL RECREATION			
Outdoor Swimming Pool Revenue-			
Admission Fees	40,148	42,700	234,000
Swimming Lessons	11,108	11,000	11,000
Concession & Other	13,461	12,000	100,500
Total Outdoor Swimming Revenue	64,717	65,700	345,500
Rentals/Programs-			
Senior Citizen Center Rental	374	1,600	1,000
Parks Rental	188,289	230,000	0
Recreation Program Revenue	53,968	90,000	85,000
Total Rentals/Program Revenue	242,631	321,600	86,000
Other Revenue-			
Other Income	17,834	5,000	5,000
Total Other Revenue	17,834	5,000	5,000
TOTAL GENERAL RECREATION REVENUE	**325,182**	**392,300**	**436,500**

CITY OF ST. PETERS
RECREATION FUND REVENUE

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
GOLF COURSE			
Green Fees	451,605	417,300	0
Cart Fees	177,750	180,700	0
Pro Shop	39,074	40,000	0
Banquet	18,430	22,100	0
Snack Bar	78,771	100,700	0
Other Revenue	23,585	20,200	0
TOTAL GOLF COURSE REVENUE	**789,215**	**781,000**	**0**
370 LAKESIDE PARK REVENUE			
R.V. Pad Rental	389,406	535,000	0
Campsite Rental	4,750	5,000	0
Bike/Boat Rental	31,434	31,000	0
Archery Revenue	21,057	25,000	0
Merchandise	15,790	15,500	0
Other Revenue	59,977	56,600	0
TOTAL 370 LAKESIDE PARK REVENUE	**522,414**	**668,100**	**0**
TOTAL RECREATION FUND REVENUE	**$6,678,395**	**$7,108,100**	**$5,787,000**

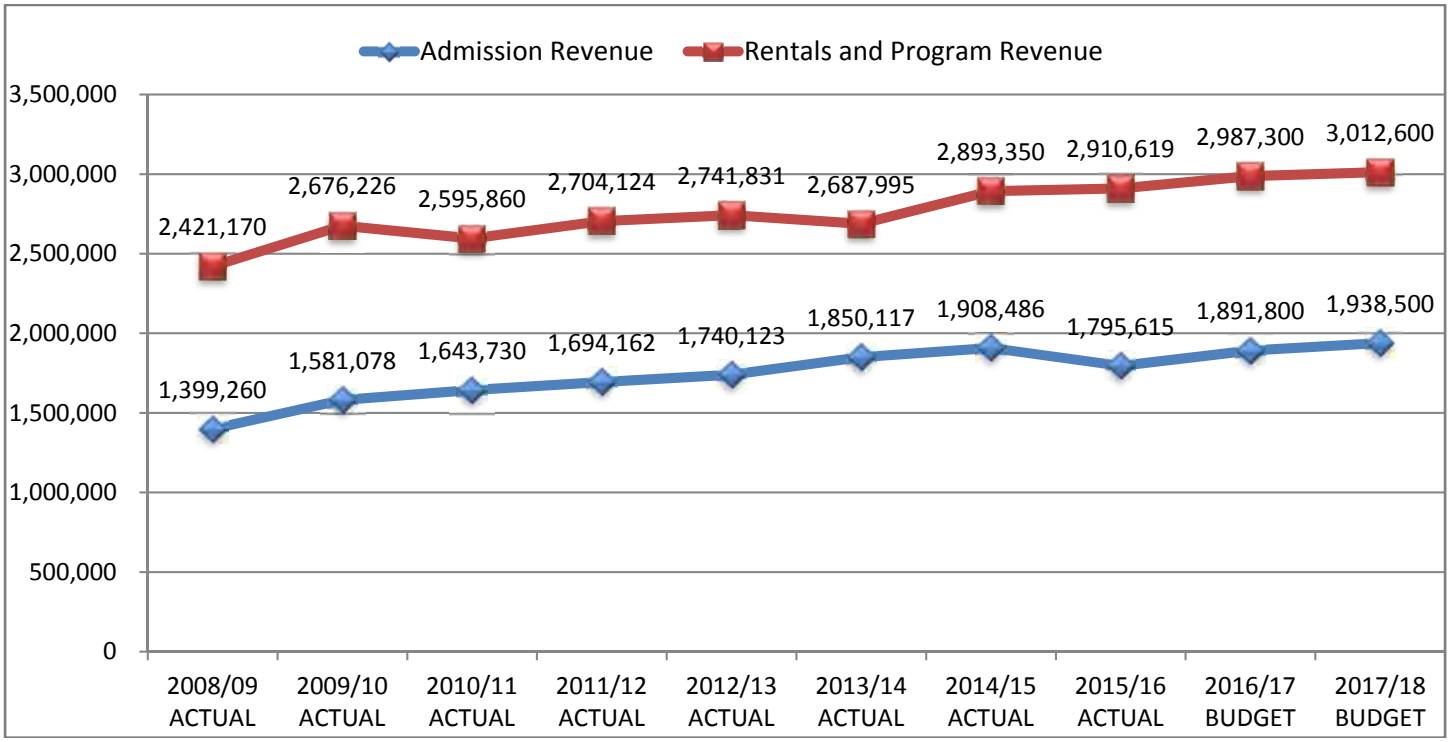
CITY OF ST. PETERS
RECREATION FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Admission Revenue **$1,938,500**

Admission fees consist of daily admissions charged at the door to enter the Rec-Plex and annual passes. Projected revenue is based upon actual historical amounts, any anticipated changes in Rec-Plex pass sales, and any anticipated change in fee amounts. For fiscal year 2017/18 we are projecting a 1% growth in this revenue source.

Rentals and Program Revenue **$3,012,600**

Rentals and program revenue consist of outside group rentals of facilities and revenues related to programs ran by Rec-Plex personnel. Projected revenue is based upon actual historical amounts, any anticipated changes in programs, and any anticipated change in fees. For fiscal year 2017/18 we are projecting a slight increase in this revenue source due to a higher demand for ice rink rentals resulting from the closure of another area ice rink.



CITY OF ST. PETERS
RECREATION FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$3,902,505	$4,270,300	$3,988,800
Employee Expenses	25,353	37,375	37,800
Professional Services	127,091	150,050	168,500
Utilities	866,580	995,300	879,400
Repairs & Maintenance	252,634	232,750	179,050
Supplies & Other	816,140	870,640	711,850
Capital Expenditures	163,547	121,700	156,700
Total Expenditures	**$6,153,850**	**$6,678,115**	**$6,122,100**

CITY OF ST. PETERS
RECREATION FUND – RCS

MISSION

To provide a diversity of quality leisure services to the community-at-large, with the impetus of fulfilling individual and family recreational needs in a positive atmosphere enriched by efficient, flexible, professional staff.

St. Peters Rec-Plex
5200 Mexico Road

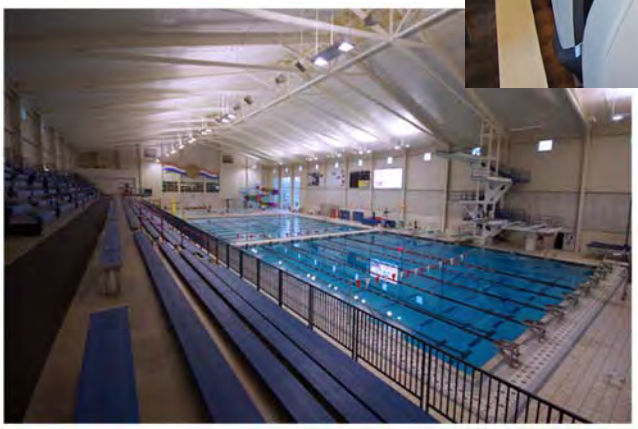
DESCRIPTION OF SERVICES

- Fitness Areas
- Fitness Classes
- Personal Trainers
- Natatorium with Olympic-Sized Indoor Pool
- 2 Outdoor Pools
- 3 NHL-Sized Ice Rinks
- 3 Gymnasiums
- Food Court and Arcades
- Athletics/Sports/Race Events
- Summer Camps
- Senior Center

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	3,902,505	4,270,300	3,988,800
Employee Expenses	25,353	37,375	37,800
Professional Services	127,091	150,050	168,500
Utilities	866,580	995,300	879,400
Repair & Maintenance	252,634	232,750	179,050
Supplies & Other	816,140	870,640	711,850
Capital Expenses	163,547	121,700	156,700
Total Recreation Fund	**$6,153,850**	**$6,678,115**	**$6,122,100**

Fitness Area

Natatorium with Olympic-Sized Indoor Pool



One of 3 NHL-Sized Ice Rinks

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
RECREATION FUND – RCS

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
370 LAKESIDE PARK (PGS)-								
Guest Service Representatives	0.00	2.00	0.00	2.00	0.00	**0.00**	0	-2 [A]
Parks Services Representatives	0.00	1.00	0.00	2.00	0.00	**0.00**	0	-2 [B]
Parks Technician	0.00	0.00	1.00	0.00	**0.00**	0.00	-1 [C]	0
Parks Worker	2.00	0.00	1.00	0.00	**0.00**	0.00	-1 [D]	0
Recreation Leader	0.00	0.00	1.00	0.00	**0.00**	0.00	-1 [E]	0
Registration Specialist	0.00	1.00	0.00	0.00	0.00	0.00	0	0
Subtotal	**2.00**	**4.00**	**3.00**	**4.00**	**0.00**	**0.00**	**-3**	**-4**
GOLF COURSE (PGS)-								
Club House Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [F]	0
Golf Course Maintenance Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [G]	0
Guest Service Representatives	0.00	29.00	0.00	28.00	0.00	**0.00**	0	-28 [H]
Parks Services Representatives	0.00	1.00	0.00	2.00	0.00	**0.00**	0	-2 [I]
Parks Worker	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [J]	0
Superintendent of Golf Course Operations	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [K]	0
Subtotal	**4.00**	**30.00**	**4.00**	**30.00**	**0.00**	**0.00**	**-4**	**-30**
GENERAL RECREATION (RCS)-								
Aquatic Center Manager	0.00	0.00	0.00	0.00	0.00	**1.00**	0	1 [L]
Building Attendant	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Guest Service Representatives	0.00	25.00	0.00	25.00	0.00	**36.00**	0	11 [M]
Recreation Leader	0.85	0.00	0.85	0.00	0.85	0.00	0	0
Recreation Superintendent	0.75	0.00	0.75	0.00	0.75	0.00	0	0
Subtotal	**1.60**	**26.00**	**1.60**	**26.00**	**1.60**	**38.00**	**0**	**12**
REC-PLEX (RCS)-								
Accounting Clerk	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Administrative Coordinator	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Attendant	6.00	3.00	6.00	3.00	6.00	3.00	0	0
Building Repair Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Foreman	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Technician	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Community Service Officer	0.00	0.00	0.00	0.00	0.00	**5.00**	0	5 [N]
Director of Facilities	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Director of Recreation	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Guest Service Representatives	0.00	142.00	0.00	142.00	0.00	142.00	0	0
Head Swim Coach	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Manager of Recreation & Cultural Services	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Recreation Leader	3.15	0.00	3.15	0.00	3.15	0.00	0	0
Recreation Superintendent	1.75	0.00	1.75	0.00	**2.25**	0.00	1 [O]	0
Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Subtotal	**18.90**	**149.00**	**19.90**	**149.00**	**19.90**	**149.00**	**1**	**5**
Total - Recreation Fund	**26.50**	**209.00**	**28.50**	**209.00**	**22.00**	**192.00**	**-6.50**	**-17.00**
Full Time Equivalent - Recreation Fund	**115.35**		**117.66**		**104.12**		**-13.54**	

Variance Explanations:

A: Moved two Part-Time Guest Service Representatives from Recreation Fund to new 370 Lakeside Park Fund due to dept reorganization.

B: Moved two Part-Time Parks Services Representatives from Recreation Fund to new 370 Lakeside Park Fund due to dept reorganization.

C: Moved one Full-Time Parks Technician from the Recreation Fund to the newly created 370 Lakeside Park Fund due to dept reorganization.

D: Moved one Full-Time Parks Worker from the Recreation Fund to the newly created 370 Lakeside Park Fund due to dept reorganization.

E: Moved one Full-Time Recreation Leader from the Recreation Fund to the newly created 370 Lakeside Park Fund due to dept reorganization.

F: Eliminated one Full-Time Golf Course Maintenance Coordinator position after the position became vacant due to a promotion.

G: Moved one Full-Time Golf Course Operations Coordinator position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

H: Moved twenty-eight Part-Time Guest Service Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

I: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
J: Moved one Full-Time Parks Workers from the Recreation Fund to the newly created Golf & Banquet Center Fund due to dept reorganization.
K: Moved one Full-Time Superintendent of Golf Course Operations position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
L: Added one Part-Time Seasonal Aquatic Center Manager position to serve as manager of the new Aquatic Center.
M: Added 9,350 hours for Part-Time Guest Service Representatives for the additional lifeguards needed to staff the new Aquatic Center.
N: Moved five Part-Time Community Service Officers from the Local Parks & Storm Water Fund to Recreation Fund due to dept reorganization.
O: Moved half of a Full-Time Recreation Superintendent from Local Parks and Storm Water Fund to Recreation Fund due to dept reorganization.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
   (Goal is currently being met.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (Goal will not be met; currently have one lost day accident.)
3. Meet our target goals established in the Capital Improvement Plan to reduce the deficit for the operations at the Rec-Plex. 1,2
   (Pending.)

FY18 OBJECTIVES

1. Continue to improve our services and facilities to exceed our customers' expectations. Strive to achieve a minimum score of 90% on all surveys. 1 1
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
3. Meet our target goals established in the Capital Improvement Plan to reduce the deficit for the operations at the Rec-Plex. 1,2
4. Open and operate the new Aquatic Center and Laurel Park Pool as self-sufficient and profitable operations. 1,2

Laurel Park Outdoor Pool

Mayor Tom Brown Senior Center

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be prepared and responsive to all emergency situations	# of lifeguard certifications/re-certifications	79	72	80	100
	Ensure community access to health and wellness facilities and services	# of Rec-Plex memberships	3,079	2,917	3,150	3,500
		# of fitness class participants (including free classes)	9,298	7,788	8,000	8,250
	Provide for economic growth and stability	Rec-Plex membership retention rate	n/a	70%	75%	80%
		# of swim lesson registrants	1,899	1,767	1,800	1,900
		# of ice program registrants	2,234	2,512	2,650	2,800
		# of private ice lessons	5,873	6,324	6,500	6,750
		# of summer camp registrants	2,953	3,097	3,250	3,300
		% of Rec-Plex South ice time rented	58%	51%	50%	50%
		% of Rec-Plex South gym time rented	29%	33%	30%	30%
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	7	5	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		# of survey responses	918	1,096	1,700	2,000
		Customer Service Satisfaction	94%	94%	90%	90%
	Develop a sense of community pride	# of Resident Privilege Cards issued	3,197	3,236	3,000	3,000
		# of volunteer hours	n/a	1,174	1,250	1,400

CITY OF ST. PETERS
RECREATION FUND – RCS
(CONSOLIDATED)

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$1,509,405	$1,657,000	$1,344,000	($313,000)	-19%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
51020	Salaries-Part Time	1,575,322	1,694,000	1,854,000	160,000	9%	Added salaries for staffing the new Aquatic Center
51030	Salaries-Over Time	43,177	41,500	42,000	500	1%	
51210	Payroll Tax-FICA	235,832	261,000	249,400	(11,600)	-4%	
51220	Unemployment Insurance	5,086	0	0	0	0	
51240	Workmen's Comp Insurance	16,357	19,500	14,300	(5,200)	-27%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
51245	Workmen's Comp Claims	33,272	0	0	0	0	
51250	Medical Insurance	255,859	324,200	279,400	(44,800)	-14%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
51255	Vision Insurance	1,013	1,700	1,700	0	0	
51260	Dental Insurance	16,782	20,400	16,900	(3,500)	-17%	
51265	Long Term Care Insurance	1,562	2,100	1,800	(300)	-14%	
51270	Life Insurance	2,034	3,900	3,000	(900)	-23%	
51280	L T Disability	3,659	4,800	5,500	700	15%	
51290	Lagers Pension Expense	203,145	240,200	176,800	(63,400)	-26%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
	Total Salaries & Fringes	**3,902,505**	**4,270,300**	**3,988,800**	**(281,500)**	**-7%**	
52100	Employee Uniforms	8,605	12,775	12,700	(75)	-1%	
52200	Employee Condiments	1,370	1,750	1,200	(550)	-31%	
52300	Employee Dues/Licenses	8,663	9,650	11,600	1,950	20%	
52400	Travel Expense	248	2,800	1,450	(1,350)	-48%	
52500	Employee Training Expenses	2,062	4,150	3,850	(300)	-7%	
52600	Employee Recognition	4,405	6,250	7,000	750	12%	
	Total Employee Expenses	**25,353**	**37,375**	**37,800**	**425**	**1%**	
54800	Prof Services-Other	127,091	150,050	168,500	18,450	12%	Added lifeguard licenses for new Aquatic Center staff
	Total Prof Services	**127,091**	**150,050**	**168,500**	**18,450**	**12%**	
55100	Electric	665,446	739,900	663,400	(76,500)	-10%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
55500	Gas	188,858	239,600	205,100	(34,500)	-14%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
55600	Water/Sewer	770	1,000	0	(1,000)	-100%	
55800	Telephone	9,870	13,100	10,900	(2,200)	-17%	
55850	Cable-Satellite	1,636	1,700	0	(1,700)	-100%	
	Total Utilities	**866,580**	**995,300**	**879,400**	**(115,900)**	**-12%**	
56050	Rep & Maint-Vehicles	2,395	3,500	1,500	(2,000)	-57%	
56100	Rep & Maint-Machinery & Equipment	191,351	170,450	137,700	(32,750)	-19%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
56200	Rep & Maint-Building	30,559	30,200	24,350	(5,850)	-19%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
56300	Rep & Maint-Grounds/Parking	17,285	23,000	0	(23,000)	-100%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
56320	Rep & Maint-Outside Lighting	477	3,100	0	(3,100)	-100%	
56350	Rep & Maint-Swimming Pools	4,539	2,500	15,500	13,000	520%	Increased for new Aquatic Center
	Total Repair & Maintenance	**252,634**	**232,750**	**179,050**	**(53,700)**	**-23%**	
57050	Supplies-Gasoline	5,323	12,500	500	(12,000)	-96%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57060	Supplies-Diesel	10,156	14,750	1,750	(13,000)	-88%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57150	Supplies-Fert/Chem/Seed	77,041	72,000	58,500	(13,500)	-19%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57250	Supplies-Office	8,564	11,950	9,300	(2,650)	-22%	
57270	Supplies-Printing	4,890	6,300	4,350	(1,950)	-31%	
57300	Supplies-Operational	116,928	132,850	98,600	(34,250)	-26%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57310	Supplies-Janitorial	37,323	36,250	41,250	5,000	14%	
57340	Supplies-Concession Food	218,020	238,500	237,000	(1,500)	-1%	
57350	Small Tools, Furniture, Equipment	21,568	33,250	74,100	40,850	123%	Approved small tools items for fiscal year
57370	Supplies-Pro-shop	43,315	34,500	4,000	(30,500)	-88%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Operating License/Permits	4,974	6,240	4,000	(2,240)	-36%	
57450	Postage	29,876	29,450	29,200	(250)	-1%	
57500	Insurance	47,785	52,600	46,700	(5,900)	-11%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57510	Insurance Claims	(80)	0	0	0	0	
57550	Legal Notices/Advertising	49,518	50,200	40,100	(10,100)	-20%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57650	Sales Tax Expense	5,138	5,600	0	(5,600)	-100%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57780	Rentals Machinery & Equipment	55,341	53,100	3,400	(49,700)	-94%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
57900	Contingency	6,862	0	0	0	0	
57920	Miscellaneous	73,598	80,600	59,100	(21,500)	-27%	Moved all line item expenditures for Golf Course to new Golf & Banquet Center Fund and for 370 Lakeside Park to new 370 Lakeside Park Fund
	Total Supplies & Other	**816,140**	**870,640**	**711,850**	**(158,790)**	**-18%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	53,455	15,000	25,000	10,000	67%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	21,266	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	88,826	106,700	131,700	25,000	23%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**163,547**	**121,700**	**156,700**	**35,000**	**29%**	
	Total Recreation Fund	**$6,153,850**	**$6,678,115**	**$6,122,100**	**($556,015)**	**-8%**	

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX SUMMARY

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18
51010	Salaries-Regular	$1,081,053	$1,157,000	$1,211,000	$54,000	5%
51020	Salaries-Part Time	1,282,025	1,366,000	1,628,000	262,000	19%
51030	Salaries-Over Time	30,810	28,000	31,000	3,000	11%
51210	Payroll Tax-FICA	180,487	196,000	221,000	25,000	13%
51220	Unemployment Insurance	362	0	0	0	0
51240	Workmen's Comp Insurance	12,245	14,600	12,900	(1,700)	-12%
51245	Workmen's Comp Claims	13,596	0	0	0	0
51250	Medical Insurance	177,457	219,800	255,500	35,700	16%
51255	Vision Insurance	738	1,200	1,400	200	17%
51260	Dental Insurance	12,014	14,300	15,300	1,000	7%
51265	Long Term Care Insurance	1,288	1,500	1,600	100	7%
51270	Life Insurance	1,338	2,700	2,700	0	0
51280	L T Disability	2,438	3,300	4,900	1,600	48%
51290	Lagers Pension Expense	148,284	167,400	159,000	(8,400)	-5%
	Total Salaries & Fringes	**2,944,135**	**3,171,800**	**3,544,300**	**372,500**	**12%**
52100	Employee Uniforms	4,361	8,275	7,900	(375)	-5%
52200	Employee Condiments	1,051	1,200	1,200	0	0
52300	Employee Dues/Licenses	6,638	8,050	8,100	50	1%
52400	Travel Expense	248	1,700	1,450	(250)	-15%
52500	Employee Training Expenses	2,062	4,150	3,850	(300)	-7%
52600	Employee Recognition	3,763	5,300	6,200	900	17%
	Total Employee Expenses	**18,123**	**28,675**	**28,700**	**25**	**0%**
54800	Prof Services-Other	105,312	107,200	112,600	5,400	5%
	Total Prof Services	**105,312**	**107,200**	**112,600**	**5,400**	**5%**
55100	Electric	580,924	628,800	636,700	7,900	1%
55500	Gas	184,330	231,000	204,000	(27,000)	-12%
55800	Telephone	5,917	8,600	8,300	(300)	-3%
	Total Utilities	**771,171**	**868,400**	**849,000**	**(19,400)**	**-2%**
56050	Rep & Maint-Vehicles	1,349	500	1,000	500	100%
56100	Rep & Maint-Machinery & Equipment	148,342	138,900	134,400	(4,500)	-3%
56200	Rep & Maint-Building	23,240	20,100	21,250	1,150	6%
56300	Rep & Maint-Grounds/Parking	0	0	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0	0	0
56350	Rep & Maint-Swimming Pools	0	0	0	0	0
	Total Repair & Maintenance	**172,931**	**159,500**	**156,650**	**(2,850)**	**-2%**
57050	Supplies-Gasoline	0	0	0	0	0
57060	Supplies-Diesel	0	750	750	0	0
57150	Supplies-Fert/Chem/Seed	34,616	32,500	37,500	5,000	15%
57250	Supplies-Office	6,552	9,450	9,300	(150)	-2%
57270	Supplies-Printing	2,320	4,150	3,900	(250)	-6%
57300	Supplies-Operational	59,075	79,500	79,500	0	0
57310	Supplies-Janitorial	36,839	34,000	39,000	5,000	15%
57340	Supplies-Concession Food	175,244	190,000	205,000	15,000	8%
57350	Small Tools, Furniture, Equipment	16,780	16,150	60,400	44,250	274%
57370	Supplies-Pro-shop	1,397	3,500	4,000	500	14%
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57420	Operating License/Permits	3,778	4,000	4,000	0	0
57450	Postage	21,054	20,200	20,200	0	0
57500	Insurance	35,782	39,500	41,600	2,100	5%
57510	Insurance Claims	204	0	0	0	0
57550	Legal Notices/Advertising	41,283	40,200	40,100	(100)	0%
57780	Rentals Machinery & Equipment	2,361	3,400	3,400	0	0
57900	Contingency	0	0	0	0	0
57920	Miscellaneous	35,599	40,100	40,100	0	0
	Total Supplies & Other	**472,884**	**517,400**	**588,750**	**71,350**	**14%**
58100	Capital Exp-Land & Improvement	0	0	0	0	0
58200	Capital Exp-Building & Improvement	53,455	15,000	25,000	10,000	67%
58300	Capital Exp-Furniture & Fixtures	21,266	0	0	0	0
58400	Capital Exp-Machinery & Equipment	88,826	106,700	131,700	25,000	23%
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0
58600	Capital Exp-Vehicles	0	0	0	0	0
	Total Capital Expenses	**163,547**	**121,700**	**156,700**	**35,000**	**29%**
	Total REC-PLEX	**$4,648,103**	**$4,974,675**	**$5,436,700**	**$462,025**	**9%**

Safe Healthy Prosperous Sustainable Innovative Connected Community

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – AQUATICS

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$120,535	$128,000	$135,000
51020	Salaries-Part Time	368,581	411,000	430,000
51030	Salaries-Over Time	8,003	5,000	5,000
51210	Payroll Tax-FICA	37,993	42,000	44,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	2,508	3,100	2,600
51245	Workmen's Comp Claims	2,322	0	0
51250	Medical Insurance	21,457	22,300	27,600
51255	Vision Insurance	119	200	200
51260	Dental Insurance	1,473	1,700	1,900
51265	Long Term Care Insurance	85	100	100
51270	Life Insurance	248	300	300
51280	L T Disability	273	400	500
51290	Lagers Pension Expense	16,767	18,800	18,000
	Total Salaries & Fringes	**580,364**	**632,900**	**665,200**
52100	Employee Uniforms	714	3,100	1,500
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	4,843	6,000	6,000
52400	Travel Expense	91	150	0
52500	Employee Training Expenses	939	450	150
52360	Employee Recognition	721	950	1,300
	Total Employee Expenses	**7,308**	**10,650**	**8,950**
54800	Prof Services-Other	12,687	12,200	12,200
	Total Prof Services	**12,687**	**12,200**	**12,200**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	33,647	32,000	32,000
56200	Rep & Maint-Building	665	2,000	2,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
56350	Rep & Maint-Swimming Pools	0	0	0
	Total Repair & Maintenance	**34,312**	**34,000**	**34,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	23,840	20,000	25,000
57250	Supplies-Office	430	500	500
57270	Supplies-Printing	202	750	500
57300	Supplies-Operational	15,989	18,000	18,000
57310	Supplies-Janitorial	92	0	0
57350	Small Tools, Furniture, Equipment	5,245	9,800	11,400
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	36	0	0
57450	Postage	135	200	200
57500	Insurance	0	0	0
57510	Insurance Claims	107	0	0
57550	Legal Notices/Advertising	0	100	0
57780	Rentals Mach & Equip	1,610	2,000	2,000
57900	Contingency	0	0	0
57920	Miscellaneous	77	0	0
	Total Supplies & Other	**47,763**	**51,350**	**57,600**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	88,826	0	6,700
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**88,826**	**0**	**6,700**
	Total Aquatics	**$771,260**	**$741,100**	**$784,650**

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – FOOD SERVICE

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$49,780	$54,000	$57,000
51020	Salaries-Part Time	39,313	55,000	50,000
51030	Salaries-Over Time	610	1,500	1,500
51210	Payroll Tax-FICA	6,926	8,000	8,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	526	600	300
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	2,000	2,300	2,500
51255	Vision Insurance	13	100	100
51260	Dental Insurance	657	700	700
51265	Long Term Care Insurance	77	100	100
51270	Life Insurance	102	100	100
51280	L T Disability	125	200	300
51290	Lagers Pension Expense	6,758	7,900	7,500
	Total Salaries & Fringes	**106,887**	**130,500**	**128,100**
52100	Employee Uniforms	272	300	300
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	0
52400	Travel Expense	0	50	50
52500	Employee Training Expenses	0	200	200
52600	Employee Recognition	0	400	600
	Total Employee Expenses	**272**	**950**	**1,150**
54800	Prof Services-Other	385	500	500
	Total Prof Services	**385**	**500**	**500**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	6	0	0
	Total Utilities	**6**	**0**	**0**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	1,147	2,500	2,500
56200	Rep & Maint-Building	378	100	250
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**1,525**	**2,600**	**2,750**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	157	200	200
57300	Supplies-Operational	1,086	3,000	2,500
57310	Supplies-Janitorial	51	0	0
57340	Supplies-Concession Food	89,504	100,000	105,000
57350	Small Tools, Furniture, Equipment	608	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	1,041	1,300	1,300
57450	Postage	0	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	13	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	300	300
57900	Contingency	0	0	0
57920	Miscellaneous	623	100	100
	Total Supplies & Other	**93,083**	**104,900**	**109,400**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	7,996	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**7,996**	**0**	**0**
	Total Food Service	**$210,154**	**$239,450**	**$241,900**

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – ICE SKATING

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$55,780	$83,000	$87,000
51020	Salaries-Part Time	275,922	263,000	300,000
51030	Salaries-Over Time	1,083	1,500	1,500
51210	Payroll Tax-FICA	26,027	27,000	30,000
51220	Unemployment Insurance	362	0	0
51240	Workmen's Comp Insurance	1,728	2,000	1,800
51245	Workmen's Comp Claims	1,648	0	0
51250	Medical Insurance	11,915	21,300	23,100
51255	Vision Insurance	57	100	100
51260	Dental Insurance	695	1,200	1,200
51265	Long Term Care Insurance	44	100	100
51270	Life Insurance	125	200	200
51280	L T Disability	250	300	400
51290	Lagers Pension Expense	6,336	12,000	11,400
	Total Salaries & Fringes	**381,972**	**411,700**	**456,800**
52100	Employee Uniforms	482	1,075	500
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	1,670	1,600	1,700
52400	Travel Expense	0	1,200	1,200
52500	Employee Training Expenses	455	300	300
52600	Employee Recognition	731	650	850
	Total Employee Expenses	**3,338**	**4,825**	**4,550**
54800	Prof Services-Other	1,369	2,000	2,000
	Total Prof Services	**1,369**	**2,000**	**2,000**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	35,482	20,000	20,000
56200	Rep & Maint-Building	2,752	1,000	2,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**38,234**	**21,000**	**22,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	273	500	500
57270	Supplies-Printing	816	900	900
57300	Supplies-Operational	6,386	11,000	11,000
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	2,692	1,100	4,600
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	0	0	0
57450	Postage	0	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	1	0	0
57550	Legal Notices/Advertising	0	100	100
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**10,168**	**13,600**	**17,100**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	38,471	15,000	15,000
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**38,471**	**15,000**	**15,000**
	Total Ice Skating	**$473,552**	**$468,125**	**$517,450**

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – INDOOR PROGRAMS

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$67,097	$72,000	$57,000
51020	Salaries-Part Time	186,986	191,000	225,000
51030	Salaries-Over Time	453	1,000	1,000
51210	Payroll Tax-FICA	19,205	20,000	22,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	1,222	1,500	1,300
51245	Workmen's Comp Claims	7,629	0	0
51250	Medical Insurance	11,265	12,000	12,700
51255	Vision Insurance	59	100	100
51260	Dental Insurance	678	700	700
51265	Long Term Care Insurance	33	100	100
51270	Life Insurance	128	200	100
51280	L T Disability	137	200	300
51290	Lagers Pension Expense	8,481	10,300	7,500
	Total Salaries & Fringes	**303,373**	**309,100**	**327,800**
52100	Employee Uniforms	351	600	600
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	0
52400	Travel Expense	0	100	0
52500	Employee Training Expenses	0	500	500
52600	Employee Recognition	410	700	600
	Total Employee Expenses	**761**	**1,900**	**1,700**
54800	Prof Services-Other	5,385	9,700	9,800
	Total Prof Services	**5,385**	**9,700**	**9,800**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	9,749	11,000	11,000
56200	Rep & Maint-Building	4,531	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**14,280**	**12,000**	**12,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	93	300	100
57270	Supplies-Printing	202	0	0
57300	Supplies-Operational	3,151	5,000	5,000
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	3,822	0	39,000
57370	Supplies-Pro-shop	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	49	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**7,317**	**5,300**	**44,100**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	5,868	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	100,000	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**5,868**	**100,000**	**0**
	Total Indoor Programs	**$336,984**	**$438,000**	**$395,400**

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – REC-PLEX SOUTH

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$118,508	$124,000	$129,000
51020	Salaries-Part Time	181,224	196,000	215,000
51030	Salaries-Over Time	2,686	4,000	4,000
51210	Payroll Tax-FICA	23,035	25,000	27,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	1,528	1,900	1,600
51245	Workmen's Comp Claims	1,857	0	0
51250	Medical Insurance	10,541	11,600	12,500
51255	Vision Insurance	51	100	100
51260	Dental Insurance	925	1,000	1,000
51265	Long Term Care Insurance	187	200	300
51270	Life Insurance	127	300	300
51280	L T Disability	293	400	500
51290	Lagers Pension Expense	16,811	18,100	17,100
	Total Salaries & Fringes	**357,773**	**382,600**	**408,400**
52100	Employee Uniforms	1,040	1,000	1,000
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	50	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	236	250	1,150
	Total Employee Expenses	**1,276**	**1,300**	**2,150**
54800	Prof Services-Other	16,155	14,900	16,000
	Total Prof Services	**16,155**	**14,900**	**16,000**
55100	Electric	247,956	256,300	269,200
55500	Gas	81,217	102,000	90,000
55800	Telephone	2,025	2,700	2,500
	Total Utilities	**331,198**	**361,000**	**361,700**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	29,390	40,000	35,000
56200	Rep & Maint-Building	5,176	6,000	6,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**34,566**	**46,000**	**41,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	6,687	7,000	7,000
57250	Supplies-Office	323	150	200
57270	Supplies-Printing	492	500	500
57300	Supplies-Operational	13,922	17,500	16,500
57310	Supplies-Janitorial	1,185	4,000	4,000
57340	Supplies-Concession Food	85,740	90,000	100,000
57350	Small Tools, Furniture, Equipment	4,413	1,000	1,000
57370	Supplies-Pro-shop	718	500	1,000
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	133	100	100
57450	Postage	0	0	0
57500	Insurance	4,469	5,000	5,100
57510	Insurance Claims	45	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	628	600	600
57900	Contingency	0	0	0
57920	Miscellaneous	11	0	0
	Total Supplies & Other	**118,766**	**126,350**	**136,000**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	10,000
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	125,000
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**135,000**
	Total Rec-Plex South	**$859,734**	**$932,150**	**$1,100,250**

CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – SUPPORT SERVICES

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$669,353	$696,000	$746,000
51020	Salaries-Part Time	229,999	250,000	408,000
51030	Salaries-Over Time	17,975	15,000	18,000
51210	Payroll Tax-FICA	67,301	74,000	90,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	4,733	5,500	5,300
51245	Workmen's Comp Claims	140	0	0
51250	Medical Insurance	120,279	150,300	177,100
51255	Vision Insurance	439	600	800
51260	Dental Insurance	7,586	9,000	9,800
51265	Long Term Care Insurance	862	900	900
51270	Life Insurance	608	1,600	1,700
51280	L T Disability	1,360	1,800	2,900
51290	Lagers Pension Expense	93,131	100,300	97,500
	Total Salaries & Fringes	**1,213,766**	**1,305,000**	**1,558,000**
52100	Employee Uniforms	1,502	2,200	4,000
52200	Employee Condiments	1,051	1,200	1,200
52300	Employee Dues/Licenses	125	400	400
52400	Travel Expense	157	200	200
52500	Employee Training Expenses	668	2,700	2,700
52600	Employee Recognition	1,665	2,350	1,700
	Total Employee Expenses	**5,168**	**9,050**	**10,200**
54800	Prof Services-Other	69,331	67,900	72,100
	Total Prof Services	**69,331**	**67,900**	**72,100**
55100	Electric	332,968	372,500	367,500
55500	Gas	103,113	129,000	114,000
55800	Telephone	3,886	5,900	5,800
	Total Utilities	**439,967**	**507,400**	**487,300**
56050	Rep & Maint-Vehicles	1,349	500	1,000
56010	Rep & Maint-Mach & Equip	38,927	33,400	33,900
56200	Rep & Maint-Building	9,738	10,000	10,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**50,014**	**43,900**	**44,900**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	750	750
57150	Supplies-Fert/Chem/Seed	4,089	5,500	5,500
57250	Supplies-Office	5,276	7,800	7,800
57270	Supplies-Printing	608	2,000	2,000
57300	Supplies-Operational	18,541	25,000	26,500
57310	Supplies-Janitorial	35,511	30,000	35,000
57350	Small Tools, Furniture, Equipment	0	4,250	4,400
57370	Supplies-Pro-shop	679	3,000	3,000
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	2,568	2,600	2,600
57450	Postage	20,919	20,000	20,000
57500	Insurance	31,313	34,500	36,500
57510	Insurance Claims	(11)	0	0
57550	Legal Notices/Advertising	41,283	40,000	40,000
57780	Rentals Mach & Equip	123	500	500
57900	Contingency	0	0	0
57920	Miscellaneous	34,888	40,000	40,000
	Total Supplies & Other	**195,787**	**215,900**	**224,550**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	9,116	0	0
58300	Capital Exp-Furniture & Fixtures	13,270	0	0
58400	Capital Exp-Machinery & Equipment	0	6,700	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**22,386**	**6,700**	**0**
	Total Support Services	**$1,996,419**	**$2,155,850**	**$2,397,050**

CITY OF ST. PETERS
RECREATION FUND – RCS
GENERAL RECREATION SUMMARY

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18
51010	Salaries-Regular	$101,767	$107,000	$133,000	$26,000	24%
51020	Salaries-Part Time	47,374	75,000	226,000	151,000	201%
51030	Salaries-Over Time	2,086	3,500	11,000	7,500	214%
51210	Payroll Tax-FICA	11,433	15,000	28,400	13,400	89%
51220	Unemployment Insurance	0	0	0	0	0
51240	Workmen's Comp Insurance	1,086	1,100	1,400	300	27%
51245	Workmen's Comp Claims	0	0	0	0	0
51250	Medical Insurance	14,815	14,400	23,900	9,500	66%
51255	Vision Insurance	96	200	300	100	50%
51260	Dental Insurance	998	1,100	1,600	500	45%
51265	Long Term Care Insurance	66	200	200	0	0
51270	Life Insurance	203	300	300	0	0
51280	L T Disability	279	400	600	200	50%
51290	Lagers Pension Expense	13,358	15,900	17,800	1,900	12%
	Total Salaries & Fringes	**193,561**	**234,100**	**444,500**	**210,400**	**90%**
52100	Employee Uniforms	1,531	1,350	4,800	3,450	256%
52200	Employee Condiments	0	0	0	0	0
52300	Employee Dues/Licenses	980	0	3,500	3,500	**
52400	Travel Expense	0	0	0	0	0
52500	Employee Training Expenses	0	0	0	0	0
52600	Employee Recognition	54	450	800	350	78%
	Total Employee Expenses	**2,565**	**1,800**	**9,100**	**7,300**	**406%**
54800	Prof Services-Other	19,315	41,050	55,900	14,850	36%
	Total Prof Services	**19,315**	**41,050**	**55,900**	**14,850**	**36%**
55100	Electric	10,437	15,200	26,700	11,500	76%
55500	Gas	627	1,100	1,100	0	0
55800	Telephone	352	600	2,600	2,000	333%
	Total Utilities	**11,416**	**16,900**	**30,400**	**13,500**	**80%**
56050	Rep & Maint-Vehicles	0	500	500	0	0
56100	Rep & Maint-Machinery & Equipment	2,285	2,050	3,300	1,250	61%
56200	Rep & Maint-Building	328	2,600	3,100	500	19%
56300	Rep & Maint-Grounds/Parking	0	0	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0	0	0
56350	Rep & Maint-Swimming Pools	4,539	2,500	15,500	13,000	520%
	Total Repair & Maintenance	**7,152**	**7,650**	**22,400**	**14,750**	**193%**
57050	Supplies-Gasoline	338	1,000	500	(500)	-50%
57060	Supplies-Diesel	509	1,000	1,000	0	0
57150	Supplies-Fert/Chem/Seed	5,623	5,500	21,000	15,500	282%
57250	Supplies-Office	0	0	0	0	0
57270	Supplies-Printing	313	150	450	300	200%
57300	Supplies-Operational	10,765	11,850	19,100	7,250	61%
57310	Supplies-Janitorial	319	250	2,250	2,000	800%
57340	Supplies-Concession Food	7,363	7,000	32,000	25,000	357%
57350	Small Tools, Furniture, Equipment	0	0	13,700	13,700	**
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57450	Postage	8,645	9,000	9,000	0	0
57500	Insurance	3,148	2,900	5,100	2,200	76%
57510	Insurance Claims	(81)	0	0	0	0
57550	Legal Notices/Advertising	0	0	0	0	0
57650	Sales Tax Expense	0	0	0	0	0
57780	Rentals Machinery & Equipment	0	0	0	0	0
57900	Contingency	690	0	0	0	0
57920	Miscellaneous	16,799	19,500	19,000	(500)	-3%
	Total Supplies & Other	**54,431**	**58,150**	**123,100**	**64,950**	**112%**
58100	Capital Exp-Land & Improvement	0	0	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0
58600	Capital Exp-Vehicles	0	0	0	0	0
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**
	Total General Recreation	**$288,440**	**$359,650**	**$685,400**	**$325,750**	**91%**

CITY OF ST. PETERS
RECREATION FUND – RCS
GENERAL RECREATION – AQUATIC CENTER

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$0	$0	$0
51020	Salaries-Part Time	0	0	147,000
51030	Salaries-Over Time	0	0	7,500
51210	Payroll Tax-FICA	0	0	11,900
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	0	0	500
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	0	0	0
51255	Vision Insurance	0	0	0
51260	Dental Insurance	0	0	0
51265	Long Term Care Insurance	0	0	0
51270	Life Insurance	0	0	0
51280	L T Disability	0	0	0
51290	Lagers Pension Expense	0	0	0
	Total Salaries & Fringes	**0**	**0**	**166,900**
52100	Employee Uniforms	0	0	3,000
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	3,500
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	0	0	400
	Total Employee Expenses	**0**	**0**	**6,900**
54800	Prof Services-Other	0	0	15,000
	Total Prof Services	**0**	**0**	**15,000**
55100	Electric	0	0	15,000
55500	Gas	0	0	0
55800	Telephone	0	0	2,000
	Total Utilities	**0**	**0**	**17,000**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	0	0	1,000
56200	Rep & Maint-Building	0	0	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
56350	Rep & Maint-Swimming Pools	0	0	5,000
	Total Repair & Maintenance	**0**	**0**	**7,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	0	0	15,000
57250	Supplies-Office	0	0	0
57270	Supplies-Printing	0	0	250
57300	Supplies-Operational	0	0	7,000
57310	Supplies-Janitorial	0	0	2,000
57340	Supplies-Concession Food	0	0	25,000
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	0	0	2,000
57510	Insurance Claims	0	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	1,000
	Total Supplies & Other	**0**	**0**	**52,250**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**0**
	Total Aquatic Center	**$0**	**$0**	**$265,050**

CITY OF ST. PETERS
RECREATION FUND – RCS
GENERAL RECREATION – GENERAL RECREATION

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$82,313	$86,000	$110,000
51020	Salaries-Part Time	0	0	0
51030	Salaries-Over Time	0	500	500
51210	Payroll Tax-FICA	6,177	7,000	8,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	437	500	500
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	12,974	12,300	21,700
51255	Vision Insurance	74	100	200
51260	Dental Insurance	784	700	1,200
51265	Long Term Care Insurance	53	100	100
51270	Life Insurance	158	200	200
51280	L T Disability	212	300	500
51290	Lagers Pension Expense	10,621	12,200	14,200
	Total Salaries & Fringes	**113,803**	**119,900**	**157,100**
52100	Employee Uniforms	0	0	0
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	0	300	200
	Total Employee Expenses	**0**	**300**	**200**
54800	Prof Services-Other	18,852	40,000	40,000
	Total Prof Services	**18,852**	**40,000**	**40,000**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	0	500	500
56100	Rep & Maint-Mach & Equip	0	0	0
56200	Rep & Maint-Building	(351)	1,500	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**(351)**	**2,000**	**1,500**
57050	Supplies-Gasoline	338	1,000	500
57060	Supplies-Diesel	509	1,000	1,000
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	0	0	0
57270	Supplies-Printing	0	0	0
57300	Supplies-Operational	8,574	10,000	10,000
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	8,645	9,000	9,000
57500	Insurance	1,273	1,300	1,600
57510	Insurance Claims	(3)	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57920	Miscellaneous	16,412	19,500	18,000
	Total Supplies & Other	**35,748**	**41,800**	**40,100**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**0**
	Total General Recreation	**$168,052**	**$204,000**	**$238,900**

CITY OF ST. PETERS
RECREATION FUND – RCS
GENERAL RECREATION – LAUREL PARK POOL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$19,454	$21,000	$23,000
51020	Salaries-Part Time	47,374	49,000	56,000
51030	Salaries-Over Time	2,086	2,500	2,500
51210	Payroll Tax-FICA	5,256	6,000	6,500
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	531	400	300
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	1,841	2,100	2,200
51255	Vision Insurance	22	100	100
51260	Dental Insurance	214	400	400
51265	Long Term Care Insurance	13	100	100
51270	Life Insurance	45	100	100
51280	L T Disability	67	100	100
51290	Lagers Pension Expense	2,737	3,700	3,600
	Total Salaries & Fringes	**79,640**	**85,500**	**94,900**
52100	Employee Uniforms	1,531	1,050	1,500
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	980	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	54	150	200
	Total Employee Expenses	**2,565**	**1,200**	**1,700**
54800	Prof Services-Other	416	700	700
	Total Prof Services	**416**	**700**	**700**
55100	Electric	7,523	12,000	8,500
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**7,523**	**12,000**	**8,500**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	806	750	1,000
56200	Rep & Maint-Building	40	100	100
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
56350	Rep & Maint-Swimming Pools	4,539	2,500	10,500
	Total Repair & Maintenance	**5,385**	**3,350**	**11,600**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	5,623	5,500	6,000
57250	Supplies-Office	0	0	0
57270	Supplies-Printing	313	150	200
57300	Supplies-Operational	2,077	1,750	2,000
57310	Supplies-Janitorial	319	250	250
57340	Supplies-Concession Food	7,363	7,000	7,000
57350	Small Tools, Furniture, Equipment	0	0	13,700
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	1,529	1,200	1,200
57510	Insurance Claims	(85)	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	387	0	0
	Total Supplies & Other	**17,526**	**15,850**	**30,350**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**0**
	Total Laurel Park Pool	**$113,055**	**$118,600**	**$147,750**

CITY OF ST. PETERS
RECREATION FUND – RCS
GENERAL RECREATION – SENIOR CENTER

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$0	$0	$0
51020	Salaries-Part Time	0	26,000	23,000
51030	Salaries-Over Time	0	500	500
51210	Payroll Tax-FICA	0	2,000	2,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	118	200	100
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	0	0	0
51255	Vision Insurance	0	0	0
51260	Dental Insurance	0	0	0
51265	Long Term Care Insurance	0	0	0
51270	Life Insurance	0	0	0
51280	L T Disability	0	0	0
51290	Lagers Pension Expense	0	0	0
	Total Salaries & Fringes	**118**	**28,700**	**25,600**
52100	Employee Uniforms	0	300	300
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	0	0	0
	Total Employee Expenses	**0**	**300**	**300**
54800	Prof Services-Other	47	350	200
	Total Prof Services	**47**	**350**	**200**
55100	Electric	2,914	3,200	3,200
55500	Gas	627	1,100	1,100
55800	Telephone	352	600	600
	Total Utilities	**3,893**	**4,900**	**4,900**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	1,479	1,300	1,300
56200	Rep & Maint-Building	639	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**2,118**	**2,300**	**2,300**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57250	Supplies-Office	0	0	0
57300	Supplies-Operational	114	100	100
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	346	400	300
57510	Insurance Claims	7	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	690	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**1,157**	**500**	**400**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**0**
	Total Senior Center	**$7,333**	**$37,050**	**$33,700**

CITY OF ST. PETERS
RECREATION FUND – PGS
GOLF COURSE

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18
51010	Salaries-Regular	$231,948	$238,000	$0	($238,000)	-100%
51020	Salaries-Part Time	185,090	190,000	0	(190,000)	-100%
51030	Salaries-Over Time	5,957	5,000	0	(5,000)	-100%
51210	Payroll Tax-FICA	31,730	33,000	0	(33,000)	-100%
51220	Unemployment Insurance	4,724	0	0	0	0
51240	Workmen's Comp Insurance	2,158	2,500	0	(2,500)	-100%
51245	Workmen's Comp Claims	18,535	0	0	0	0
51250	Medical Insurance	35,185	39,700	0	(39,700)	-100%
51255	Vision Insurance	179	200	0	(200)	-100%
51260	Dental Insurance	2,084	2,200	0	(2,200)	-100%
51265	Long Term Care Insurance	138	200	0	(200)	-100%
51270	Life Insurance	420	500	0	(500)	-100%
51280	L T Disability	718	700	0	(700)	-100%
51290	Lagers Pension Expense	27,908	34,300	0	(34,300)	-100%
	Total Salaries & Fringes	**546,774**	**546,300**	**0**	**(546,300)**	**-100%**
52100	Employee Uniforms	2,394	1,650	0	(1,650)	-100%
52200	Employee Condiments	309	250	0	(250)	-100%
52300	Employee Dues/Licenses	1,045	1,100	0	(1,100)	-100%
52400	Travel Expense	0	1,000	0	(1,000)	-100%
52500	Employee Training Expenses	0	0	0	0	0
52600	Employee Recognition	430	400	0	(400)	-100%
	Total Employee Expenses	**4,178**	**4,400**	**0**	**(4,400)**	**-100%**
54800	Prof Services-Other	1,211	1,200	0	(1,200)	-100%
	Total Prof Services	**1,211**	**1,200**	**0**	**(1,200)**	**-100%**
55100	Electric	32,246	35,900	0	(35,900)	-100%
55500	Gas	3,901	7,500	0	(7,500)	-100%
55600	Water/Sewer	770	1,000	0	(1,000)	-100%
55800	Telephone	3,127	3,900	0	(3,900)	-100%
55850	Cable-Satellite	1,636	1,700	0	(1,700)	-100%
	Total Utilities	**41,680**	**50,000**	**0**	**(50,000)**	**-100%**
56050	Rep & Maint-Vehicles	0	0	0	0	0
56100	Rep & Maint-Machinery & Equipment	37,548	25,500	0	(25,500)	-100%
56200	Rep & Maint-Building	2,979	3,000	0	(3,000)	-100%
56300	Rep & Maint-Grounds/Parking	12,755	15,000	0	(15,000)	-100%
56310	Rep & Maint-Trails(Cart Paths)	6,028	0	0	0	0
56320	Rep & Maint-Outside Lighting	0	100	0	(100)	-100%
	Total Repair & Maintenance	**59,310**	**43,600**	**0**	**(43,600)**	**-100%**
57050	Supplies-Gasoline	4,967	8,500	0	(8,500)	-100%
57060	Supplies-Diesel	4,253	5,000	0	(5,000)	-100%
57150	Supplies-Fert/Chem/Seed	31,762	28,000	0	(28,000)	-100%
57250	Supplies-Office	1,361	1,500	0	(1,500)	-100%
57270	Supplies-Printing	1,279	1,500	0	(1,500)	-100%
57300	Supplies-Operational	21,176	21,500	0	(21,500)	-100%
57310	Supplies-Janitorial	30	0	0	0	0
57340	Supplies-Concession Food	35,413	41,500	0	(41,500)	-100%
57350	Small Tools, Furniture, Equipment	601	7,000	0	(7,000)	-100%
57370	Supplies-Pro-shop	35,573	25,000	0	(25,000)	-100%
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57420	Oper Licens/Permits	1,096	1,540	0	(1,540)	-100%
57450	Postage	177	100	0	(100)	-100%
57500	Insurance	6,296	6,700	0	(6,700)	-100%
57510	Insurance Claims	(332)	0	0	0	0
57550	Legal Notices/Advertising	876	1,000	0	(1,000)	-100%
57650	Sales Tax Expense	4,596	5,000	0	(5,000)	-100%
57780	Rentals Machinery & Equipment	48,053	48,200	0	(48,200)	-100%
57900	Contingency	6,172	0	0	0	0
57920	Miscellaneous	11,647	12,000	0	(12,000)	-100%
	Total Supplies & Other	**214,996**	**214,040**	**0**	**(214,040)**	**-100%**
58100	Capital Exp-Land & Improvement	0	0	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0
58600	Capital Exp-Vehicles	0	0	0	0	0
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**
	Total Golf Course	**$868,149**	**$859,540**	**$0**	**($859,540)**	**-100%**

CITY OF ST. PETERS
RECREATION FUND – PGS
370 LAKESIDE PARK

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18
51010	Salaries-Regular	$94,637	$155,000	$0	($155,000)	-100%
51020	Salaries-Part Time	60,833	63,000	0	(63,000)	-100%
51030	Salaries-Over Time	4,324	5,000	0	(5,000)	-100%
51210	Payroll Tax-FICA	12,182	17,000	0	(17,000)	-100%
51220	Unemployment Insurance	0	0	0	0	0
51240	Workmen's Comp Insurance	868	1,300	0	(1,300)	-100%
51245	Workmen's Comp Claims	1,141	0	0	0	0
51250	Medical Insurance	28,402	50,300	0	(50,300)	-100%
51255	Vision Insurance	0	100	0	(100)	-100%
51260	Dental Insurance	1,686	2,800	0	(2,800)	-100%
51265	Long Term Care Insurance	70	200	0	(200)	-100%
51270	Life Insurance	73	400	0	(400)	-100%
51280	L T Disability	224	400	0	(400)	-100%
51290	Lagers Pension Expense	13,595	22,600	0	(22,600)	-100%
	Total Salaries & Fringes	**218,035**	**318,100**	**0**	**(318,100)**	**-100%**
52100	Employee Uniforms	319	1,500	0	(1,500)	-100%
52200	Employee Condiments	10	300	0	(300)	-100%
52300	Employee Dues/Licenses	0	500	0	(500)	-100%
52400	Travel Expense	0	100	0	(100)	-100%
52500	Employee Training Expenses	0	0	0	0	0
52600	Employee Recognition	158	100	0	(100)	-100%
	Total Employee Expenses	**487**	**2,500**	**0**	**(2,500)**	**-100%**
54800	Prof Services-Other	1,253	600	0	(600)	-100%
	Total Prof Services	**1,253**	**600**	**0**	**(600)**	**-100%**
55100	Electric	41,839	60,000	0	(60,000)	-100%
55500	Gas	0	0	0	0	0
55800	Telephone	474	0	0	0	0
	Total Utilities	**42,313**	**60,000**	**0**	**(60,000)**	**-100%**
56050	Rep & Maint-Vehicles	1,046	2,500	0	(2,500)	-100%
56100	Rep & Maint-Machinery & Equipment	3,176	4,000	0	(4,000)	-100%
56200	Rep & Maint-Building	4,012	4,500	0	(4,500)	-100%
56300	Rep & Maint-Grounds/Parking	4,530	8,000	0	(8,000)	-100%
56320	Rep & Maint-Outside Lighting	477	3,000	0	(3,000)	-100%
	Total Repair & Maintenance	**13,241**	**22,000**	**0**	**(22,000)**	**-100%**
57050	Supplies-Gasoline	18	3,000	0	(3,000)	-100%
57060	Supplies-Diesel	5,394	8,000	0	(8,000)	-100%
57150	Supplies-Fert/Chem/Seed	5,040	6,000	0	(6,000)	-100%
57250	Supplies-Office	651	1,000	0	(1,000)	-100%
57270	Supplies-Printing	978	500	0	(500)	-100%
57300	Supplies-Operational	25,912	20,000	0	(20,000)	-100%
57310	Supplies-Janitorial	135	2,000	0	(2,000)	-100%
57350	Small Tools, Furniture, Equipment	4,187	10,100	0	(10,100)	-100%
57370	Supplies-Merchandise	6,345	6,000	0	(6,000)	-100%
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57420	Oper Licens/Permits	100	700	0	(700)	-100%
57450	Postage	0	150	0	(150)	-100%
57500	Insurance	2,559	3,500	0	(3,500)	-100%
57510	Insurance Claims	129	0	0	0	0
57550	Legal Notices/Advertising	7,359	9,000	0	(9,000)	-100%
57650	Sales Tax Expense	542	600	0	(600)	-100%
57780	Rentals Machinery & Equipment	4,927	1,500	0	(1,500)	-100%
57920	Miscellaneous	9,553	9,000	0	(9,000)	-100%
	Total Supplies & Other	**73,829**	**81,050**	**0**	**(81,050)**	**-100%**
58100	Capital Exp-Land & Improvement	0	0	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0
58600	Capital Exp-Vehicles	0	0	0	0	0
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**
	Total 370 Lakeside Park	**$349,158**	**$484,250**	**$0**	**($484,250)**	**-100%**

CITY OF ST. PETERS
CASH FLOW ANALYSIS
SOLID WASTE FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Fund Balance	**$1,422,386**	**$1,889,878**	**$971,748**
Add: Revenues	5,979,946	6,082,000	6,217,100
Funds Available	**7,402,332**	**7,971,878**	**7,188,848**
Less: Expenditures	4,816,954	5,731,930	5,707,405
Transfer To(From) Reserves	0	500,000	125,000
Total Expenses Before Transfers To Other Funds	**4,816,954**	**6,231,930**	**5,832,405**
Overhead/Fleet Allocation	651,400	721,300	721,300
Transfer to Post Retirement Benefits Fund/Trust	44,100	46,900	49,300
Ending Fund Balance	**$1,889,878**	**$971,748**	**$585,843**

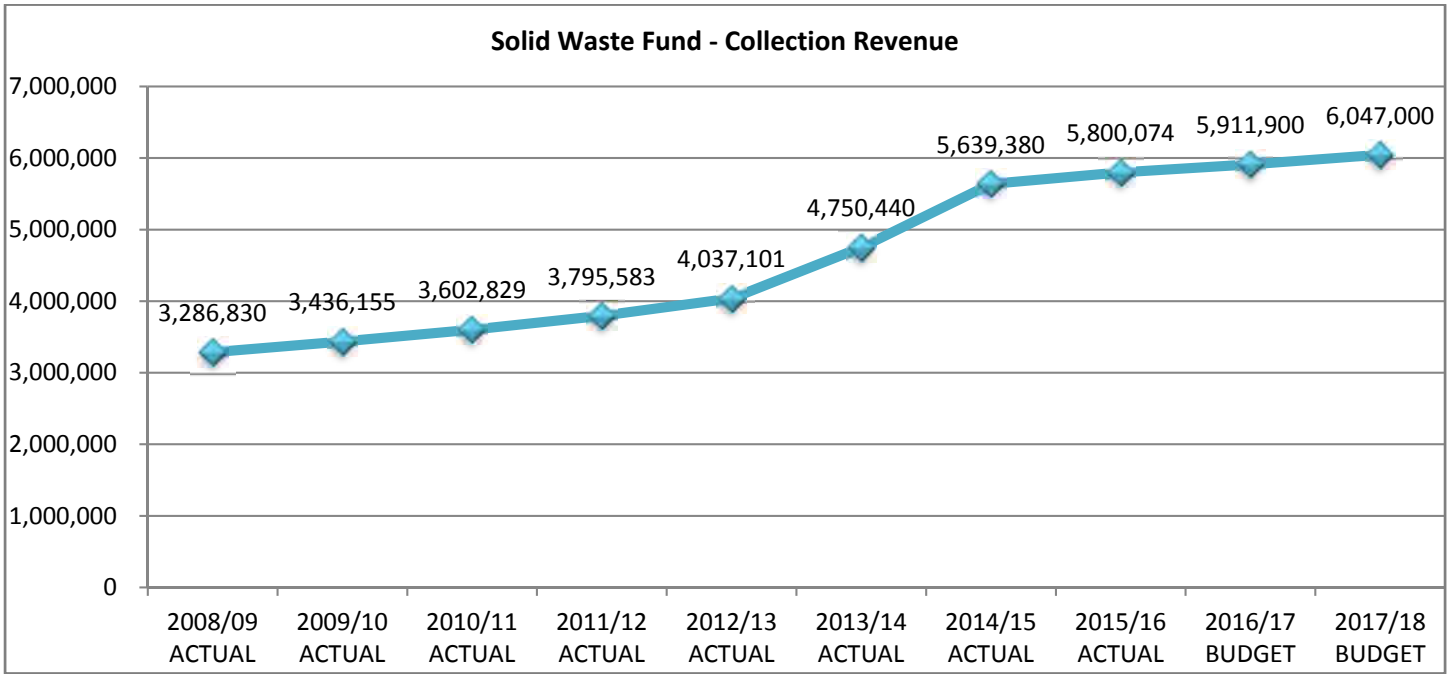
CITY OF ST. PETERS
SOLID WASTE FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Collection Revenue	$5,800,074	$5,911,900	$6,047,000
Other Operating Charges	124,196	117,000	117,000
Total Operating Charges	5,924,270	6,028,900	6,164,000
Miscellaneous Income	54,855	52,600	52,600
Interest Income	821	500	500
Total Other Income	55,676	53,100	53,100
Total Solid Waste Fund Revenue	**$5,979,946**	**$6,082,000**	**$6,217,100**

CITY OF ST. PETERS
SOLID WASTE FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Collection Revenue **$6,047,000**

Collection revenue is a user-based line item that encompasses the charge for refuse pick-up. Our residential customers receive curbside trash collection, yard-waste collection and bulky pick-up. Projected revenue is based upon historical percentage changes, anticipated rate change, and anticipated new collection accounts. Collection rates for fiscal year 2017/18 will be increasing by 1.5%. As the City is reaching its full build out of residential properties, we have not included any growth in the number of households in this revenue estimate.



CITY OF ST. PETERS
SOLID WASTE FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$2,373,069	$2,551,800	$2,772,500
Employee Expenses	17,384	22,030	21,705
Professional Services	20,372	23,200	24,900
Utilities	46,048	56,900	59,800
Repairs & Maintenance	274,119	320,000	327,500
Supplies & Other	291,528	399,700	372,700
Tipping Fees	1,198,505	1,224,600	1,278,300
Capital Expenditures	595,929	1,133,700	850,000
Total Expenditures	**$4,816,954**	**$5,731,930**	**$5,707,405**

CITY OF ST. PETERS
SOLID WASTE FUND – HES
SOLID WASTE

MISSION

To provide a solid waste and recycling collection service that is totally user-fee supported, using the most innovative and cost effective collection service possible while providing superior residential and commercial customer service for all types of collection.

St. Peters Recycle Truck at HES Open House

DESCRIPTION OF SERVICES

- Residential/Commercial Trash Collection
- Yard Waste Collection
- Cardboard Collection
- Shred It & Forget It
- Storm Debris Pickup Program

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	2,373,069	2,551,800	2,772,500
Employee Expenses	17,384	22,030	21,705
Professional Services	20,372	23,200	24,900
Utilities	46,048	56,900	59,800
Repair & Maintenance	274,119	320,000	327,500
Supplies & Other	291,528	399,700	372,700
Tipping Fees	1,198,505	1,224,600	1,278,300
Capital Expenses	595,929	1,133,700	850,000
Total Solid Waste	**$4,816,954**	**$5,731,930**	**$5,707,405**

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Coordinator	0.25	0.00	0.25	0.00	0.25	0.00	0	0
Collection Services Representatives	0.00	0.00	0.00	4.00	0.00	4.00	0	0
Director of Fleet & Environmental Operations	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Manager of Health & Environmental Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Office Clerk	2.00	0.00	2.00	0.00	**1.00**	0.00	-1 [A]	0
Office Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [B]	0
Resident Youth	0.00	5.00	0.00	0.00	0.00	0.00	0	0
Solid Waste Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Solid Waste Supervisor	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Solid Waste Technician	18.00	0.00	18.00	0.00	**20.00**	0.00	2 [C]	0
Sustainability Specialist	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Utility Billing Clerk	1.00	0.00	1.00	0.00	1.00	**0.50**	0	1 [D]
Utility Billing Specialist	0.50	0.00	0.50	0.00	**0.50**	0.00	1 [E]	0
Total	**26.75**	**5.00**	**26.75**	**4.00**	**29.25**	**4.50**	**3**	**1**
Full Time Equivalent	**28.55**		**28.67**		**31.53**		**2.86**	

Variance Explanations:

A: Converted one Full-Time Office Clerk position to a Full-Time Office Specialist position based on actual work being performed.

B: Converted one Full-Time Office Clerk position to a Full-Time Office Specialist position based on actual work being performed.

C: Added two Full-Time Solid Waste Technician positions to cover the increased demand for yard waste collection the City realized after implementation of the yard waste cart program.

D: Added one Part-Time Utility Billing Clerk position to be split between the Solid Waste Fund and Water/Sewer Fund based on department's needs.

E: Reallocated half of one Full-Time Utility Billing Specialist position from the Water/Sewer Fund to the Solid Waste Fund based on actual work being performed.

CITY OF ST. PETERS
SOLID WASTE FUND – HES
SOLID WASTE

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
   (6 lost days.)
2. Maintain at least a 90% customer service satisfaction rating both overall and for individual internal departments. 1 1
   (Current score is 98.8%.)
3. Establish a vehicle and dumpster painting program to increase aesthetics and life cycles. 4 2,3 3,4
   (Program stalled due to a retirement and medical leave; will restart when fully staffed.)
4. Expand recycling collection program to all commodities while standardizing recycling containers as much as possible in all facilities, including but not limited to Rec-Plex, Rec-Plex South, and 370 Lakeside Park. 3
   (Waste audits to begin in August 2017.)
5. Investigate gaining efficiency in can maintenance by using mobile computing technology for the delivery of carts, cart switches, and cart repairs. 1,2
   (Investigating using internal GIS or external vendor.)

FY18 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
2. Maintain at least a 90% customer service satisfaction rating both overall and for individual internal departments. 1 1
3. Improve and maintain communications with residents and businesses providing them with updated collection schedules and disposal opportunities. 2 1 1
4. Update and improve database tracking tools to increase accuracy of customer information, cart management and dumpster permitting. 3 3,4
5. Update and improve Solid Waste Tech Training Manual to include updated operational safety items and job criteria compliance. 4 3
6. Develop contingency response manual for solid waste collection and disposal in event of emergency or disposal service unavailability. 3 1

Yard Waste Collection

CITY OF ST. PETERS
SOLID WASTE FUND – HES
SOLID WASTE

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Provide proactive and effective preventative maintenance programs	Trash dumpsters painted and repaired	0	24	12	24
	Provide for community health and environmental safety	Single Family Residential customers served (including Cottleville)	18,957	19,290	19,500	19,600
		Multi-Family Residential customers served (including Cottleville)	5,047	5,191	5,500	5,700
	Be a good steward of City assets, resources and infrastructure	Established a dumpster painting and repairing program to identify and service dumpsters to extend their lifecycle. Dumpsters repaired per year	0	24	12	24
	Maintain and enhance employee First Program (all internal organizations)	Number of Lost Days per budget year	0	0	0	0
	Improve sustainable practices for City operations and assets	Expand recycling in city buildings, measure increase in estimated pounds collected	0	0	1,200 pounds	3,600 pounds
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	43	59	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%
		Customer Service Satisfaction	98%	98%	90%	90%

CITY OF ST. PETERS
SOLID WASTE FUND – HES
SOLID WASTE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$1,548,157	$1,647,000	$1,798,000	$151,000	9%	Added two Solid Waste Technician positions and reallocated half of a Utility Billing Specialist from the Water/Sewer Fund based on actual work being performed
51020	Salaries-Part Time	20,388	59,000	72,000	13,000	22%	Added one part-time Utility Billing Clerk position
51030	Salaries-Over Time	109,739	80,000	80,000	0	0	
51210	Payroll Tax-FICA	123,161	137,000	149,000	12,000	9%	Increased salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	8,722	10,200	8,900	(1,300)	-13%	
51245	Workmen's Comp Claims	11,496	0	0	0	0	
51250	Medical Insurance	299,320	345,300	389,800	44,500	13%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	1,230	1,300	1,500	200	15%	
51260	Dental Insurance	18,309	19,400	21,000	1,600	8%	
51265	Long Term Care Insurance	1,354	1,400	1,500	100	7%	
51270	Life Insurance	1,247	3,400	3,700	300	9%	
51280	L T Disability	3,564	4,200	6,700	2,500	60%	
51290	Lagers Pension Expense	226,382	243,600	240,400	(3,200)	-1%	
	Total Salaries & Fringes	**2,373,069**	**2,551,800**	**2,772,500**	**220,700**	**9%**	
52100	Employee Uniforms	12,843	10,575	11,100	525	5%	
52200	Employee Condiments	721	1,200	1,000	(200)	-17%	
52300	Employee Dues/Licenses	303	800	800	0	0	
52400	Travel Expense	821	1,900	2,900	1,000	53%	
52500	Employee Training Expenses	843	4,580	4,580	0	0	
52600	Employee Recognition	1,853	2,975	1,325	(1,650)	-55%	
	Total Employee Expenses	**17,384**	**22,030**	**21,705**	**(325)**	**-1%**	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	20,372	23,200	24,900	1,700	7%	
	Total Prof Services	**20,372**	**23,200**	**24,900**	**1,700**	**7%**	
55100	Electric	30,605	32,900	34,600	1,700	5%	
55500	Gas	11,343	19,600	19,600	0	0	
55800	Telephone	4,100	4,400	5,600	1,200	27%	
	Total Utilities	**46,048**	**56,900**	**59,800**	**2,900**	**5%**	
56050	Rep & Maint-Vehicles	247,260	268,000	276,000	8,000	3%	
56100	Rep & Maint-Machinery & Equipment	16,294	30,000	30,900	900	3%	
56200	Rep & Maint-Building	8,352	10,000	10,300	300	3%	
56300	Rep & Maint-Grounds/Parking	2,213	10,000	10,000	0	0	
56320	Rep & Maint-Outside Lighting	0	2,000	300	(1,700)	-85%	
	Total Repair & Maintenance	**274,119**	**320,000**	**327,500**	**7,500**	**2%**	
57050	Supplies-Gasoline	542	2,000	1,500	(500)	-25%	
57060	Supplies-Diesel	151,162	250,000	225,000	(25,000)	-10%	Estimate based on current year usage and fuel costs
57150	Supplies-Fert/Chem/Seed	2,336	4,550	4,550	0	0	
57250	Supplies-Office	1,070	1,990	1,990	0	0	
57270	Supplies-Printing	9,816	13,000	13,300	300	2%	
57300	Supplies-Operational	25,191	22,500	25,100	2,600	12%	
57350	Small Tools, Furniture, Equipment	9,076	13,100	3,900	(9,200)	-70%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	60	60	0	0	
57420	Operating Licenses & Permits	0	100	100	0	0	
57450	Postage	25,406	25,000	26,000	1,000	4%	
57500	Insurance	25,469	27,700	28,400	700	3%	
57510	Insurance Claims	3,700	0	0	0	0	
57550	Legal Notices/Advertising	60	100	100	0	0	
57610	Bad Debt Expense	12,468	10,000	10,000	0	0	
57780	Rentals Machinery & Equipment	914	1,800	1,200	(600)	-33%	
57900	Contingency	0	6,500	6,500	0	0	
57920	Miscellaneous	24,318	21,300	25,000	3,700	17%	
	Total Supplies & Other	**291,528**	**399,700**	**372,700**	**(27,000)**	**-7%**	
57860	Tipping Fees	1,198,505	1,224,600	1,278,300	53,700	4%	
	Total Tipping Fees	**1,198,505**	**1,224,600**	**1,278,300**	**53,700**	**4%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	14,848	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	81,121	93,700	94,000	300	0%	Approved capital items for fiscal year
58420	Capital Exp-Computer Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	499,960	1,040,000	756,000	(284,000)	-27%	Approved capital items for fiscal year
	Total Capital Expenses	**595,929**	**1,133,700**	**850,000**	**(283,700)**	**-25%**	
	Total Solid Waste Fund	**$4,816,954**	**$5,731,930**	**$5,707,405**	**($24,525)**	**0%**	

CITY OF ST. PETERS
CASH FLOW ANALYSIS
WATER/SEWER FUND

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Beginning Contingency Fund	**$1,023,029**	**$1,220,046**	**$1,006,811**
Beginning Interest Reserve Fund	500,000	500,000	500,000
Add: Revenues	11,195,782	12,023,800	12,340,300
Funds Available	**12,718,811**	**13,743,846**	**13,847,111**
Less: Operating Expenses	7,242,832	8,203,610	8,441,225
Capital Expenditures	446,555	662,000	887,740
Increase In Bond Reserves	152,763	24,875	21,063
Debt Service	2,346,615	2,495,250	2,544,750
Total Expenses Before Transfers To Other Funds	**10,188,765**	**11,385,735**	**11,894,778**
Administration/Fleet Overhead	736,700	773,000	741,000
Transfer to Post Retirement Benefits Fund/Trust	73,300	78,300	82,300
Ending Interest Reserve Fund	500,000	500,000	500,000
Ending Contingency Fund	**$1,220,046**	**$1,006,811**	**$629,033**

CITY OF ST. PETERS
WATER/SEWER FUND
REVENUE SUMMARY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Water Receipts	$5,219,920	$5,640,600	$5,838,400
Sewer Receipts	4,548,277	4,939,800	5,143,900
Delinquency Charges	128,665	141,000	135,000
Out of City Charges	437,844	442,000	442,000
Other Operating Charges	449,305	455,300	444,400
Total Operating Charges	10,784,011	11,618,700	12,003,700
Interest Income	1,713	1,000	1,000
Tap On Fund Construction Revenue	13,501	50,000	40,000
Biosolids/Farm Revenue	176,080	196,300	176,300
Miscellaneous Income	220,477	157,800	119,300
Total Other Income	411,771	405,100	336,600
Total Water/Sewer Fund Revenue	**$11,195,782**	**$12,023,800**	**$12,340,300**

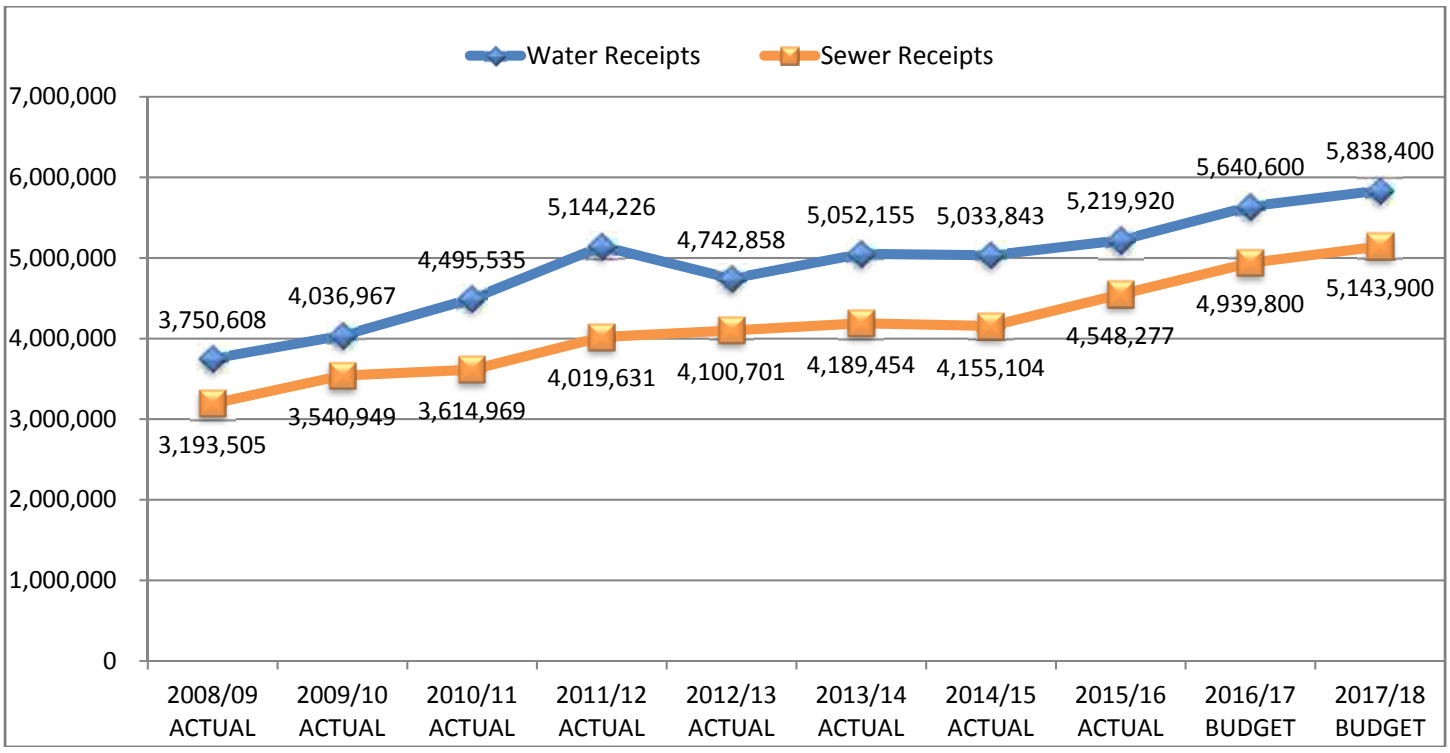
CITY OF ST. PETERS
WATER/SEWER FUND - DESCRIPTION OF MAJOR REVENUE SOURCES

Water Receipts **$5,838,400**

Occupants and owners of premises connected to the water system of the City of St. Peters pay for water drawn from the water system of the City according to usage derived from readings of the meters and applied to the rates set by the Mayor and Board of Aldermen. The anticipated revenue is determined by actual historical data, anticipated number of users, and any anticipated rate change. Water rates for fiscal year 2017/18 will be increasing by 3.5%. As the City is reaching its full build out of residential properties, we have not included any growth in the number of households in this revenue estimate.

Sewer Receipts **$5,143,900**

Sewer receipts are derived from fees paid by customers of the City's sanitary sewer system. The fees paid for service is based on the volume of waste deposited into the sanitary sewer system multiplied by rates set by the Mayor and Board of Aldermen. The anticipated revenue is determined by actual historical data, anticipated number of users, and any anticipated rate change. Sewer rates for fiscal year 2017/18 will be increasing by 3.5%. As the City is reaching its full build out of residential properties, we have not included any growth in the number of households in this revenue estimate. We added a roughly $500,000 new revenue source in fiscal year 2015/16 with the addition of East Central Missouri Water and Sewer Authority as a new customer. The City and East Central entered into a 20-year agreement for wastewater treatment pursuant to which East Central will pay 150% of the 1,000 gallon usage rate that the City charges to residents inside of the City limits. East Central became a customer in December 2015.



CITY OF ST. PETERS
WATER/SEWER FUND
SUMMARY OF EXPENDITURES BY CATEGORY

	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
Salaries & Fringes	$3,790,602	$4,233,300	$4,204,600
Employee Expenses	35,167	51,210	51,110
Professional Services	238,126	411,650	489,795
Utilities	681,057	766,600	770,000
Repairs & Maintenance	635,867	868,115	1,050,465
Supplies & Other	1,862,013	1,872,735	1,875,255
Capital Expenditures	446,555	662,000	887,740
Total Expenditures	**$7,689,387**	**$8,865,610**	**$9,328,965**

CITY OF ST. PETERS
WATER/SEWER FUND – WES

MISSION

To economically produce and deliver an adequate quantity of safe water, to maintain the City's water distribution and sewer collection systems, and to collect and treat wastewater for discharge into the environment with a positive impact.

Wastewater Treatment Plant
100 Ecology Drive

DESCRIPTION OF SERVICES

- Water Treatment
- Water Distribution
- Wastewater Treatment
- Sewer Collection
- Organic Resource Recycling Program
- Earth Centre Product Sales
- Pretreatment Program
- Fats, Oils, & Grease Control Program
- Water Backflow Prevention Program

SUMMARY OF EXPENDITURES	2015/16 Actual	2016/17 Budget	2017/18 Budget
Salaries & Fringes	3,790,602	4,233,300	4,204,600
Employee Expenses	35,167	51,210	51,110
Professional Services	238,126	411,650	489,795
Utilities	681,057	766,600	770,000
Repair & Maintenance	635,867	868,115	1,050,465
Supplies & Other	1,862,013	1,872,735	1,875,255
Capital Expenses	446,555	662,000	887,740
Total Water/Sewer Fund	**$7,689,387**	**$8,865,610**	**$9,328,965**

Compost at Earth Centre
115 Ecology Drive

CITY OF ST. PETERS
WATER/SEWER FUND – WES

PERSONNEL SUMMARY

	2015/16		2016/17		2017/18		Variance '17 to '18	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Accounting Specialist	0.50	0.00	0.50	0.00	**0.00**	0.00	-1 [A]	0
Administrative Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [B]	0
Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [C]	0
Director of Utilities	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Earth Centre Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Earth Centre Technician	2.00	1.00	2.00	1.00	2.00	1.00	0	0
Intern	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Manager of Water Environment Services	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Meter Reader	3.00	1.00	3.00	1.00	3.00	1.00	0	0
Office Specialist	1.00	0.00	2.00	0.00	**1.00**	0.00	-1 [D]	0
Utilities Electrical Instrumentation Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Environmental Compliance Inspector	0.70	0.00	0.70	0.00	0.70	0.00	0	0
Utilities Field Operations Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Utilities Field Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Field Operations Technician	4.50	0.00	4.50	0.00	4.50	0.00	0	0
Utilities Field Operations Worker	4.50	0.00	4.50	0.00	4.50	0.00	0	0
Utilities Plant Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Plant Maintenance Technician	2.00	0.00	3.00	0.00	**2.00**	0.00	-1 [E]	0
Utilities Plant Maintenance Worker	3.00	0.00	2.00	0.00	**3.00**	0.00	1 [F]	0
Utilities Plant Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utility Billing Clerk	1.00	0.00	1.00	0.00	1.00	**0.50**	0	1 [G]
Utility Billing Specialist	1.50	0.00	1.50	0.00	**1.00**	0.00	-1 [H]	0
Utility Locator	2.00	0.00	1.00	0.00	1.00	0.00	0	0
Utility Operator	8.00	0.00	8.00	0.00	8.00	0.00	0	0
Total	**44.70**	**3.00**	**44.70**	**3.00**	**42.70**	**3.50**	**-2**	**1**
Full Time Equivalent	**46.50**		**46.50**		**44.86**		**-1.64**	

Variance Explanations:

A: Reallocated half of one Full-Time Accounting Specialist position from the Water/Sewer Fund to the General Fund based on actual work being performed.

B: Converted one Full-Time Administrative Coordinator position in the Water/Sewer departments to a Full-Time Research Coordinator position in the Engineering department based on actual work being performed.

C: Reclassified one Full-Time Office Specialist as a Full-Time Administrative Specialist position based on actual job duties being performed.

D: Reclassified one Full-Time Office Specialist as a Full-Time Administrative Specialist position based on actual job duties being performed.

E: Allocation of Utilities Plant Maintenance Technicians and Utilities Plant Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

F: Allocation of Utilities Plant Maintenance Technicians and Utilities Plant Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

G: Added one Part-Time Utility Billing Clerk position to be split between the Solid Waste Fund and Water/Sewer Fund based on department's needs.

H: Reallocated half of one Full-Time Utility Billing Specialist position from the Water/Sewer Fund to the Solid Waste Fund based on actual work being performed.

CITY OF ST. PETERS
WATER/SEWER FUND – WES

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Currently have 9 lost work days from 1 accident.)
2. Improve and maintain a high level of customer service with ratings above 90% on customer satisfaction and responses on concerns above 98%. 1 1
   (98% satisfaction with 99% response time)
3. Continue Implementation of CMOM Program for reduction of I&I, TV inspection program, etc. 4,5 3
   (Currently CCTV 27.8 miles, 13%, CIPP.)
4. Reduce I&I in Westwood/St. Peters/ St. Marys/Steeplechase Special Service Area by completing Priority 1 manhole rehabilitation and begin removal of private inflow sources. 4,5 3
   (Nearing completion of sanitary sewer improvement project. Removed 52 illicit connections. CIPP two mains and lateral connections.)
5. Reduce moisture content of finished compost with use of Best Management Practices to improve screening efficiency. 3
   (Adjusted mix recipe to increase porosity resulting in less moisture and higher screening efficiency.)
6. Finish locating, mapping, and repairing valves to allow implementation of Valve Exercising and Main Flushing Program. 4,5 3
   (Approximately 90% of valves have been located and mapped.)
7. TV 20% of the collection system on an annual basis. 4 3
   (Currently CCTV 27.8 miles, 13%, CIPP.)
8. Paint 10% of the fire hydrants to maintain a 10-year coating life. 4 3 4
   (Painted 707 fire hydrants, 21%.)
9. Implement Well Maintenance Program. 4,5 3
   (Well data has been gathered and program will be contracted.)
10. Obtain Easements for the El Dorado water and sewer system. 4,5 3
    (We began working on developing a plan for the El Dorado water and sewer system. The ordinance and plans have been pulled to begin evaluation to determine what easements will be required for existing infrastructure through El Dorado.)

FY18 OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
2. Maintain a high level of customer service with ratings above 90% on customer satisfaction and responses on concerns above 98%. 1 1
3. Continue Implementation of CMOM Program for reduction of I&I, TV inspection program, etc. 4,5 3
4. Reduce I&I in Westwood/St. Peters/St. Marys/Steeplechase Special Service Area by completing Priority 1 manhole rehabilitation and continue removal of private inflow sources. 4,5 3
5. Finish locating, mapping, and repairing valves to allow implementation of Valve Exercising and Main Flushing Program. 4,5 3
6. TV 20% of the collection system on an annual basis. 4 3
7. Paint 10% of the fire hydrants to maintain a 10-year coating life. 4 3 4
8. Implement Well Maintenance Program. 4,5 3
9. Obtain easements for the El Dorado water and sewer system. 4,5 3

PERFORMANCE MEASURES

The FY18 budget document contains performance measures to help create a link between the department services and the City's Vision 2025 Strategic Plan. Aggressive Targets were set for the budget year to illustrate our continuing efforts to improve service to our residents and customers. These Targets are not intended to determine success or failure.

Priority	Long-Term Goal	Performance Measure	FY15 Actual	FY16 Actual	FY17 Target	FY18 Target
	Be prepared and responsive to all emergency situations	Maintain/build access trails on sanitary sewer system	8,100	8,100/ 900	9,000/ 3,300	12,000
	Provide proactive and effective preventative maintenance programs	# of linear feet of sewers root cut and flushed	175,542	182,166	250,000	250,000
		# of linear feet of sewers CCTV inspected	170,369	146,365	30,000	30,000
		# of wells inspected and preventative maintenance performed	8	8	8	11
		# of valve boxes maintained	40	168	240	250
		# of meters replaced	841	807	825	1,565
		# of linear feet of water mains flushed	6,200	18,492	20,250	21,360
	Provide for community health and environmental safety	# of sanitary sewer overflows (SSOs)	8	2	5	2
		# of basement backups caused by City main	5	4	6	1
	Provide for community health and environmental safety	Average daily # of gallons of water consumption	5,514,000	5,759,000	5,887,000	5,750,000
		Average daily # of gallons of wastewater treatment	5,895,000	5,840,000	5,854,000	5,900,000
	Be a good steward of City assets, resources and infrastructure	# of water service connections	18,500	18,670	18,900	19,000
		# of sanitary sewer service connections	19,391	19,612	19,650	19,800
		# of manholes rehabilitated	16	90	80	20
		# of manholes inspected	1,203	1,299	1,300	1,300
		# of valve boxes inspected	75	185	625	650
		# of valves exercised	61	87	180	500
		# of meter pits replaced	10	38	55	150
		# of blow off valves maintained	2	3	0	10
		# of air relief valves maintained	n/a*	n/a*	0	10
		# of linear feet of sewer rehabilitation	n/a*	769	3,800	3,000
	Maintain and enhance employee First Program (all internal organizations)	# of lost work days	0	0	0	0
	Improve sustainable practices for City operations and assets	# of cubic yards of compost produced	15,325	17,768	20,000	20,000
		% reduction in electrical consumption	n/a*	n/a*	2%	2%

	Maintain a visually attractive and vibrant City	# of fire hydrants painted	272	707	600	600
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of hours of training for City staff	649	869	800	800
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	1,056	934	1,000	1,000
		% of Concerns Responded to Within 72 Hours	99%	99%	100%	100%
		Customer Service Satisfaction	100%	98%	90%	90%

*Tracking of this measure began in FY17.

CITY OF ST. PETERS
WATER/SEWER FUND – WES
(CONSOLIDATED)

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18	$ CHANGE 17 to 18	% CHANGE 17 to 18	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '17 TO '18
51010	Salaries-Regular	$2,594,906	$2,854,000	$2,790,000	($64,000)	-2%	
51020	Salaries-Part Time	23,512	48,000	98,000	50,000	104%	
51030	Salaries-Over Time	102,481	100,000	100,000	0	0	
51210	Payroll Tax-FICA	200,815	230,000	229,000	(1,000)	0%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	14,920	17,200	13,600	(3,600)	-21%	
51245	Workmen's Comp Claims	881	0	0	0	0	
51250	Medical Insurance	439,721	517,900	554,000	36,100	7%	Anticipated increase in cost of insurance and employee selection of coverage
51250	Vision Insurance	1,894	2,200	2,000	(200)	-9%	
51260	Dental Insurance	28,159	31,800	29,600	(2,200)	-7%	
51260	Long Term Care Insurance	2,493	2,800	2,600	(200)	-7%	
51270	Life Insurance	2,155	5,600	5,400	(200)	-4%	
51280	L T Disability	6,576	7,200	10,400	3,200	44%	
51290	Lagers Pension Expense	372,089	416,600	370,000	(46,600)	-11%	Rate of contribution decreased
	Total Salaries & Fringes	**3,790,602**	**4,233,300**	**4,204,600**	**(28,700)**	**-1%**	
52100	Employee Uniforms	13,456	15,250	15,250	0	0	
52200	Employee Condiments	1,032	1,200	1,300	100	8%	
52300	Employee Dues/Licenses	7,468	8,910	8,910	0	0	
52400	Travel Expense	419	8,200	8,200	0	0	
52500	Employee Training Expenses	10,416	14,450	14,450	0	0	
52600	Employee Recognition	2,376	3,200	3,000	(200)	-6%	
	Total Employee Expenses	**35,167**	**51,210**	**51,110**	**(100)**	**0%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	350	40,000	40,000	0	0	
54800	Prof Services-Other	237,776	371,650	449,795	78,145	21%	Added sanitary sewer evaluation studies
	Total Prof Services	**238,126**	**411,650**	**489,795**	**78,145**	**19%**	
55100	Electric	648,457	730,000	730,000	0	0	
55500	Gas	9,175	16,100	15,500	(600)	-4%	
55700	Waste Disposal	14,168	11,000	15,000	4,000	36%	
55800	Telephone	9,257	9,500	9,500	0	0	
	Total Utilities	**681,057**	**766,600**	**770,000**	**3,400**	**0%**	
56050	Rep & Maint-Vehicles	38,774	41,000	41,000	0	0	
56100	Rep & Maint-Machinery & Equipment	87,779	130,465	129,615	(850)	-1%	
56200	Rep & Maint-Building	17,440	49,500	42,700	(6,800)	-14%	Paint piping at Water Plant, Woodlands tank cleaning, and demo old headworks & metering vaults in fiscal year 17
56300	Rep & Maint-Grounds/Parking	35,547	68,250	68,250	0	0	
56320	Rep & Maint-Outside Lighting	1,262	1,000	1,000	0	0	
56600	Rep & Maint-W/S Utility System	444,190	566,500	750,000	183,500	32%	
56610	Rep & Maint-Meter Hardware	10,875	11,400	17,900	6,500	57%	Increased for replacement of 3 fire hydrant meters and versa probe replacement
	Total Repair & Maintenance	**635,867**	**868,115**	**1,050,465**	**182,350**	**21%**	
57050	Supplies-Gasoline	15,926	38,000	27,000	(11,000)	-29%	Estimate based on current year usage and fuel costs
57060	Supplies-Diesel	48,971	76,000	65,000	(11,000)	-14%	Estimate based on current year usage and fuel costs
57150	Supplies-Fert/Chem/Seed	377,944	388,450	412,600	24,150	6%	Anticipated increase in cost of lime and waste water treatment plant chemicals
57250	Supplies-Office	4,795	6,300	6,300	0	0	
57270	Supplies-Printing	9,345	12,450	12,200	(250)	-2%	
57300	Supplies-Operational	48,201	85,400	74,400	(11,000)	-13%	VFDs for Brown lift station pumps in fiscal year 17
57350	Small Tools, Furniture, Equipment	16,406	18,135	25,755	7,620	42%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	120	600	600	0	0	
57420	Operating Licenses & Permits	1,471	4,100	4,100	0	0	
57450	Postage	52,149	54,000	54,500	500	1%	
57500	Insurance	43,539	46,600	43,600	(3,000)	-6%	
57510	Insurance Claims	67,594	0	0	0	0	
57550	Legal Notices/Advertising	563	1,700	1,700	0	0	
57610	Bad Debt Expense	11,509	28,500	11,500	(17,000)	-60%	Fewer utility billing bad debts to write off in fiscal year 18
57650	Sales Tax Expense	95,120	97,500	97,500	0	0	
57700	Wastewater Treatment	122,897	110,000	130,000	20,000	18%	Increased based on historical actual and anticipated rates
57780	Rentals Machinery & Equipment	12,148	13,000	16,500	3,500	27%	
57830	Purchased Water	856,540	822,000	822,000	0	0	
57900	Contingency	16,574	10,000	10,000	0	0	
57920	Miscellaneous	60,201	60,000	60,000	0	0	
	Total Supplies & Other	**1,862,013**	**1,872,735**	**1,875,255**	**2,520**	**0%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	9,693	0	0	0	0	
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	224,726	504,000	462,740	(41,260)	-8%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	212,136	158,000	425,000	267,000	169%	Approved capital items for fiscal year
	Total Capital Expenses	**446,555**	**662,000**	**887,740**	**225,740**	**34%**	
	Total Water/Sewer Fund	**$7,689,387**	**$8,865,610**	**$9,328,965**	**$463,355**	**5%**	

CITY OF ST. PETERS
WATER/SEWER FUND – WES
CONSTRUCTION

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$5,765	$0	$0
51020	Salaries-Part Time	0	0	0
51030	Salaries-Over Time	123	0	0
51210	Payroll Tax-FICA	438	0	0
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	0	0	0
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	774	0	0
51255	Vision Insurance	8	0	0
51260	Dental Insurance	107	0	0
51265	Long Term Care Insurance	7	0	0
51270	Life Insurance	7	0	0
51280	L T Disability	0	0	0
51290	Lagers Pension Expense	830	0	0
	Total Salaries & Fringes	**8,059**	**0**	**0**
52100	Employee Uniforms	0	0	0
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	0	0	0
	Total Employee Expenses	**0**	**0**	**0**
54100	Prof Services-Legal	0	0	0
54200	Prof Services-Engineering	0	0	0
54800	Prof Services-Other	0	0	0
	Total Prof Services	**0**	**0**	**0**
55100	Electric	0	0	0
55500	Gas	0	0	0
55700	Waste Disposal	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	4,233	0	0
56100	Rep & Maint-Mach & Equip	0	0	0
56200	Rep & Maint-Building	0	0	0
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
56600	Rep & Maint-W/S Utility System	0	0	0
56610	Rep & Maint-Meter Hardware	0	0	0
	Total Repair & Maintenance	**4,233**	**0**	**0**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	1,210	0	0
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	0	0	0
57300	Supplies-Operational	0	0	0
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating Licenses & Permits	0	0	0
57450	Postage	0	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	0	0	0
57550	Legal Notices/Advertising	0	0	0
57610	Bad Debt Expense	0	0	0
57650	Sales Tax Expense	0	0	0
57700	Wastewater Treatment	0	0	0
57780	Rentals Machinery & Equipment	0	0	0
57830	Purchased Water	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**1,210**	**0**	**0**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**0**
	Total Construction	**$13,502**	**$0**	**$0**

CITY OF ST. PETERS
WATER/SEWER FUND – WES
SEWER

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$1,289,818	$1,423,000	$1,391,000
51020	Salaries-Part Time	11,756	24,000	49,000
51030	Salaries-Over Time	51,076	50,000	50,000
51210	Payroll Tax-FICA	99,830	115,000	114,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	7,442	8,600	6,800
51245	Workmen's Comp Claims	881	0	0
51250	Medical Insurance	218,687	258,700	275,300
51255	Vision Insurance	939	1,100	1,000
51260	Dental Insurance	13,979	15,900	14,700
51265	Long Term Care Insurance	1,252	1,400	1,300
51270	Life Insurance	1,067	2,800	2,700
51280	L T Disability	3,287	3,600	5,200
51290	Lagers Pension Expense	185,470	207,700	184,500
	Total Salaries & Fringes	**1,885,484**	**2,111,800**	**2,095,500**
52100	Employee Uniforms	5,080	6,000	6,000
52200	Employee Condiments	517	600	700
52300	Employee Dues/Licenses	5,895	6,080	6,080
52400	Travel Expense	22	5,500	5,500
52500	Employee Training Expenses	5,836	7,950	7,950
52600	Employee Recognition	1,161	1,600	1,500
	Total Employee Expenses	**18,511**	**27,730**	**27,730**
54100	Prof Services-Legal	0	0	0
54200	Prof Services-Engineering	350	30,000	30,000
54800	Prof Services-Other	136,617	200,150	276,700
	Total Prof Services	**136,967**	**230,150**	**306,700**
55100	Electric	402,326	450,000	450,000
55500	Gas	5,357	9,500	9,500
55700	Waste Disposal	14,168	11,000	15,000
55800	Telephone	3,960	4,200	4,200
	Total Utilities	**425,811**	**474,700**	**478,700**
56050	Rep & Maint-Vehicles	17,592	20,000	20,000
56100	Rep & Maint-Mach & Equip	74,030	92,115	92,115
56200	Rep & Maint-Building	5,845	30,500	19,500
56300	Rep & Maint-Grounds/Parking	17,352	45,500	45,500
56320	Rep & Maint-Outside Lighting	0	500	500
56600	Rep & Maint-W/S Utility System	195,615	363,750	395,000
56610	Rep & Maint-Meter Hardware	0	2,900	4,750
	Total Repair & Maintenance	**310,434**	**555,265**	**577,365**
57050	Supplies-Gasoline	5,507	14,000	11,000
57060	Supplies-Diesel	37,733	60,000	50,000
57150	Supplies-Fert/Chem/Seed	48,452	50,850	57,000
57250	Supplies-Office	2,233	3,300	3,300
57270	Supplies-Printing	4,768	6,000	6,000
57300	Supplies-Operational	23,236	55,500	44,500
57350	Small Tools, Furniture, Equipment	4,339	8,055	10,220
57400	Books/Periodicals/Subscriptions	60	200	200
57420	Operating Licenses & Permits	240	2,800	2,800
57450	Postage	26,225	26,000	26,500
57500	Insurance	21,716	23,200	21,700
57510	Insurance Claims	(30,030)	0	0
57550	Legal Notices/Advertising	325	500	500
57610	Bad Debt Expense	5,096	11,000	5,000
57650	Sales Tax Expense	4,895	5,500	5,500
57700	Wastewater Treatment	122,897	110,000	130,000
57780	Rentals Machinery & Equipment	5,581	10,000	10,000
57830	Purchased Water	0	0	0
57900	Contingency	8,287	5,000	5,000
57920	Miscellaneous	30,099	30,000	30,000
	Total Supplies & Other	**321,659**	**421,905**	**419,220**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	2,135	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	116,400	347,000	287,995
58600	Capital Exp-Vehicles	0	79,000	412,500
	Total Capital Expenses	**118,535**	**426,000**	**700,495**
	Total Sewer	**$3,217,401**	**$4,247,550**	**$4,605,710**

CITY OF ST. PETERS
WATER/SEWER FUND – WES
WATER

A/C #	DESCRIPTION	ACTUAL 2015/16	BUDGET 2016/17	BUDGET 2017/18
51010	Salaries-Regular	$1,299,323	$1,431,000	$1,399,000
51020	Salaries-Part Time	11,756	24,000	49,000
51030	Salaries-Over Time	51,282	50,000	50,000
51210	Payroll Tax-FICA	100,547	115,000	115,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	7,478	8,600	6,800
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	220,260	259,200	278,700
51255	Vision Insurance	947	1,100	1,000
51260	Dental Insurance	14,073	15,900	14,900
51265	Long Term Care Insurance	1,234	1,400	1,300
51270	Life Insurance	1,081	2,800	2,700
51280	L T Disability	3,289	3,600	5,200
51290	Lagers Pension Expense	185,789	208,900	185,500
	Total Salaries & Fringes	**1,897,059**	**2,121,500**	**2,109,100**
52100	Employee Uniforms	8,376	9,250	9,250
52200	Employee Condiments	515	600	600
52300	Employee Dues/Licenses	1,573	2,830	2,830
52400	Travel Expense	397	2,700	2,700
52500	Employee Training Expenses	4,580	6,500	6,500
52600	Employee Recognition	1,215	1,600	1,500
	Total Employee Expenses	**16,656**	**23,480**	**23,380**
54100	Prof Services-Legal	0	0	0
54200	Prof Services-Engineering	0	10,000	10,000
54800	Prof Services-Other	101,159	171,500	173,095
	Total Prof Services	**101,159**	**181,500**	**183,095**
55100	Electric	246,131	280,000	280,000
55500	Gas	3,818	6,600	6,000
55800	Telephone	5,297	5,300	5,300
	Total Utilities	**255,246**	**291,900**	**291,300**
56050	Rep & Maint-Vehicles	16,949	21,000	21,000
56100	Rep & Maint-Machinery & Equipment	13,749	38,350	37,500
56200	Rep & Maint-Building	11,595	19,000	23,200
56300	Rep & Maint-Grounds/Parking	18,195	22,750	22,750
56320	Rep & Maint-Outside Lighting	1,262	500	500
56600	Rep & Maint-W/S Utility System	248,575	202,750	355,000
56610	Rep & Maint-Meter Hardware	10,875	8,500	13,150
	Total Repair & Maintenance	**321,200**	**312,850**	**473,100**
57050	Supplies-Gasoline	10,419	24,000	16,000
57060	Supplies-Diesel	10,028	16,000	15,000
57150	Supplies-Fert/Chem/Seed	329,492	337,600	355,600
57250	Supplies-Office	2,562	3,000	3,000
27270	Supplies-Printing	4,577	6,450	6,200
57300	Supplies-Operational	24,965	29,900	29,900
57350	Small Tools, Furniture, Equipment	12,067	10,080	15,535
57400	Books/Periodicals/Subscriptions	60	400	400
57420	Operating Licenses & Permits	1,231	1,300	1,300
57450	Postage	25,924	28,000	28,000
57500	Insurance	21,823	23,400	21,900
57510	Insurance Claims	97,624	0	0
57550	Legal Notices/Advertising	238	1,200	1,200
57610	Bad Debt Expense	6,413	17,500	6,500
57650	Sales Tax Expense	90,225	92,000	92,000
57780	Rentals Machinery & Equipment	6,567	3,000	6,500
57830	Purchased Water	856,540	822,000	822,000
57900	Contingency	8,287	5,000	5,000
57920	Miscellaneous	30,102	30,000	30,000
	Total Supplies & Other	**1,539,144**	**1,450,830**	**1,456,035**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	7,558	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	108,326	157,000	174,745
58600	Capital Exp-Vehicles	212,136	79,000	12,500
	Total Capital Expenses	**328,020**	**236,000**	**187,245**
	Total Water	**$4,458,484**	**$4,618,060**	**$4,723,255**

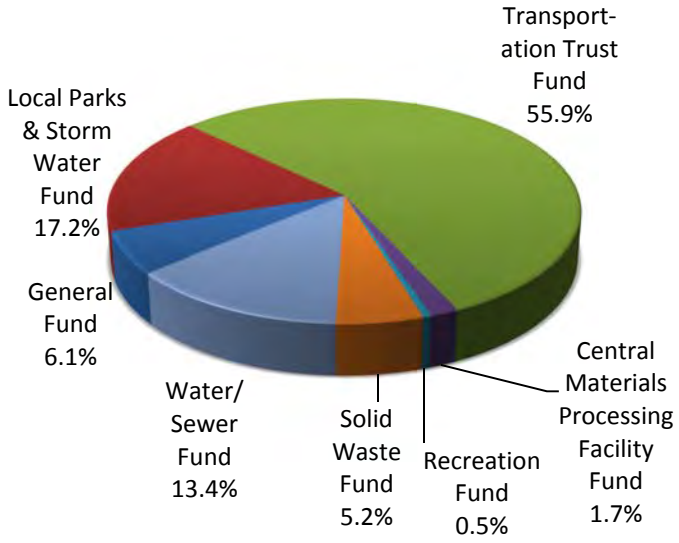
Capital – Overview

Capital expenditures are expenses involving land, improvements to land, easements, buildings, building improvements, furniture, fixtures, machinery, equipment, vehicles, and all other tangible or intangible assets costing $5,000 or more that are used in operations and have an initial useful life extending beyond a single reporting year.

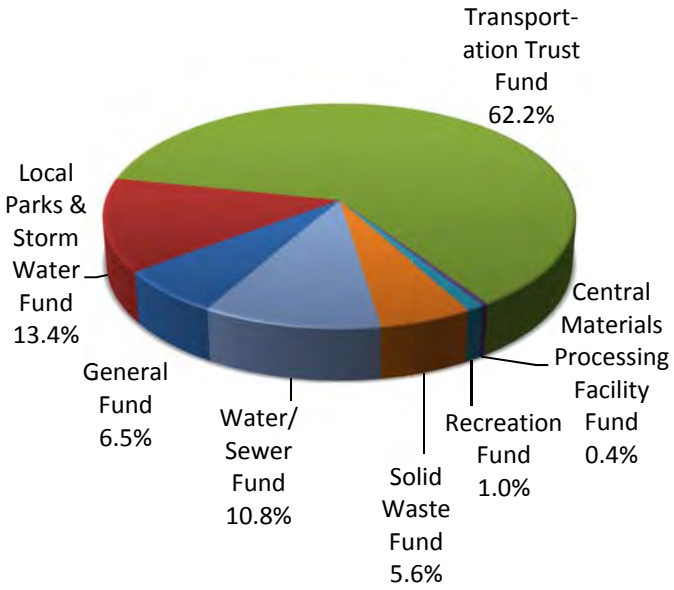
Annually, the City's long-range Capital Improvement Plan (CIP) for the General Fund, Local Parks and Storm Water Fund, Transportation Trust Fund, Central Materials Processing Facility Fund, Recreation Fund, Solid Waste Fund, and Water/Sewer Fund is re-evaluated and updated. As described in the Overview of Budget Budgetary Process on page 31, the Mayor, Board of Aldermen, and City Administrator work together to set the goals, which are based upon input from citizens, the Mayor and Board of Aldermen, and City staff, for the City of St. Peters for the upcoming fiscal year. A Capital Improvement Plan is then approved and serves as the blueprint for the preparation of future budgets.

The total of all capital expenditures in the City's budgeted funds as shown in the current 5-Year CIP is $67,158,580. The charts below show the proportion of capital expenditures in each fund for the total 5-Year CIP and for the fiscal year 2017/18 budget.

CIP - 5-Year Total



CIP - FY 2017/18



Capital Improvement Plan Calendar

FY17 Capital Improvement Plan	
January 10	Board of Aldermen Pre-CIP and Budget Meetings with City Administrator and Management Team
February 10	FY18-22 CIP requests due from Group Managers
March 6 – 17	Departmental CIP and Budget Meetings: City Administrator and Management Team review preliminary CIP requests
April 28	Distribute draft FY17 CIP document to the Board of Aldermen
May 25	Adoption of FY17 CIP at Board of Aldermen meeting

Capital Funding Sources

The General Fund is the main operating fund of the City. It is used to account for all financial resources, such as taxes and fees, except those required to be accounted for in another fund.

The Local Parks & Storm Water Fund is a special revenue fund used to account for revenues related to a 1/2 cent local parks & storm water sales tax. The revenues in this fund are restricted for park and storm water projects.

The Transportation Trust Fund is a special revenue fund used to account for revenues related to a 1/2 cent transportation sales tax as well as revenues related to grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads, and bridges.

The CMPF Fund is an enterprise fund used to account for revenues and expenses for the City's central materials processing services. Revenues are generated primarily through charges for waste processing and disposal services and the sales of recyclable materials.

The Recreation Fund is an enterprise fund used to account for revenues restricted for recreation purposes. Revenues are generated primarily through charges for Rec-Plex memberships, programs, and rentals, as well as user charges at the City's municipal golf course and RV pad rentals at 370 Lakeside Park.

The Solid Waste Fund is an enterprise fund used to account for revenues and expenses for the City's solid waste services. Revenues are generated primarily through charges for trash collection services.

The Water/Sewer Fund is an enterprise fund used to account for revenues and expenses for the City's water and sewer services. Revenues are generated primarily through charges for water and sewer services.

Capital Improvement Plan Summary

Fund	Project	FY18	5 Year Total	Routine?
General	Police Vehicles	$337,000	$1,698,000	Yes
	Other Vehicles	52,000	374,000	Yes
	Communications Replacements & Additions	66,000	372,000	Yes
	Facility Improvements – City Hall	250,000	500,000	No
	Information Technology	211,375	863,930	Yes
	Manlift Purchase	27,000	27,000	No
	Outdoor Warning Siren Replacement & Equip. Upgrade	16,800	16,800	No
	Update City Administrator Conference Room	19,300	19,300	No
	Miscellaneous	13,210	213,210	Yes
Local Parks & Storm Water	Ranger Division Vehicles	32,000	145,000	Yes
	Parks Department Vehicles	298,000	1,419,000	Yes
	Parks Department Rolling Stock	188,000	1,026,000	Yes
	Golf Course Vehicles	-	104,000	Yes
	Golf Course Rolling Stock	90,000	180,000	Yes
	Playground Equipment	225,000	1,250,000	Yes
	Parking Lot Seal and Stripe & Athletic Field Improvements	100,000	500,000	Yes
	Facility Improvements – Parks & Street Dept. Building	117,000	117,000	No
	Facility Improvements – Rec-Plex	150,000	525,000	No
	Facility Improvements – Rec-Plex Natatorium	-	600,000	No
	Facility Improvements – Rec-Plex South	-	105,000	No
	Restroom & Concession Stand at Old Town Park	-	250,000	No
	Laurel Park Restroom	-	250,000	No
	Dock for Rental Boats	-	40,000	No
	Rental Building by Lakeside Pavilion & a Parking Lot Expansion	-	75,000	No
	Outdoor Kitchen by Corporate Pavilion	46,200	46,200	No
	Fitness Equipment at Woodlands Sports Park	50,000	50,000	No
	Outdoor Recreation Area at Lakeside Park	-	80,000	No
	Pump House System Replacement	-	200,000	No
	Connect Lakeside Park to Sanitary Sewer System	50,000	50,000	No
	Parks Department Miscellaneous	81,000	381,000	Yes
	Storm Water Maintenance (Including 50/50)	603,000	3,737,500	Yes
	Storm Water Vehicles	-	430,000	Yes
	Storm Water Miscellaneous	4,950	4,950	Yes
Transportation Trust	Road Construction and Traffic Signals	5,829,600	16,939,750	No
	Major Street Maintenance	3,246,000	17,085,000	Yes
	Vehicles	26,000	853,000	Yes
	Rolling Stock	66,000	1,116,000	Yes
	Traffic Signal Improvements	150,000	830,000	Yes
	LED Street Light Retrofit Pilot Program	136,500	136,500	No
	LED Street Light Retrofit Program	-	560,000	No
CMPF	Vehicles	-	275,000	Yes
	Rolling Stock and Equipment	63,000	732,000	Yes
	Miscellaneous	-	140,000	Yes
Recreation	Vehicles	-	168,000	Yes
	Replace Flooring in Ice Rinks	15,000	30,000	No
	Olympia Ice Resurfacer	125,000	125,000	No
	Miscellaneous	16,700	16,700	Yes
Solid Waste	Vehicles	756,000	2,886,000	Yes
	Containers	84,000	503,000	Yes
	Miscellaneous	10,000	130,000	Yes
Water/Sewer	Vehicles	425,000	1,455,000	Yes
	Rolling Stock and Equipment	137,740	852,740	Yes
	Water Meter Replacement Program	325,000	1,925,000	Yes
	Sanitary Sewer Rehab or Replacement	275,000	2,375,000	Yes
	Other Water/Sewer Utility System Maintenance	475,000	2,375,000	Yes
Total Routine		**$8,356,975**	**$46,416,030**	
Total Non-Routine		**$6,832,400**	**$20,742,550**	
Total CIP Capital		**$15,189,375**	**$67,158,580**	

Significant and/or Non-Routine Capital Projects

There are several significant and/or non-routine capital projects in the CIP for FY2017/18. Descriptions of these projects are shown below. A project is considered significant if it has a substantial impact on the budget or if it rarely occurs.

Facility Improvements – City Hall – The construction of City Hall was completed in 1990, and after more than 25 years of use, the building is in need of various repairs, maintenance, and updating. This project will be funded from an $850,000 reserve account set aside for this purpose. In FY18 the front desk and counter are scheduled for replacement and the front doors will be replaced with new ADA-compliant doors. The budget for this project in FY18 is $250,000, and the total 5-Year CIP project budget is $500,000. *Operating impact – will slightly decrease repair and maintenance expenses due to the permanent solutions being provided to several problem areas. To remain conservative in our budgeting, no reduction in expenses was budgeted.*

Information Technology – This project has several components including PC replacements, printer replacements, and network security updates. A significant portion of the FY18 budget for Information Technology is for PC monitor replacements in the police and ranger patrol vehicles. The existing monitors in the patrol cars were purchased beginning in FY06 with the last mobile device placed in FY08. As a result, they are anywhere from 8-10 years old. The capability of the software allows for more information to be presented on the monitors but is currently restricted due to resolution. Since programming is configured for the monitor characteristics, we would need to replace all the monitors at the same time to allow the functionality to be maximized. The monitors are independent of the CPUs so they do not have to be replaced as often. Upgrading the monitors in the police and ranger vehicles will improve efficiency by ensuring the officers get fast, reliable response as new calls for service are dispatched and critical information is shared before they arrive on scene. The total budget for Information Technology replacements and additions in FY18 is $211,375, and the total 5-Year CIP project budget is $863,930. *Operating impact – no new ongoing expenses associated with this project.*

Manlift Purchase – Provide a manlift to be shared by staff at City Hall, Rec-Plex, Rec-Plex South, and 370 Lakeside Park. The City currently owns one manlift that is in high demand and not easily transported between City facilities. This project will allow us to purchase an additional manlift primarily for use around the City Centre campus, which consists of City Hall, Rec-Plex, and Rec-Plex South. This project will improve efficiency when completing repairs and maintenance by eliminating the time it currently takes to transport the manlift throughout the City. It will also improve our employees' safety by providing a safer alternative to ladders when performing repairs and maintenance at an elevated height. The budget for this project in FY18 is $27,000, which is the total project budget. *Operating impact – no new ongoing expenses associated with this project.*

Outdoor Warning Siren Replacement & Equipment Upgrade – Replace five of our outdoor warning sirens that are over 30 years old and convert the six remaining sirens to solar power. FY18 is the last year of this four-year project. In FY18, three sirens will be converted to solar power. This project will improve the reliability of our outdoor warning sirens, thereby improving the safety for our residents during storm events. The budget for this project in FY18 is $16,800, which is the total project budget. *Operating impact – will reduce utilities expenses by converting sirens to solar power. To remain conservative in our budgeting, no reduction in expenses was budgeted.*

Update City Administrator Conference Room – Update the City Administrator conference room to include new conference table, credenza, chairs, and presentation technology. This room is used for meetings with both internal staff members and outside parties who often require the use of PowerPoint or other electronic presentation resources. This room has not been updated in 26 years and is lacking many technological capabilities that are used today. Many of the chairs are broken and need to be replaced. A new table with a raceway for electronics would eliminate all the unsightly cords sitting on top of the table. A new credenza would provide functional space and give a more professional look to the room. Upgrading and adding state-of-the-art conference ability will enable staff to present a professional City image and to have more productive meetings when conducting City business. *Operating impact – will eliminate the ongoing cost of replacing individual chairs as they become unusable. The cost of replacing equipment that breaks during the year is not budgeted, so no reduction in expenses was budgeted.*

Facility Improvements – Parks & Street Dept. Building – This project consists of the following items in FY18: equipment shed modifications ($12,500), concrete and drain for wash bay ($6,000), and roof for wash bay ($98,500). Phase three of the 100 Boone Hills Drive back lot renovation will involve modifying the existing equipment shed at the bottom of the lot and expanding and covering the existing wash bay located on the side of the lower bay. The shed modifications will allow Parks staff to store vehicles, equipment, and palletized materials (Turface, ice melt, grass seed, fertilizer, etc.) under cover and out of the elements. The wash bay modifications are required for the site to comply with federal storm water regulations. The budget for this project in FY18 is $117,000, which is the total project budget. *Operating impact – will reduce repair and maintenance expenses for the vehicles and equipment that will now be stored under cover instead of out in all types of weather. To remain conservative in our budgeting, no reduction in expenses was budgeted.*

Facility Improvements – Rec-Plex – The Rec-Plex opened in 1994, and after more than 20 years of use, the building is in need of various repairs, maintenance, and updating. This project includes the following items: replacing the ceramic tile flooring throughout the building, repairing tuckpointing, re-plastering the leisure pool in the natatorium, and replacing the flat roof and skylight over the steps. Scheduled for completion in FY18 is repairing tuckpointing and re-plastering the leisure pool. The budget for this project in FY18 is $150,000, and the total 5-Year CIP project budget is $525,000. *Operating impact – will decrease repair and maintenance expenses due to the permanent solutions being provided to problem areas. To remain conservative in our budgeting, no reduction in expenses was budgeted.*

Outdoor Kitchen by Corporate Pavilion – Addition of an outdoor kitchen at the 370 Lakeside Park Corporate Pavilion. This would be a rentable amenity that would make the corporate pavilion a better venue for the large events that are drawn there. The current lack of a kitchen, bar area, and shelter for food have all been limiting factors for our renters. This amenity would allow the food service operation for City events to be much more efficient and profitable, and it would allow the venue to meet health codes for commercial food service. These factors would increase the demand for the pavilion and generate significant revenue, with the potential to see a complete return on investment in less than 5 years. The budget for this project in FY18 is $46,200, which is the total project budget. *Operating impact – will increase revenue by providing an additional amenity available for rental at the corporate pavilion. Will also increase repair and maintenance expenses due to the addition of a new facility. It is estimated that the increase in revenue will exceed the increase in expenses, and to remain conservative in our budgeting, no increase in revenue or expenses was budgeted.*

Fitness Equipment at Woodlands Sports Park – Install a new adult fitness area at Woodlands Sports Park similar to the area installed at Nob Hill Park in 2015. The project will include the purchase and installation of new outdoor exercise equipment and concrete surfacing. The budget for this project in FY18 is $50,000, which is the total project budget. *Operating impact – will increase repair and maintenance expenses for the addition of new equipment. In FY18 we increased the Parks department's budget for repair and maintenance of playground and recreation areas by $35,000, which includes the increased costs related to this project as well as other playground maintenance needs related to repairs of the safety surfacing.*

Connect Lakeside Park to Sanitary Sewer System – Connect 370 Lakeside Park to the City's sanitary sewer system. All waste water collected within 370 Lakeside is currently pumped into a trailer storage tank and hauled off site to be dumped into the sanity sewer system by hand. Removing sewage from the park manually carries an unavoidable risk to the health and safety of employees and users during transit. To complete this project, the City will need to run a force main sewer line over the 500-year levee and follow utility easements on the property south of the levee either to a gravity sewer line or to the existing lift station located near the Spencer Road/Salt River Road interchange if the gravity sewer lines are not complete. This project will eliminate the risks to employees hauling sewage and the risks to the public by providing clean and safe removal of sewage from the park. It will also improve the park environment and experience for users by allowing for more restroom facilities. The budget for this project in FY18 is $50,000, which is the total project budget. *Operating impact – will free up labor hours for additional tasks and reduce overtime costs. To remain conservative in our budgeting, no reduction in expenses was budgeted.*

Road Construction and Traffic Signals – This project is for new road construction and reconstruction projects and the design and installation of traffic signals in the City. In order to meet the demands of a growing population, new streets must be constructed and existing streets must be widened and reconfigured to improve traffic flow and safety. The road construction and traffic signal projects in FY18 are as follows: Arrowhead Industrial and Salt River Road intersection improvements, Jungermann Road bridge replacement, McClay Road resurfacing (Shepherd Hills to Jungermann Road), Highway 364 at Mid Rivers Mall Drive improvements, Golf/Banquet Center entrance improvements along Salt Lick Road, rapid response flashing beacons on West Sunny Hills Boulevard, entrance monuments along Mid Rivers Mall Drive at Highway 364 and Highway 70, wayfinding signage, and enhancements/other costs. The budget for these projects in FY18 is $5,829,600, and the total 5-Year CIP project budget is $16,939,750. *Operating impact – all roads and signals scheduled for improvements are already in existence, so there are no new ongoing expenses associated with this project.*

Major Street Maintenance – Maintenance on the City's streets includes projects for asphalt overlay, concrete slab replacement, concrete curb repair, sidewalk repair/infill, joint and crack sealing, deicing chemicals, and other maintenance. Maintenance of these items is necessary to maintain safe travel throughout the City for vehicles and pedestrians and to reduce the deterioration of roads that leads to substantially more costly repairs. The budget for these projects in FY18 is $3,246,000, and the total 5-Year CIP project budget is $17,085,000. *Operating impact – this project is for regularly scheduled ongoing street maintenance, so there are no new expenses associated with it. The implications of not doing this project would be an increase in repair and maintenance expenses.*

LED Street Light Retrofit Pilot Program – Replacement of Ameren-owned high pressure sodium street lights with more energy efficient City-owned LED street lights. The budget for this project in FY18 is $136,500, which is the total project budget. *Operating impact – the retrofit will save the City $21.71 per light per month in energy costs. Assuming that this retrofit would allow City employees to respond to each light for maintenance one less time per year, the monthly maintenance savings would be $20.83 per light. The total yearly savings per street light will pay for a new LED fixture in under 7 years. The two pilot neighborhoods are Drovers Crossing & Queensbrooke, which have a total of 39 street lights. The total savings for the pilot neighborhoods combined will be approximately $19,910 per year. To remain conservative in our budgeting, we reduced the budget for street light electricity expenses by $8,500 in FY18 but no reduction in repair and maintenance expenses was budgeted.*

Replace Flooring in Ice Rinks – This project consists of improving the flooring in the North Rink at Rec-Plex and Rink B in Rec-Plex South. The project will be completed in four phases with the first three phases focusing on replacing worn out flooring in the Rec-Plex North ice rink with Mondo flooring. FY18 will consist of the third phase of the project. The last phase of the project will be to install Mondo flooring in Rink B at Rec-Plex South, which is currently a concrete surface. This project will allow us to maintain a pleasing and safe environment for Rec-Plex users. The budget for this project in FY18 is $15,000, and the total 5-Year CIP project budget is $30,000. *Operating impact – increased repair and maintenance expenses related to the addition of Mondo flooring in Rec-Plex South Rink B are offset by a decrease in expenses for skate repairs from walking on a concrete surface.*

Olympia Ice Resurfacer – This project consists of replacing the Olympia ice resurfacer at Rec-Plex South as it reaches the end of its useful life. This project will ensure safety of City staff and ice rink users by providing equipment that works properly. Without a proper ice surface, ice sports can't be properly performed and the possibility of injury increases due to an uneven surface, holes, or divots in the ice. Replacing equipment at the end of its life cycle will ensure continued usage of the ice rink. Keeping the correct thickness of ice also helps reduce energy costs from the coolers not needing to work as hard. The budget for this project in FY18 is $125,000, which is the total project budget. *Operating impact – will reduce repair and maintenance expenses that were needed to keep the old ice resurfacer functioning, and will slightly reduce electricity expenses due to the coolers not needing to work as hard to maintain the ice. To remain conservative in our budgeting, no reduction in expenses was budgeted. Ice rink use accounts for a little over half of all revenue generated at Rec-Plex South. This project will help us retain current ice rink users and potentially attract new ones as well.*

Fund	Department	Account Title	Item #	Description & Justification	Amount	In CIP?
General	Administration	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	0.00	CITY HALL IMPROVEMENTS	250,000.00	Y
		ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS Total			**250,000.00**	
General	Administration	ADMIN/ CAPITAL EXPENSE-FURNITURE & FIXTURES	0.00	CITY ADMINISTRATOR CONFERENCE ROOM REMODEL - FIXTURES AND COMPUTER EQUIPMENT	19,300.00	Y
		ADMIN/ CAPITAL EXPENSE-FURNITURE & FIXTURES Total			**19,300.00**	
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	0.00	IT-NETWORK SECURITY - REPLACE SOPHOS, WHATSUP GOLD & EXINDA FOR INTERNET & NETWORK SECURITY (CIP)	50,000.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	1.00	IT-NETWORK SERVERS - ADD VMWARE HOSTS & LICENSES, REPLACE GRANICUS ENCODING SERVER AND UPGRADE THE DOOR ACCESS SYSTEM (CIP)	35,000.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	2.00	IT-PC REPLACEMENTS-(43 PCS, 11 LAPTOPS, TOTAL= 54 DEVICES); 10 MONITORS TO BE REPLACED AS NEEDED. (CIP)	42,175.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	3.00	IT-PC REPLACEMENTS-REPLACE MONITORS IN POLICE CARS - 28 @ $1,800 (CIP)	50,400.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	4.00	IT-PRINTER REPLACEMENTS - REPLACE 4 LASERJET PRINTERS & 1 DATACARD PRINTER (CIP)	14,800.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	5.00	IT - UPS NETWORK BATTERIES & NETWORK REPLACEMENTS - REPLACE JC BATTERIES APC3000 (CIP)	8,000.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	6.00	IT - 2 FACTOR AUTHENTICATION	11,000.00	Y
General	Administration	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	7.00	IT - PERMITTING SOFTWARE	70,000.00	N
		ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT Total			**281,375.00**	
	Administration Total				**550,675.00**	
General	Communications	COMMUNICATIONS/CAP EXP-MACH & EQUIP	0.00	PER CIP-REPLACE PRODUCTION SWITCHER IN CABLE OPERATIONS CONTROL ROOM	25,000.00	Y
General	Communications	COMMUNICATIONS/CAP EXP-MACH & EQUIP	1.00	PER CIP-REPLACE EVO SHARED STORAGE SYSTEM-HARDWARE END OF LIFE.	26,000.00	Y
General	Communications	COMMUNICATIONS/CAP EXP-MACH & EQUIP	2.00	REPLACE UVERSE ENCODER-MANDATED BY AT&T TO COMPLY WITH THEIR STREAMING SUPPORT REQUIREMENTS	6,000.00	Y
General	Communications	COMMUNICATIONS/CAP EXP-MACH & EQUIP	3.00	PER CIP-REPLACE OBSOLETE, FAILING VIDEO TAPE RECORDERS WITH DIGITAL MEDIA RECORDERS ($4500 ea - 4 total machines - 2 in FY17 & 2 in FY18)	9,000.00	Y
		COMMUNICATIONS/CAP EXP-MACH & EQUIP Total			**66,000.00**	
	Communications Total				**66,000.00**	
General	Police	POLICE/ CAP EXP-MACH & EQUIP	0.00	BSS005; SHELVING FOR SECURE EVIDENCE DRUG & FIREARM STORAGE ROOM; REPLACES A FEW OLD METAL SURPLUS SHELVING SETS THAT ARE IN POOR CONDITION AND CANNOT BEAR ANY ADDITIONAL WEIGHT; ALSO PROVIDES TALLER & HEAVY-DUTY SHELVING TO INCREASE STORAGE CAPACITY THAT IS DESPERATELY NEEDED IN THE ROOM.	7,710.00	N
General	Police	POLICE/ CAP EXP-MACH & EQUIP	1.00	CIP; REPLACE LAST THREE (3) OUTDOOR WARNING SIRENS WITH SOLAR POWER, AS APPROVED BY CIP; THIS IS FINAL PHASE THAT COMPLETES THE PROJECT	16,800.00	Y
		POLICE/ CAP EXP-MACH & EQUIP Total			**24,510.00**	
General	Police	POLICE/ CAP EXP-VEHICLES	0.00	VEHICLE 102; REPLACE POLICE ADMIN SEDAN VEHICLE AS APPROVED IN CIP -QTY 1 @ $22000-REPLACEMENT PER CIP SCHEDULE	22,000.00	Y
General	Police	POLICE/ CAP EXP-VEHICLES	1.00	VEHICLES 111, 112, 114, 119,124,125,127,131,133,and 137; REPLACE PATROL VEHICLES WITH AWD SUV PPV; VEHICLES ,AS APPROVED IN CIP-QTY 10 @ $31,500 REPLACEMENT PER CIP SCHEDULE	315,000.00	Y
		POLICE/ CAP EXP-VEHICLES Total			**337,000.00**	
	Police Total				**361,510.00**	
General	Engineering	TDS/ CAPITAL EXPENSE-VEHICLES	0.00	KEEP THE BEST VEHICLE BEING TAKEN OUT OF SERVICE EACH YEAR FOR BUILDING COMMISSIONER. CURRENTLY SHARES 201 WITH PLANNING DEPARTMENT 4 PEOPLE AND 1 PART TIME	0.00	Y
General	Engineering	TDS/ CAPITAL EXPENSE-VEHICLES	1.00	REPLACE VEHICLE #210 - 2008 FORD ESCAPE - QTY 1 @ $24,000 PER THE CIP SCHEDULE	24,000.00	Y
General	Engineering	TDS/ CAPITAL EXPENSE-VEHICLES	2.00	REPLACE VEHICLE #557 (MATT ADAMS) - 2007 CHEVROLET COLORADO - QTY 1 @ $28,000 PER THE CIP SCHEDULE	28,000.00	Y
		TDS/ CAPITAL EXPENSE-VEHICLES Total			**52,000.00**	
	Engineering Total				**52,000.00**	
General	Vehicle & Equipment Maintenance	FLEET MAINT/ CAPITAL EXPENSE-MACH & EQUIP	0.00	DPF & EMISSIONS SYSTEM RESTORATION TOOL	5,500.00	N
		FLEET MAINT/ CAPITAL EXPENSE-MACH & EQUIP Total			**5,500.00**	
	Vehicle & Equipment Maintenance Total				**5,500.00**	
General	Building Attendants	HES-BLDG ATTEND/CAP EXP-MACHINERY & EQUIPMENT	0.00	MANLIFT PURCHASE	27,000.00	Y
		HES-BLDG ATTEND/CAP EXP-MACHINERY & EQUIPMENT Total			**27,000.00**	
	Building Attendants Total				**27,000.00**	
General Total					**1,062,685.00**	
Transportation Trust	Streets Maintenance	STREETS MAINT/ CAP EXP- BUILDING & IMPROVEMENTS	0.00	7.5 TON HVAC UNIT FOR STREETS/TDS REPLACEMENT AND RELOCATION	20,000.00	Y
		STREETS MAINT/ CAP EXP- BUILDING & IMPROVEMENTS Total			**20,000.00**	
Transportation Trust	Streets Maintenance	STREETS MAINT/ CAP EXP- MACH & EQUIP	0.00	REPLACEMENT (1) TILT TRAILER/16' FOOT DECK MOUNT TILT TRAILER	15,000.00	Y
Transportation Trust	Streets Maintenance	STREETS MAINT/ CAP EXP- MACH & EQUIP	1.00	REPLACEMENT OF (1) WALK-BEHIND PAINT STRIPER	11,000.00	Y

Fund	Department	Account Title	Item #	Description & Justification	Amount	In CIP?
Transportation Trust	Streets Maintenance	STREETS MAINT/ CAP EXP- MACH & EQUIP	2.00	REPLACEMENT OF POWER BOX ON TRUCK 337	20,000.00	Y
		STREETS MAINT/ CAP EXP- MACH & EQUIP Total			**46,000.00**	
	Streets Maintenance Total				**66,000.00**	
Transportation Trust	Traffic	TRAFFIC/ CAP EXP- MACH & EQUIP	0.00	TRAFFIC SIGNAL CAPITAL REPLACEMENT PROGRAM -QTY 1 @ $150000-THE PROGRAM FUNDS THE SCHEDULED REPLACEMENT OF VARIOUS TRAFFIC SIGNAL COMPONENTS DUE TO OBSOLESCENCE, TO IMPROVE SYSTEM RELIABILITY OR IMPROVE SYSTEM OPERATIONS.	150,000.00	Y
Transportation Trust	Traffic	TRAFFIC/ CAP EXP- MACH & EQUIP	1.00	LED STREET LIGHT RETROFIT PILOT PROGRAM (UNMETERED SERVICE)	136,500.00	Y
		TRAFFIC/ CAP EXP- MACH & EQUIP Total			**286,500.00**	
Transportation Trust	Traffic	TRAFFIC/ CAP EXP- VEHICLES	0.00	301 REPLACEMENT (MOVED FROM STREET BUDGET)	26,000.00	Y
		TRAFFIC/ CAP EXP- VEHICLES Total			**26,000.00**	
	Traffic Total				**312,500.00**	
Transportation Trust Total					**378,500.00**	
Local Parks and Storm Water	Ranger Division	MPS RANGERS/CAP EXP-VEHICLES	0.00	REPLACEMENT OF VEHICLES 893 WITH AWD SUV PPV; AS APPROVED IN CIP-QTY 1 @ $32,000-REPLACEMENT PER THE CIP SCHEDULE	32,000.00	Y
		MPS RANGERS/CAP EXP-VEHICLES Total			**32,000.00**	
	Ranger Division Total				**32,000.00**	
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	0.00	CIP: PARKING LOT IMPROVEMENTS	100,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	1.00	PHASE 3 OF PARKS SHOP BACK LOT RENOVATION. MODIFYING EXISTING EQUIPMENT SHED AND COVERING WASH BAY LOCATED ON THE SIDE OF THE LOWER BAY. THE SHED MODIFICATIONS WILL ALLOW STORAGE OF VEHICLES, EQUIPMENT AND PALLETIZED MATERIALS (TURFACE, ICE MELT, GRASS SEED, ETC) UNDER COVER AND OUT OF THE ELEMENTS. THE WASH BAY MODIFICATIONS ARE REQUIRED FOR THE SITE TO COMPLY WITH FEDERAL STORMWATER REGULATIONS.	117,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	2.00	PERMANENT FISHING DOCK AT LAUREL PARK RETENTION POND. THIS PROJECT WILL INVOLVE INSTALLING A PERMANENT FISHING DOCK SIMILAR TO THE DESIGN USED AT WOODLANDS SPORTS PARK (CONCRETE B-BLOCKSWITH A POURED CONCRETE PAD, FENCING, AND A 12X12 SHADE STRUCTURE). THE PROPOSED DESIGN WOULD REQUIRE VERY LITTLE MAINTENANCE, WOULD WORK EVEN IN A SHALLOW BODY OF WATER, AND WOULD BE FULLY ACCESSIBLE FOR DISABLED USERS. THE LIFESPAN OF THIS DESIGN WILL FAR EXCEED THAT OF A TRADITIONAL FLOATING DOCK. LABOR AND INSTALLATION WOULD BE COMPLETED BY PARKS STAFF.	12,000.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	3.00	ADD GATES AND LANDSCAPING TO WOODLANDS SPORTS PARK. ADD THREE SETS OF GATES THAT CAN BE CLOSED DURING THE EVENING TO CONTROL LAWN JOBS AND TRAFFIC THROUGH THE PARK. ONE AT EACH ENTRANCE AND AND ADDITIONAL SET OF GATES EAST OF THE UPPER BALL FIELD PARKING LOT. THIS SET OF GATES WOULD ALLOW USAGE OF THE UPPER FIELDS IF THE LOWER AREA FLOODS. THIS PROJECT WOULD ALSO INCLUDE ADDITIONAL LANDSCAPTING ENHANCEMENTS; BOULDERS, TREES AND SHRUBS TO ENSURE VEHICLES DIDN'T HAVE ACCESS INTO THE PARK BY BYPASSING THE GATES.	12,000.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	4.00	RENOVATE BATTING CAGE AT CITY CENTRE DIAMOND 18. THE CURRENT NET HAS REACHED ITS LIFE EXPECTANCY AND NEEDS TO BE REPLACED.THIS PROJECT WOULD CREATE A NEW, SAFE, LOW MAINTENANCE SURFACE. NEW CONCRETE AND ARTIFICAL TURF WOULD REPLACE THE GRASS AND SAVE LABOR HOURS WHILE PROVIDED A STABLE, DURABLE SURFACE FOR USERS.	6,000.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	5.00	FENCE AN AREA IN THE OPEN SPACE EAST OF POD 4 AT LAKESIDE PARK. FENCE AN AREA CLOSE TO THE CAMPERS WHERE THEIR DOGS CAN RUN FREELY AND PLAY. THIS WILL BE A BIG DRAW TO THE PARK FOR CAMPERS AND RV GROUPS. THE ROTARY CLUB DOG PARK RULES MAKE IT VERY DIFFICULT FOR TRAVELERS TO USE THE FACILITY.	15,000.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	6.00	CONNECT LAKESIDE PARK TO SANITARY SEWER SYSTEM	50,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-LAND IMPROVEMENT	7.00	PAVE PARKING LOT AT ST. PETERS-HOWELL RD BUILDING	20,000.00	N
		PARKS/ CAP EXP-LAND IMPROVEMENT Total			**332,000.00**	
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-BUILDING & IMPROVEMENTS	0.00	CIP: REPAIR TUCKPOINTING ON REC-PLEX	150,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-BUILDING & IMPROVEMENTS	1.00	REPLACE ROLL-UP CONCESSION SHUTTERS AT BROWN ROAD AND SHADY SPRINGS. EXISTING ROLL UP CONCESSION SHUTTERS ARE PRONE TO VANDALISM AND ALLOW DUST/DIRT TO PENETRATE INTO THE FOOD PREP AND SERVING AREAS. STEEL CONCESSION DOORS SIMILAR TO THOSE INSTALLED AT SPORTS CENTER PARK WILL PREVENT VANDALISM/THEFT AND HELP CONCESSION OPERATIONS COMPLY WITH CITY HEALTH CODES. (2 @ $5,000)	10,000.00	N

Fund	Department	Account Title	Item #	Description & Justification	Amount	In CIP?
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-BUILDING & IMPROVEMENTS	2.00	ADD AN OUTDOOR KITCHEN BY THE CORPORATE PAVILION AT LAKESIDE PARK. AN OUTDOOR KITCHEN WOULD BE A RENTABLE AMENTIY THAT WOULD MAKE 370 LAKESIDE PARK CORPORATE PAVILION A BETTER VENUE FOR LARGE EVENTS. THIS AMENITY WOULD ALLOW THE VENUE TO MEET HEALTH CODES FOR COMMERICAL FOOD SERVICE WHILE INCREASING REVENUES. IT WOULD ALSO ALLOW MORE EFFICIENT AND PROFITABLE FOOD SERVICE OPERATIONS FOR CITY EVENTS. WE ESTIMATE REVENUE WOULD PROVIDE A RETURN ON INVESTMENT WITHIN 5 YEARS.	46,200.00	Y
		PARKS/ CAP EXP-BUILDING & IMPROVEMENTS Total			**206,200.00**	
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	0.00	CIP: REPLACE 72" FERRIS ZTR MOWER. PURCHASED IN 2011 AND WILL HAVE REACHED THE END OF ITS USEFUL SERVICE LIFE IN FY18. THIS MOWER IS CRUCIAL TO PARK MAINTENANCE OPERATIONS DUE TO ITS SIZE, VERSATILITY AND ABILITY TO ACCESS TIGHT AREAS.	25,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	1.00	CIP: KUBOTA RTV 900. UTILITY VEHICLE WAS PURCHASED IN 2008 AND WILL HAVE REACHED THE END OF ITS USEFUL SERVICE LIFE IN FY18. THIS VEHICLE IS CRUCIAL FOR DAY TO DAY MAINTENANCE OPERATIONS AT LAKESIDE PARK.	18,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	2.00	CIP: REPLACE FORD TRACTOR 340B. PURCHASED IN 1985 AND HAS EXCEEDED ITS LIFE CYCLE. TRACTOR IS USED EXTENSIVELY FOR SPRAYING, SEEDING AND AERATING TURF.	55,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	3.00	CIP: REPLACE JOHN DEERE 1200A BUNKER RAKE. PURCHASED IN 2011 USED PRIMARILY FOR GROOMING BALLFIELDS, THIS MACHINE WILL NEED TO BE REPLACED DUE TO CONSTANT USE AND REACHING ITS LIFE EXPECTANCY.	25,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	4.00	CIP: REPLACE BOBCAT T320 TRACK LOADER. PURCHASED IN 2011 AND WILL HAVE EXCEEDED ITS USEFUL SERVICE LIFE IN FY18. PRIMARILY USED BY MAINTENANCE CREW FOR TRAIL INSTALLATION AND MAINTENANCE, EARTHWORK, MATERIAL HANDLING AND CONSTRUCTION/DEMOLITION OF PARK AMENTITIES.	65,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	5.00	NEXT GENERATION NURSERY JAWS FOR TRACK LOADER. PURCHASE NEXT GENERATION NURSERY JAWS FOR THE TRACK LOADER TO INCREASE SAFETY, PRODUCTIVITY AND CARE OF LOADS WHEN MOVING MATERIALS INCLUDING NURSERY TREES, LARGE AND SMALL, BOULDERS AND LARGE PLASTIC CONTAINERS.	7,500.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	6.00	REPLACE DRINKING FOUNTAINS AT LAUREL, SHADY AND OAK CREEK PARKS. REPLACE THREE OUTDATED DRINKING FOUNTAINS IN VARIOUS PARKS WITH ADA-COMPLIANT DRINKING FOUNTAINS. CURRENT FOUNTAINS HAVE OUTLASTED THEIR SERVICE LIFE AND REQUIRE CONSTANT MAINTENANCE. (3 @ $3,000)	9,000.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	7.00	NEW 16' DUMP TRAILER (10,000 LB CAPACITY, 14,000 LB GVWR). A DUMPING TRAILER WOULD BE USEFUL THROUGHOUT THE DEPARTMENT FOR MOVING MATERIALS TO AND FROM JOB SITES, ESPECIALLY DURING WINTER MONTHS WHEN DUMP TRUCKS ARE LOAD WITH SNOW REMOVAL EQUIPMENT. ALTHOUGH PRIMARILY SUITED FOR MOVING MATERIALS, THIS TRAILER COULD BE USED FOR HAULING EQUIPMENT IF NEEDED.	9,500.00	N
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	8.00	GOLF COURSE UTILITY TRUCKSTER WITH TOP DRESSER ATTACHMENT REPLACEMENT	35,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	9.00	GOLF COURSE ROUGH MOWERS REPLACEMENT	50,000.00	Y
		PARKS/ CAP EXP-MACHINERY & EQUIPMENT Total			**299,000.00**	
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-TENNIS,PG EQUIP,POOL	0.00	CIP: REPLACE PLAYGROUND AT SPENCER CREEK PARK	225,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-TENNIS,PG EQUIP,POOL	1.00	ADD FITNESS EQUIPMENT TO WOODLANDS SPORTS PARK	50,000.00	Y
		PARKS/ CAP EXP-TENNIS,PG EQUIP,POOL Total			**275,000.00**	
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-VEHICLES	0.00	CIP: REPLACE VEHICLE 738; 1 TON DUMP TRUCK	103,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-VEHICLES	1.00	CIP: REPLACE VEHICLE 740; 1 TON BUCKET TRUCK	120,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-VEHICLES	2.00	CIP: REPLACE VEHICLE 708; 1 TON PICKUP TRUCK CREW CAB FOR RIGHT OF WAY MAINTENANCE	50,000.00	Y
Local Parks and Storm Water	Parks	PARKS/ CAP EXP-VEHICLES	3.00	NEW VEHICLE 1/2 TON TRUCK FOR BALL DIAMONDS	25,000.00	Y
		PARKS/ CAP EXP-VEHICLES Total			**298,000.00**	
	Parks Total				**1,410,200.00**	
Local Parks and Storm Water	Storm Water Management	STORMWATER MGMT/ CAP EXP-MACH & EQUIP	0.00	NEW OR USED ARROW BOARD (1/3 SHARE)	1,700.00	N
Local Parks and Storm Water	Storm Water Management	STORMWATER MGMT/ CAP EXP-MACH & EQUIP	1.00	BRUSH CUTTER ATTACHMENT FOR EXCAVATOR (1/2 SHARE)	3,250.00	N
		STORMWATER MGMT/ CAP EXP-MACH & EQUIP Total			**4,950.00**	
	Storm Water Management Total				**4,950.00**	
Local Parks and Storm Water Total					**1,447,150.00**	
Recreation	Aquatics	RP AQUATICS/ CAP EXP- MACH & EQUIPMENT	0.00	ADA POOL LIFT	6,700.00	N
		RP AQUATICS/ CAP EXP- MACH & EQUIPMENT Total			**6,700.00**	
	Aquatics Total				**6,700.00**	

Fund	Department	Account Title	Item #	Description & Justification	Amount	In CIP?
Recreation	Ice Rink	RP ICE RINK/ CAP EXP-BUILDNG & IMPROVEMENTS	0.00	CIP: REPLACE WORN OUT MONDO FLOORING IN THE NORTH RINK AND INSTALL MONDO FLOORING IN RINK B AT REC-PLEX SOUTH.	15,000.00	Y
		RP ICE RINK/ CAP EXP-BUILDNG & IMPROVEMENTS Total			**15,000.00**	
	Ice Rink Total				**15,000.00**	
Recreation	Rec-Plex South	RP SOUTH/ CAP EXP- BUILDING/IMPROV	0.00	FACILITY PAGING SYSTEM: THE CURRENT SYSTEM HAS HAD CONSIDERABLE USE OVER THE PAST 10 YEARS. THE MULTI-ZONE PAGING MICROPHONE NO LONGER WORKS PROPERLY DESPITE MULTIPLE REPAIR ATTEMPS, PAGES ARE NOT AUDIBLE. CURRENT MODEL MICROPHONE HAS BEEN DISCONTINUED AND THERE IS NO SIMPLE REPLACEMENT OPTION. ANY MICROPHONE REPLACEMENT WILL REQUIRE MODIFICATION TO EXISTING SYSTEM WIRING ONLY TO RESTORE BASIC PAGING CAPABILITY. HAVING GOOD QUALITY PAGING SYSTEM IS VITAL TO SAFETY OF VISITORS.	10,000.00	N
		RP SOUTH/ CAP EXP- BUILDING/IMPROV Total			**10,000.00**	
Recreation	Rec-Plex South	RP SOUTH/ CAP EXP- MACHINERY & EQUIPMENT	0.00	REPLACE OLYMPIA ICE RESURFACER	125,000.00	Y
		RP SOUTH/ CAP EXP- MACHINERY & EQUIPMENT Total			**125,000.00**	
	Rec-Plex South Total				**135,000.00**	
Recreation Total					**156,700.00**	
Water/Sewer	Water	WATER-GEN/CAP EXP- MACH & EQUIP	0.00	WATER METERS - COMMERCIAL AND RESIDENTIAL -QTY 1 @ $162,500-REPLACEMENTS OF OLD RESIDENTIAL AND COMMERCIAL WATER METERS PER THE METER REPLACEMENT PROGRAM. (50/50 SPLIT WITH 4850)	162,500.00	Y
Water/Sewer	Water	WATER-GEN/CAP EXP- MACH & EQUIP	1.00	NEW OR USED ARROW BOARD(1/3 SPLIT WITH 380-4450 & 700-4850)	1,675.00	N
Water/Sewer	Water	WATER-GEN/CAP EXP- MACH & EQUIP	2.00	REPLACEMENT HOTSY(50/50 SPLIT WITH 700-4850)	4,000.00	N
Water/Sewer	Water	WATER-GEN/CAP EXP- MACH & EQUIP	3.00	METER LAPTOP, POWER SUPPLY, MRX-920 DATA COLLECTOR(50/50 SPLIT 700-4850)	6,570.00	N
		WATER-GEN/CAP EXP- MACH & EQUIP Total			**174,745.00**	
Water/Sewer	Water	WATER-GEN/CAP EXP- VEHICLES	0.00	REPLACEMENT OF VEHICLE 403(1/2 TON) -QTY 1 @ $25,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	12,500.00	Y
		WATER-GEN/CAP EXP- VEHICLES Total			**12,500.00**	
	Water Total				**187,245.00**	
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	0.00	WATER METERS - COMMERCIAL AND RESIDENTIAL -QTY 1 @ $162,500-REPLACEMENTS OF OLD RESIDENTIAL AND COMMERCIAL WATER METERS PER THE METER REPLACEMENT PROGRAM. (50/50 SPLIT WITH 4850)	162,500.00	Y
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	1.00	REPLACEMENT OF BIOSOLIDS/GRASS SPREADER -QTY 1 @ $110,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE.	110,000.00	Y
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	2.00	NEW OR USED ARROW BOARD(1/3 SPLIT WITH 380-4450 & 700-4850)	1,675.00	N
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	3.00	BRUSH CUTTER ATTACHMENT FOR EXCAVATOR (1/2 SHARE WITH 380-4450)	3,250.00	N
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	4.00	REPLACEMENT HOTSY(50/50 SPLIT WITH 700-4850)	4,000.00	N
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- MACH & EQUIP	5.00	METER LAPTOP, POWER SUPPLY, MRX-920 DATA COLLECTOR	6,570.00	N
		SEWER-GEN/CAP EXP- MACH & EQUIP Total			**287,995.00**	
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- VEHICLES	0.00	REPLACEMENT OF VEHICLE 403 (1/2 TON) -QTY 1 @ $25,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4800)	12,500.00	Y
Water/Sewer	Sewer	SEWER-GEN/CAP EXP- VEHICLES	1.00	REPLACEMENT OF VEHICLE 445 (VACTOR-TRUCK) -QTY 1 @ $400,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE.	400,000.00	Y
		SEWER-GEN/CAP EXP- VEHICLES Total			**412,500.00**	
	Sewer Total				**700,495.00**	
Water/Sewer Total					**887,740.00**	
Solid Waste	Collections	COLLECTIONS/CAP EXP- MACH & EQ	0.00	CIP-DUMPSTERS-NEW BUSINESSES, LIFECYCLE REPLACEMENTS -QTY 1 @ $10000-NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING DUMPSTERS IN POOR CONDITION	10,000.00	Y
Solid Waste	Collections	COLLECTIONS/CAP EXP- MACH & EQ	1.00	CIP-PURCHASE 60 & 90 GALLON TRASH CARTS-NEW/REPLACEMENTS - QTY 1 @ $42,000-NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING CARTS IN POOR CONDITION	64,000.00	Y
Solid Waste	Collections	COLLECTIONS/CAP EXP- MACH & EQ	2.00	CIP-PURCHASE ROLL-OFF CONTAINERS-NEW BUSINESS/REPLACEMENTS -QTY 1 @ $10000-NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING CONTAINERS IN POOR CONDITION	10,000.00	Y
Solid Waste	Collections	COLLECTIONS/CAP EXP- MACH & EQ	3.00	CIP -SOLID WASTE WEB & MOBILE APP	10,000.00	N
		COLLECTIONS/CAP EXP- MACH & EQ Total			**94,000.00**	
Solid Waste	Collections	COLLECTIONS/CAP EXP- VEHICLES	0.00	CIP-SIDELOADER - 942	276,000.00	Y
Solid Waste	Collections	COLLECTIONS/CAP EXP- VEHICLES	1.00	CIP-FRONT LOADER - 966	280,000.00	Y
Solid Waste	Collections	COLLECTIONS/CAP EXP- VEHICLES	2.00	CIP-BULKY - 959	200,000.00	Y
		COLLECTIONS/CAP EXP- VEHICLES Total			**756,000.00**	
	Collections Total				**850,000.00**	
Solid Waste Total					**850,000.00**	
CMPF	CMPF	CMPF/ CAP EXP- BUILD & IMPR	0.00	CONVEYOR BELTS (CIP) C100, C106	63,000.00	Y
		CMPF/ CAP EXP- BUILD & IMPR Total			**63,000.00**	
	CMPF Total				**63,000.00**	
CMPF Total					**63,000.00**	
All Funds Total					**4,845,775.00**	

FINANCIAL DATA ON CURRENT DEBT

The City has the following bond ratings assigned by Moody's Investor Service: Aa2 for our General Obligation Bonds and Combined Waterworks and Sewerage System Revenue Bonds; Aa3 for our Certificates of Participation Series 2010A and taxable Series 2010B; and A1 for our Refunding Certificates of Participation Series 2010C and Refunding Certificates of Participation Series 2013.

Outstanding General Obligation Debt

General obligation bonds are supported by a pledge of the City's full faith and credit. Pursuant to the Missouri Constitution, the vote required to pass a proposition to issue general obligation bonds payable from unlimited ad valorem taxes is four-sevenths of the qualified voters voting thereon for elections held at the general municipal election day, primary or general elections. A vote of two-thirds of the qualified voters voting on the specific general obligation bond proposition is required at all other elections.

The following is a list of the City's outstanding general obligation bonds as of September 30, 2017:

Issue	Purpose	Date of Issue	Total Amount Issued	Amount Outstanding
General Obligation Refunding Bonds, Series 2010	Refund General Obligation Bonds, Series 2002	May 1, 2010	$ 2,520,000	$ 1,295,000
General Obligation Bonds, Series 2010B	Refund stormwater portion of PIC Leasehold Revenue Bonds, Series 2003	November 10, 2010	$ 3,790,000	$ 3,790,000
General Obligation Bonds, Series 2012	Stormwater projects	November 28, 2012	$ 4,000,000	$ 3,140,000
General Obligation Bonds, Series 2014	Stormwater projects Phase II	September 23, 2014	$ 9,675,000	$ 8,525,000
General Obligation Refunding Bonds, Series 2015	Refund General Obligation Bonds, Series 2007	May 6, 2015	$ 7,050,000	$ 6,450,000
General Obligation Refunding Bonds, Series 2016	Refund General Obligation Bonds, Series 2008	February 4, 2016	$16,170,000	$16,000,000
General Obligation Bonds, Series 2016	Stormwater projects Phase III	July 5, 2016	$ 8,000,000	$ 7,725,000
General Obligation Bonds, Series 2017	Park and Recreation projects	February 1, 2017	$12,000,000	$12,000,000
Total				**$58,925,000**

Legal Debt Limit and Debt Margin

The following table sets forth the City's legal debt limit and debt margin based on the 2017 certified assessed valuation before Board of Equalization (BOE) review provided by the St. Charles County Clerk. Under Section 26 (b) and (c) of the Missouri Constitution, the limit of bonded indebtedness is 10% of the most recent assessed valuation. The computation is as follows:

2017 Assessed Valuation before BOE	$ 1,211,010,827
Legal Debt Limit (10% of Assessed Value)	**$ 121,101,083**
Amount of Debt applicable to Debt Limit:	
General Obligation Bonds	$ 58,925,000
Less: Amount Available in Debt Service Fund	$ (1,630,375)
Bond Indebtedness applicable to Debt Limit	**$ 57,294,625**
Legal Debt Margin	**$ 63,806,458**

In addition, Section 26(d) of the Missouri Constitution permits the City to become indebted not exceeding in the aggregate an additional 10% of the value of the taxable, tangible property shown as provided in Section 26(b), for the purpose of acquiring rights-of-way, constructing, extending, and improving the streets and avenues and acquiring rights-of-way, constructing, extending and improving sanitary or storm sewer systems. Also, Section 26(e) of the Missouri Constitution permits an indebtedness in an amount not to exceed an additional 10% of the value of the taxable tangible property shown as provided in Section 26(b), for the purpose of paying all or any part of the cost of purchasing or constructing waterworks, electric or other light plants to be owned exclusively by the City, provided the total general obligation indebtedness of the City shall not exceed 20% of the assessed valuation.

Outstanding Revenue Bond Debt

The City's revenue bonds are payable solely from, and secured by, a pledge of the net revenues to be derived from the operation of the waterworks and sewerage system. The following is a list of the City's outstanding revenue bonds as of September 30, 2017:

Issue	Purpose	Date of Issue	Total Amount Issued	Amount Outstanding
Combined Waterworks and Sewerage System Revenue Capital Appreciation Bonds, Series 2003	Additions & improvements to City's waterworks and sewerage system	June 24, 2003	$12,970,000	$ 8,160,000
Combined Waterworks and Sewerage System Revenue Capital Appreciation Bonds, Series 2007	Additions & improvements to City's waterworks and sewerage system & construction of a new enclosed composting facility	October 23, 2007	$21,445,000	$18,505,000
Combined Waterworks and Sewerage System Revenue Bonds, Series 2009	Additions & improvements to City's waterworks and sewerage system & construction of a new enclosed composting facility	May 4, 2009	$ 5,000,000	$ 4,625,000
Combined Waterworks and Sewerage System Revenue Bonds, Series 2015	Additions & improvements to City's waterworks and sewerage system	September 17, 2015	$ 7,500,000	$ 7,500,000
Less: Unaccreted capital appreciation				($ 7,414,780)
Total				**$31,375,220**

Through the bond ordinances, the City has agreed that so long as any of the revenue bonds remain outstanding, it will not issue any additional parity bonds payable out of the net income and revenues of the system or any part thereof which stand on a parity or equality with the revenue bonds unless the following conditions are met:

(a) The City shall not be in default in the payment of maturity amounts, principal of, or interest on any bonds (unless such additional revenue bonds or obligations are being issued to provide funds to cure such default); and

(b) (1) The net revenues of the system for the most recent full fiscal year, as evidenced by the last audit of an independent certified public accountant, equals at least 100% of the average annual debt service on all system revenue bonds, including any proposed additional bonds, and not less than 100% of the maturity amount, principal, and interest coming due on all system revenue bonds, including any proposed additional bonds, during the next succeeding fiscal year; or

(2) The City shall obtain a certificate of a consultant showing that the schedule of rates and charges in effect at the time of issuance of the proposed additional bonds will produce net revenues for the next fiscal year at least equal to 100% of the average annual debt service on all system revenue bonds of the City, including any additional bonds proposed to be issued, and showing that available revenues shall equal at least 125% of the maximum annual debt service on all system revenue bonds of the City, including any additional bonds proposed to be issued.

The requirements listed above in (b)(2) are calculated as follows:

Water/Sewer Fund	FY18
Revenue	$ 12,340,300
Less: Operating Expenses	
Departmental Operating Expenses	$ (8,441,225)
Overhead/Fleet Allocation	$ (741,000)
Transfer to Post Retirement Benefits Trust	$ (82,300)
Net Revenue	$ 3,075,775
Add: Amount in Interest Reserve Fund	$ 500,000
Total Available for Debt Service	$ 3,575,775
Annual Debt Service	$ 2,544,750
Net Revenue/Annual Debt Service (>100%)	**121%**
Total Available for Debt Service/Annual Debt Service (>125%)	**141%**

Outstanding Certificate of Participation Debt

Certificates of participation (COPS) evidence proportionate ownership interest in the right to receive rental payments to be paid by the City under various lease/purchase agreements. The following is a list of the City's outstanding certificates of participation as of September 30, 2017:

Issue	Purpose	Date of Issue	Total Amount Issued	Amount Outstanding
Tax-Exempt, Series 2010A	Refund PIC Leasehold Revenue Bonds, Series 2002	May 3, 2010	$ 870,000	$ 80,000
Taxable, Series 2010B (Build America Bonds – Direct Pay)	Road projects, including a portion of Page Avenue extension	May 3, 2010	$ 8,805,000	$ 6,300,000
Tax-Exempt, Series 2010C	Refund a portion of PIC Leasehold Revenue Bonds, Series 2003	November 10, 2010	$ 1,725,000	$ 1,005,000
Tax-Exempt, Series 2013	Refund Certificates of Participation, Series 2006A	August 15, 2013	$18,540,000	$14,340,000
Total				**$21,725,000**

The City's lease obligations are secured by annually appropriated funds and do not constitute an indebtedness for purposes of any Missouri statutory or constitutional debt limit. Such obligations are payable solely from available funds of a governmental body and neither taxes nor a specific source of revenues may be pledged to make payments on such obligations. Any increase in taxes required to generate additional funds with which to make payments on such obligations would be subject to voter approval.

Debt Issuances During Fiscal Year 2016/17

In fiscal year 2015/16, the City sought voter approval for up to $12,000,000 in General Obligation Bonds to construct a new outdoor aquatic center and golf course clubhouse and banquet center. Thanks to our citizens, Proposition Q passed on August 2, 2016, authorizing the sale of up to $12,000,000 in general obligation bonds in connection with the acquisition, construction, renovation, installation, and equipping of park and recreational facility improvements. The City issued $12,000,000 in in General Obligation Bonds, Series 2017 on February 1, 2017. This is reflected in the fiscal year 2017/18 budget.

Debt to Maturity Schedules

Governmental Funds						
Years Ending September 30	General Obligation Bonds		Certificates of Participation		Total Debt Service Requirements to Maturity	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	2,375,000.00	1,653,302.57	880,000.00	419,236.26	3,255,000.00	2,072,538.83
2019	2,440,000.00	1,590,357.57	560,000.00	375,353.76	3,000,000.00	1,965,711.33
2020	2,505,000.00	1,523,097.57	555,000.00	350,165.00	3,060,000.00	1,873,262.57
2021	2,905,000.00	1,450,577.57	570,000.00	324,172.50	3,475,000.00	1,774,750.07
2022	2,980,000.00	1,366,351.32	595,000.00	296,482.50	3,575,000.00	1,662,833.82
2023-2027	16,235,000.00	5,533,678.41	2,790,000.00	1,020,705.00	19,025,000.00	6,554,383.41
2028-2032	17,750,000.00	3,117,091.36	1,735,000.00	219,687.50	19,485,000.00	3,336,778.86
2033-2037	11,735,000.00	687,947.50	0.00	0.00	11,735,000.00	687,947.50
2038-2040	0.00	0.00	0.00	0.00	0.00	0.00
Total	**58,925,000.00**	**16,922,403.87**	**7,685,000.00**	**3,005,802.52**	**66,610,000.00**	**19,928,206.39**

Enterprise Funds						
Years Ending September 30	Revenue Bonds		Certificates of Participation		Total Debt Service Requirements to Maturity	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	2,090,000.00	451,745.04	790,000.00	558,895.00	2,880,000.00	1,010,640.04
2019	2,140,000.00	443,870.04	810,000.00	534,517.50	2,950,000.00	978,387.54
2020	2,165,000.00	434,245.04	845,000.00	502,117.50	3,010,000.00	936,362.54
2021	2,190,000.00	423,745.04	880,000.00	468,317.50	3,070,000.00	892,062.54
2022	2,210,000.00	411,963.78	905,000.00	439,717.50	3,115,000.00	851,681.28
2023-2027	10,870,000.00	1,831,006.40	5,025,000.00	1,681,337.50	15,895,000.00	3,512,343.90
2028-2032	9,625,000.00	1,395,421.40	4,785,000.00	551,517.50	14,410,000.00	1,946,938.90
2033-2037	4,440,000.00	1,034,262.62	0.00	0.00	4,440,000.00	1,034,262.62
2038-2040	3,060,000.00	224,387.54	0.00	0.00	3,060,000.00	224,387.54
Total	**38,790,000.00**	**6,650,646.90**	**14,040,000.00**	**4,736,420.00**	**52,830,000.00**	**11,387,066.90**

All Funds		
Years Ending September 30	Total Debt Service Requirements to Maturity	
	Principal	Interest
2018	6,135,000.00	3,083,178.87
2019	5,950,000.00	2,944,098.87
2020	6,070,000.00	2,809,625.11
2021	6,545,000.00	2,666,812.61
2022	6,690,000.00	2,514,515.10
2023-2027	34,920,000.00	10,066,727.31
2028-2032	33,895,000.00	5,283,717.76
2033-2037	16,175,000.00	1,722,210.12
2038-2040	3,060,000.00	224,387.54
Total	**119,440,000.00**	**31,315,273.29**

Future Debt Issuances

The City has $14,535,000 of authorized and unissued debt remaining out of the $40,000,000 of general obligation bonds authorized by voters at the general municipal election on August 3, 2010 to provide funding for stormwater-related projects. The City is planning to issue the bonds in phases over the next ten years with dates yet to be determined.

The City has $10,500,000 of authorized and unissued debt remaining out of the $18,000,000 of combined waterworks and sewerage system revenue bonds authorized by voters at an election held on April 7, 2015 for the purpose of acquiring, constructing, extending, improving, equipping and renovating the City's existing combined waterworks and sewerage system, including the acquisition of real estate and easements related thereto. The City is planning to issue the balance of the bonds over a ten year period with dates yet to be determined.

The City has no plans for additional lease obligations.

PERSONNEL – OVERVIEW

The 2017/18 budget shows an overall increase in personnel of 21.98 full-time equivalent positions. Staffing by fund is shown below:

Fund	Full-Time Equivalent Positions
General	317.02
Local Parks and Storm Water	15.76
Sewer Lateral Repair Program	0.55
Transportation Trust	8.00
Water Service Line Repair Program	0.35
370 Lakeside Park	13.62
Central Materials Processing Facility	27.22
Golf and Banquet Center Fund	17.88
Recreation	104.12
Solid Waste	31.53
Water/Sewer	44.86
Total	**580.92**

Salaries and benefits constitute approximately 52.0% of total operating and debt expenditures. The proposed budget includes an overall increase in salaries and benefit expenses of roughly 2.36%. The detail of all staffing, including proposed changes, can be found in this section of the budget along with explanations for any proposed changes. The staffing for each department can also be found in the departmental sections of this budget document.

CITY OF ST PETERS
SUMMARY OF PERSONNEL SERVICES

	2015/16		2016/17		2017/18	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
GENERAL FUND						
HES - BUILDING ATTENDANTS	0.00	0.00	8.00	8.00	8.00	8.00
HES - HEALTH	6.25	3.00	6.25	3.00	6.25	4.00
HES - VEHICLE & EQUIPMENT MAINTENANCE	8.50	1.00	8.50	3.00	8.50	3.00
MPS - POLICE	111.00	8.00	112.00	6.00	116.00	6.00
PGS - PARKS GENERAL	40.00	34.00	31.00	26.00	32.00	26.00
RCS - CULTURAL ARTS CENTRE	1.00	8.00	1.00	8.00	1.00	8.00
SSS - ADMINISTRATION	41.50	16.00	40.50	16.00	41.00	16.00
SSS - COMMUNICATIONS	7.00	6.00	7.00	6.00	9.00	5.00
SSS - COMMUNITY & ECONOMIC DEVELOPMENT	0.00	0.00	3.00	1.00	3.00	1.00
SSS - GOVERNMENTAL	0.00	29.00	0.00	29.00	0.00	29.00
SSS - MUNICIPAL COURT	5.00	3.00	4.00	3.00	4.00	3.00
SSS - PROSECUTOR'S OFFICE	0.00	0.00	1.00	0.00	1.00	0.00
TDS - ENGINEERING	20.50	4.00	18.00	3.00	19.00	3.00
TDS - STREETS DEPARTMENT	23.00	2.00	22.00	2.00	22.00	2.00
TOTAL GENERAL FUND POSITIONS	**263.75**	**114.00**	**262.25**	**114.00**	**270.75**	**114.00**
TOTAL GENERAL FUND FULL-TIME EQUIVALENT	**310.29**		**308.24**		**317.02**	
LOCAL PARKS AND STORM WATER FUND						
MPS - RANGER DIVISION	5.00	0.00	5.00	0.00	5.00	0.00
PGS/RCS - CSO DIVISION	0.50	5.00	0.50	5.00	0.00	0.00
WES - STORM WATER MANAGEMENT	10.40	1.00	10.40	1.00	10.40	1.00
TOTAL LPSW FUND POSITIONS	**15.90**	**6.00**	**15.90**	**6.00**	**15.40**	**1.00**
TOTAL LPSW FUND FULL-TIME EQUIVALENT	**22.75**		**22.75**		**15.76**	
SEWER LATERAL REPAIR PROGRAM FUND						
WES - SEWER LATERAL REPAIR PROGRAM	0.55	0.00	0.55	0.00	0.55	0.00
TOTAL SEWER LATERAL REPAIR PROGRAM FUND POSITIONS	**0.55**	**0.00**	**0.55**	**0.00**	**0.55**	**0.00**
TOTAL SEWER LATERAL REPAIR PROGRAM FUND FULL-TIME EQUIVALENT	**0.55**		**0.55**		**0.55**	
TRANSPORTATION TRUST FUND						
TDS - TRAFFIC MANAGEMENT	7.50	0.00	8.00	0.00	8.00	0.00
TOTAL TRANSPORTATION TRUST FUND POSITIONS	**7.50**	**0.00**	**8.00**	**0.00**	**8.00**	**0.00**
TOTAL TRANSPORTATION TRUST FUND FULL-TIME EQUIVALENT	**7.50**		**8.00**		**8.00**	
WATER SERVICE LINE REPAIR PROGRAM FUND						
WES - WATER SERVICE LINE REPAIR PROGRAM	0.35	0.00	0.35	0.00	0.35	0.00
TOTAL WATER SERVICE LINE REPAIR PROGRAM FUND POSITIONS	**0.35**	**0.00**	**0.35**	**0.00**	**0.35**	**0.00**
TOTAL WATER SERVICE LINE REPAIR PROGRAM FUND FULL-TIME EQUIVALENT	**0.35**		**0.35**		**0.35**	
370 LAKESIDE PARK FUND						
PGS - 370 LAKESIDE PARK	0.00	0.00	0.00	0.00	4.00	16.00
TOTAL 370 LAKESIDE PARK FUND POSITIONS	**0.00**	**0.00**	**0.00**	**0.00**	**4.00**	**16.00**
TOTAL 370 LAKESIDE PARK FUND FULL-TIME EQUIVALENT	**0.00**		**0.00**		**13.62**	
CMPF FUND						
HES - CMPF	19.00	11.00	18.00	15.00	19.00	15.00
TOTAL CMPF FUND POSITIONS	**19.00**	**11.00**	**18.00**	**15.00**	**19.00**	**15.00**
TOTAL CMPF FUND FULL-TIME EQUIVALENT	**26.93**		**26.22**		**27.22**	
GOLF & BANQUET CENTER FUND						
PGS - GOLF & BANQUET OPERATIONS	0.00	0.00	0.00	0.00	5.00	30.00
TOTAL GOLF COURSE FUND POSITIONS	**0.00**	**0.00**	**0.00**	**0.00**	**5.00**	**30.00**
TOTAL GOLF COURSE FUND FULL-TIME EQUIVALENT	**0.00**		**0.00**		**17.88**	
RECREATION FUND						
PGS - 370 LAKESIDE PARK	2.00	4.00	3.00	4.00	0.00	0.00
PGS - GOLF COURSE	4.00	30.00	4.00	30.00	0.00	0.00
RCS - GENERAL RECREATION	1.60	26.00	1.60	26.00	1.60	38.00
RCS - REC-PLEX	18.90	149.00	19.90	149.00	20.40	154.00
TOTAL RECREATION FUND POSITIONS	**26.50**	**209.00**	**28.50**	**209.00**	**22.00**	**192.00**
TOTAL RECREATION FUND FULL-TIME EQUIVALENT	**115.35**		**117.66**		**104.12**	
SOLID WASTE FUND						
HES - SOLID WASTE	26.75	5.00	26.75	4.00	29.25	4.50
TOTAL SOLID WASTE FUND POSITIONS	**26.75**	**5.00**	**26.75**	**4.00**	**29.25**	**4.50**
TOTAL SOLID WASTE FUND FULL-TIME EQUIVALENT	**28.55**		**28.67**		**31.53**	
WATER/SEWER FUND						
WES - WATER/SEWER	44.70	3.00	44.70	3.00	42.70	3.50
TOTAL WATER/SEWER FUND POSITIONS	**44.70**	**3.00**	**44.70**	**3.00**	**42.70**	**3.50**
TOTAL WATER/SEWER FUND FULL-TIME EQUIVALENT	**46.50**		**46.50**		**44.86**	
TOTAL CITY POSITIONS	**405.00**	**353.00**	**405.00**	**356.00**	**417.00**	**376.00**
TOTAL CITY FULL-TIME EQUIVALENT	**558.77**		**558.94**		**580.92**	

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
GENERAL FUND											
HES - BUILDING ATTENDANTS											
	Building Attendant	0.00	0.00	4.00	8.00	4.00	8.00	0		0	
	Building Attendant Crew Leader	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Maintenance Foreman	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Repair Technician	0.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Total	**0.00**	**0.00**	**8.00**	**8.00**	**8.00**	**8.00**	**0**		**0**	
	Full Time Equivalent	**0.00**		**13.77**		**13.77**		**0.00**			
HES - HEALTH											
	Administrative Coordinator	0.25	0.00	0.25	0.00	0.25	0.00	0		0	
	Animal Control Officer	4.00	0.00	4.00	0.00	4.00	0.00	0		0	
	Environmental Control Officer	0.00	1.00	0.00	1.00	0.00	**0.00**	0		-1	A
	Environmental Health Inspector	0.00	0.00	0.00	0.00	0.00	**2.00**	0		2	B
	Food & Health Inspector	1.00	1.00	1.00	1.00	1.00	1.00	0		0	
	Health Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Office Clerk	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Total	**6.25**	**3.00**	**6.25**	**3.00**	**6.25**	**4.00**	**0**		**1**	
	Full Time Equivalent	**8.41**		**8.41**		**9.13**		**0.72**			
HES - VEHICLE & EQUIPMENT MAINTENANCE											
	Auto/Diesel Technician	6.00	0.00	6.00	0.00	6.00	0.00	0		0	
	Fleet Maintenance Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Fleet Maintenance Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Fleet Services Representatives	0.00	0.00	0.00	3.00	0.00	3.00	0		0	
	Intern	0.00	1.00	0.00	0.00	0.00	0.00	0		0	
	Sustainability Specialist	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Total	**8.50**	**1.00**	**8.50**	**3.00**	**8.50**	**3.00**	**0**		**0**	
	Full Time Equivalent	**9.20**		**10.09**		**10.09**		**0.00**			
MPS - POLICE											
	Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	C	0	
	Chief Of Police	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Corrections Officer	2.00	1.00	2.00	0.00	**4.00**	0.00	2	D	0	
	Executive Secretary	0.00	0.00	1.00	0.00	**0.00**	0.00	-1	E	0	
	Lead Corrections Officer	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Office Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Police Captain	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Police Dispatch Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Dispatcher	12.00	0.00	11.00	0.00	11.00	0.00	0		0	
	Police Dispatcher - Lead	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Lieutenant	5.00	0.00	6.00	0.00	6.00	0.00	0		0	
	Police Lieutenant-Assigned Over Detective Bureau	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Lieutenant-Director of Emergency Mgmt & Training	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Officer	65.00	0.00	65.00	0.00	**67.00**	0.00	2	F	0	
	Police Property Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Records Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Records Clerk	6.00	5.00	6.00	4.00	6.00	4.00	0		0	
	Police Records Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Sergeant	10.00	0.00	9.00	0.00	9.00	0.00	0		0	
	Police Sergeant-Assigned Over Detective Bureau	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Resident Youth	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	Total	**111.00**	**8.00**	**112.00**	**6.00**	**116.00**	**6.00**	**4**		**0**	
	Full Time Equivalent	**116.05**		**115.61**		**119.61**		**4.00**			
PGS - PARKS GENERAL											
	Administrative Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	G	0	
	Building Attendant	4.00	8.00	0.00	0.00	0.00	0.00	0		0	
	Building Attendant Crew Leader	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Building Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Building Repair Technician	2.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Director of Parks Operations	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Executive Secretary	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	H	0	
	Manager of Parks & Golf Services	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Manager of Parks & Recreation Services	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Parks Crew Leader	5.00	0.00	5.00	0.00	5.00	0.00	0		0	
	Parks Horticulture Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Parks Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Parks Right-of-Way Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Parks Services Representatives	0.00	12.00	0.00	12.00	0.00	12.00	0		0	
	Parks Technician	10.00	0.00	12.00	0.00	**11.00**	0.00	-1	I	0	
	Parks Worker	9.00	0.00	7.00	0.00	**9.00**	0.00	2	J	0	
	Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	Resident Youth	0.00	12.00	0.00	12.00	0.00	12.00	0		0	
	Total	**40.00**	**34.00**	**31.00**	**26.00**	**32.00**	**26.00**	**1**		**0**	
	Full Time Equivalent	**60.19**		**45.42**		**46.42**		**1.00**			

Variance Explanations:

A: Eliminated one Part-Time Environmental Control Officer position and replaced with two Part-Time Seasonal Environmental Health Inspector positions to provide adequate staff for mosquito spraying operations.

B: Eliminated one Part-Time Environmental Control Officer position and replaced with two Part-Time Seasonal Environmental Health Inspector positions to provide adequate staff for mosquito spraying operations.

C: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

D: Added two new Full-Time Corrections Officer positions to improve safety for staff working in the jail area at the Justice Center.

E: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

F: Added two new Full-Time Police Officer positions to allow for full patrol coverage of the City and Justice Center front desk operations at all times.

G: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

H: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

I: Allocation of Parks Technicians and Parks Workers fluctuates depending on when Workers meet the requirements to become a Technician.

J: Allocation of Parks Technicians and Parks Workers fluctuates depending on when Workers meet the requirements to become a Technician.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
RCS - CULTURAL ARTS CENTRE											
	Guest Service Representatives	0.00	8.00	0.00	8.00	0.00	8.00	0		0	
	Recreation Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**1.00**	**8.00**	**1.00**	**8.00**	**1.00**	**8.00**	**0**		**0**	
	Full Time Equivalent	**3.88**		**3.88**		**3.88**		**0.00**			
SSS - ADMINISTRATION											
	Accounting Clerk	2.00	2.00	1.00	2.00	1.00	2.00	0		0	
	Accounting Specialist	2.50	0.00	2.50	0.00	**3.00**	0.00	1	K	0	
	Accounts Payable Clerk	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Administrative Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	L	0	
	Assistant City Administrator	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Assistant Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Assistant to the City Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Benefits & Compensation Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	CDBG Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	City Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	City Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Community Service Representative	2.00	3.00	2.00	3.00	**1.00**	3.00	-1	M	0	
	Community Service Specialist	1.00	0.00	1.00	0.00	**2.00**	0.00	1	N	0	
	Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Human Resources	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Information Technology	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Executive Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Executive Secretary	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	O	0	
	Financial Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	GIS Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Human Resources Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	HR Manager	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	I.T. Project Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	I.T. Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Licensing Specialist	1.00	2.00	1.00	2.00	1.00	2.00	0		0	
	Manager of Staff Support Services	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Network Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Network Technical Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Office Manager	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Payroll Clerk	0.00	1.00	0.00	1.00	0.00	**0.00**	0		-1	P
	Payroll Specialist	1.00	0.00	1.00	0.00	1.00	**1.00**	0		1	Q
	Purchasing Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Purchasing Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Purchasing Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Resident Youth	0.00	8.00	0.00	8.00	0.00	8.00	0		0	
	Senior Programmer Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Staff Support Services Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Volunteer & Training Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**41.50**	**16.00**	**40.50**	**16.00**	**41.00**	**16.00**	**1**		**0**	
	Full Time Equivalent	**50.15**		**49.15**		**49.65**		**0.50**			
SSS - COMMUNICATIONS											
	Audio Visual Engineer	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	R	0	
	Audio Visual Engineering Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	S	0	
	Audio Visual Engineering Technician	0.00	0.00	0.00	0.00	**1.00**	0.00	1	T	0	
	Communications Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	U	0	
	Communication/Public Relations Specialist	2.00	0.00	2.00	0.00	**1.00**	0.00	-1	V	0	
	Director of Communications	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Event Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Graphic Design Specialist	0.00	1.00	0.00	1.00	**1.00**	**0.00**	1	W	-1	X
	Resident Youth	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	TV Program & Event Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	Y	0	
	TV Program Development Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	TV Program Development Specialist	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	Z	0	
	TV Program Production Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Video Technician	0.00	3.00	0.00	3.00	0.00	3.00	0		0	
	Total	**7.00**	**6.00**	**7.00**	**6.00**	**9.00**	**5.00**	**2**		**-1**	
	Full Time Equivalent	**9.57**		**9.57**		**11.14**		**1.57**			

Variance Explanations:

K: Reallocated half of one Full-Time Accounting Specialist position from the Water/Sewer Fund to the General Fund based on actual work being performed.
L: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.
M: Reclassified one Full-Time Community Service Representative position as a Full-Time Community Service Specialist based on actual job duties being performed.
N: Reclassified one Full-Time Community Service Representative position as a Full-Time Community Service Specialist based on actual job duties being performed.
O: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.
P: Reclassified one Part-Time Payroll Clerk position as a Part-Time Payroll Specialist based on actual job duties being performed.
Q: Reclassified one Part-Time Payroll Clerk position as a Part-Time Payroll Specialist based on actual job duties being performed.
R: Reclassified one Full-Time Audio Visual Engineer position as a Full-Time Audio Visual Engineering Coordinator due to addition of supervisory duties.
S: Reclassified one Full-Time Audio Visual Engineer position as a Full-Time Audio Visual Engineering Coordinator due to addition of supervisory duties.
T: Added one Full-Time Audio Visual Engineering Technician position as part of the department's succession planning.
U: Reclassified one Full-Time Communication/Public Relations Specialist position as a Full-Time Communications Coordinator due to addition of supervisory duties.
V: Reclassified one Full-Time Communication/Public Relations Specialist position as a Full-Time Communications Coordinator due to addition of supervisory duties.
W: Converted one Part-Time Graphic Design Specialist position to one Full-Time Graphic Design Specialist position due to increased workload.
X: Converted one Part-Time Graphic Design Specialist position to one Full-Time Graphic Design Specialist position due to increased workload.
Y: Reclassified one Full-Time TV Program Development Specialist as a Full-Time TV Program & Event Coordinator based on actual work being performed and the addition of supervisory duties.
Z: Reclassified one Full-Time TV Program Development Specialist as a Full-Time TV Program & Event Coordinator based on actual work being performed and the addition of supervisory duties.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time
SSS - COMMUNITY & ECONOMIC DEVELOPMENT										
	Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	AA	0
	Director of Planning, Community, & Economic Dvlp.	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Executive Secretary	0.00	0.00	1.00	0.00	**0.00**	0.00	-1	BB	0
	Intern	0.00	0.00	0.00	1.00	0.00	1.00	0		0
	Planning Coordinator	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Total	**0.00**	**0.00**	**3.00**	**1.00**	**3.00**	**1.00**	**0**		**0**
	Full Time Equivalent	**0.00**		**3.36**		**3.36**		**0.00**		
SSS - GOVERNMENTAL										
	Mayor (Elected)	0.00	1.00	0.00	1.00	0.00	1.00	0		0
	Alderman (Elected)	0.00	8.00	0.00	8.00	0.00	8.00	0		0
	City Treasurer (Appointed)	0.00	1.00	0.00	1.00	0.00	1.00	0		0
	Municipal Judge (Elected)	0.00	1.00	0.00	1.00	0.00	1.00	0		0
	Board of Adjustments	0.00	8.00	0.00	8.00	0.00	8.00	0		0
	Planning and Zoning Commission	0.00	10.00	0.00	10.00	0.00	10.00	0		0
	Total	**0.00**	**29.00**	**0.00**	**29.00**	**0.00**	**29.00**	**0**		**0**
SSS - MUNICIPAL COURT										
	Court Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Court Specialist	4.00	1.00	3.00	1.00	3.00	1.00	0		0
	Resident Youth	0.00	2.00	0.00	2.00	0.00	2.00	0		0
	Total	**5.00**	**3.00**	**4.00**	**3.00**	**4.00**	**3.00**	**0**		**0**
	Full Time Equivalent	**6.44**		**5.44**		**5.44**		**0.00**		
SSS - PROSECUTOR'S OFFICE										
	Prosecutor's Assistant	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Total	**0.00**	**0.00**	**1.00**	**0.00**	**1.00**	**0.00**	**0**		**0**
	Full Time Equivalent	**0.00**		**1.00**		**1.00**		**0.00**		
TDS - ENGINEERING										
	Administrative Specialist	0.00	0.00	0.00	0.00	**0.50**	0.00	1	CC	0
	Building Commissioner	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Building Inspector	5.00	2.00	5.00	2.00	5.00	2.00	0		0
	Civil Engineer	2.00	0.00	2.00	0.00	2.00	0.00	0		0
	Construction Inspector	3.00	0.00	3.00	0.00	3.00	0.00	0		0
	Construction Technician	0.00	0.00	0.00	0.00	0.00	0.00	0		0
	Director of Engineering	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Director of Planning, Community, & Economic Dvlp.	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Engineering and GIS Technician	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Executive Secretary	1.00	0.00	0.50	0.00	**0.00**	0.00	-1	DD	0
	Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0
	Office Clerk	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Office Specialist	2.00	0.00	3.00	0.00	3.00	0.00	0		0
	Plans Examiner	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Planning Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Research Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	EE	0
	Resident Youth & Interns	0.00	2.00	0.00	1.00	0.00	1.00	0		0
	Total	**20.50**	**4.00**	**18.00**	**3.00**	**19.00**	**3.00**	**1**		**0**
	Full Time Equivalent	**22.66**		**19.80**		**20.80**		**1.00**		
TDS - STREETS DEPARTMENT										
	Intern	0.00	2.00	0.00	2.00	0.00	2.00	0		0
	Office Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Streets Maintenance Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0		0
	Streets Maintenance Foreman	3.00	0.00	2.00	0.00	2.00	0.00	0		0
	Streets Maintenance Technician	10.00	0.00	10.00	0.00	**9.00**	0.00	-1	FF	0
	Streets Maintenance Worker	6.00	0.00	6.00	0.00	**7.00**	0.00	1	GG	0
	Streets Superintendant	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Total	**23.00**	**2.00**	**22.00**	**2.00**	**22.00**	**2.00**	**0**		**0**
	Full Time Equivalent	**23.72**		**22.72**		**22.72**		**0.00**		
TOTAL GENERAL FUND		**263.75**	**114.00**	**262.25**	**114.00**	**270.75**	**114.00**	**8.50**		**0.00**
TOTAL GENERAL FUND FULL TIME EQUIVALENT		**310.29**		**308.24**		**317.02**		**8.79**		

Variance Explanations:

AA: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

BB: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

CC: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

DD: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

EE: Converted one Full-Time Administrative Coordinator position in the Water/Sewer departments to a Full-Time Research Coordinator position in the Engineering department based on actual work being performed.

FF: Allocation of Streets Maintenance Technicians and Streets Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

GG: Allocation of Streets Maintenance Technicians and Streets Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - SPECIAL REVENUE FUNDS

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
LOCAL PARKS AND STORM WATER FUND											
MPS - RANGER DIVISION											
	Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Director of Recreation and Enforcement Division	0.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Enforcement Division Ranger	0.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Police Officer-Assigned to Ranger	3.00	0.00	3.00	0.00	3.00	0.00	0		0	
	Ranger Coordinator	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Ranger Superintendent	0.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Total	**5.00**	**0.00**	**5.00**	**0.00**	**5.00**	**0.00**	**0**		**0**	
	Full Time Equivalent	**5.00**		**5.00**		**5.00**		**0.00**			
PGS - CSO DIVISION											
	Community Service Officer	0.00	5.00	0.00	5.00	0.00	**0.00**	0		-5	HH
	Total	**0.00**	**5.00**	**0.00**	**5.00**	**0.00**	**0.00**	**0**		**-5**	
	Full Time Equivalent	**3.61**		**3.61**		**0.00**		**-3.61**			
RCS - CSO DIVISION											
	Community Service Officer	0.00	5.00	0.00	5.00	0.00	**0.00**	0		-5	II
	Recreation Superintendent	0.50	0.00	0.50	0.00	**0.00**	0.00	-1	JJ	0	
	Total	**0.50**	**5.00**	**0.50**	**5.00**	**0.00**	**0.00**	**-1**		**-5**	
	Full Time Equivalent	**3.38**		**3.38**		**0.00**		**-3.38**			
WES - STORM WATER MANAGEMENT											
	Civil Engineer-Assigned Storm Water	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Resident Youth & Interns	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Special Projects Manager	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utilities Environmental Compliance Inspector	0.40	0.00	0.40	0.00	0.40	0.00	0		0	
	Utilities Field Operations Crew Leader	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Utilities Field Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utilities Field Operations Technician	3.50	0.00	3.50	0.00	3.50	0.00	0		0	
	Utilities Field Operations Worker	1.50	0.00	1.50	0.00	1.50	0.00	0		0	
	Total	**10.40**	**1.00**	**10.40**	**1.00**	**10.40**	**1.00**	**0**		**0**	
	Full Time Equivalent	**10.76**		**10.76**		**10.76**		**0.00**			
	Total - LPSW Fund	**15.90**	**11.00**	**15.90**	**11.00**	**15.40**	**1.00**	**-0.50**		**-10.00**	
	Full Time Equivalent - LPSW Fund	**22.75**		**22.75**		**15.76**		**-6.99**			
SEWER LATERAL REPAIR PROGRAM FUND											
WES - SEWER LATERAL REPAIR PROGRAM											
	Utilities Environmental Compliance Inspector	0.55	0.00	0.55	0.00	0.55	0.00	0		0	
	Total	**0.55**	**0.00**	**0.55**	**0.00**	**0.55**	**0.00**	**0**		**0**	
	Full Time Equivalent	**0.55**		**0.55**		**0.55**		**0.00**			
TRANSPORTATION TRUST FUND											
TDS - TRAFFIC MANAGEMENT											
	Administrative Specialist	0.00	0.00	0.00	0.00	**0.50**	0.00	1	KK	0	
	Civil Engineer	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Transportation	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Executive Secretary	0.00	0.00	0.50	0.00	**0.00**	0.00	-1	LL	0	
	Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Streets Maintenance Worker	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Traffic Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Traffic Technician	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Transportation Engineer	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**7.50**	**0.00**	**8.00**	**0.00**	**8.00**	**0.00**	**0**		**0**	
	Full Time Equivalent	**7.50**		**8.00**		**8.00**		**0.00**			
WATER SERVICE LINE REPAIR PROGRAM FUND											
WES - WATER SERVICE LINE REPAIR PROGRAM											
	Utilities Environmental Compliance Inspector	0.35	0.00	0.35	0.00	0.35	0.00	0		0	
	Total	**0.35**	**0.00**	**0.35**	**0.00**	**0.35**	**0.00**	**0**		**0**	
	Full Time Equivalent	**0.35**		**0.35**		**0.35**		**0.00**			
	Total - Special Revenue Funds	**24.30**	**11.00**	**24.80**	**11.00**	**24.30**	**1.00**	**-0.50**		**-10.00**	
	Full Time Equivalent - Special Revenue Funds	**31.15**		**31.65**		**24.66**		**-6.99**			

Variance Explanations:

HH: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the 370 Lakeside Park Fund due to departmental reorganization.

II: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.

JJ: Moved half of one Full-Time Recreation Superintendent position from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.

KK: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

LL: Reclassified one Full-Time Executive Secretary position as a Full-Time Administrative Specialist position based on actual job duties being performed.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
370 LAKESIDE PARK FUND											
PGS - 370 LAKESIDE PARK											
	Community Service Officer	0.00	0.00	0.00	0.00	0.00	**6.00**	0		6	MM
	Guest Service Representatives	0.00	0.00	0.00	0.00	0.00	**2.00**	0		2	NN
	Parks Crew Leader	0.00	0.00	0.00	0.00	**1.00**	0.00	1	OO	0	
	Parks Services Representatives	0.00	0.00	0.00	0.00	0.00	**8.00**	0		8	PP
	Parks Technician	0.00	0.00	0.00	0.00	**1.00**	0.00	1	QQ	0	
	Parks Worker	0.00	0.00	0.00	0.00	**1.00**	0.00	1	RR	0	
	Recreation Leader	0.00	0.00	0.00	0.00	**1.00**	0.00	1	SS	0	
	Total	**0.00**	**0.00**	**0.00**	**0.00**	**4.00**	**16.00**	**4**		**16**	
	Full Time Equivalent	**0.00**		**0.00**		**13.62**		**13.62**			
CMPF FUND											
HES - CMPF											
	Administrative Coordinator	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	CMPF Maintenance Technician	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	CMPF Supervisor	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Health & Recycling Services	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Equipment Operator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Lead CMPF Maintenance Technician	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Lead Recycler	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Manager of Health & Environmental Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Office Clerk	1.00	3.00	1.00	3.00	1.00	3.00	0		0	
	Recycler	8.00	2.00	7.00	2.00	7.00	2.00	0		0	
	Recycling Services Representatives	0.00	4.00	0.00	9.00	0.00	9.00	0		0	
	Solid Waste Technician	3.00	1.00	3.00	0.00	**4.00**	0.00	1	TT	0	
	Total	**19.00**	**11.00**	**18.00**	**15.00**	**19.00**	**15.00**	**1**		**0**	
	Full Time Equivalent	**26.93**		**26.22**		**27.22**		**1.00**			
GOLF & BANQUET CENTER FUND											
PGS - GOLF & BANQUET OPERATIONS											
	Banquet Operations Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	UU	0	
	Director of Golf & Banquet Operations	0.00	0.00	0.00	0.00	**1.00**	0.00	1	VV	0	
	Golf Course Operations Coordinator	0.00	0.00	0.00	0.00	**1.00**	0.00	1	WW	0	
	Guest Service Representatives	0.00	0.00	0.00	0.00	0.00	**28.00**	0		28	XX
	Parks Services Representatives	0.00	0.00	0.00	0.00	0.00	**2.00**	0		2	YY
	Parks Worker	0.00	0.00	0.00	0.00	**1.00**	0.00	1	ZZ	0	
	Superintendent of Golf Course Operations	0.00	0.00	0.00	0.00	**1.00**	0.00	1	AAA	0	
	Total	**0.00**	**0.00**	**0.00**	**0.00**	**5.00**	**30.00**	**5**		**30**	
	Full Time Equivalent	**0.00**		**0.00**		**17.88**		**17.88**			

Variance Explanations:

MM: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the newly created 370 Lakeside Park Fund, and reduced the hours per position to create a sixth position due to departmental reorganization.

NN: Moved two Part-Time Guest Service Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

OO: Added one Full-Time Parks Crew Leader position to cover the increased workload at 370 Lakeside Park as it continues to grow and provide an additional supervisor to cover the 24-hours per day operations.

PP: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization, and added six additional positions to cover the increased workload at 370 Lakeside Park as it continues to grow.

QQ: Moved one Full-Time Parks Technician position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

RR: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

SS: Moved one Full-Time Recreation Leader position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.

TT: Added one Full-Time Solid Waste Technician position contingent on an anticipated large increase in the tonnage dropped off at the CMPF.

UU: Added one Full-Time Banquet Operations Coordinator position to coordinate operations at the new Golf Course banquet center.

VV: Added one Full-Time Director of Golf & Banquet Operations position to create a supervisor over golf and the new banquet center operations.

WW: Moved one Full-Time Golf Course Operations Coordinator position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

XX: Moved twenty-eight Part-Time Guest Service Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

YY: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

ZZ: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

AAA: Moved one Full-Time Superintendent of Golf Course Operations position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
RECREATION FUND											
PGS - 370 LAKESIDE PARK											
	Guest Service Representatives	0.00	2.00	0.00	2.00	0.00	**0.00**	0		-2	BBB
	Parks Services Representatives	0.00	1.00	0.00	2.00	0.00	**0.00**	0		-2	CCC
	Parks Technician	0.00	0.00	1.00	0.00	**0.00**	0.00	-1	DDD	0	
	Parks Worker	2.00	0.00	1.00	0.00	**0.00**	0.00	-1	EEE	0	
	Recreation Leader	0.00	0.00	1.00	0.00	**0.00**	0.00	-1	FFF	0	
	Registration Specialist	0.00	1.00	0.00	0.00	0.00	0.00	0		0	
	Total	**2.00**	**4.00**	**3.00**	**4.00**	**0.00**	**0.00**	**-3**		**-4**	
	Full Time Equivalent	**4.26**		**5.26**		**0.00**		**-5.26**			
PGS - GOLF COURSE											
	Golf Course Maintenance Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	GGG	0	
	Golf Course Operations Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	HHH	0	
	Guest Service Representatives	0.00	29.00	0.00	28.00	0.00	**0.00**	0		-28	III
	Parks Services Representatives	0.00	1.00	0.00	2.00	0.00	**0.00**	0		-2	JJJ
	Parks Worker	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	KKK	0	
	Superintendent of Golf Course Operations	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	LLL	0	
	Total	**4.00**	**30.00**	**4.00**	**30.00**	**0.00**	**0.00**	**-4**		**-30**	
	Full Time Equivalent	**16.57**		**16.88**		**0.00**		**-16.88**			
RCS - GENERAL RECREATION											
	Aquatic Center Manager	0.00	0.00	0.00	0.00	0.00	**1.00**	0		1	MMM
	Building Attendant	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Guest Service Representatives	0.00	25.00	0.00	25.00	0.00	**36.00**	0		11	NNN
	Recreation Leader	0.85	0.00	0.85	0.00	0.85	0.00	0		0	
	Recreation Superintendent	0.75	0.00	0.75	0.00	0.75	0.00	0		0	
	Total	**1.60**	**26.00**	**1.60**	**26.00**	**1.60**	**38.00**	**0**		**12**	
	Full Time Equivalent	**12.54**		**12.54**		**17.75**		**5.22**			
RCS - REC-PLEX											
	Accounting Clerk	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	Administrative Coordinator	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Attendant	6.00	3.00	6.00	3.00	6.00	3.00	0		0	
	Building Repair Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Repair Foreman	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Repair Technician	3.00	0.00	3.00	0.00	3.00	0.00	0		0	
	Community Service Officer	0.00	0.00	0.00	0.00	0.00	**5.00**	0		5	OOO
	Director of Facilities	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Director of Recreation	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Guest Service Representatives	0.00	142.00	0.00	142.00	0.00	142.00	0		0	
	Head Swim Coach	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Manager of Recreation & Cultural Services	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Recreation Leader	3.15	0.00	3.15	0.00	3.15	0.00	0		0	
	Recreation Superintendent	1.75	0.00	1.75	0.00	**2.25**	0.00	1	PPP	0	
	Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	Total	**18.90**	**149.00**	**19.90**	**149.00**	**20.40**	**154.00**	**1**		**5**	
	Full Time Equivalent	**81.98**		**82.98**		**86.36**		**3.38**			
	Total - Recreation Fund	**26.50**	**209.00**	**28.50**	**209.00**	**22.00**	**192.00**	**-6.50**		**-17.00**	
	Full Time Equivalent - Recreation Fund	**115.35**		**117.66**		**104.12**		**-13.54**			

Variance Explanations:

BBB: Moved two Part-Time Guest Service Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.
CCC: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.
DDD: Moved one Full-Time Parks Technician position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.
EEE: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.
FFF: Moved one Full-Time Recreation Leader position from the Recreation Fund to the newly created 370 Lakeside Park Fund due to departmental reorganization.
GGG: Eliminated one Full-Time Golf Course Maintenance Coordinator position after the position became vacant due to a promotion.
HHH: Moved one Full-Time Golf Course Operations Coordinator position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
III: Moved twenty-eight Part-Time Guest Service Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
JJJ: Moved two Part-Time Parks Services Representative positions from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
KKK: Moved one Full-Time Parks Worker position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
LLL: Moved one Full-Time Superintendent of Golf Course Operations position from the Recreation Fund to the newly created Golf & Banquet Center Fund due to departmental reorganization.
MMM: Added one Part-Time Seasonal Aquatic Center Manager position to serve as manager of the new Aquatic Center.
NNN: Added 9,350 hours for Part-Time Guest Service Representatives positions for the additional lifeguards needed to staff the new Aquatic Center.
OOO: Moved five Part-Time Community Service Officer positions from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.
PPP: Moved half of one Full-Time Recreation Superintendent position from the Local Parks and Storm Water Fund to the Recreation Fund due to departmental reorganization.

CITY OF ST PETERS

DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2015/16 Full-Time	2015/16 Part-Time	2016/17 Full-Time	2016/17 Part-Time	2017/18 Full-Time	2017/18 Part-Time	Variance '17 to '18 Full-Time		Variance '17 to '18 Part-Time	
SOLID WASTE FUND											
HES - COLLECTIONS											
	Administrative Coordinator	0.25	0.00	0.25	0.00	0.25	0.00	0		0	
	Collection Services Representatives	0.00	0.00	0.00	4.00	0.00	4.00	0		0	
	Director of Fleet & Environmental Operations	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Manager of Health & Environmental Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Office Clerk	2.00	0.00	2.00	0.00	**1.00**	0.00	-1	QQQ	0	
	Office Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	RRR	0	
	Resident Youth	0.00	5.00	0.00	0.00	0.00	0.00	0		0	
	Solid Waste Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Solid Waste Supervisor	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Solid Waste Technician	18.00	0.00	18.00	0.00	**20.00**	0.00	2	SSS	0	
	Sustainability Specialist	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Utility Billing Clerk	1.00	0.00	1.00	0.00	1.00	**0.50**	0		1	TTT
	Utility Billing Specialist	0.50	0.00	0.50	0.00	**1.00**	0.00	1	UUU	0	
	Total	**26.75**	**5.00**	**26.75**	**4.00**	**29.25**	**4.50**	**3**		**1**	
	Full Time Equivalent	**28.55**		**28.67**		**31.53**		**2.86**			
WATER/SEWER FUND											
WES - WATER/SEWER											
	Accounting Specialist	0.50	0.00	0.50	0.00	**0.00**	0.00	-1	VVV	0	
	Administrative Coordinator	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	WWW	0	
	Administrative Specialist	0.00	0.00	0.00	0.00	**1.00**	0.00	1	XXX	0	
	Director of Utilities	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Earth Centre Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Earth Centre Technician	2.00	1.00	2.00	1.00	2.00	1.00	0		0	
	Intern	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Manager of Water Environment Services	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Meter Reader	3.00	1.00	3.00	1.00	3.00	1.00	0		0	
	Office Specialist	1.00	0.00	2.00	0.00	**1.00**	0.00	-1	YYY	0	
	Utilities Electrical Instrumentation Technician	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utilities Environmental Compliance Inspector	0.70	0.00	0.70	0.00	0.70	0.00	0		0	
	Utilities Field Operations Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0		0	
	Utilities Field Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utilities Field Operations Technician	4.50	0.00	4.50	0.00	4.50	0.00	0		0	
	Utilities Field Operations Worker	4.50	0.00	4.50	0.00	4.50	0.00	0		0	
	Utilities Plant Maintenance Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utilities Plant Maintenance Technician	2.00	0.00	3.00	0.00	**2.00**	0.00	-1	ZZZ	0	
	Utilities Plant Maintenance Worker	3.00	0.00	2.00	0.00	**3.00**	0.00	1	AAAA	0	
	Utilities Plant Operations Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utility Billing Clerk	1.00	0.00	1.00	0.00	1.00	**0.50**	0		1	BBBB
	Utility Billing Specialist	1.50	0.00	1.50	0.00	**1.00**	0.00	-1	CCCC	0	
	Utility Locator	2.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Utility Operator	8.00	0.00	8.00	0.00	8.00	0.00	0		0	
	Total	**44.70**	**3.00**	**44.70**	**3.00**	**42.70**	**3.50**	**-2**		**1**	
	Full Time Equivalent	**46.50**		**46.50**		**44.86**		**-1.64**			
TOTAL CITY		**405.00**	**353.00**	**405.00**	**356.00**	**417.00**	**376.00**	**12.00**		**20.00**	
TOTAL CITY FULL TIME EQUIVALENT		**558.77**		**558.94**		**580.92**		**21.98**			

Variance Explanations:

QQQ: Converted one Full-Time Office Clerk position to a Full-Time Office Specialist position based on actual work being performed.

RRR: Converted one Full-Time Office Clerk position to a Full-Time Office Specialist position based on actual work being performed.

SSS: Added two Full-Time Solid Waste Technician positions to cover the increased demand for yard waste collection the City realized after implementation of the yard waste cart program.

TTT: Added one Part-Time Utility Billing Clerk position to be split between the Solid Waste Fund and Water/Sewer Fund based on department's needs.

UUU: Reallocated half of one Full-Time Utility Billing Specialist position from the Water/Sewer Fund to the Solid Waste Fund based on actual work being performed.

VVV: Reallocated half of one Full-Time Accounting Specialist position from the Water/Sewer Fund to the General Fund based on actual work being performed.

WWW: Converted one Full-Time Administrative Coordinator position in the Water/Sewer departments to a Full-Time Research Coordinator position in the Engineering department based on actual work being performed.

XXX: Reclassified one Full-Time Office Specialist position as a Full-Time Administrative Specialist position based on actual job duties being performed.

YYY: Reclassified one Full-Time Office Specialist position as a Full-Time Administrative Specialist position based on actual job duties being performed.

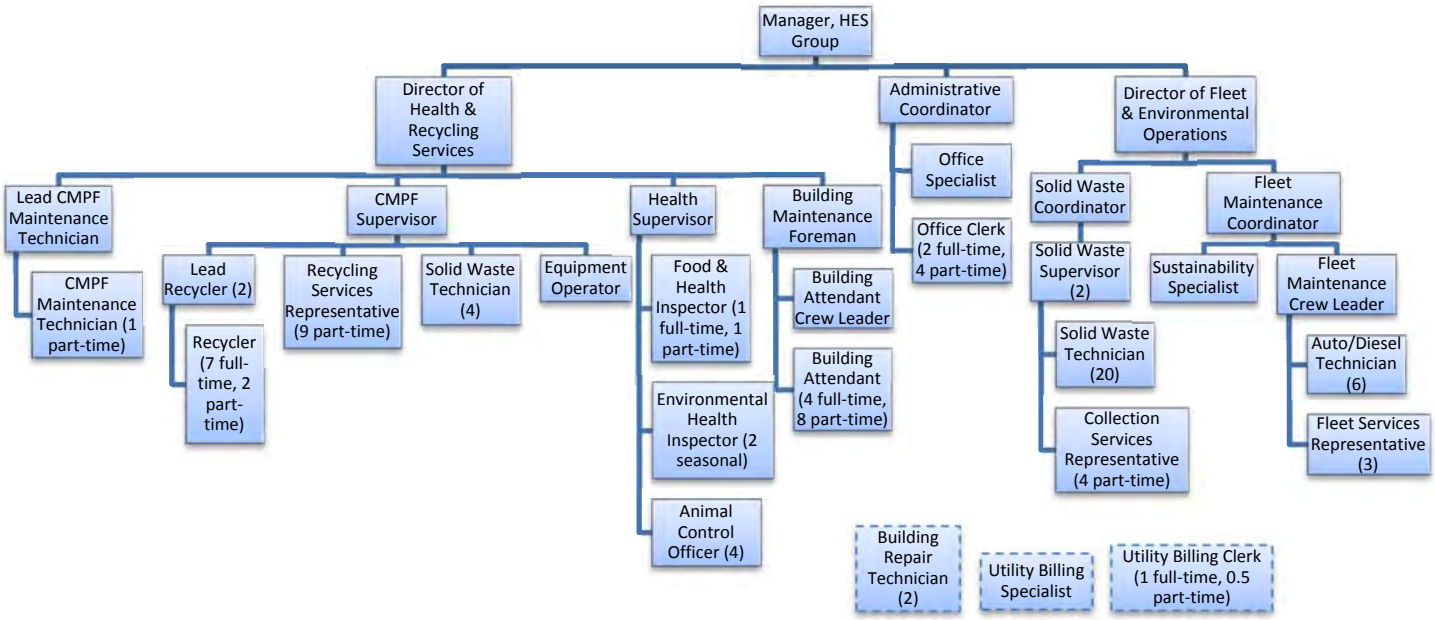
ZZZ: Allocation of Utilities Plant Maintenance Technicians and Utilities Plant Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

AAAA: Allocation of Utilities Plant Maintenance Technicians and Utilities Plant Maintenance Workers fluctuates depending on when Workers meet the requirements to become a Technician.

BBBB: Added one Part-Time Utility Billing Clerk position to be split between the Solid Waste Fund and Water/Sewer Fund based on department's needs.

CCCC: Reallocated half of one Full-Time Utility Billing Specialist position from the Water/Sewer Fund to the Solid Waste Fund based on actual work being performed.

Health & Environmental Services (HES)

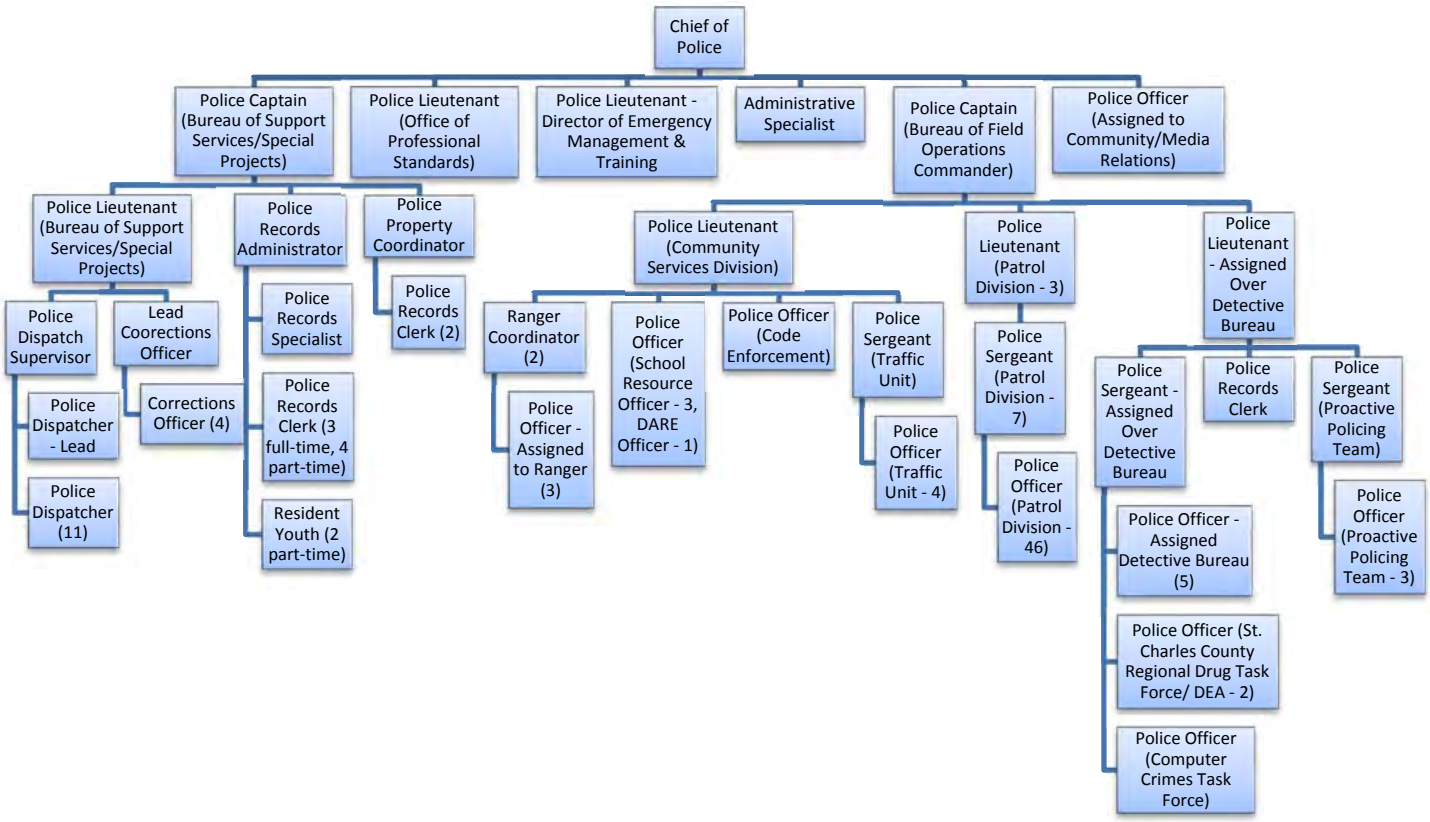


Notes: Two full-time Building Repair Technicians are budgeted in the HES group but report to the Building Repair Foreman in the RCS group.

One full-time Utility Billing Specialist and one full-time and half of one part-time Utility Billing Clerks are budgeted in the HES group but report to the Assistant Director of Finance in the SSS group.

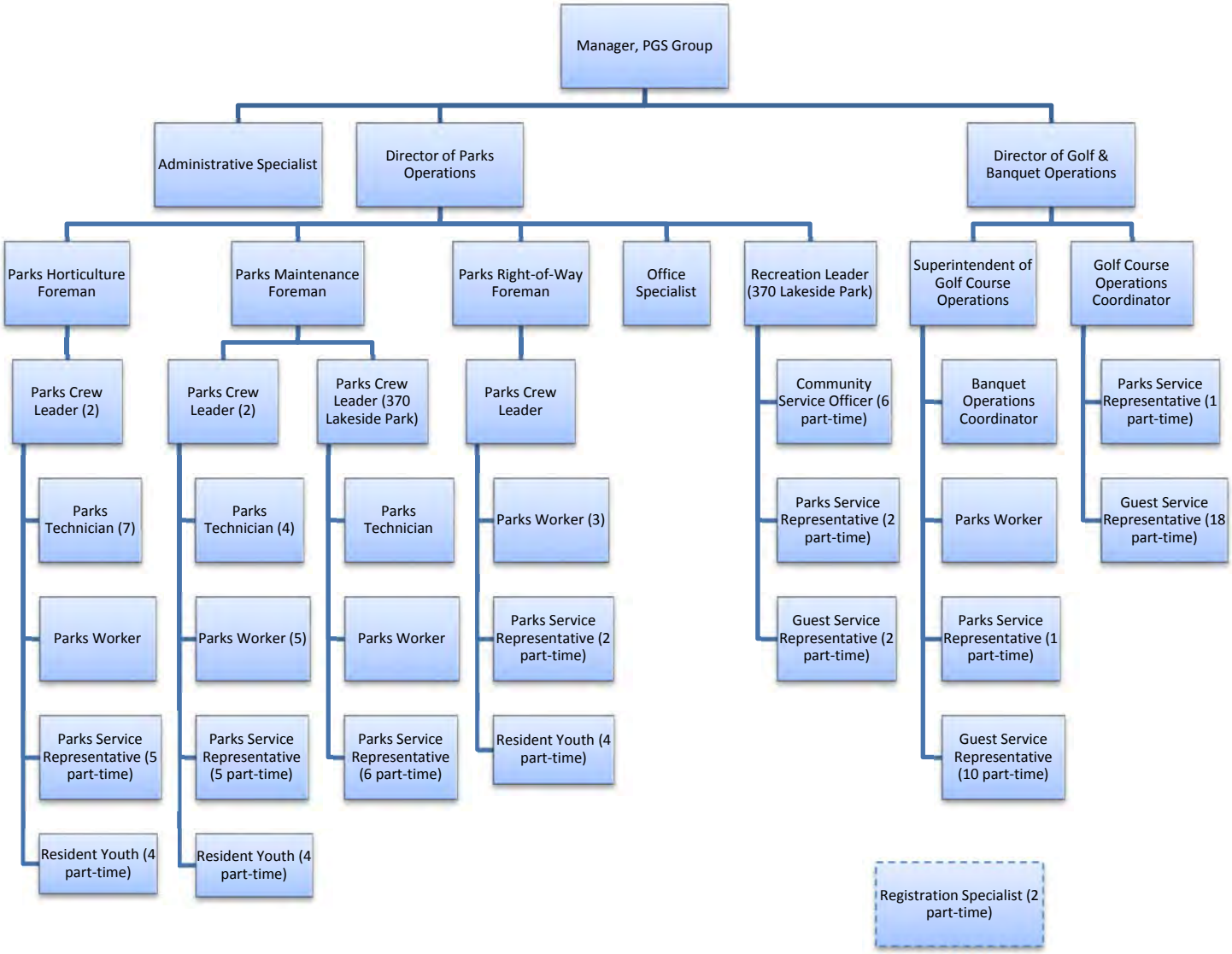
Updated 11/1/17

Municipal Police Services (MPS)



Updated 11/1/17

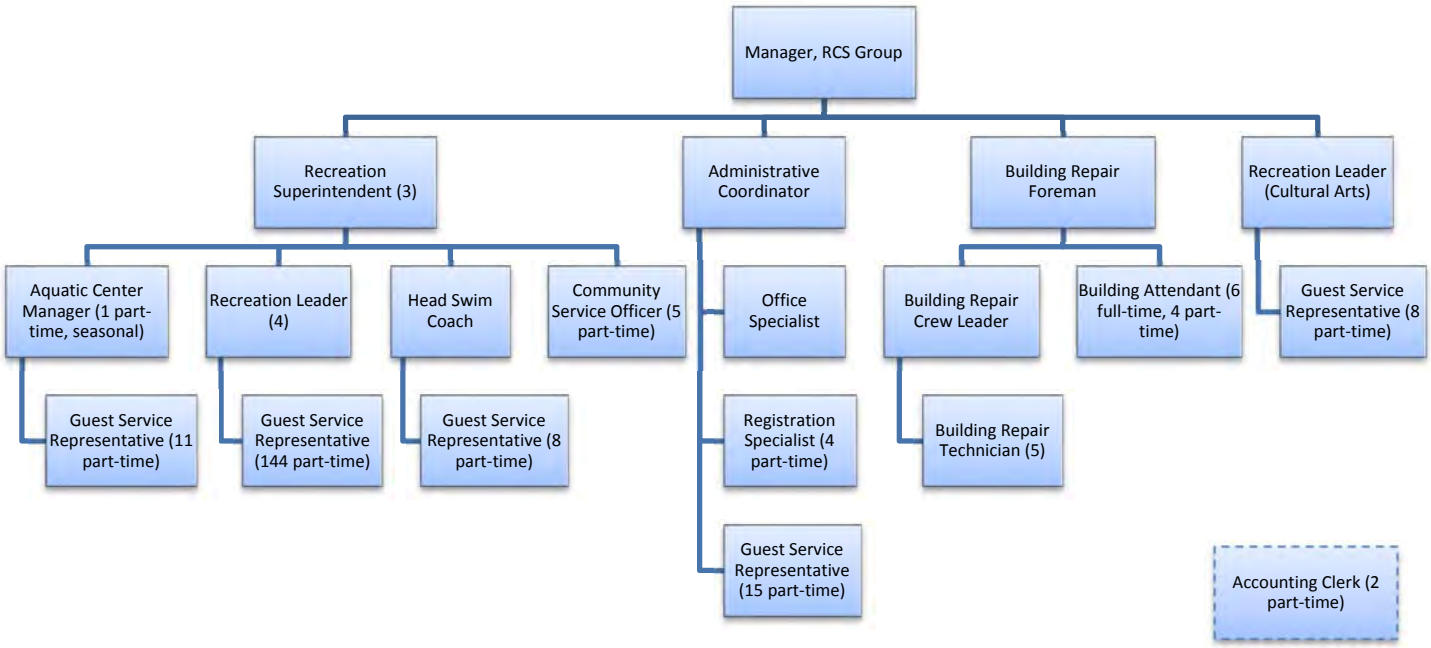
Parks & Golf Services (PGS)



Note: Two part-time Registration Specialists are budgeted in the PGS group but report to the Administrative Coordinator in the RCS group.

Updated 11/1/17

Recreation & Cultural Services (RCS)



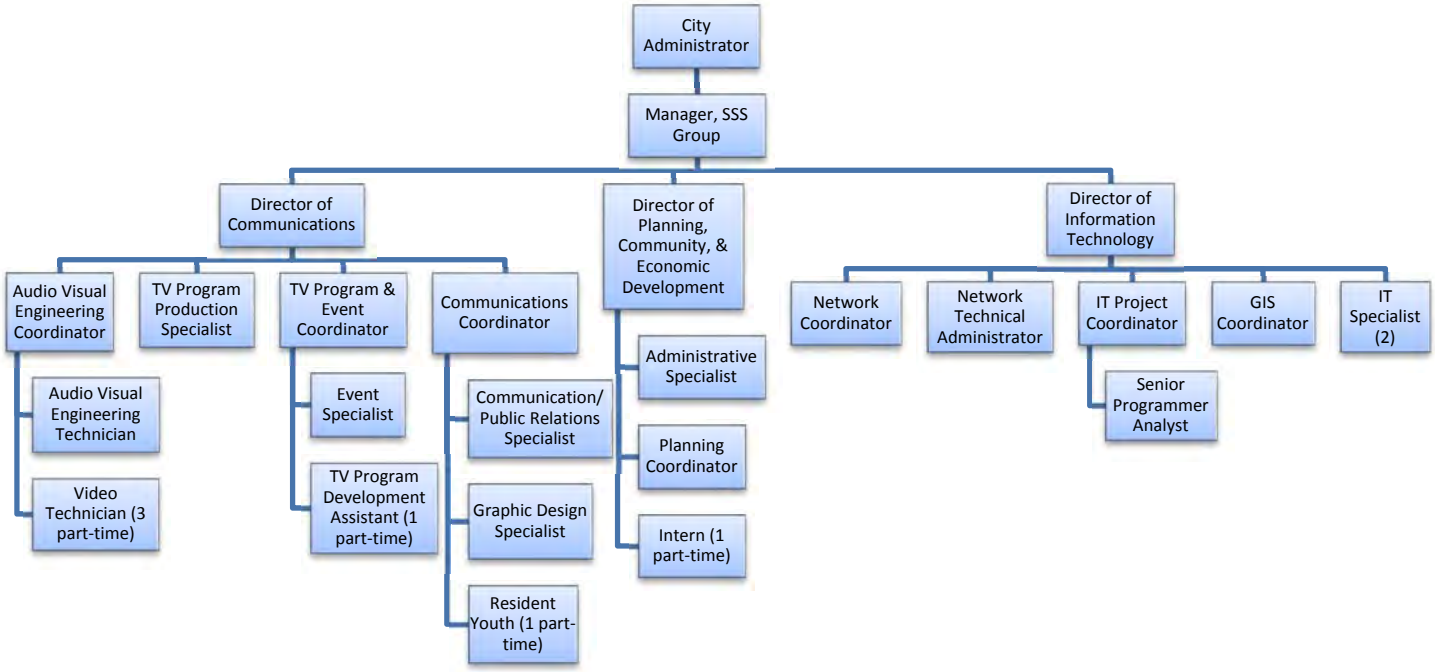
Notes: Two part-time Accounting Clerks are budgeted in the RCS group but report to the Assistant Director of Finance in the SSS group.

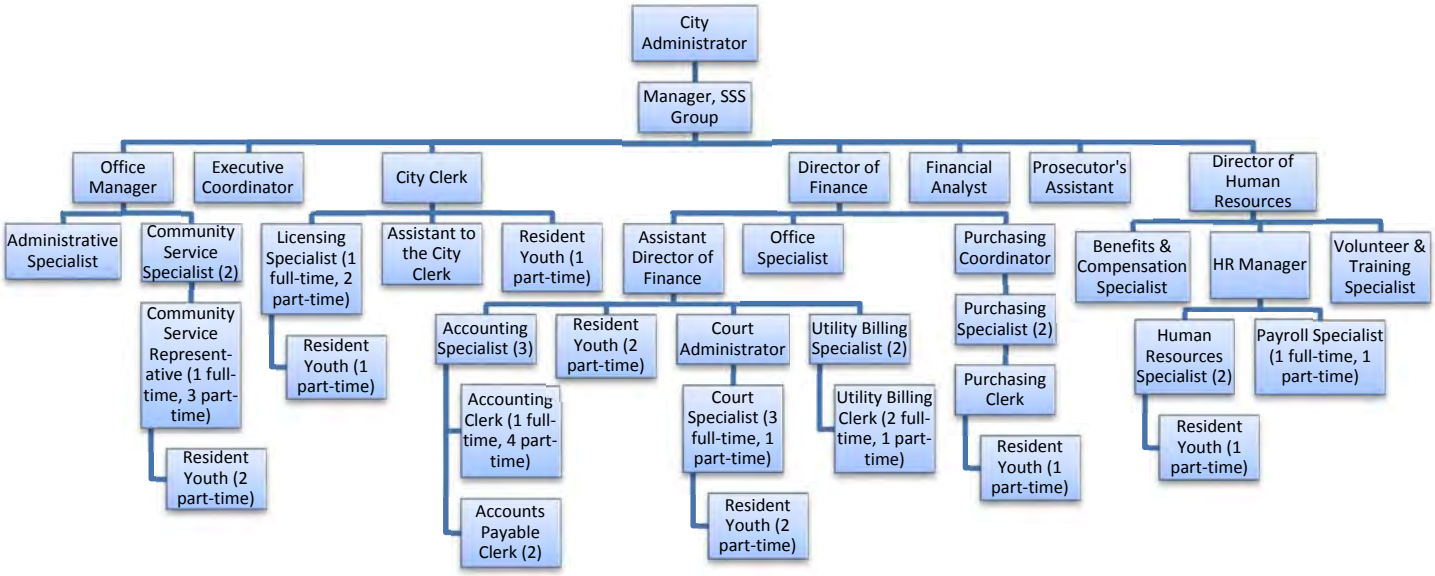
Two full-time Building Repair Technicians are budgeted in the HES group but report to the Building Repair Foreman in the RCS group.

Two part-time Registration Specialists are budgeted in the PGS group but report to the Administrative Coordinator in the RCS group.

Updated 11/1/17

Staff Support Services (SSS)





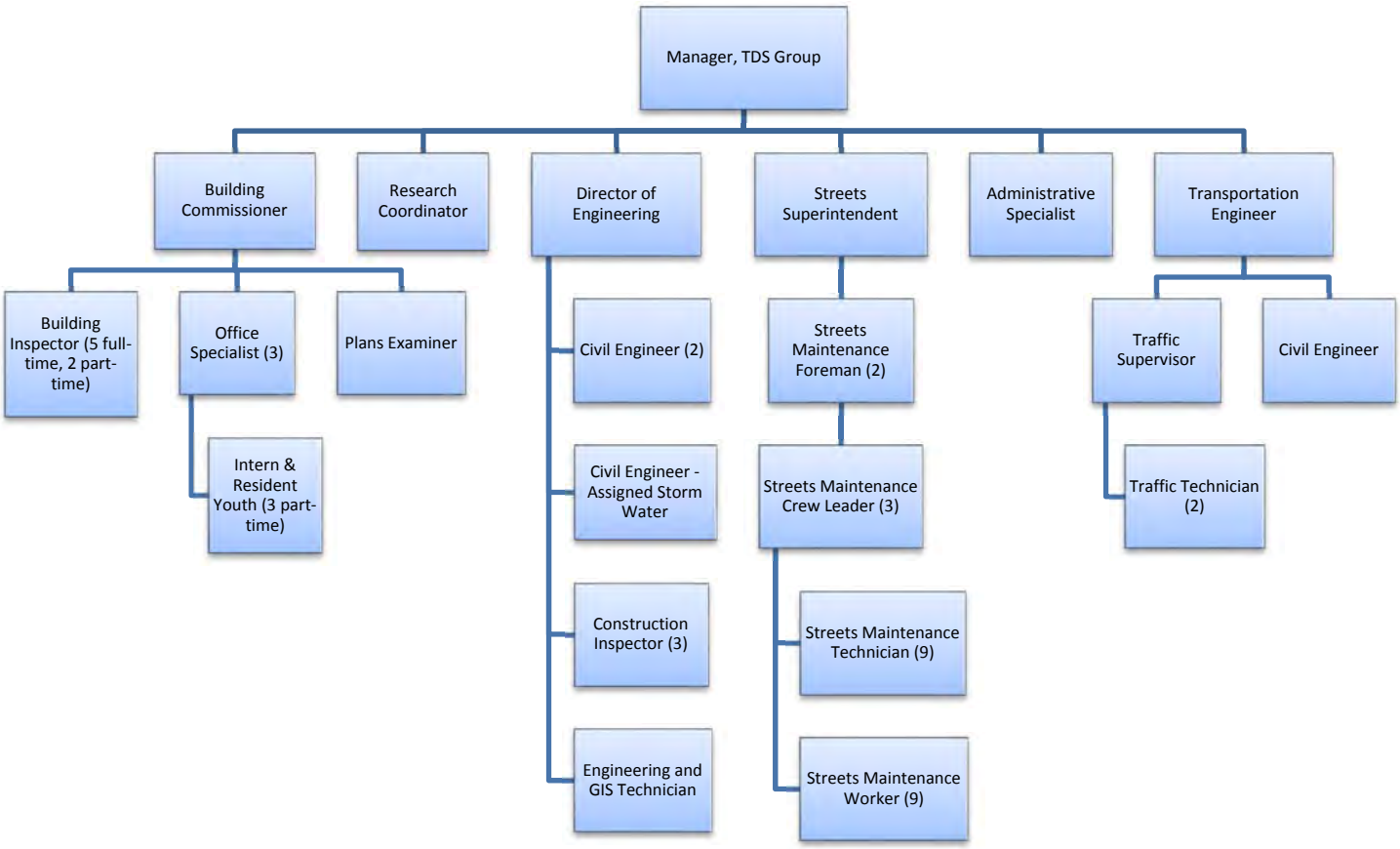
Notes: One full-time Utility Billing Specialist and one full-time and half of one part-time Utility Billing Clerks are budgeted in the HES group but report to the Assistant Director of Finance in the SSS group.

Two part-time Accounting Clerks are budgeted in the RCS group but report to the Assistant Director of Finance in the SSS group.

One full-time Utility Billing Specialist, and one full-time and half of one part-time Utility Billing Clerks are budgeted in the WES group but report to the Assistant Director of Finance in the SSS group.

Updated 11/1/17

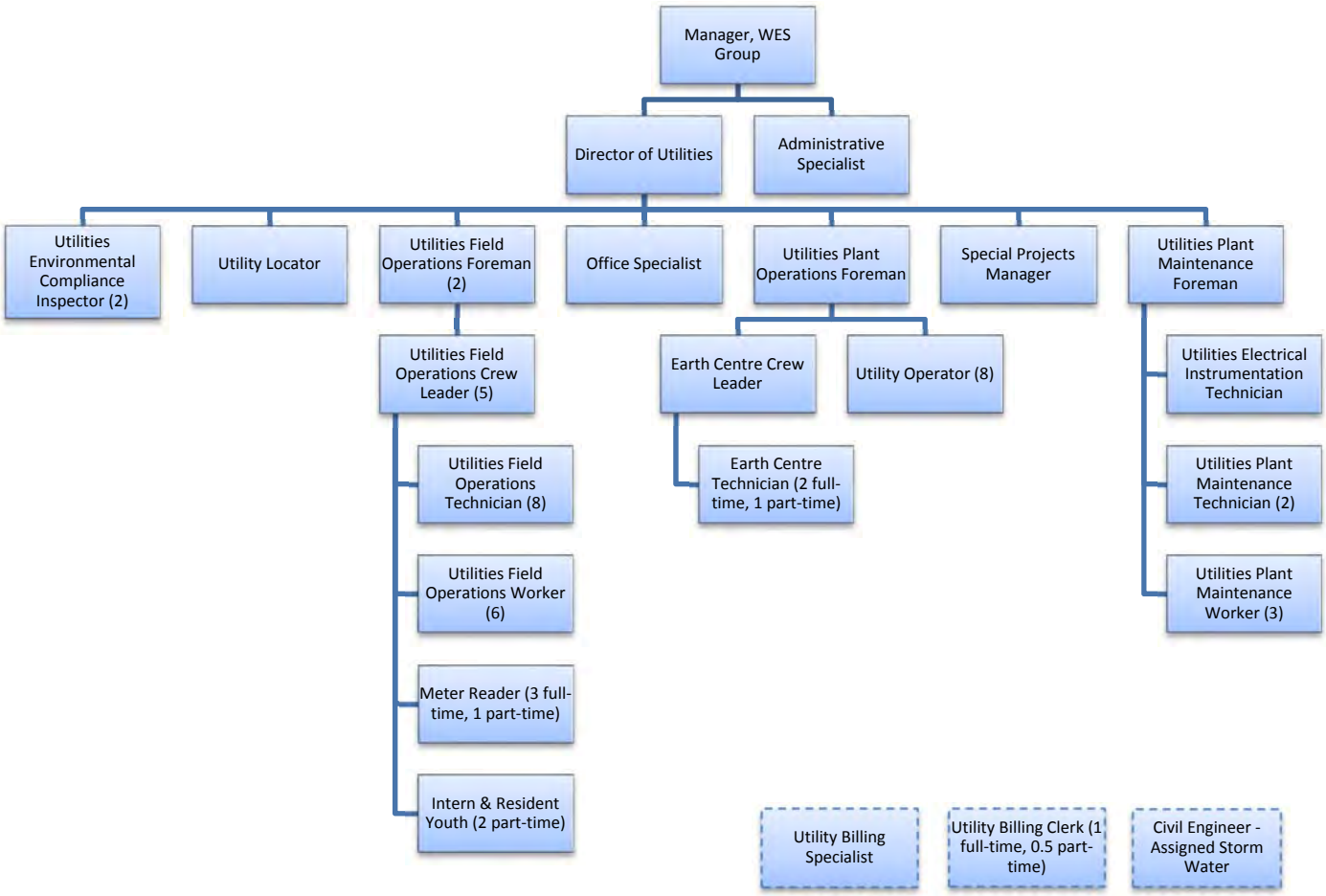
Transportation & Development Services (TDS)



Note: Civil Engineer – Assigned Storm Water is budgeted in the WES group but reports to the Director of Engineering in the TDS Group.

Updated 11/1/17

Water Environment Services (WES)



Notes: One full-time Utility Billing Specialist, and one full-time and half of one part-time Utility Billing Clerks are budgeted in the WES group but report to the Assistant Director of Finance in the SSS group.

Civil Engineer – Assigned Storm Water is budgeted in the WES group but reports to the Director of Engineering in the TDS Group.

Updated 11/1/17

2016 Year in Review

A look back at notable numbers, achievements & developments

PARTNERED:
39 active Neighborhood Watch Groups worked with the St. Peters Police Department.

INSPECTED:
234 sewer laterals and 26.8 miles of sanitary sewers.

Celebrate St. Peters 2016

TREATED:
3.38 billion gallons of water for safe consumption and safe discharge into the environment

Sunset Fridays concert series

ROAD IMPROVEMENTS:

- Jungermann Road – Mexico Road Intersection, $1.2 million (completed)
- Sutters Mill Bridge Replacement, $928,263 (completed)
- Mid Rivers Mall Drive – Ohmes Road Intersection, $862,645 (under way)
- Mexico Road Multi-Use Path Bridge, $872,092 (under way)
- Mexico Road – Cave Springs Road Traffic Signal Replacement $232,167 (under way)
- Mid Rivers Mall Drive Right Turn Lanes, $620,100 (under way)
- 40,318 square yards of concrete pavement replaced
- 86,038 square yards of paved asphalt overlay
- 415 lineal feet of concrete curb and gutter replaced
- 129,444 lineal feet of pavement joint and crack sealing
- 21,997 square feet of concrete sidewalk replaced
- 1,020 street signs replaced
- 779,456 lineal feet of pavement marking

PERMITTED:

- 1,698 residential construction projects worth $39,662,547 – includes 115 single family units worth $30,399,329
- 723 commercial construction projects worth $67,098,004 – includes 12 new commercial buildings worth $47,714,602

DONATED:
$14,007 from residents to Senior Center's Meals on Wheels program through Utility Round Up Program.

COLLECTED:

- 65,596 tons of waste total processed through Recycle City
- 28,590 tons of waste from St. Peters residents
- 1,439 tons of waste from Cottleville residents
- 24,231 tons of waste from commercial haulers
- 12,686 tons of waste from walk-in customers
- 1,136 pounds of prescription drugs through National Rx Take Back at Police Department

SNOW REMOVAL:
1,205 tons of salt spread by snow removal crews during 9 snow/ice control events

Sutters Mill Bridge Replacement

RECOGNIZED:

- City of St. Peters named a "Champion" by St. Louis Green Business Challenge, a joint program of the St. Louis Regional Chamber and Missouri Botanical Garden that recognizes sustainability efforts
- 18th consecutive annual Tree City USA designation and 17th straight Tree City USA Growth Award from the National Arbor Day Foundation
- Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Award from the Government Finance Officers Association

RECYCLED:

- 16.71 million pounds of material
- 48,422 cubic yards of yard waste and 8,498 tons of biosolids at Earth Centre (composting)
- 1,369 Christmas trees
- 3,650 pounds of broken holiday light strands
- Shredded documents of 907 "Shred It & Forget It" customers
- 2,584 pounds of waste out of 6,244 pounds total cleaned from streams during Clean Streams Day (photo above)

Rec-Plex Entrance Improvements

HELPED:

- 44 families repair their homes[1]
- 368 people with essential transportation needs[1]
- 14 elderly or disabled families with lawn mowing needs[1]

[1] Helped with Community Development Block Grants from the U.S. Department of Housing & Urban Development.

ISSUED:

- 716 pavilion permits
- 86 gazebo permits
- 4,325 athletic field permits
- 5,557 Resident Privilege Cards
- 483 St. Peters Rotary Club Dog Park memberships[2]
- 11,059 RV site reservations[2]
- 609 bicycle rentals[2]
- 1,800 watercraft rentals[2]
- 3,196 archery range daily passes and 231 annual memberships[2]
- 138 season passes and 3,546 day passes for fishing/lake usage[2]

[2] 370 Lakeside Park activity

Halloween Spooktacular on Ice

EXHIBITED:

1,962 works of visual art submitted by 701 artists at Cultural Arts Centre.

GOLFED:

- 28,804 rounds at St. Peters Golf Course

FILLED:

The tires of 294 vehicles with fuel-saving nitrogen.

PROP P PROJECTS COMPLETED*:

- Stormwater projects: Country Hill South Phase One Stormwater Improvements, Phase I (P-24); Englewood Basin and Dardenne Creek Channel Improvements (P-7); Willott Square South Drainage Improvements (P-6A)
- Sports Center restroom/concession stand
- Woodlands Sports Park restroom
- Lighting improvements in Cultural Arts Centre
- Paved RV check-in station and roadways to St. Peters Rotary Club Dog Park at 370 Lakeside Park
- Repaired playground surfacing at Rabbit Run and City Centre Parks

**Funded with ½-cent stormwater/parks sales tax fund.*

ECONOMIC DEVELOPMENT: 2016 IN REVIEW

EXPANDING/RENOVATING:

- RB expansion, $25 million, 27,000 sq. ft (Arrowhead Industrial Park)
- Siteman Cancer Center expansion, 15,640 sq. ft. (Mexico Road)
- Didion Orf Recycling expansion, 40,000 sq. ft. (Didion Drive)
- St. Charles Nissan expansion, 8,000 sq. ft. (Veterans Memorial Parkway)
- Lewis Boats expansion, 8,750 sq. ft. (I-70 Service Road North)
- Cork & Barrel restaurant/renovations (former Hatfield and McCoys, Mexico Rd.)
- Llewellyn's Pub restaurant/renovations (former Vista Grande, Mid Rivers Mall Drive)
- Fort Zumwalt School District early childhood education center (former Sanford Brown building, Veterans Memorial Parkway)
- Campbell Montessori School, converting a building to adult daycare, (Shady Springs Lane)
- McDonald's renovation (Mid Rivers Mall Drive, near Highway 364)
- Drury Inn renovations (Mid Rivers Mall location)
- QuikTrip rebuilding (McClay and Jungermann)

PLANNING STAGE:

- Home2 Suites by Hilton, new 106-room extended-stay hotel (Veterans Memorial Parkway near Kia dealer)
- St. Peters Corporate Centre III offices, 27,321 sq. ft. (Veterans Memorial Parkway, east of St. Peters Centre Blvd.)
- Fresh Thyme grocery, 27,709 sq. ft., with two commercial lots (south side of Highway 364, west of Woodstone Drive)
- Industrial building for a paving company, 3,600 sq. ft. (Brown Road)
- Mid West Gunite, a concrete swimming pool materials company (Mid Rivers Trade Court)
- New Maserati dealership, 3,870 sq. ft. (Veterans Memorial Parkway, east of St. Peters Centre Blvd.)
- Three new Regions Banks: Veterans Memorial Pkwy., near Cave Springs Blvd., 1,500 sq. ft.; Jungermann Rd., near N. St. Peters Pkwy., 2,645 sq. ft..; Mid Rivers Mall Dr., near N. St. Peters Pkwy., 1,500 sq. ft.

UNDER CONSTRUCTION:

- RB warehouse, 715,000 sq. ft. (Premier 370 Business Park)
- Saia LTL Freight trucking facility, 51,260 sq. ft. (Premier 370 Business Park)
- Best Buy warehouse, 252,000 sq. ft. (Premier 370 Business Park)
- Shoppes at Mid Rivers to include 250,000 sq. ft. of new retail development, three development pads in the parking lot and four out-parcels (Mid Rivers Mall Drive and I-70 Service Road North, former Kaplan Lumber and Wm. Nobbe tractor dealer sites)
- Mers Goodwill, 15,300 sq. ft. (Harvester Road, south of Highway 364)

NOTABLE OPENINGS:

- CVS Pharmacy (Jungermann and Mexico)
- Country Club Carwash and Mobil on the Run (Jungermann and Mexico)
- Two new Walmart Markets, 42,000 sq. ft. each (Mid Rivers Mall Drive at St. Peters Howell Road and Jungermann near Sutters Mill Road)
- Courtyard by Marriott, 123-room hotel (Veterans Memorial Parkway)
- McDonald's, rebuilt and reopened (Veterans Memorial Parkway, east of Cave Springs)
- Bahama Buck's (Mid Rivers Mall Drive, north of Central School Road)
- AT&T, occupying new building at remodeled Village Mall (300 block of Mid Rivers Mall Drive)
- Gateway Metro Credit Union, Jungermann Road

RESIDENTIAL DEVELOPMENT:

- Barrington Square, 55 single-family lots on Veterans Memorial Parkway, east of Belleau Creek Road, has completed construction.
- Queensbrooke Village townhouses and multiple-family senior housing buildings are under construction on Queensbrooke Blvd.
- Phase 2 of Aspen Trail, a community for ages 55 and up on Salt Lick Road, plans 38 additional units.
- Meadowridge Apartments on Highway 364, east of Robertridge Drive, is approved for 180 units in 3-story buildings.
- Carlton Apartments is approved for 132 units in 3-story buildings on Cloverleaf Drive.

Glossary

Accrual Basis of Accounting – Under this method of accounting, revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period incurred. Used to account for activity in the City's Enterprise Funds.

ADA – Americans with Disabilities Act.

Adopted Budget – Refers to the budget amount as originally approved by the City for the fiscal year.

Ameren – Missouri's largest electric utility.

Anticipated Expenditures and Revenues – The expenditures or revenues that are expected by the close of the budget year.

Assessed Valuation – This is the value of real and other property set for tax purposes. The County Assessor determines the assessed value.

Balanced Budget – In accordance with Missouri Revised Statutes; in no event shall the total proposed expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; provided, that nothing herein shall be construed as requiring any political subdivision to use any cash balance as current revenue or to change from a cash basis of financing its expenditures.

BOA – Board of Aldermen.

Budget – The financial plan for the operation of the City for the year.

Capital Expenditures – Expenses involving land, improvements to land, easements, buildings, building improvements, furniture, fixtures, machinery, equipment, vehicles, and all other tangible or intangible assets costing $5,000 or more that are used in operations and that have an initial useful life extending beyond a single reporting year.

CDBG – Community Development Block Grant.

CIP – Capital Improvement Plan.

CMPF – Central Materials Processing Facility.

COPS – Certificates of Participation.

CSO – Community Service Officer.

Debt Service Fund – Governmental type fund used to account for the accumulation of resources and payment of general long-term debt principal and interest.

Department – Primary unit in City operations. Each is managed by a Group Manager.

Depreciation – The decrease in value of physical assets due to use and the passage of time. In accounting for depreciation, the cost of a fixed asset is prorated over the estimated service life of such an asset, and each year is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

Glossary

Encumbrance – Commitment for unperformed contracts for goods or services. An amount of money committed and set aside, but not yet expended, for the purpose of a specific good or service. All encumbrances are supported by either a purchase order or a contract.

Enterprise Funds – These funds are used to account for resources committed to self-supporting activities of governmental units that render services to the general public on a user-charged basis. Budgeted enterprise funds include: Central Materials Processing Facility Fund, Recreation Fund, Solid Waste Fund, and Water/Sewer Fund.

Expenditure – An actual obligation incurred for goods or services received whether or not yet paid by City.

FEMA – Federal Emergency Management Agency.

Fiscal Year – The period used for the accounting year. The City of St. Peters has a fiscal year of October 1 through the following September 30.

Fund – A self-balancing set of accounts designed to track specific revenues and the uses of those revenues.

Fund Balance – An accumulated excess of revenues over expenditures in a fund. An amount left over after expenditures are subtracted from resources is added to a beginning fund balance each year.

Fund Classifications – One of the three categories (governmental, proprietary, and fiduciary) used to classify fund types.

Fund Type – In governmental accounting, all funds are classified into eleven generic fund types: General, Special Revenues, Debt Service, Capital Projects, Permanent, Enterprise, Internal Service, Pension (and other employee benefit) Trust, Investment Trust, Private-Purpose Trust, and Agency.

GAAP – Generally Accepted Accounting Principles.

General Fund – The governmental fund type that serves as the main operating fund of the City. The fund used to account for all City activities not required to be accounted for elsewhere.

General Obligation Bonds – Bonds backed by the full faith and credit of the City.

GSR – Guest Service Representative.

Governmental/Trust Funds – Includes the General Fund, Expendable Trust Funds, Non-Expendable Trust Funds, Special Revenue Funds, and Capital Project Fund.

HES – Health and Environmental Services work group.

Legal Debt Margin – The limit of bonded indebtedness allowed by the Statutes of Missouri. It is currently 10% of the assessed value less general obligation debt currently outstanding. This does not include an additional debt limit of 10% of the assessed valuation available for street improvements or waterworks and electric plants as provided under the Statutes of Missouri.

LPSW Fund – Local Parks and Storm Water Fund.

Intergovernmental Revenues – Revenues from other governments in the form of grants, entitlement, shared revenues or payments in lieu of taxes.

Glossary

Modified Accrual Basis – General Fund, Special Revenue, and Debt Service Funds are recognized on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, except for long-term debt and certain accrued obligations, which are recognized when due. This basis measures resources available to the City.

MPS – Municipal Police Services work group.

NID – Neighborhood Improvement District.

Non-Operating Expenses – Expenses incurred by Enterprise Funds that are not directly related to the fund's primary service activities. Examples of non-operating expenses include Interest Expense and Miscellaneous Expenses.

Non-Operating Revenues – Enterprise Fund revenues that are not directly related to the fund's primary service activities. Examples of non-operating revenues include Interest Revenue and Miscellaneous Revenue.

PGS – Parks and Golf Services work group.

Property Tax – This refers to the property tax placed on property. The tax income is determined by multiplying the tax rate by each $100 of assessed valuation.

RCS – Recreation and Cultural Services work group.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

Revenues – Money generated through taxes, charges, licenses and other sources to fund City operations.

Special Obligation Bonds – Special obligations of the City. The payment of the principal of and the interest on the Bonds is subject to an annual appropriation by the City. The City is not required or obligated to make any such annual appropriation.

Special Revenue Funds – These funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

SSS – Staff Support Services work group.

STEAM – Sincere Trust between Employees And Management. The City's management system based on managers and employees trusting each other.

TDS – Transportation and Development Services work group.

TIF – Tax Increment Financing.

TTF – Transportation Trust Fund.

User Charges or Fees – The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.

WES – Water Environment Services work group.

CITY OF ST. PETERS
POLICIES

Fund Accounting

The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity with self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Governmental Fund Types

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in enterprise funds) are accounted for through governmental funds. The measurement focus is upon determination of and changes in financial position rather than upon net income. The City prepares budgets for the following governmental fund types:

General Fund – The general fund is the main operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service – The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City has the following special revenue funds:

- **Community Development Block Grant Subrecipient Fund** – Used to account for Federal grant proceeds and other revenues received as a subrecipient from St. Charles County that are restricted for use for low-and moderate-income persons.
- **County Sewer Lateral Repair Program Fund** – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of sewer lateral lines for unincorporated St. Charles County residents with sanitary sewer service provided by the City of St. Peters.
- **Local Parks and Storm Water Fund** – Used to account for revenues related to a 1/2 cent sales tax. Restricted for park and storm water projects.
- **Sewer Lateral Repair Program Fund** – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of sewer lateral lines.
- **Special Allocation Fund – City Centre** – Used to account for revenues generated by the City Centre TIF district for the payment of debt service and other TIF related expenditures.
- **Special Allocation Fund – Old Town TIF** – Used to account for revenues generated by the Old Town Levy TIF district.
- **Special Allocation Fund – St. Peters Lakeside Redevelopment TIF** – Used to account for revenues generated by the St. Peters Lakeside Redevelopment TIF district.
- **Transportation Trust Fund** – Used to account for transportation sales tax revenues and grants to be used for the construction, reconstruction, repair, and maintenance of streets, roads, and bridges.
- **Water Service Line Repair Program Fund** – Used to account for revenues received from a voter approved special property assessment used to assist in the repair of water service lines.

Enterprise Fund Types

Enterprise funds are used to account for activities that are similar to those found in the private sector. The measurement focus is on the determination of net income and capital maintenance. Enterprise funds are used to account 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, not including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City prepares budgets for the following enterprise funds:

- **370 Lakeside Park Fund** – Used to account for revenues and expenses resulting from the operation and maintenance of 370 Lakeside Park. Revenues are generated through user fees for several amenities located in the park.
- **Central Materials Processing Facility Fund** – Used to account for revenues and expenses resulting from the processing of solid waste. Trash and recyclable materials are sorted by recyclable type (i.e., cardboard, newspaper, plastic, glass, aluminum, etc.). The sorted recyclables are then baled and sold to companies that use recyclable material in the manufacturing of their products. The remaining material (trash) is taken to a landfill.
- **Golf and Banquet Center Fund** – Used to account for activities of the City's municipal golf course and banquet center operations.
- **Recreation Fund** – Used to account for activities of the City's recreation operations.
- **Solid Waste Fund** – Used to account for the provision of solid waste collection to the residents of the City. All activities necessary to provide such services are accounted for in this fund.
- **Water/Sewer Fund** – Used to account for the billing and collection of charges for water and sanitary sewer services for customers of the waterworks and sanitary sewer system. Revenues are used to pay for both operating expenses and capital costs to maintain these services.

CITY OF ST. PETERS
POLICIES

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the general-purpose financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The City records transactions during the year on the modified accrual basis of accounting for governmental fund types and the accrual basis of accounting for the enterprise fund types. The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of generally accepted accounting principles (GAAP).

Budgetary Basis of Accounting

The budgets for the general fund, special revenue funds, and debt service funds are adopted on a basis that is consistent with generally accepted accounting principles (GAAP), except for the following:

1. For GAAP purposes, expenditures are recognized as incurred, whereas the City's budget basis recognizes encumbrances outstanding at year-end as expenditures of the current period. Encumbered appropriations do not lapse at year-end.
2. Grant revenue is generally recognized when the qualifying expenditures are incurred. Due to the City's policy of recognizing encumbrances outstanding at year-end as expenditures, certain grant revenues have also been recognized for budget purposes.
3. For GAAP purposes, property tax revenue is recognized to the extent it is collected within the current period or expected to be collected within 60 days following the end of the fiscal period. Property tax revenue not received at year-end is recorded as deferred revenue. On a budget basis, property tax revenue is recognized at the point in time that the tax is levied.
4. For the enterprise fund types (central material processing, recreation, solid waste, and water/sewer), depreciation is not recorded on a budget basis. Budget basis accounting for these funds is the same as for the governmental fund types. As such, capital expenditures are shown as expenses on a budget basis. In addition, payment of principal and interest on revenue bonds is shown as an expense when paid. Both budget basis and GAAP basis financial statements are shown in the Comprehensive Annual Financial Report. Differences between these financial statements are reconciled and discussed in that report.

CITY OF ST. PETERS
POLICIES

Budget and Financial Policies

The City's fund balance policy and definition of a balanced budget shall be in accordance with Missouri Revised Statutes. Where in no event shall the total proposed expenditures from any fund exceed the estimated revenues to be received plus any unencumbered balance or less any deficit estimated for the beginning of the budget year; provided, that nothing herein shall be construed as requiring any political subdivision to use any cash balance as current revenue or to change from a cash basis of financing its expenditures. The 2017/18 budget presented is balanced.

The City will live within its means. All departments supported by the resources of the City must function within the limits of the financial resources identified or available specifically to them.

Current appropriations in all funds are limited to the sum of available, unencumbered fund balances and revenues the City estimates it will receive during the current budget period.

The revenues generated in the City's Special Revenue Funds come from tax levies, fees, grants and intergovernmental revenues. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations. Sufficient charges and rate schedules shall be levied to support operations of the Special Revenue Funds. The General Fund may subsidize Special Revenue Funds beyond the rate structure only when needed to perform expected services.

Enterprises should strive to become self-supporting entities through annual reviews of fee structure, charges for services, and other operating revenues. Sufficient user charges and fees shall be pursued and levied to support the full cost (operating, direct, indirect and capital) of operations. Market rates and charges levied by other public and private organizations for similar services should be considered when establishing tax rates, fees and charges.

Multi-year operating cost projections shall be prepared and updated each year to identify the impact on resources.

A five-year Capital Improvement Plan shall be prepared and updated each year. The operating impact of each project shall be identified and incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule. Within legal limits and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, including major renovations.

The City will consider General Fund requests for new or expanded programs during the course of the regular budget process. Only in extreme circumstances will such requests be considered during the course of the year.

To the extent possible, current revenues will fund current operations.

The various sources of revenue shall be monitored to determine that rates are adequate and each source is maximized.

The City of St. Peters will pursue federal, state, and private grants but will strictly limit financial support of these programs to avoid commitments that continue beyond funding availability.

It is the policy of the City to charge fees for services where such an approach is permissible, and where a limited and specific group of beneficiaries who can pay such charges is identifiable.

The City will continuously seek new revenues and pursue diverse support, so as to limit the dependence on one or only a few sources.

CITY OF ST. PETERS
POLICIES

General Fund Contingency Reserve Policy

Section 1. Purpose and Scope

The City of St. Peters, Missouri (the "City") has determined that its finances can be impacted by economically sensitive revenues and unanticipated one-time expenditures. The City desires to maintain a prudent level of financial resources to guard against service disruption in the event of unexpected temporary revenue shortfalls or unanticipated one-time expenditures. This policy is intended to establish a targeted Contingency Reserve amount sufficient to provide stability and flexibility to respond to unexpected adversity. In addition, this policy is intended to document the appropriate Contingency Reserve level to protect the City's credit worthiness.

This policy establishes how the Contingency Reserve will be funded and conditions under which the reserve may be used.

Section 2. Objectives

The City's Contingency Reserve is intended to be sufficient to achieve the following objectives:

Emergency Funds – To provide a source of funds for repairs to City equipment, vehicles, buildings or infrastructure in the event of an unexpected emergency for which the City has not appropriated funds for repairs or replacements as part of its regular annual budget.

Liquidity – To ensure the availability of funds to correct uneven cash-flows resulting from the timing differences between revenues received and expenditures made and thereby prevent short-term cash flow borrowings.

Insure an Orderly Provision of Services – To ensure the availability of funds for continuous efficient services in the event of an economic recession which results in a significant decline in revenues.

Minimize Risk of Unexpected Revenue Cuts or Increased Expenditures – To provide a source of money for funding governmental operations in the event of unexpected events such as new federal or state government mandates, invalidation of a revenue source, assessment changes or limitations on taxation, unanticipated expenditures resulting from natural disasters, such as flooding, or similar unpredictable events.

Section 3. Reserve Amounts

The City utilized tools provided by the Government Finance Officers Association of the United States and Canada (GFOA) to determine the appropriate level of Contingency Reserve for the City's General Fund. Based upon the results of the assessment, the City has determined the targeted General Fund Contingency Reserve to be two months regular, ongoing operating expenses. This amounts to a Contingency Reserve of approximately $5,000,000.

To reach this goal the City will create a Contingency Reserve within the General Fund. The City will transfer $2,500,000 into the Contingency Reserve as part of the Fiscal Year 2014 budget process.

The Contingency Reserve will be increased by $500,000 in each subsequent Fiscal Year until the targeted amount of $5,000,000 is reached. The City's additional funding of the Contingency Reserve will be incorporated into the Five Year Capital Improvement Plan adopted by the Mayor and Board of Aldermen as part of the City's long-range planning process.

After the initial target of $5,000,000 is reached, the City Administrator will reevaluate the Contingency Reserve level necessary to cover two months operating expenses in future years and incorporate the funding of the Contingency Reserve into the draft Five Year Capital Improvement Plan and draft Budget documents submitted to the Mayor and Board of Aldermen each year.

Section 4. Contingency Reserve Expenditures

It is the intent of the City to limit use of the Contingency Reserve to address unanticipated, non-recurring needs. The Contingency Reserve shall not normally be applied to recurring annual operating expenditures. However, it may be used to allow time for the City to restructure its operations in a deliberate manner (as might be required in an economic downturn), but such use will only take place pursuant to an appropriation in the Annual Budget. In addition the Contingency Reserve may be spent in the event of an emergency or a fiscal crisis for the following purposes:

- To correct revenue cash-flow shortfalls
- To correct unforeseen annual revenue budgetary shortfalls
- To the extent permitted by law, to make temporary or emergency operating transfers to any other City Fund
- For emergency repairs, replacements or expenditures

In the event that the Contingency Reserve is used as provided above, a plan will be developed and included in the Five Year Capital Plan adopted by the Mayor and Board of Aldermen for the years subsequent to the Contingency Reserve draw to replenish the Contingency Reserve to the targeted level.

Section 5. Annual Review

The City Administrator is directed to submit future draft Annual Budget and Five Year Capital Improvement Plan documents that reach the goals established by this policy.

Modification to Policy

Any modifications made to this policy must be approved by the Board of Aldermen.

CITY OF ST. PETERS
POLICIES

Policy on Debt Level and Capacity

The City of St. Peters shall adhere to Missouri's regulations related to debt. On August 2, 1998, an amendment to the Missouri Constitution was approved which decreased the vote required to pass a proposition to issue general obligation bonds payable from unlimited ad valorem taxes from two-thirds (2/3) to four-sevenths (4/7) of the qualified voters voting thereon for elections held at the general municipal election day, primary or general elections. A vote of two-thirds (2/3) of the qualified voters voting on the specific general obligation bond proposition is required at all other elections.

The Missouri Constitution provides that the amount of bonds payable out of tax receipts shall not exceed 10% of the total assessed valuation of the taxable property of the City. The Missouri Constitution permits the City to become indebted for an additional 10% of the value of taxable, tangible property for the purpose of acquiring rights-of-way; constructing, extending, and improving streets and avenues; and constructing, extending, and improving a sanitary or storm sewer system. Also, the Missouri Constitution permits an indebtedness in an amount not to exceed an additional 10% of the value of the taxable, tangible property, for the purpose of paying all or any part of the cost of purchasing or constructing waterworks, electric or other light plants to be owned exclusively by the City, provided the total general obligation indebtedness of the City shall not exceed 20% of the assessed valuation. Leasehold revenue bonds payable from annual appropriations do not require voter approval and do not count against the constitutional debt limitation.

In addition to the Missouri Constitution guidelines, the City has managed its general obligation debt load in a manner to ensure new bond issues do not result in an overall tax increase. Revenue bond issues are related to the capital needs of the Water/Sewer Enterprise Fund. These bonds are structured to meet the capital needs of the water/sewer system while minimizing the impact on user fees.

CITY OF SAINT PETERS
NET REVENUES ESTIMATED FOR THE WATER/SEWER FUND
FISCAL YEAR 2018

Pursuant to Section 902 of Ordinance No. 1873, I hereby submit an estimate of the Net Revenues of the Water/Sewer Fund for the 2018 fiscal year.

Revenue	12,340,300
Operating Expenses (Excluding Capital)	9,264,525
Net Revenues	3,075,775
From Interest Reserve Fund	500,000
Total	3,575,775

		Required
Net Revenue / Annual Debt Service	3,075,775 / 2,544,750 = 1.21	1.00
Net Revenues & Interest Reserve Fund / Annual Debt Service	3,575,775 / 2,544,750 = 1.41	1.25

The above estimate is based upon the Fiscal Year 2018 Water/Sewer Fund Budget as submitted. The proposed budget will generate sufficient revenues to satisfy the requirements in Section 902 of Ordinance No. 1873.

Beth French

Beth A. French
Director of Finance

ORDINANCE NO. 6812

AN ORDINANCE AMENDING ORDINANCE NO. 6601 AND ORDINANCE NO. 6757 PROVIDING FOR THE ADOPTION OF THE GENERAL FUND, DEBT SERVICE FUND, COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT FUND, COUNTY SEWER LATERAL REPAIR PROGRAM FUND, LOCAL PARKS AND STORM WATER FUND, SEWER LATERAL REPAIR PROGRAM FUND, SPECIAL ALLOCATION FUNDS, TRANSPORTATION TRUST FUND, WATER SERVICE LINE REPAIR PROGRAM FUND, CENTRAL MATERIALS PROCESSING FACILITY FUND, RECREATION FUND, SOLID WASTE FUND, AND WATER/SEWER FUND BUDGETS FOR THE CITY OF SAINT PETERS FOR FISCAL YEAR COMMENCING ON OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

WHEREAS, the City Administrator, acting as the Budget Officer for the City of Saint Peters, has prepared budgets for the General Fund, Debt Service Fund, Community Development Block Grant Subrecipient Fund, County Sewer Lateral Repair Program Fund, Local Parks And Storm Water Fund, Sewer Lateral Repair Program Fund, Special Allocation Funds, Transportation Trust Fund, Water Service Line Repair Program Fund, Central Materials Processing Facility Fund, Recreation Fund, Solid Waste Fund, and Water/Sewer Fund in accordance with the requirements of said funds of the City; and

WHEREAS, the department heads of the operating departments of the City have participated in the drafting of said budgets, and have agreed to the budgeted amount for the operation of their respective department; and

WHEREAS, the anticipated expenditures from each of the above funds do not exceed the anticipated revenues plus any unencumbered fund balance for the fiscal year.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SAINT PETERS, MISSOURI, AS FOLLOWS:

SECTION NO. 1 – Section 1 of Ordinance No. 6601 and Section 1 of Ordinance No. 6757 shall be amended to read as follows:

(a) That the budget for the General Fund of the City prepared as presented for fiscal year 2017 including anticipated revenues, transfers in, and unencumbered fund balance of $43,103,803, anticipated expenditures, reserve transfers, and transfers out of $38,283,085, and an anticipated ending unencumbered fund balance of $4,847,718, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated General Fund expenditures as specified in Section 1(a) of this Ordinance are hereby appropriated for expenditure by department as follows:

HES - Building Attendants	$	913,970
HES - Health	$	812,845
HES - Vehicle & Equipment Maintenance	$	992,440
MPS - Police	$	13,596,320
PGS - Parks-General	$	4,387,820
RCS - Cultural Arts Centre	$	225,575
SSS - Administration	$	6,709,170

SSS - Communications	$	1,128,485
SSS - Community & Economic Development	$	812,270
SSS - Governmental	$	1,360,350
SSS - Municipal Court	$	439,700
SSS - Prosecutor's Office	$	75,500
TDS - Engineering	$	2,077,440
TDS - Streets Department	$	2,186,000
Subtotal	$	35,717,885
Debt Service on 2010 Refunding Bonds	$	60,000
Debt Service on 2013 Refunding Bonds	$	321,500
Transfer to Debt Service Fund	$	621,900
Transfer to Recreation Fund	$	150,000
Transfer to Trust – Post Retirement Benefits	$	961,800
Transfer to (from) Reserves	$	(50,000)
Transfer to Contingency Reserve	$	500,000
TOTAL	$	38,283,085

SECTION NO. 2 – Section 4 of Ordinance No. 6601 and Section 5 of Ordinance No. 6757 shall be amended to read as follows:

(a) That the budget for the Local Parks and Storm Water Fund of the City prepared as presented for fiscal year 2017 including anticipated revenues, transfers from other funds and unencumbered fund balance of $9,545,937, anticipated expenditures, reserve transfers and transfers out of $8,097,349, and an anticipated ending unencumbered fund balance of $1,448,588, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Local Parks and Storm Water Fund expenses as specified in Section 2(a) of this Ordinance are hereby appropriated for expenditure as follows:

Ranger Division	$	692,005
CSO Division	$	339,850
Parks Department	$	2,058,194
Storm Water Department	$	2,631,700
Debt Service for Park Projects	$	164,500
Subtotal	$	5,886,249
Overhead/Fleet Allocation	$	280,200
Transfer to Debt Service Fund for 2010B G.O. Bonds	$	130,000
Transfer to Debt Service Fund for 2012 G.O. Bonds	$	250,000
Transfer to Debt Service Fund for 2014 G.O. Bonds	$	655,000
Transfer to Debt Service Fund for 2016 G.O. Bonds	$	510,000
Transfer to Recreation Fund	$	750,000
Transfer to Reserves	$	(392,000)
Transfer to Trust – Post Retirement Benefits	$	27,900
TOTAL	$	8,097,349

SECTION NO. 3 – Section 6 of Ordinance No. 6601 and Section 7 of Ordinance No. 6757 shall be amended to read as follows:

(a) That the budget for the Special Allocation Fund – Old Town Levee of the City prepared as presented for fiscal year 2017 including anticipated revenues, transfers from other funds and unencumbered fund balance of $4,912,434, anticipated expenditures and reserve transfers of $1,866,083, and an anticipated ending unencumbered fund balance of $3,046,351, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Special Allocation Fund – Old Town Levee expenses as specified in Section 3(a) of this Ordinance are hereby appropriated for expenditure as follows:

Other Expense	$	35,000
Surplus PILOTS	$	305,000
Capital Improvement Projects	$	518,253
Reimburse Transportation Trust Fund	$	1,007,830
TOTAL	$	1,866,083

SECTION NO. 4 – Section 7 of Ordinance No. 6601 and Section 8 of Ordinance No. 6757 shall be amended to read as follows:

(a) That the budget for the Special Allocation Fund – St. Peters Lakeside Park of the City prepared as presented for fiscal year 2017 including anticipated revenues, transfers from other funds and unencumbered fund balance of $669,815, anticipated expenditures and reserve transfers of $11,000, and an anticipated ending unencumbered fund balance of $658,815, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Special Allocation Fund – St. Peters Lakeside Park expenses as specified in Section 4(a) of this Ordinance are hereby appropriated for expenditure as follows:

Debt Service	$	5,000
Surplus PILOTS	$	1,000
Other Expense	$	5,000
TOTAL	$	11,000

SECTION NO. 5 – Section 8 of Ordinance No. 6601 and Section 9 of Ordinance No. 6757 shall be amended to read as follows:

(a) That the budget for the Transportation Trust Fund of the City prepared and presented for fiscal year 2017 including anticipated revenues, transfers from other funds, and unencumbered fund balance of $16,697,417, anticipated expenditures and transfers to other funds of $15,417,760, and an anticipated unencumbered fund balance of $1,279,657, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Transportation Trust Fund expenditures as specified in Section 5(a) of this Ordinance are hereby for expenditures as follows:

Road Construction & Traffic Signal Installation	$	8,879,245
Street Maintenance	$	3,663,625
Traffic Management	$	1,862,290
Contingency	$	50,000
Subtotal	$	14,455,160
Debt Service	$	761,500
Transfer to Trust – Post Retirement Benefits	$	13,200
Administration Overhead	$	187,900
TOTAL	$	15,417,760

No. 6812

SECTION NO. 6 – That the funds shall be expended in substantially the same manner as presented to the Board of Aldermen in the details of the 2016/17 Annual Budget, the original copy, and subsequent amendments, of which are on file this date in the office of the City Clerk, and incorporated herein by this reference.

SECTION NO. 7 – That the Mayor and City Administrator are hereby authorized to expend these funds in accordance with the provisions of this Ordinance, subject to the provision of Ordinance No. 326, or as said Ordinance from time to time may be amended.

SECTION NO. 8 – This Ordinance shall be in full force and effect as of the date of its final passage and approval.

SECTION NO. 9. Savings Clause – Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION NO. 10. Severability Clause – If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed and approved this 24th day of August, 2017.

As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: Patricia E. Smith
Patricia E. Smith, City Clerk

No. 6812

GENERAL FUND

	FY'17 BUDGET	ADJUSTMENTS	FY'17 BUDGET AUGUST 24, 2017
BEGINNING FUND BALANCE	$ 6,965,803	$ -	$ 6,965,803
REVENUES:			
Property Tax	7,441,900	-	7,441,900
Sales Tax	14,685,100	-	14,685,100
Other Taxes	5,055,800	-	5,055,800
Licenses & Permits	1,098,000	-	1,098,000
Intergovernmental Revenue	3,210,000	-	3,210,000
Interest	5,000	-	5,000
Other	2,769,100	(396,100)	2,373,000
TOTAL REVENUE	34,264,900	(396,100)	33,868,800
TRANSFER FROM OVERHEAD ALLOCATION	2,296,200	-	2,296,200
FUNDS AVAILABLE	43,526,903	(396,100)	43,130,803
EXPENDITURES:			
HES - Building Attendants	913,970	-	913,970
HES - Health	812,845	-	812,845
HES - Vehicle & Equipment Maintenance	992,440	-	992,440
MPS - Police	13,596,320	-	13,596,320
PGS - Parks-General	4,387,820	-	4,387,820
RCS - Cultural Arts Centre	225,575	-	225,575
SSS - Administration	6,709,170	-	6,709,170
SSS - Communications	1,128,485	-	1,128,485
SSS - Community & Economic Development	812,270	-	812,270
SSS - Governmental	1,360,350	-	1,360,350
SSS - Municipal Court	439,700	-	439,700
SSS - Prosecutor's Office	75,500	-	75,500
TDS - Engineering	2,077,440	-	2,077,440
TDS - Streets Department	2,186,000	-	2,186,000
TOTAL EXPENDITURES	35,717,885	-	35,717,885
DEBT SERVICE 2010 CERTIFICATE OF PARTICIPATION BONDS	(60,000)	-	(60,000)
DEBT SERVICE 2013 CERTIFICATE OF PARTICIPATION BONDS	(321,500)	-	(321,500)
PAYMENT TO TRUSTEE TO FUND POST RETIREMENT BENEFITS	(961,800)	-	(961,800)
TRANSFER (TO)FROM RESERVES	50,000	-	50,000
TRANSFER (TO)FROM DEBT SERVICE FUND	(621,900)	-	(621,900)
TRANSFER (TO)FROM RECREATION FUND	(150,000)	-	(150,000)
TRANSFER TO CONTINGENCY RESERVE	(500,000)	-	(500,000)
ENDING FUND BALANCE	$ 5,243,818	$ (396,100)	$ 4,847,718

DETAIL OF ADJUSTMENTS:

REVENUES:		
Other	(396,100)	Adjust municipal court fines and costs to anticipated actual
TOTAL REVENUE	(396,100)	

LOCAL PARKS AND STORM WATER FUND

	FY'17 BUDGET	ADJUSTMENTS	FY'17 BUDGET AUGUST 24, 2017
BEGINNING FUND BALANCE	$ 2,015,387	$ -	$ 2,015,387
REVENUES:			
Sales Tax	7,342,550	-	7,342,550
Intergovernmental Revenue	50,000	-	50,000
Interest Income	2,000	-	2,000
Other Revenue	136,000	-	136,000
TOTAL REVENUE	7,530,550	-	7,530,550
FUNDS AVAILABLE	9,545,937	-	9,545,937
EXPENDITURES:			
Ranger Division	692,005	-	692,005
TOTAL RANGER DIVISION	692,005	-	692,005
CSO Division	339,850	-	339,850
TOTAL CSO DIVISION	339,850	-	339,850
Parks Department Operating Expenditure	24,805	-	24,805
Parks Department Vehicles and Rolling Stock	460,000	-	460,000
Parks Department Capital Improvement Projects	1,693,389	(120,000)	1,573,389
TOTAL PARKS DEPARTMENT	2,178,194	(120,000)	2,058,194
Storm Water Department Operating Expenditure Excluding Storm Water Maintenance	1,473,400	-	1,473,400
Storm Water Department Capital Expenditure	41,800	617,000	658,800
Storm Water 50/50 Projects	100,000	-	100,000
Storm Water/Creek Stabilization Maintenance	304,500	-	304,500
Storm Water/Creek Subdivision Maintenance	95,000	-	95,000
TOTAL STORM WATER DEPARTMENT	2,014,700	617,000	2,631,700
DEBT SERVICE FOR PARK PROJECTS	164,500	-	164,500
TOTAL EXPENDITURES	5,389,249	497,000	5,886,249
TRANSFER (TO)FROM RESERVES	(125,000)	517,000	392,000
TRANSFER TO DEBT SERVICE FUND 2010 G.O. BONDS	(130,000)	-	(130,000)
TRANSFER TO DEBT SERVICE FUND 2012 G.O. BONDS	(250,000)	-	(250,000)
TRANSFER TO DEBT SERVICE FUND 2014 G.O. BONDS	(655,000)	-	(655,000)
TRANSFER TO DEBT SERVICE FUND 2016 G.O. BONDS	(510,000)	-	(510,000)
TRANSFER TO RECREATION FUND	(750,000)	-	(750,000)
TRANSFER TO TRANSPORTATION TRUST FUND	-	-	-
TRANSFER (TO) FROM POST RETIREMENT BENEFITS TRUST	(27,900)	-	(27,900)
OVERHEAD ALLOCATION	(280,200)	-	(280,200)
ENDING FUND BALANCE	$ 1,428,588	$ 20,000	$ 1,448,588

DETAIL OF ADJUSTMENTS:

EXPENDITURES:		
Parks Department Capital Improvement Projects	(100,000)	Remove creek bank stabilization at Golf Course
Parks Department Capital Improvement Projects	(20,000)	Move parking lot paving for St. Peters-Howell Rd. building to FY'18
TOTAL Parks Department Capital Improvement Projects	(120,000)	
Storm Water Department Capital Expenditure	617,000	Add P-17/18 storm water improvement project
TOTAL Storm Water Department Capital Expenditure	617,000	
TRANSFER (TO)FROM RESERVES	(100,000)	Adjust for removal of creek bank stabilization project at Golf Course
TRANSFER (TO)FROM RESERVES	617,000	Reverse reserves for P-17/18 storm water improvement project
TRANSFER (TO)FROM RESERVES	517,000	

SPECIAL ALLOCATION FUND - OLD TOWN LEVEE

	FY'17 BUDGET	ADJUSTMENTS	FY'17 BUDGET AUGUST 24, 2017
BEGINNING FUND BALANCE	$ 3,302,934	$ -	$ 3,302,934
REVENUES			
Property Tax - Real Estate Revenue	600,000	300,000	900,000
Sales and Franchise Tax	704,500	-	704,500
Other Revenue	5,000	-	5,000
TOTAL REVENUE	1,309,500	300,000	1,609,500
FUNDS AVAILABLE	4,612,434	300,000	4,912,434
EXPENDITURES			
Surplus PILOTS	-	305,000	305,000
Capital Improvement Projects	2,970,000	(2,451,747)	518,253
Reimburse Transportation Trust Fund	300,000	707,830	1,007,830
Other Expense	25,000	10,000	35,000
TOTAL EXPENDITURES	3,295,000	(1,428,917)	1,866,083
TRANSFER (TO) FROM RESERVES FOR ANTICIPATED SURPLUS PILOTS	(500,000)	500,000	-
TRANSFER (TO) FROM RESERVES	-	-	-
ENDING FUND BALANCE	$ 817,434	$ 2,228,917	$ 3,046,351

DETAIL OF ADJUSTMENTS:

REVENUES		
Property Tax - Real Estate Revenue	300,000	Adjust to anticipated actual
TOTAL REVENUE	300,000	
EXPENDITURES:		
Surplus PILOTS	305,000	Adjust to anticipated actual surplus PILOTS
Capital Improvement Projects	(2,451,747)	Adjust capital improvement projects to anticipated actual
Reimburse Transportation Trust Fund	707,830	Adjust reimbursement of TTF for Mid Rivers Mall Drive Widening (NOR to Salt River Road)
Other Expense	10,000	Adjust administrative fees to anticipated actual
TOTAL EXPENDITURES	(1,428,917)	
TRANSFER (TO) FROM RESERVES FOR ANTICIPATED SURPLUS PILOTS	500,000	Adjust to anticipated actual surplus PILOTS

SPECIAL ALLOCATION FUND - ST PETERS LAKESIDE REDEVELOPMENT

	FY'17 BUDGET	ADJUSTMENTS	FY'17 BUDGET AUGUST 24, 2017
BEGINNING FUND BALANCE	$ 549,815	$ -	$ 549,815
REVENUES			
Property Tax - Real Estate Revenue	120,000	-	120,000
Sales Tax	-	-	-
Other Revenue	-	-	-
TOTAL REVENUE	120,000	-	120,000
FUNDS AVAILABLE	669,815	-	669,815
EXPENDITURES			
Debt Service	5,000	-	5,000
Surplus PILOTS	-	1,000	1,000
Capital Improvement Projects	-	-	-
Other Expense	5,000	-	5,000
TOTAL EXPENDITURES	10,000	1,000	11,000
TRANSFER (TO) FROM RESERVES	(1,000)	1,000	-
ENDING FUND BALANCE	$ 658,815	$ -	$ 658,815

DETAIL OF ADJUSTMENTS:

EXPENDITURES:		
Surplus PILOTS	1,000	Adjust to anticipated actual surplus PILOTS
TOTAL EXPENDITURES	1,000	
TRANSFER (TO) FROM RESERVES	1,000	Adjust to anticipated actual surplus PILOTS

TRANSPORTATION TRUST FUND

	FY'17 BUDGET	ADJUSTMENTS	FY'17 BUDGET AUGUST 24, 2017
BEGINNING FUND BALANCE	$ 3,607,182	$ -	$ 3,607,182
TRANSFER FROM LOCAL PARKS AND STORM WATER FUND	-	-	-
TRANSFER FROM OLD TOWN TIF	300,000	707,830	1,007,830
REVENUES:			
Sales Tax	7,342,550	-	7,342,550
Federal Funding	1,252,535	-	1,252,535
County Funding	3,268,540	36,780	3,305,320
Build America Bonds Rebate	121,000	-	121,000
Other	60,000	-	60,000
Interest	1,000	-	1,000
TOTAL REVENUE	12,045,625	36,780	12,082,405
FUNDS AVAILABLE	15,952,807	744,610	16,697,417
EXPENDITURES:			
Road Construction & Traffic Signals	8,357,830	521,415	8,879,245
Street Maintenance	3,663,625	-	3,663,625
Traffic Management	1,862,290	-	1,862,290
Contingency	50,000	-	50,000
Debt Service	761,500	-	761,500
TOTAL EXPENDITURES	14,695,245	521,415	15,216,660
TRANSFER (TO) FROM OTHER FUNDS	(13,200)	-	(13,200)
ADMINISTRATION OVERHEAD	(187,900)	-	(187,900)
ENDING FUND BALANCE	$ 1,056,462	$ 223,195	$ 1,279,657

DETAIL OF ADJUSTMENTS:

TRANSFER FROM OLD TOWN TIF	707,830	Adjust reimbursement of Mid Rivers Mall Drive Widening (NOR to Salt River Road)
REVENUES:		
Intergovernmental Funding		
Arrowhead Ind.-Salt River Road Intersection	15,200	County contribution for road improvements
Mid Rivers Mall Drive-Ohmes Road Intersection	6,740	County contribution for road improvements
Mid Rivers Mall Drive Right Turn Lane Improvements (McMenamy to Connection E)	14,840	County contribution for road improvements
Total Intergovernmental Funding	36,780	
EXPENDITURES:		
Road Construction & Traffic Signals		
Arrowhead Ind.-Salt River Road Intersection	19,000	Road Improvements
Mid Rivers Mall Drive-Ohmes Road Intersection	8,425	Road Improvements
Mid Rivers Mall Drive Right Turn Lane Improvements (McMenamy to Connection E)	18,550	Road Improvements
Mid Rivers Mall Drive Widening (NOR to Salt River Road)	300,440	Road Improvements
MO Hwy 364 @ MRMD Improvement	125,000	Road Improvements
Spencer Road (Lakeside Dr to Lot 13 of 370 Lakeside Park)	50,000	Road Improvements
Total Road Construction & Traffic Signals	521,415	

ORDINANCE NO. 6813

AN ORDINANCE PROVIDING FOR THE ADOPTION OF THE GENERAL FUND, DEBT SERVICE FUND, COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT FUND, COUNTY SEWER LATERAL REPAIR PROGRAM FUND, LOCAL PARKS AND STORM WATER FUND, SEWER LATERAL REPAIR PROGRAM FUND, SPECIAL ALLOCATION FUNDS, TRANSPORTATION TRUST FUND, WATER SERVICE LINE REPAIR PROGRAM FUND, 370 LAKESIDE PARK FUND, CENTRAL MATERIALS PROCESSING FACILITY FUND, GOLF AND BANQUET CENTER FUND, RECREATION FUND, SOLID WASTE FUND, AND WATER/SEWER FUND BUDGETS FOR THE CITY OF SAINT PETERS FOR FISCAL YEAR COMMENCING ON OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018.

WHEREAS, the City Administrator, acting as the Budget Officer for the City of Saint Peters, has prepared budgets for the General Fund, Debt Service Fund, Community Development Block Grant Subrecipient Fund, County Sewer Lateral Repair Program Fund, Local Parks And Storm Water Fund, Sewer Lateral Repair Program Fund, Special Allocation Funds, Transportation Trust Fund, Water Service Line Repair Program Fund, 370 Lakeside Park Fund, Central Materials Processing Facility Fund, Golf and Banquet Center Fund, Recreation Fund, Solid Waste Fund, and Water/Sewer Fund in accordance with the requirements of said funds of the City; and

WHEREAS, the department heads of the operating departments of the City have participated in the drafting of said budgets, and have agreed to the budgeted amount for the operation of their respective department; and

WHEREAS, the anticipated expenditures from each of the above funds do not exceed the anticipated revenues plus any unencumbered fund balance for the fiscal year.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SAINT PETERS, MISSOURI, AS FOLLOWS:

SECTION NO. 1 – General Fund Budget

(a) That the budget for the General Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers in, and unencumbered fund balance of $41,564,718, anticipated expenditures, reserve transfers, and transfers out of $38,131,110, and an anticipated ending unencumbered fund balance of $3,433,608, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated General Fund expenditures as specified in Section 1(a) of this Ordinance are hereby appropriated for expenditure by department as follows:

HES - Building Attendants	$	959,230
HES - Health	$	782,775
HES - Vehicle & Equipment Maintenance	$	956,665
MPS - Police	$	14,109,565
PGS - Parks-General	$	4,454,900
RCS - Cultural Arts Centre	$	223,850
SSS - Administration	$	6,843,700
SSS - Communications	$	1,297,810

SSS - Community & Economic Development	$	581,430
SSS - Governmental	$	1,373,850
SSS - Municipal Court	$	426,370
SSS - Prosecutor's Office	$	133,650
TDS - Engineering	$	2,192,815
TDS - Streets Department	$	2,120,300
Subtotal	$	36,456,910
Debt Service on 2010 Refunding Bonds	$	63,000
Debt Service on 2013 Refunding Bonds	$	319,500
Transfer to Debt Service Fund	$	406,700
Transfer to Recreation Fund	$	150,000
Transfer to Trust – Post Retirement Benefits	$	485,000
Transfer to (from) Reserves	$	(250,000)
Transfer to Contingency Reserve	$	500,000
TOTAL	$	38,131,110

SECTION NO. 2 – Debt Service Budget

(a) That the budget for the Debt Service Fund of the City prepared and presented for fiscal year 2018 including anticipated revenues, transfers from other funds, and unencumbered fund balance of $6,327,075, anticipated expenditures of $4,597,500, and an anticipated unencumbered fund balance of $1,729,575, be and is hereby adopted as the budget for the City of St. Peters, Missouri.

(b) That the anticipated Debt Service expenditures as specified in Section 2(a) of this Ordinance are hereby appropriated to satisfy the debt service requirements of the following general obligation bond issues:

Collection and Assessment Fees	$	50,000
Uncollectable Taxes	$	3,000
Distribution Fees	$	4,000
2010 St. Peters Lakeside Business Park Refunding (2002)	$	344,000
2010B Storm Water/Creek Stabilization Refunding	$	130,000
2012 Storm Water/Creek Stabilization	$	250,000
2014 Storm Water/Creek Stabilization	$	655,000
2015 Justice Center/Public Works Refunding (2007)	$	722,500
2016 Justice Center Refunding (2008)	$	625,500
2016 Storm Water/Creek Stabilization	$	510,000
2017 Parks & Recreation	$	803,500
2018 Storm Water/Creek Stabilization	$	500,000
TOTAL	$	4,597,500

SECTION NO. 3 – Community Development Block Grant Subrecipient Fund:

(a) That the budget for the Community Development Block Grant Subrecipient Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues and unencumbered fund balance of $200,000, anticipated expenditures of $200,000 and an anticipated ending unencumbered fund balance of $0, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Community Development Block Grant Subrecipient Fund expenditures as specified in Section 3(a) of this Ordinance are hereby appropriated for expenditures supporting activities that benefit persons of low and moderate income as set out in the Housing and Urban Development's guidelines as follows:

Public Service	$	40,000

Rehabilitation of Private Properties	$	159,000
Miscellaneous Expense	$	1,000
TOTAL	$	200,000

SECTION NO. 4 – County Sewer Lateral Repair Program Fund:

(a) That the budget for the County Sewer Lateral Repair Program Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues and unencumbered fund balance of $70,000, anticipated expenditures of $70,000, and an anticipated ending unencumbered fund balance of $0, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated County Sewer Lateral Repair Program Fund expenses as specified in Section 4(a) of this Ordinance are hereby appropriated for expenditure as follows:

Administration	$	5,000
Sewer Lateral Repairs	$	65,000
TOTAL	$	70,000

SECTION NO. 5 – Local Parks and Storm Water Fund Budget:

(a) That the budget for the Local Parks and Storm Water Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $9,129,038, anticipated expenditures and reserve transfers of $8,791,070, and an anticipated ending unencumbered fund balance of $337,968, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Local Parks and Storm Water Fund expenses as specified in Section 5(a) of this Ordinance are hereby appropriated for expenditure as follows:

Ranger Division	$	667,900
Parks Department	$	1,417,650
Storm Water/Creek Stabilization	$	1,928,370
Debt Service for Park Projects	$	166,500
Subtotal	$	4,180,420
Overhead/Fleet Allocation	$	292,600
Transfer to Debt Service Fund for 2010B G.O. Bonds	$	130,000
Transfer to Debt Service Fund for 2012 G.O. Bonds	$	250,000
Transfer to Debt Service Fund for 2014 G.O. Bonds	$	655,000
Transfer to Debt Service Fund for 2016 G.O. Bonds	$	510,000
Transfer to Debt Service Fund for 2018 G.O. Bonds	$	500,000
Transfer to 370 Lakeside Park Fund	$	108,840
Transfer to Golf & Banquet Center Fund	$	243,340
Transfer to Recreation Fund	$	1,575,000
Transfer to Transportation Trust Fund	$	216,570
Transfer to (from) Reserves	$	100,000
Transfer to Trust – Post Retirement Benefits	$	29,300
TOTAL	$	8,791,070

No. 6813

SECTION NO. 6 – Sewer Lateral Repair Program Fund:

(a) That the budget for the Sewer Lateral Repair Program Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues and unencumbered fund balance of $1,007,091, anticipated expenditures of $729,100, and an anticipated ending unencumbered fund balance of $277,991, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Sewer Lateral Repair Program Fund expenses as specified in Section 6(a) of this Ordinance are hereby appropriated for expenditure as follows:

Administration	$	129,100
Sewer Lateral Repairs	$	600,000
TOTAL	$	729,100

SECTION NO. 7 – Special Allocation Fund – Old Town Levee Budget:

(a) That the budget for the Special Allocation Fund- Old Town Levee of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $4,669,951, anticipated expenditures and reserve transfers of $4,610,000, and an anticipated ending unencumbered fund balance of $59,951, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Special Allocation Fund – Old Town Levee expenses as specified in Section 7(a) of this Ordinance are hereby appropriated for expenditure as follows:

Capital Improvement Projects	$	3,875,000
Other Expense	$	35,000
Subtotal	$	3,910,000
Transfer to Reserve for Anticipated PILOTS	$	700,000
TOTAL	$	4,610,000

SECTION NO. 8 – Special Allocation Fund – St. Peters Lakeside Park Budget:

(a) That the budget for the Special Allocation Fund – St. Peters Lakeside Park of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $781,215, anticipated expenditures and reserve transfers of $11,000, and an anticipated ending unencumbered fund balance of $770,215, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Special Allocation Fund – St. Peters Lakeside Park expenses as specified in Section 8(a) of this Ordinance are hereby appropriated for expenditure as follows:

Debt Service	$	5,000
Other Expense	$	5,000
Subtotal	$	10,000
Transfer to Reserve for Anticipated PILOTS	$	1,000
TOTAL	$	11,000

SECTION NO. 9 – Transportation Trust Fund Budget

(a) That the budget for the Transportation Trust Fund of the City prepared and presented for fiscal year 2018 including anticipated revenues, transfers from other funds, and unencumbered fund balance of $12,663,452, anticipated expenditures and transfers to other funds of $12,647,245, and an anticipated unencumbered fund balance of $16,207, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Transportation Trust Fund expenditures as specified in Section 9(a) of this Ordinance are hereby for expenditures as follows:

Road Construction & Traffic Signal Installation	$	5,807,100
Street Maintenance	$	3,636,175
Traffic Management	$	2,197,870
Contingency	$	50,000
Subtotal	$	11,691,145
Debt Service	$	754,500
Transfer to Trust – Post Retirement Benefits	$	13,900
Administration Overhead	$	187,700
TOTAL	$	12,647,245

SECTION NO. 10 – Water Service Line Repair Program Fund:

(a) That the budget for the Water Service Line Repair Program Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues and unencumbered fund balance of $337,055, anticipated expenditures of $287,000, and an anticipated ending unencumbered fund balance of $50,055, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Water Service Line Repair Program Fund expenses as specified in Section 10(a) of this Ordinance are hereby appropriated for expenditure as follows:

Administration	$	34,300
Water Line Repairs	$	252,700
TOTAL	$	287,000

SECTION NO. 11 – 370 Lakeside Park Fund Budget:

(a) That the budget for the 370 Lakeside Park Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $816,040, anticipated expenditures and transfers out of $816,040, and an anticipated ending unencumbered fund balance of $0, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated 370 Lakeside Park Fund expenses as specified in Section 11(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

SECTION NO. 12 – Central Materials Processing Facility (CMPF) Fund Budget:

(a) That the budget for the CMPF Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $5,128,650, anticipated expenditures and transfers out of $4,420,590, and an anticipated ending unencumbered fund balance of $708,060, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated CMPF Fund expenses as specified in Section 12(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

SECTION NO. 13 – Golf and Banquet Center Fund Budget:

(a) That the budget for the Golf and Banquet Center Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $1,019,040, anticipated expenditures and transfers out of $1,019,040, and an anticipated ending unencumbered fund balance of $0, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Golf and Banquet Center Fund expenses as specified in Section 13(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

SECTION NO. 14 – Recreation Fund Budget:

(a) That the budget for the Recreation Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $7,544,119, anticipated expenditures, reserve transfers, and transfers out of $7,527,800, and an anticipated ending unencumbered fund balance of $16,319, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Recreation Fund expenses as specified in Section 14(a) of this Ordinance are hereby appropriated for expenditure as follows:

Rec-Plex Expense	$	5,436,700
General Recreation Expense	$	685,400
Subtotal	$	6,122,100
Debt Service	$	1,352,000
Transfer to/ (from) Reserves	$	5,000
Transfer to Trust – Post Retirement Benefits	$	48,700
TOTAL	$	7,527,800

SECTION NO. 15 – Solid Waste Fund Budget:

(a) That the budget for the Solid Waste Fund of the City prepared as presented for fiscal year 2018 including anticipated revenues, transfers from other funds and unencumbered fund balance of $7,188,848, anticipated expenditures and transfers out of $6,603,005, and an anticipated ending unencumbered fund balance of $585,843, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Solid Waste Fund expenses as specified in Section 15(a) of this Ordinance are hereby appropriated for expenditures related to solid waste collection.

SECTION NO. 16 – Water/Sewer Fund:

(a) That the budget for the Water/Sewer Fund of the City prepared and presented for fiscal year 2018 including anticipated revenues of $12,340,300, a beginning Interest Reserve Fund Balance of $500,000, a beginning Contingency Fund balance of $1,006,811, anticipated expenses, reserve transfers, and transfers out of $12,718,078, and an ending anticipated Interest Reserve Fund balance of $500,000, and an ending Contingency Fund balance of $629,033, be and is hereby adopted as the budget for the City of Saint Peters, Missouri.

(b) That the anticipated Water/Sewer Fund expenses as specified in Section 16(a) of this Ordinance are hereby appropriated as follows:

Operating Expenses	$	8,441,225
Capital Expenditures	$	887,740
Transfer to (from) Bond Reserves	$	21,063
Debt Service	$	2,544,750
Subtotal	$	11,894,778
Administration/Fleet Overhead	$	741,000
Transfer to Trust – Post Retirement Benefits	$	82,300
TOTAL	$	12,718,078

SECTION NO. 17 – That the funds shall be expended in substantially the same manner as presented to the Board of Aldermen in the details of the 2017/18 Annual Budget, the original copy, and subsequent amendments, of which are on file this date in the office of the City Clerk, and incorporated herein by this reference.

SECTION NO. 18 – That the Mayor and City Administrator are hereby authorized to expend these funds in accordance with the provisions of this Ordinance, subject to the provision of Ordinance No. 326, or as said Ordinance from time to time may be amended.

SECTION NO. 19 – This Ordinance shall be in full force and effect as of the date of its final passage and approval.

SECTION NO. 20. Savings Clause – Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION NO. 21. Severability Clause – If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed and approved this 24th day of August, 2017.

As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: Patricia E. Smith
Patricia E. Smith, City Clerk

No. 6813

ORDINANCE NO. 6814

AN ORDINANCE AMENDING SECTION 235.090.B.1 OF THE CODE OF THE CITY OF ST. PETERS, MISSOURI RELATING TO THE SOLID WASTE SERVICE RATES

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ST. PETERS, MISSOURI AS FOLLOWS:

SECTION NO. 1 - That Section 235.090.B.1 Service Charges of the St. Peters City Code shall be amended to read as follows:

1. Service charges. City solid waste service shall consist of regular collection and special collection of residential solid waste.

   a. Service charges billed on and after October 1, 2017, shall be imposed on each dwelling unit and residential property as follows:

Standard City solid waste container	$21.75 per month
Special City solid waste container for physically disabled or handicapped	$19.70 per month
Special City solid waste container for each dwelling unit in multiple housing facilities	$13.15 per month
Each additional standard/special solid waste container (excluding bulk container)	$15.35 per month
Special bulk containers for each dwelling unit in multiple housing facilities	$9.05 per month

SECTION NO. 2 - This Ordinance shall be in full force and effect as of the date of its final passage and approval.

SECTION NO. 3 - Savings Clause

Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION NO. 4 - Severability Clause

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two (2) times, passed and approved this 24th day of August, 2017.

As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: _____
Patricia E. Smith, City Clerk

ORDINANCE NO. 6815

AN ORDINANCE AMENDING SECTIONS 705.040 AND 710.260 OF THE CODE OF THE CITY OF ST. PETERS, MISSOURI RELATING TO THE WATER AND SEWER RATES

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ST. PETERS, MISSOURI AS FOLLOWS:

SECTION NO. 1 - That Subsection (A) of Section 705.040 Water Rate Structure of the St. Peters City Code shall be amended to read as follows:

A. Occupants and owners of premises connected to the water system of the City shall pay for water drawn from the water system of the City bi-monthly according to readings of the meters in each particular case as follows:

BI-MONTHLY RATE SCHEDULE

Meter Size		
5/8" and 3/4"	First 4,000 Gallons (Minimum)	$18.80
	Next 6,000 Gallons	3.40/M
	Next 10,000 Gallons	2.62/M
	All over 20,000 Gallons	2.22/M
1"	First 20,000 gallons (Minimum)	$65.40
	All over 20,000 gallons	2.22/M
1 1/2"	First 40,000 gallons (Minimum)	$109.80
	All over 40,000 gallons	2.22/M
2"	First 60,000 gallons (Minimum)	$154.20
	All over 60,000 gallons	2.22/M
3"	First 100,000 gallons (Minimum)	$243.00
	All over 100,000 gallons	2.22/M
4" and Larger	First 200,000 gallons (Minimum)	$465.00
	All over 200,000 gallons	$2.22/M

SECTION NO. 2 - That Subsection (C) of Section 710.260 Sewer Rate Structure of the St. Peters City Code shall be amended to read as follows:

C. (Reference is made to Appendix A & B of this Ordinance, which are on file in the City offices.) The minimum bi-monthly charge shall be $4.13 of which $1.08 is for billing and collection and $3.05 is for treatment of Infiltration and Inflow. In addition, each contributor shall pay a user charge rate of $2.72 per 1,000 gallons of water (or wastewater) as determined in Section 6 of Appendix A to this Ordinance, of which $1.73 is for operation and maintenance and $0.99 is for debt service.

SECTION NO. 3 - That Subsection (D) of Section 710.260 Sewer Rate Structure of the St. Peters City Code shall be amended to read as follows:

D. (Reference is made to Appendix A, which is on file in the City offices.) For those customers who contribute wastewater, the strength of which is greater than normal domestic sewage, a surcharge in addition to the normal user charge will be collected. The surcharge for operation and maintenance including replacement is:

$.40 ..... per pound BOD
$.21 ..... per pound SS
$.20 ..... per pound COD

SECTION NO. 4 - That Subsection (L) of Section 710.260 Sewer Rate Structure of the St. Peters City Code shall be amended to read as follows:

L. (Reference is made to Appendix C of this Section, which is on file in the City offices.) In addition to all other charges payable under this Title VII, each customer of the sewer system located outside the City limits of St. Peters, Missouri, and located in a Special Service Area, as that term is defined in Section 710.010, shall pay in addition to such other fees, a bi-monthly surcharge of twenty-two dollars and sixty-seven cents ($22.67).

SECTION NO. 5 - This Ordinance shall be in full force and effect for bills issued after October 1, 2017.

SECTION NO. 6. Savings Clause

Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION NO. 7. Severability Clause

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed and approved this 24th day of August, 2017.

As Mayor and as Presiding Officer
Len Pagano, Mayor

Attest: Patricia E. Smith
Patricia E. Smith, City Clerk

APPENDIX "A" TO SEWER USER CHARGE ORDINANCE

This appendix presents the methodology to be used in calculating user charge rates and surcharges and illustrates the calculations followed in arriving at the first year's user charges and surcharges. The unit costs established in this appendix are based on estimates of expenses and loadings. The actual expenses and loadings that occur may differ from these estimates and certainly they will change as time passes. Therefore, the unit costs must be reestablished whenever necessary to reflect actual expenses and loadings. Once the system is in use, the expenses and loadings can be determined from operating records and the unit costs can be adjusted based on these figures.

1. Expenses: The total annual expenses associated with the treatment works, as defined in Section 2(k) (8) of Ordinance No. 573, are estimated as follows:

	Budget			
	Wastewater	Water	Combined Customer Surcharge	Total
Billing and Collection	124,197	127,024	0	251,221
Administrative	354,013	348,547	8,070	710,630
Utilities (Electric, Gas, Telephone)	478,400	291,000	600	770,000
Labor (Incl. Fringe Benefits)	2,004,020	2,015,354	213,487	4,232,860
Material Costs	160,300	1,231,380	630	1,392,310
Replacement Costs	576,455	471,930	3,430	1,051,815
Debt Service.	2,112,143	432,608	0	2,544,750
Purchase of Equipment	710,715	202,780	0	913,495
Other	489,665	320,385	19,883	829,933
Sub-Total	7,009,907	5,441,008	246,100	12,697,015

2. Allocation of Expenses: The total operation and maintenance including replacement expense is allocated to the appropriate pollutants in the following manner:

Annual $ to Treat Annual Flow = % annual cost allocated to flow x (total annual O & M budget minus billing & collection, treatment of I & I, and debt service) (45%) = 1,989,931

Annual $ to Treat Annual BOD = % annual cost allocated to BOD x (total annual O & M budget minus billing and collection, treatment of I & I, and debt service) (35%) = 1,547,724

Annual $ to Treat Annual SS = % annual cost allocated to SS x (total annual O & M budget minus billing & collection, treatment of I & I, and debt service) (20%) = 884,414

3. Loadings:

The hydraulic loading is estimated to be 2,138,300,000 gal/year
The BOD loading is estimated to be 3,829,000 pounds/yr
The SS loading is estimated to be 4,158,200 pounds/yr

4. Unit Costs:

Initial unit cost for Debt Service in $/Gals =

Annual Debt Service	2,112,143	=	0.99 /M
Est. Annual Hydraulic Loading	2,138,300,000		

Initial unit cost for Flow in $/Gals =

Annual Cost to Treat Annual Flow	1,989,931	=	0.93 /M
Est. Annual Hydraulic Loading	2,138,300,000		

Initial unit cost for BOD in $/Pound =

Annual Cost to Treat Annual BOD	1,547,724	=	0.40 /lb
Est. Annual BOD Loading	3,829,000		

Initial unit cost for SS in $/Pound =

Annual Cost to Treat Annual SS	884,414	=	0.21 /lb
Est. Annual SS Loading	4,158,200		

The unit cost for BOD and SS are to be inserted in Section 6 of this Appendix.

5. Minimum Charge:

Annual Billing and Collection Cost	124,197
Annual cost to treat infiltration/inflow (assumed clear water) including costs to investigate / determine sources and perform remedial work on sewers and appurtenances = unit costs to treat flow annual infiltration/inflow	351,500
Total Annual Minimum Cost	475,697
Minimum Charge/User/Billing Period (475,736/19,180/6)	4.13

This minimum charge/user/billing period is to be inserted in Section 2 of this Ordinance.

6. Residential User Unit Charge: The residential user unit charge is calculated as follows using the pollutant concentration defining normal domestic wastewater in Section 2 (k) (2), of Ordinance No. 573.

Debt Service unit charge = unit flow charge	.99/M
System Operating Charge = unit flow charge	.19/M
Residential unit charge = unit flow charge	.93/M
+ (unit BOD charge) $(BOD_{ND})200(0.00834)$	.40/M
+ (unit SS charge) $(SS_{ND})225(.00834)$	.21/M
	$ 2.72/M gal.

Where: Residential unit charge is in $/1000 gal.

* Unit flow charge is in $/1000 gal. from Paragraph 4
* Unit BOD charge is in $/lb. BOD from Paragraph 4
* Unit SS charge is in $/lb. SS from Paragraph 4

- BOD_{ND} is the normal domestic BOD strength in milligrams liter (mg/l) as defined in Section 710.010 of the Code of the City of St Peters and .00834 is a unit conversion factor.
- SS_{ND} is the normal domestic SS strength in mg/l as defined in Section 710.010 of the Code of the City of St Peters and .00834 is a unit conversion factor.

This total residential unit charge is to be inserted in Section 3 of this Ordinance.

7. Extra Strength Users: For users who contribute wastewater that has greater strength than normal domestic wastewater, the users charge will be calculated as follows:

Total bi-monthly charge is extra strength user =
charge to residential user + surcharge for BOD (if appropriate) + surcharge for SS (if appropriate) + surcharge for COD (if appropriate)

Total bi-monthly charge to extra strength users:
minimum charge
+v(residential unit charge)
+v(unit BOD charge) $(BOD_{ES} - BOD_{ND})$ (.00834)
+v(unit SS charge) $(SS_{ES} - SS_{ND})$ (.00834)
+v(unit COD charge) $(COD_{reported} - COD_{limit})$ (.00834)

Where: Total bi-monthly charge to extra strength user is in dollars.

* Minimum charge is in dollars as calculated in paragraph 5
* v is the volume of wastewater in 1000 gallons discharged by the extra strength user during the billing period.
* Residential unit charge is in $/1000 gal. as calculated in paragraph 6.
* Unit BOD charge is in $/lb. BOD from paragraph 4.
* Unit SS charge is in $/lb. SS from paragraph 4.
* Unit COD Surcharge Rate ($/lb) = 50% of BOD Rate ($/lb)
* BOD_{ES} is the reported BOD concentration in milligrams per liter (mg/l) contributed by the extra strength user during the billing period.
* SS_{ES} is the reported SS concentration in mg/l contributed by the extra strength user during the billing period.
* BOD_{ND} is the normal domestic BOD strength in milligrams liter (mg/l) as defined in Section 710.010 of the Code of the City of St Peters and .00834 is a unit conversion factor.
* SS_{ND} is the normal domestic SS strength in mg/l as defined in Section 710.010 of the Code of the City of St Peters and .00834 is a unit conversion factor.
* $COD_{reported}$ is the reported COD strength in mg/l as reported by the extra strength user in accordance to their Industrial Wastewater Discharge Permit.
* COD_{limit} is the local COD limit as defined in Section 710.010 of the Code of the City of St Peters and .00834 is a unit conversion factor

APPENDIX "C"

SPECIAL SERVICE AREA SURCHARGE
WESTWOOD ESTATES/ST. MARY'S/ST. PETERS ESTATES
CITY CODE SECTION 710.260 (L)

PRE-DESIGN COST	Thru 12/31/34	
Interest		3.02%
Years		20
Project Cost	$	99,770
Amortized Cost/Year	$	6,719
# of Customers		810
Bi-monthly Surcharge	$	1.38

PRE-DESIGN COST CHANGE ORDER AND DESIGN COST	Thru 09/30/36	
Interest		3.02%
Years		20
Project Cost	$	179,581
Amortized Cost/Year	$	12,093
# of Customers		810
Bi-monthly Surcharge	$	2.49

CONSTRUCTION COST	Thru 09/30/37	
Interest		3.02%
Years		20
Project Cost	$	1,356,643
Amortized Cost/Year	$	91,356
# of Customers		810
Bi-monthly Surcharge	$	18.80
Total Bi-monthly Surcharge	$	22.67

BILL NO. 17-149 I-05

ORDINANCE NO. 6827

AN ORDINANCE ESTABLISHING THE AD VALOREM TAXES FOR ALL REAL AND TANGIBLE PERSONAL PROPERTY WITHIN THE CITY OF ST. PETERS, FOR THE PERIOD OF JANUARY 1, 2017 TO DECEMBER 31, 2017

WHEREAS, the City of St. Peters has calculated its Debt Service Fund and General Fund property tax rates in accordance with the Missouri State Auditors Office instructions.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ST. PETERS, MISSOURI, AS FOLLOWS:

SECTION NO. 1 – Tax Levy

That there shall be levied and collected in the manner prescribed by law, the following taxes on Real Estate and Personal Property for the year 2017 of Seventy-Seven Cents per One Hundred Dollars of assessed valuation broken down as follows:

City General Fund	$ .5892
Debt Service Fund	$ .1808
Total Assessed Rate	$ .7700

SECTION NO. 2 – Delinquent Payment Penalty

(a) That there shall be collected on all delinquent real estate taxes, in addition to the amount of delinquent tax, a penalty in the sum of eighteen percent of each year's delinquency, except that said penalty shall not exceed two percent per month, or fractional part thereof, or eighteen percent annually.

(b) That all lands and lots, on which said taxes are delinquent and unpaid, are subject to sale to discharge the lien for the delinquent and unpaid taxes, according to the practice and procedure set out in Chapter 140, R. S. Mo 1986 and subsequent revisions.

SECTION NO. 3 – Delinquent Payment Penalty

(a) That there shall be collected on all delinquent personal property taxes, in addition to the amount of delinquent tax, a penalty in the sum of eighteen percent of each year's delinquency, except that said penalty shall not exceed two percent per month, or fractional part thereof, or eighteen percent annually.

(b) That in any suit brought by the City Collector to recover said delinquent taxes and penalties, a fee in the amount of ten percent of the taxes due, but in no event less than five dollars, shall be allowed the attorney for the Collector.

No. 6827

SECTION NO. 4 – Tax Rate Ceiling

The Board of Aldermen hereby determines and declares that the City General Fund tax rate ceiling under Sections 137.073(4), 137.073.6(1)(c), and 137.073.6(3) Revised Statutes of Missouri, as amended, to be $.5892 for each one hundred dollars assessed valuation.

SECTION NO. 5 – EFFECTIVE DATE

This Ordinance shall be in force and take effect from and after the date of its passage and approval.

SECTION NO. 6. Savings Clause

Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION NO. 7. Severability Clause

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed and approved this 28th day of September, 2017.

As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: Patricia E. Smith
Patricia E. Smith, City Clerk

No. 6827