City of St. Peters

Fiscal Year 2019/20

Draft Budget

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CITY OF ST. PETERS
2019/20 BUDGET
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BUDGET MESSAGE
FISCAL YEAR 2020

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

I am pleased to present you with the fiscal year 2019/20 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 2019/20 budget reflects the impact of the adjustments that have been applied to the fiscal year 2018/19 budget.

The proposed citywide budget for operations and capital outlay totals $84,268,805 with an additional $9,361,000 in debt service. This budget is funded with estimated revenues of $91,417,425 and the ending fund balance at September 30, 2020 is anticipated to be $15,134,561.

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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 2019/20 budget process to ensure that all commitments can be met.

Fiscal year 2019/20 is a reassessment year (reassessment occurs every two years), and the City's assessed valuation is estimated to increase by roughly 3%. 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 $.5892 in the General Fund and $.1808 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 2019 tax rates will be established by the Board of Aldermen on or before September 30, 2019. Also included in property tax revenue is a surcharge for commercial property, penalties, and interest. Property tax generated will decrease by $1,354,180 citywide (a $186,200 increase in the General Fund and a $32,800 increase in the Debt Service Fund). Property tax generated in the tax increment financing (TIF) districts will decrease by $1,573,180 due to the end of the last remaining TIF district, the Old Town Levee TIF, during fiscal year 2018/19.

Sales tax is budgeted to decrease by 0.5%, or $133,280, citywide (a $507,600 increase in the General Fund, a $253,800 increase in the Local Parks and Storm Water Fund, and a $253,800 increase in the Transportation Trust Fund). Sales tax generated in the tax increment financing (TIF) districts will decrease by $1,148,480 due to the end of the Old Town Levee TIF.

With the assistance of Chapter 100 economic incentives, major development is underway and planned for Premier 370 Business Park. Duke Realty completed an 855,000 square-foot fulfillment center for Amazon on 72 acres that opened in the summer of 2019 providing over 1,500 jobs. Duke Realty also constructed a 375,000 square-foot speculative building completed in the summer of 2019 that is currently being marketed for tenants. Scannell completed construction of a

500,000 square-foot distribution station for FedEx in the Premier 370 Business Park on a 100-acre site. The new facility is scheduled to open in the Spring of 2020. Projects under construction in the Premier 370 Business Park include a 55,000 square-foot manufacturing facility by Central States Manufacturing and a 800,000 square foot distribution center by Medline Industries. Both facilities are anticipated to be operational in 2020. To remain conservative in our budgeting, only the completed and operating businesses were included in our revenue projections. The real estate market continues to be strong for multi-family housing developments. In 2019, over 500 apartment units were completed for the Meadowbrook, Pure Apartments, and 5300 Centre developments. There are an additional 700 units under construction or approved for construction that will be completed in the next couple of years.

While preparing this budget, consideration was given to both the needs of the City of St. Peters during the 2019/20 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 370 Lakeside Park Fund, Central Materials Processing Facility Fund, and Recreation Fund for 2019/20 during the CIP Board of Aldermen work sessions.

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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. 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. The City completed the GFOA Risk Evaluation Tool, and 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. 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 committed to appropriate an additional $500,000 each year until the Contingency Reserve reached the targeted amount of $5,000,000. Contributions in fiscal year 2018/19 brought the balance in this reserve to $5,000,000. The estimated funding level was re-evaluated during our fiscal year 2019/20 budget process and the funding level is scheduled to be increased by $10,000 per year over the next five years for a total Contingency Reserve of $5,050,000.

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 opened in May of 2018. The golf and banquet facility will open near the end of fiscal year 2018/19 and revenues and expenses associated with that facility are reflected in the 2019/20 budget.

The Old Town TIF reached its end in May 2019. A major focus during the current fiscal year has been the completion of projects within the TIF district. The end of the Old Town TIF district allows for a shift in focus next year to projects in other areas of the City.

Fiscal year 2019/20 reflects a reorganization of City departments, including the elimination of the Health & Environmental Services (HES) group by splitting the departments into the Transportation & Development Services (TDS) and Water & Environmental Services (WES) groups. The Health department, which includes Animal Control, will move from HES to TDS. The Solid Waste department, CMPF department (recycling), and Fleet Maintenance department will move from HES to WES. As part of this change, the Building Attendants department will move from HES to TDS and become the Facilities Management department. All Building Repair personnel will move from Recreation & Cultural Services (RCS) to the Facilities Management department.

A major change for the fiscal year 2019/20 budget is a focus on the development of a facilities management program for planning the maintenance of our existing City facilities. A Facilities Manager was hired in February 2019 and the initial assessment of facilities was completed in March 2019. A detailed assessment and capital project planning are in progress. Of the seventeen City facilities that were assessed, eleven of them are over 15 years old and six of those are over 30 years old. With aging facilities comes the need for increased maintenance, repairs, and renovations. The City Hall building will be 30 years old in 2020, and there are several projects budgeted for City Hall. The Rec-Plex celebrated its 25-year anniversary in 2019 and in the near future the ice rink system equipment that keeps the ice frozen will need to be replaced as it reaches the end of its useful life.

In fiscal year 2019/20, the Police department is adding a Detective position based on an increase in case workload. In 2017/18 the case load for the Investigation Division increased by 25.9%. The case load of supervisors in the Detective Bureau went up 200%. The average of all Detectives was a 30% increase in case load. Despite these increases in workload, the department has maintained over a 90% clearance of cases assigned. The addition of a Detective position will help maintain this high standard of case clearances.

Another change from the current year is the method of allocating property insurance expenses to each department. Currently, property insurance expenses are allocated to each department based upon the ratio of the department's salaries to all City salaries. As part of the budget process we took a look at how to improve this allocation method. For fiscal year 2019/20, property insurance expenses will be allocated based on the square footage of building space that each department occupies. This results in a large change for some departments, which is reflected in the budget.

The City's curbside recycling program moved to a subscription-only service this year. As of June 2019, more than 9,200 households have joined the Blue Cart Crew. When a resident joins the Blue Cart Crew, we replace their green trash cart with a blue cart that they continue to use for both trash and blue bag recycling. The new subscription-only Blue Cart Crew program will cut our costs for recycling with blue bags. The cost to the City for blue bags has grown from around $50,000 a year to about $190,000 a year over the past decade without the benefit of an increase in recycling. This increase in cost is because many people used blue bags for regular trash or other purposes besides recycling. By joining the Blue Cart Crew, members promise to use blue bags only for recycling and agree to periodic compliance checks. Residents who choose not to join the Blue Cart Crew will still be able to bring recyclable items to the Aytes Community Recycling Center at Recycle City but will not have the benefit of the curbside recycling service. In order to implement this new Blue Cart Crew program we are forward funding the purchase of all blue carts for the next five years in fiscal year 2019/20.

Near the end of fiscal year 2018/19 the City of St. Peters will be entering into a three-year agreement with our neighbor, the City of O'Fallon, to process all of the container-based recyclables collected from their residents. To remain conservative in our budgeting, we have estimated that this agreement will provide $100,000 of annual revenue for Recycle City (the Central Materials Processing Facility Fund). In order to maintain our operations with this increase in materials, a new full-time Recycler will be hired to help with the processing of the materials. Any profit the City of St. Peters realizes as a result of this agreement (the difference between the revenue and expense mentioned here) will be set aside in a reserve account for future capital and repairs and maintenance needs at Recycle City.

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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, 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'20 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
Municipal Police Services	Implement action plans for development of major businesses along Premier Parkway	X				X		
	Develop procedure to coordinate with local hospitals to ensure the timely collection and submission of sexual assault kits	X						X
Parks & Golf Services	Improve drainage problems at Old Town ball diamond #1	X	X		X		X	X
	Reach business plan goal of 35% bookings for banquet rentals			X	X			X
Recreation & Cultural Services	Complete improvements to Natatorium (paint, replace moveable floor slats, replace sound system, and re-plaster 50M pool)	X		X	X			X
	Ice plant replacement design and engineering			X	X	X		X
	Develop and operate the Dynamic Training Center as a profitable operation			X				
Staff Support Services	Upgrade all desktop computers to Windows 10	X		X	X	X	X	X
	Upgrade city-wide phone system	X		X	X	X	X	X
	Implement CitizenServe software for business licensing and permits	X		X	X	X	X	X
Transportation & Development Services	Review and update City's noise regulations	X						X
	Design/construction of stormwater projects	X	X	X	X	X	X	X
	Prepare and implement bridge maintenance plan	X	X	X			X	
	Develop and implement City ADA transition plan	X	X	X		X	X	X
Water & Environmental Services	Establish recycling contract with the City of O'Fallon		X	X		X		X
	Conduct a Household Hazardous Waste event	X			X			X
	Complete H_2S study in Premier 370	X		X	X			
	Complete water distribution model	X		X	X	X		

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PROGRAM GOALS AND PRIORITIES IMPACTING THE 2019/20 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 2020 total $200,000. This funding is expected to assist 21 participants in the rehabilitation of private properties, provide transportation to a pool of 125 residents, provide lawn mowing assistance for 9 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 2019/20. 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 cost share program with residents.

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 2019/20 are $732,000. So far during fiscal year 2018/19, the City assisted 56 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 currently pays 85% of the cost for repairs up to a maximum of $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 19,372 water service connections in the City, which will generate approximately $219,000 for this program in fiscal year 2019/20. So far during fiscal year 2018/19, the City assisted 55 residents through the water service line repair program.

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. The County Sewer Lateral Repair Program Fund was established during fiscal year 2016/17 to account for monies received related to the County's sewer lateral repair program. 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. This program is for emergency repairs only, and so far during fiscal year 2018/19, the City assisted four County residents with emergency repairs through the County's sewer lateral repair program.

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 $3,056,110 of road construction projects in the Transportation Trust Fund. In fiscal year 2018/19, we funded road construction projects totaling $4,522,665.

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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
Municipal Police Services (MPS)	$ 350,000
Parks & Golf Services (PGS)	$ 1,930,000
Recreation & Cultural Services (RCS)	$ 1,054,000
Staff Support Services (SSS)	$ 802,050
Transportation & Development Services (TDS)	$ 1,002,500
Water & Environmental Services (WES)	$ 1,913,380
Total	**$ 7,051,930**

FINANCIAL DATA ON CURRENT DEBT

The City has the following bond ratings assigned by Moody's Investor Service: Aa1 for our General Obligation Bonds; Aa3 for our 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, Refunding Certificates of Participation Series 2013, and Certificates of Participation Series 2018.

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.

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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

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TO: Mayor and Board of Aldermen

FROM: Russell W. Batzel, City Administrator

SUBJECT: Recommended Tax Rate for City of Saint Peters for 2019

With an anticipated assessed valuation of $1,279,566,550 for the year 2019 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	$.5892	$.1808	$9,852,700	$7,539,200	$2,313,500

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
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
2017	1,232,425,383	.7700	.5892	.1808
2018	1,244,579,569	.7700	.5903	.1797

The budget has been prepared based on the tax rate of $.77 per $100.00 assessed valuation. The City General Fund is budgeted for $.5892 and the Debt Service Fund is budgeted for $.1808 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 2019 tax rates will be established by the Board of Aldermen on or before September 30, 2019.

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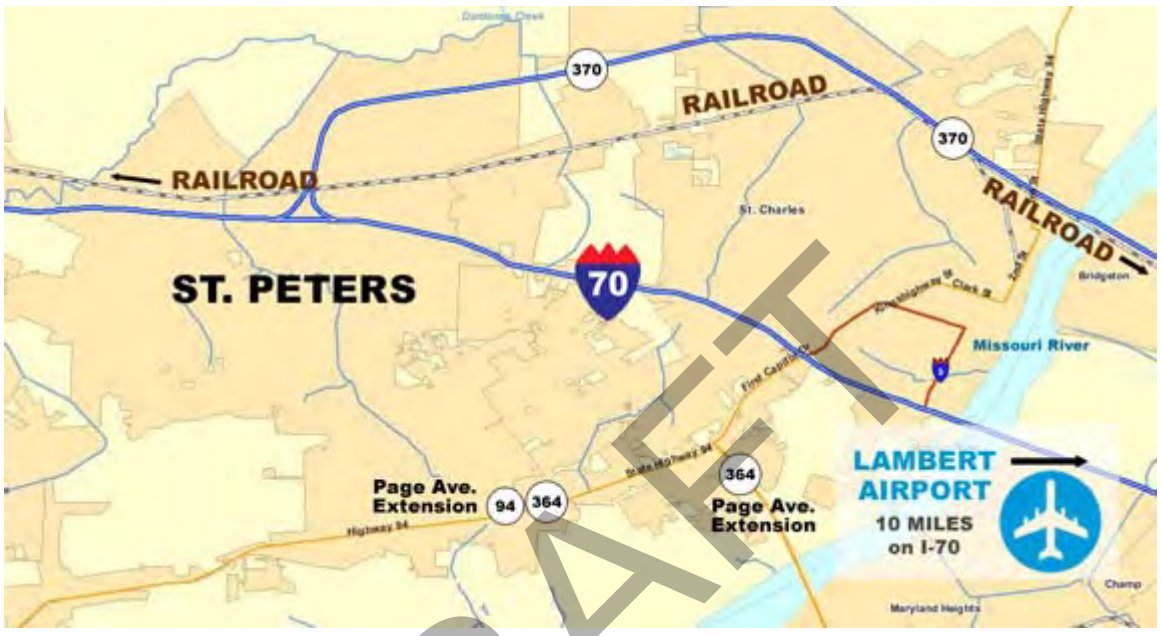
St. Peters Location

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.



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History of St. Peters

B6972 Main Street during Business Hours, St. Peters, Mo.

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.

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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.

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***Top row**, l-r: Ward 4 Alderman Patrick Barclay, Ward 3 Alderman Melissa Reimer, Ward 2 Alderman Jerry Hollingsworth, Ward 3 Alderman Terri Violet, Ward 4 Alderman Nick Trupiano*
***Bottom row**, l-r: Ward 2 Alderman Judy Bateman, Mayor Len Pagano, Ward 1 Alderman Joyce Townsend, Ward 1 Alderman Rocky Reitmeyer*
(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; the Parks, Recreation and Arts Advisory 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 596 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 six major work unit groups, each including a manager with operations and support personnel:

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, Sewer Lateral Repair Program, Water Service Line Repair Program, Animal Control, Facilities Management, Health
WES - Water & Environmental Services: Storm Water Management, Water & Sewer Utilities, Organic Resource Recycling, Fleet Maintenance, Recycling Facility, Solid Waste

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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
Joyce Townsend

Ward II
Jerry Hollingsworth
Judy Bateman

Ward III
Melissa Reimer
Terri Violet

Ward IV
Patrick Barclay
Nick Trupiano

City Administrator
Russell W. Batzel

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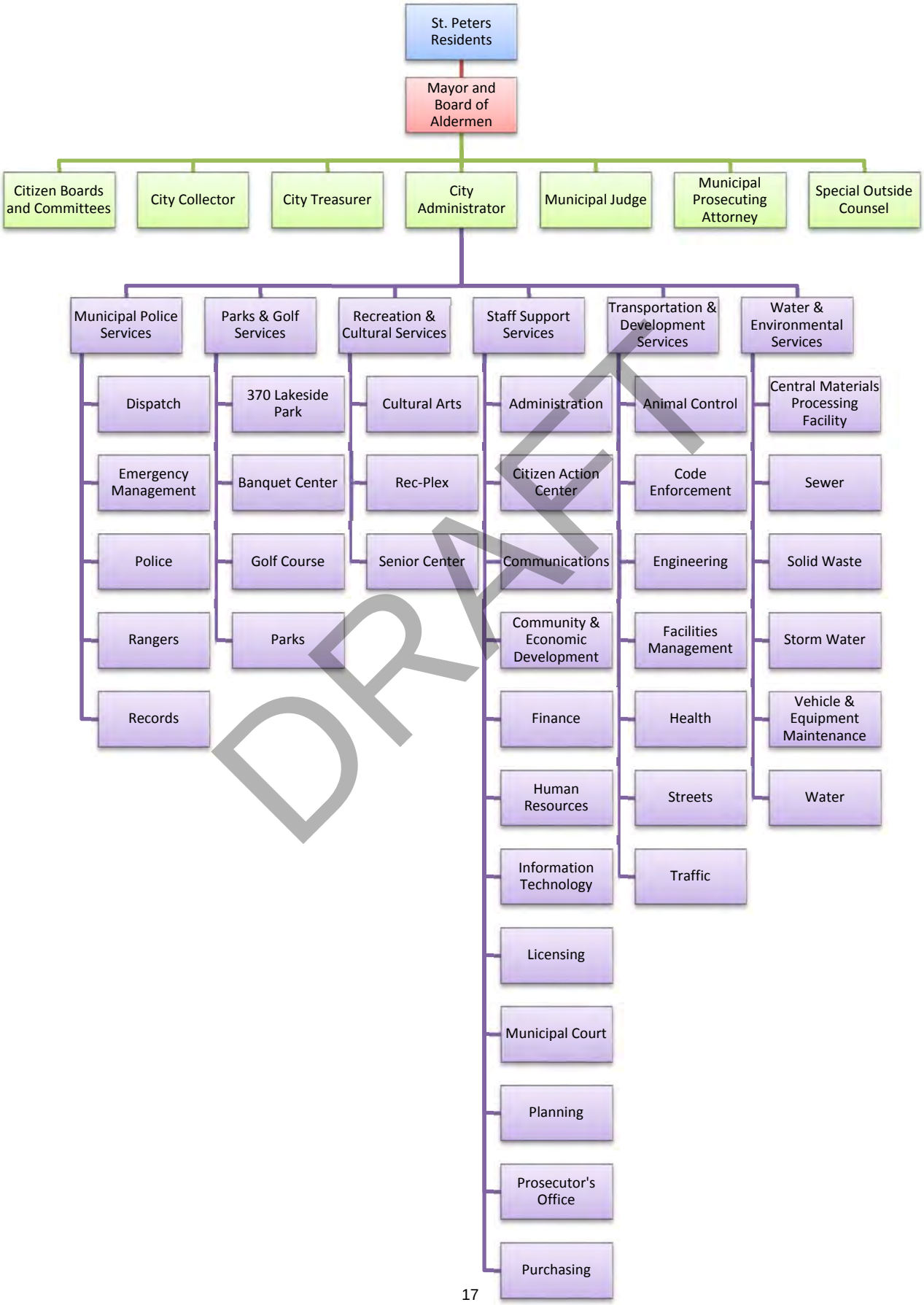
City of St. Peters
Organizational Chart



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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.

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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.

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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.

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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.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of St. Peters

Missouri

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

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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, 2018**. 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 – 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.

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- 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.

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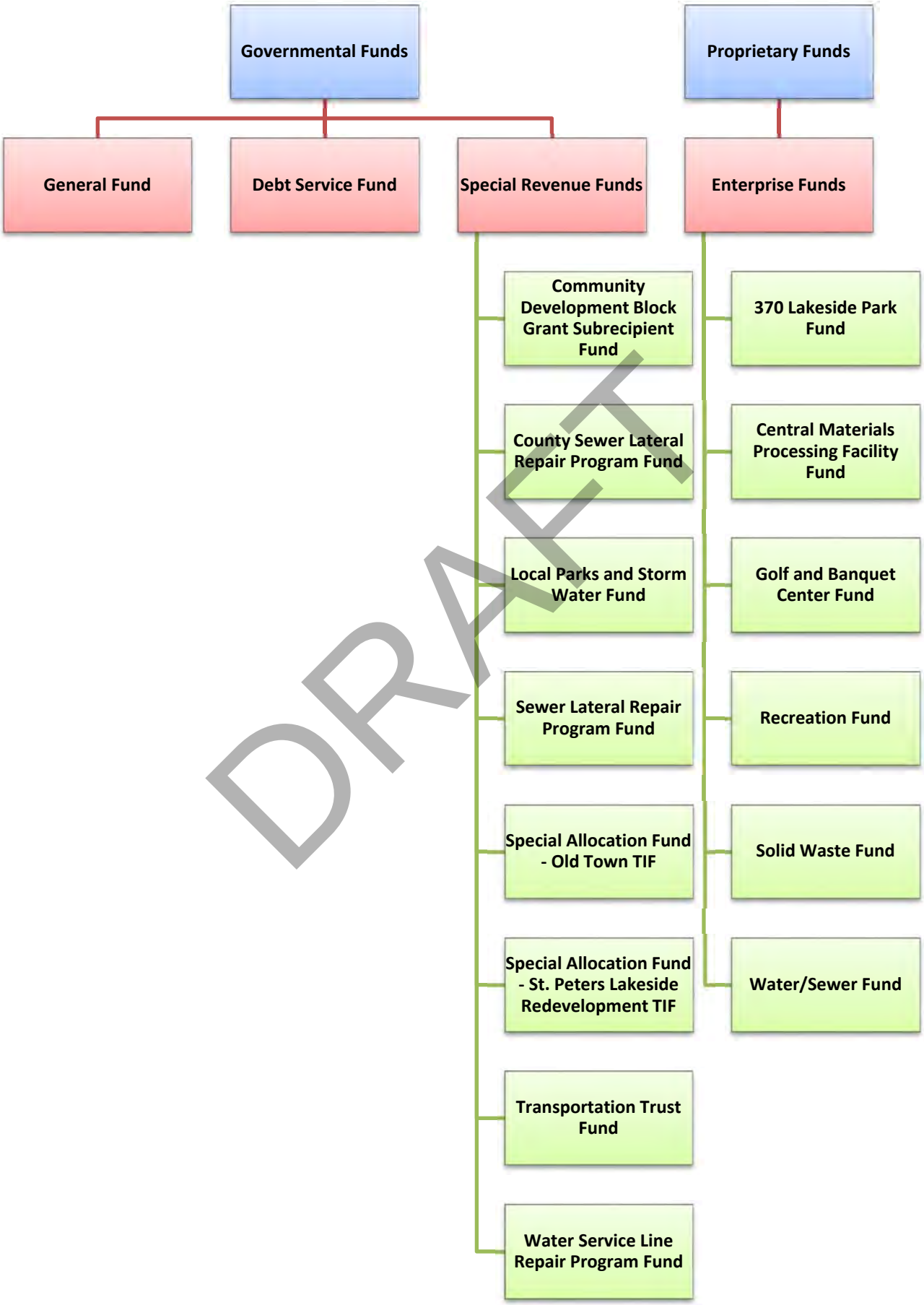
Budgeted Funds Organizational Chart



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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
Storm Water Project Fund Phase 4	225	Governmental-Capital Projects	Construction/Design of Storm Water Projects	2018 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
Park and Recreation Facility Fund 2	266	Governmental-Capital Projects	Construction/Design of Park and Recreational Facilities	2018 Certificates of Participation 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

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RELATIONSHIP BETWEEN CITY FUNDS AND FUNCTIONAL UNITS*

FUNCTIONAL UNITS	Major Governmental Funds			
Governmental Activities:	**General**	**Debt Service**	**Local Parks and Storm Water**	**Transportation Trust**
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				
Parks and Recreation				

FUNCTIONAL UNITS	Nonmajor Governmental Funds					
Governmental Activities:	**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**
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						
Parks and Recreation						

FUNCTIONAL UNITS	Enterprise Funds					
Governmental Activities:	**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		■				
Parks and Recreation	■		■	■		

shaded box identifies fund use by functional unit

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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

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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.

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BUDGET CALENDAR

February 4	Human Resources - Projected fringe rates and/or fringe amounts as appropriate. 5, 10, 15, and 20 year employees for FY20. Salary amounts calculated for FY20.
February 4	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 4	Group Managers and Department Heads prepare basic budget information and have the information entered in Excel.
February 4	Departmental Goals due to City Administrator.
February 4	All departmental amounts finalized and entered into Excel. All Excel spreadsheets submitted to Financial Analyst.

City Administrator and Management Team review preliminary budget and goals:

March 11 – 15 & 25 – 29 Departmental Budget Meetings

May 24 – July 25	Compile draft budget.
July 26	Distribute draft budget to the Board of Aldermen.
August 1	Board of Aldermen work session with City Administrator and Management Team.
August 8	Public Hearing at Board of Aldermen meeting for FY20 Budget and water/sewer rates.
August 22	Board of Aldermen meeting to adopt FY20 Budget.
September 26	Public Hearing for Property Tax Rate and Board of Aldermen meeting to adopt 2019 Property Tax Rate.
September 27	Director of Finance submits rates to County.

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CITY OF ST. PETERS
BUDGET SUMMARY
2019/20

	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
Unappropriated Fund Balance 10/1/19	**$8,873,359**	**$2,001,014**	**$0**	**$109,804**	**$1,163,713**	**$647,541**	**$0**	**$354,354**
Add: Revenues								
Property Tax	7,954,200	2,313,500	0	0	0	0	0	0
Sales & Use Tax	15,886,100	0	0	0	7,943,050	0	0	7,943,050
Other Tax	5,098,300	0	0	60,000	0	522,000	0	0
Licenses & Permits	1,100,000	0	0	0	0	0	0	0
Intergovernmental Revenue	3,375,000	0	200,000	0	115,000	0	0	1,976,225
Operating Income	0	0	0	0	0	0	0	0
Interest Income	5,000	5,000	0	0	5,000	500	0	1,000
Other Revenues	2,362,950	5,000	0	0	11,000	0	0	775,500
Total Revenues	35,781,550	2,323,500	200,000	60,000	8,074,050	522,500	0	10,695,775
Transfers From Other Funds	2,280,600	2,217,000	0	0	0	0	0	0
Total Revenue and Other Sources	38,062,150	4,540,500	200,000	60,000	8,074,050	522,500	0	10,695,775
Funds Available	**46,935,509**	**6,541,514**	**200,000**	**169,804**	**9,237,763**	**1,170,041**	**0**	**11,050,129**
Less: Expenditures								
Salaries & Fringes	31,077,200	0	0	0	1,615,700	45,900	0	731,700
Professional Services	1,293,655	50,000	0	5,000	50,500	85,000	0	83,100
Utilities	536,070	0	0	0	6,900	200	0	653,440
Repairs & Maintenance	1,530,065	0	0	55,000	894,400	600,000	0	3,965,800
Supplies & Other	1,831,235	6,000	0	0	176,965	900	0	254,220
Tipping Fees	0	0	0	0	0	0	0	0
Capital Expenditures	2,039,050	0	0	0	977,000	0	0	943,500
Construction & Traffic Signals	0	0	0	0	0	0	0	3,056,110
Miscellaneous Expenses	580,305	0	200,000	0	23,705	0	0	81,030
Surplus PILOTS	0	0	0	0	0	0	0	0
Total Expenditures	38,887,580	56,000	200,000	60,000	3,745,170	732,000	0	9,768,900
Debt service	0	4,291,500	0	0	376,000	0	0	740,500
Total Expenditures and Debt Service	38,887,580	4,347,500	200,000	60,000	4,121,170	732,000	0	10,509,400
Transfers To(From) Reserves	(522,500)	0	0	0	100,000	0	0	0
Increase In Bond Reserves	0	0	0	0	0	0	0	0
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0	0	0	0	0	0
Transfers To Other Funds *	606,200	0	0	0	4,745,395	0	0	167,100
Transfer to Trust for Post Retirement Benefits	637,000	0	0	0	34,000	0	0	18,000
Total Expenditures and Other Uses	**39,608,280**	**4,347,500**	**200,000**	**60,000**	**9,000,565**	**732,000**	**0**	**10,694,500**
Unappropriated Fund Balance 9/30/20	**$7,327,229**	**$2,194,014**	**$0**	**$109,804**	**$237,198**	**$438,041**	**$0**	**$355,629**

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

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CITY OF ST. PETERS
BUDGET SUMMARY
2019/20

	WATER SERVICE LINE REPAIR PROGRAM FUND	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 10/1/19	**$73,580**	**$0**	**$1,363,800**	**$0**	**$62,604**	**$1,149,026**	**$2,478,096**	**$18,276,891**
Add: Revenues								
Property Tax	0	0	0	0	0	0	0	10,267,700
Sales & Use Tax	0	0	0	0	0	0	0	31,772,200
Other Tax	219,000	0	0	0	0	0	0	5,899,300
Licenses & Permits	0	0	0	0	0	0	0	1,100,000
Intergovernmental Revenue	0	0	0	0	0	0	0	5,666,225
Operating Income	0	874,300	5,000,000	1,343,000	6,305,050	6,494,100	13,163,700	33,180,150
Interest Income	0	0	500	0	500	500	1,000	19,000
Other Revenues	0	0	39,200	0	0	52,600	266,600	3,512,850
Total Revenues	219,000	874,300	5,039,700	1,343,000	6,305,550	6,547,200	13,431,300	91,417,425
Transfers From Other Funds	0	262,800	0	259,395	2,355,000	0	0	7,374,795
Total Revenue and Other Sources	219,000	1,137,100	5,039,700	1,602,395	8,660,550	6,547,200	13,431,300	98,792,220
Funds Available	**292,580**	**1,137,100**	**6,403,500**	**1,602,395**	**8,723,154**	**7,696,226**	**15,909,396**	**117,069,111**
Less: Expenditures								
Salaries & Fringes	28,600	719,100	2,078,800	1,034,000	4,231,600	2,829,900	4,550,100	48,942,600
Professional Services	5,900	100	40,200	5,200	151,150	47,200	552,435	2,369,440
Utilities	0	76,100	60,600	69,750	842,000	55,200	744,800	3,045,060
Repairs & Maintenance	195,000	61,000	159,825	74,000	181,600	339,300	1,479,290	9,535,280
Supplies & Other	300	98,225	362,840	390,040	799,150	371,820	1,965,950	6,257,645
Tipping Fees	0	0	1,627,000	0	0	1,361,300	0	2,988,300
Capital Expenditures	0	163,500	51,500	0	1,054,000	593,000	1,200,380	7,021,930
Construction & Traffic Signals	0	0	0	0	0	0	0	3,056,110
Miscellaneous Expenses	0	9,075	20,600	12,405	43,750	26,000	55,570	1,052,440
Surplus PILOTS	0	0	0	0	0	0	0	0
Total Expenditures	229,800	1,127,100	4,401,365	1,585,395	7,303,250	5,623,720	10,548,525	84,268,805
Debt service	0	0	0	0	1,350,500	0	2,602,500	9,361,000
Total Expenditures and Debt Service	229,800	1,127,100	4,401,365	1,585,395	8,653,750	5,623,720	13,151,025	93,629,805
Transfers To(From) Reserves	0	0	39,000	0	0	0	300,000	(83,500)
Increase In Bond Reserves	0	0	0	0	0	0	7,250	7,250
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0	0	0	0	0	0
Transfers To Other Funds *	0	0	400,100	0	0	692,800	768,400	7,379,995
Transfer to Trust for Post Retirement Benefits	0	10,000	57,000	17,000	54,000	69,000	105,000	1,001,000
Total Expenditures and Other Uses	**229,800**	**1,137,100**	**4,897,465**	**1,602,395**	**8,707,750**	**6,385,520**	**14,331,675**	**101,934,550**
Unappropriated Fund Balance 9/30/20	**$62,780**	**$0**	**$1,506,035**	**$0**	**$15,404**	**$1,310,706**	**$1,577,721**	**$15,134,561**

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

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Governmental Funds			
Property Tax	$11,627,318	$11,594,880	$10,267,700
Sales & Use Tax	31,111,342	31,905,480	31,772,200
Other Tax	5,848,094	5,806,200	5,899,300
Licenses & Permits	3,200,304	1,100,000	1,100,000
Intergovernmental Revenue	10,945,769	5,680,522	5,666,225
Operating Income	0	0	0
Interest Income	99,948	23,170	16,500
Other Revenues	4,144,832	2,601,723	3,154,450
Transfers From Other Funds	4,708,474	4,762,438	4,497,600
Total Estimated Financial Sources	$71,686,081	$63,474,413	$62,373,975
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	0	0	0
Operating Income	30,349,266	31,711,935	33,180,150
Interest Income	25,162	2,500	2,500
Other Revenues	413,390	797,760	358,400
Transfers From Other Funds	1,938,509	2,351,701	2,877,195
Total Estimated Financial Sources	$32,726,327	$34,863,896	$36,418,245
All Funds			
Property Tax	$11,627,318	$11,594,880	$10,267,700
Sales & Use Tax	31,111,342	31,905,480	31,772,200
Other Tax	5,848,094	5,806,200	5,899,300
Licenses & Permits	3,200,304	1,100,000	1,100,000
Intergovernmental Revenue	10,945,769	5,680,522	5,666,225
Operating Income	30,349,266	31,711,935	33,180,150
Interest Income	125,110	25,670	19,000
Other Revenues	4,558,222	3,399,483	3,512,850
Transfers From Other Funds	6,646,983	7,114,139	7,374,795
Total Estimated Financial Sources	$104,412,408	$98,338,309	$98,792,220

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
General Fund			
Property Tax	$7,797,006	$7,768,000	$7,954,200
Sales & Use Tax	14,901,179	15,378,500	15,886,100
Other Tax	5,031,654	5,005,200	5,098,300
Licenses & Permits	3,200,304	1,100,000	1,100,000
Intergovernmental Revenue	3,758,829	3,375,000	3,375,000
Interest Income	43,172	5,000	5,000
Other Revenues	2,674,579	2,276,250	2,362,950
Transfers From Other Funds	2,261,367	2,227,100	2,280,600
Total Estimated Financial Resources	$39,668,090	$37,135,050	$38,062,150
Debt Service Fund			
Property Tax	$2,268,360	$2,253,700	$2,313,500
Sales & Use Tax	0	0	0
Other Tax	0	0	0
Licenses & Permits	0	0	0
Intergovernmental Revenue	0	0	0
Interest Income	5,204	5,000	5,000
Other Revenues	14,484	5,000	5,000
Transfers From Other Funds	2,007,866	2,230,000	2,217,000
Total Estimated Financial Resources	$4,295,914	$4,493,700	$4,540,500
Special Revenue Funds			
Property Tax	$1,561,952	$1,573,180	$0
Sales & Use Tax	16,210,163	16,526,980	15,886,100
Other Tax	816,440	801,000	801,000
Licenses & Permits	0	0	0
Intergovernmental Revenue	7,186,940	2,305,522	2,291,225
Interest Income	51,572	13,170	6,500
Other Revenues	1,455,769	320,473	786,500
Transfers From Other Funds	439,241	305,338	0
Total Estimated Financial Resources	$27,722,077	$21,845,663	$19,771,325
Total Governmental Funds			
Property Tax	$11,627,318	$11,594,880	$10,267,700
Sales & Use Tax	31,111,342	31,905,480	31,772,200
Other Tax	5,848,094	5,806,200	5,899,300
Licenses & Permits	3,200,304	1,100,000	1,100,000
Intergovernmental Revenue	10,945,769	5,680,522	5,666,225
Interest Income	99,948	23,170	16,500
Other Revenues	4,144,832	2,601,723	3,154,450
Transfers From Other Funds	4,708,474	4,762,438	4,497,600
Total Estimated Financial Resources	$71,686,081	$63,474,413	$62,373,975

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
370 Lakeside Park			
Operating Income	$781,967	$798,600	$874,300
Interest Income	0	0	0
Intergovernmental Revenue	0	0	0
Other Income	0	0	0
Transfers From Other Funds	0	97,640	262,800
Total Estimated Financial Resources	$781,967	$896,240	$1,137,100
Central Materials Processing Facility			
Operating Income	$4,614,251	$4,886,700	$5,000,000
Interest Income	4,282	500	500
Intergovernmental Revenue	0	0	0
Other Income	19,073	16,200	39,200
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$4,637,606	$4,903,400	$5,039,700
Golf & Banquet Center			
Operating Income	$842,834	$919,485	$1,343,000
Interest Income	0	0	0
Intergovernmental Revenue	0	0	0
Other Income	0	0	0
Transfers From Other Funds	210,000	624,061	259,395
Total Estimated Financial Resources	$1,052,834	$1,543,546	$1,602,395
Recreation			
Operating Income	$5,485,907	$6,061,450	$6,305,050
Interest Income	2,994	500	500
Intergovernmental Revenue	0	0	0
Other Income	0	0	0
Transfers From Other Funds	1,728,509	1,630,000	2,355,000
Total Estimated Financial Resources	$7,217,410	$7,691,950	$8,660,550
Solid Waste			
Operating Income	$6,305,523	$6,287,800	$6,494,100
Interest Income	7,149	500	500
Intergovernmental Revenue	0	0	0
Other Income	75,655	52,600	52,600
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$6,388,327	$6,340,900	$6,547,200

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Water Sewer			
Operating Income	$12,318,784	$12,757,900	$13,163,700
Interest Income	10,737	1,000	1,000
Intergovernmental Revenue	0	0	0
Other Income	318,662	728,960	266,600
Transfers From Other Funds	0	0	0
Total Estimated Financial Resources	$12,648,183	$13,487,860	$13,431,300
Total Enterprise Funds			
Operating Income	$30,349,266	$31,711,935	$33,180,150
Interest Income	25,162	2,500	2,500
Intergovernmental Revenue	0	0	0
Other Income	413,390	797,760	358,400
Transfers From Other Funds	1,938,509	2,351,701	2,877,195
Total Estimated Financial Resources	$32,726,327	$34,863,896	$36,418,245

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Governmental Funds			
Salaries & Fringes	$30,246,885	$32,593,300	$33,499,100
Professional Services	1,122,438	1,681,305	1,573,155
Utilities	1,086,520	1,207,960	1,196,610
Repairs & Maintenance	5,567,492	6,984,500	7,240,265
Supplies & Other	2,200,694	2,454,190	2,269,620
Tipping Fees	0	0	0
Capital Expenditures	2,773,005	3,637,375	3,959,550
Construction & Traffic Signals	15,463,652	5,096,290	3,056,110
Miscellaneous Expenses *	1,783,159	2,203,730	1,574,040
Surplus PILOTS	677,656	3,379,130	0
Transfers To (From) Reserves	533,199	1,820,075	(422,500)
Transfers To Other Funds	5,318,675	5,016,601	5,518,695
Debt Service **	5,441,314	5,462,500	5,408,000
Total Estimated Financial Uses	$72,214,689	$71,536,956	$64,872,645
Enterprise Funds			
Salaries & Fringes	$13,031,917	$14,761,620	$15,443,500
Professional Services	572,179	728,245	796,285
Utilities	1,680,348	1,821,650	1,848,450
Repairs & Maintenance	1,766,025	2,194,390	2,295,015
Supplies & Other	4,126,336	3,793,150	3,988,025
Tipping Fees	2,648,992	2,847,200	2,988,300
Capital Expenditures	1,409,881	3,148,000	3,062,380
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	336,430	372,255	479,400
Surplus PILOTS	0	0	0
Transfers To (From) Reserves	146,063	232,688	346,250
Transfers To Other Funds	1,778,400	1,792,200	1,861,300
Debt Service **	3,893,682	3,934,750	3,953,000
Total Estimated Financial Uses	$31,390,253	$35,626,148	$37,061,905
All Funds			
Salaries & Fringes	$43,278,802	$47,354,920	$48,942,600
Professional Services	1,694,617	2,409,550	2,369,440
Utilities	2,766,868	3,029,610	3,045,060
Repairs & Maintenance	7,333,517	9,178,890	9,535,280
Supplies & Other	6,327,030	6,247,340	6,257,645
Tipping Fees	2,648,992	2,847,200	2,988,300
Capital Expenditures	4,182,886	6,785,375	7,021,930
Construction & Traffic Signals	15,463,652	5,096,290	3,056,110
Miscellaneous Expenses *	2,119,589	2,575,985	2,053,440
Surplus PILOTS	677,656	3,379,130	0
Transfers To (From) Reserves	679,262	2,052,763	(76,250)
Transfers To Other Funds	7,097,075	6,808,801	7,379,995
Debt Service **	9,334,996	9,397,250	9,361,000
Total Estimated Financial Uses	$103,604,942	$107,163,104	$101,934,550

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

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
General Fund			
Salaries & Fringes	$27,881,303	$30,032,000	$31,077,200
Professional Services	851,792	1,349,905	1,293,655
Utilities	483,365	548,520	536,070
Repairs & Maintenance	1,183,814	1,510,200	1,530,065
Supplies & Other	1,742,521	2,009,970	1,831,235
Capital Expenditures	722,888	1,429,375	2,039,050
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	1,410,109	1,751,025	1,217,305
Surplus PILOTS	0	0	0
Transfers To (From) Reserves	1,125,664	662,100	(522,500)
Transfers To Other Funds	642,509	594,000	606,200
Debt Service **	381,983	21,000	0
Total Estimated Financial Uses	$36,425,948	$39,908,095	$39,608,280
Debt Service Fund			
Salaries & Fringes	$0	$0	$0
Professional Services	47,723	50,000	50,000
Utilities	0	0	0
Repairs & Maintenance	0	0	0
Supplies & Other	4,894	6,400	6,000
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 **	4,091,669	4,313,000	4,291,500
Total Estimated Financial Uses	$4,144,286	$4,369,400	$4,347,500
Special Revenue Funds			
Salaries & Fringes	$2,365,582	$2,561,300	$2,421,900
Professional Services	222,923	281,400	229,500
Utilities	603,155	659,440	660,540
Repairs & Maintenance	4,383,678	5,474,300	5,710,200
Supplies & Other	453,279	437,820	432,385
Capital Expenditures	2,050,117	2,208,000	1,920,500
Construction & Traffic Signals	15,463,652	5,096,290	3,056,110
Miscellaneous Expenses *	373,050	452,705	356,735
Surplus PILOTS	677,656	3,379,130	0
Transfers To (From) Reserves	(592,465)	1,157,975	100,000
Transfers To Other Funds	4,676,166	4,422,601	4,912,495
Debt Service **	967,662	1,128,500	1,116,500
Total Estimated Financial Uses	$31,644,455	$27,259,461	$20,916,865

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Total Governmental Funds			
Salaries & Fringes	$30,246,885	$32,593,300	$33,499,100
Professional Services	1,122,438	1,681,305	1,573,155
Utilities	1,086,520	1,207,960	1,196,610
Repairs & Maintenance	5,567,492	6,984,500	7,240,265
Supplies & Other	2,200,694	2,454,190	2,269,620
Capital Expenditures	2,773,005	3,637,375	3,959,550
Construction & Traffic Signals	15,463,652	5,096,290	3,056,110
Miscellaneous Expenses *	1,783,159	2,203,730	1,574,040
Surplus PILOTS	677,656	3,379,130	0
Transfers To (From) Reserves	533,199	1,820,075	(422,500)
Transfers To Other Funds	5,318,675	5,016,601	5,518,695
Debt Service **	5,441,314	5,462,500	5,408,000
Total Estimated Financial Uses	$72,214,689	$71,536,956	$64,872,645

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

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
370 Lakeside Park			
Salaries & Fringes	$492,799	$619,400	$719,100
Professional Services	1,974	1,400	100
Utilities	68,709	77,800	76,100
Repairs & Maintenance	44,037	73,000	61,000
Supplies & Other	89,777	89,250	98,225
Tipping Fees	0	0	0
Capital Expenditures	5,145	100,500	163,500
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	5,191	9,225	19,075
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service	0	0	0
Total Estimated Financial Uses	$707,632	$970,575	$1,137,100
Central Materials Processing Facility			
Salaries & Fringes	$1,630,252	$2,040,200	$2,078,800
Professional Services	32,480	72,400	40,200
Utilities	48,366	55,600	60,600
Repairs & Maintenance	125,500	174,325	159,825
Supplies & Other	480,654	449,935	362,840
Tipping Fees	1,402,352	1,543,200	1,627,000
Capital Expenditures	68,716	540,000	51,500
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	50,782	55,455	77,600
Transfers To (From) Reserves	0	100,000	39,000
Transfers To Other Funds	316,100	350,000	400,100
Debt Service	0	0	0
Total Estimated Financial Uses	$4,155,202	$5,381,115	$4,897,465
Golf & Banquet Center			
Salaries & Fringes	$661,600	$843,650	$1,034,000
Professional Services	12,987	2,300	5,200
Utilities	48,167	68,150	69,750
Repairs & Maintenance	62,443	89,150	74,000
Supplies & Other	248,429	279,940	390,040
Tipping Fees	0	0	0
Capital Expenditures	9,718	254,000	0
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	4,711	11,135	29,405
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service	0	0	0
Total Estimated Financial Uses	$1,048,055	$1,548,325	$1,602,395

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Recreation			
Salaries & Fringes	$3,667,203	$4,052,570	$4,231,600
Professional Services	123,242	152,050	151,150
Utilities	784,917	837,000	842,000
Repairs & Maintenance	307,165	205,950	181,600
Supplies & Other	749,352	660,800	799,150
Tipping Fees	0	0	0
Capital Expenditures	186,463	327,500	1,054,000
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	88,252	85,450	97,750
Transfers To (From) Reserves	0	0	0
Transfers To Other Funds	0	0	0
Debt Service	1,350,803	1,348,000	1,350,500
Total Estimated Financial Uses	$7,257,397	$7,669,320	$8,707,750
Solid Waste			
Salaries & Fringes	$2,612,613	$2,789,100	$2,829,900
Professional Services	21,897	24,800	47,200
Utilities	44,992	59,800	55,200
Repairs & Maintenance	297,941	334,500	339,300
Supplies & Other	348,780	384,220	371,820
Tipping Fees	1,246,640	1,304,000	1,361,300
Capital Expenditures	423,032	1,101,000	593,000
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	64,723	73,380	95,000
Transfers To (From) Reserves	125,000	125,000	0
Transfers To Other Funds	721,300	691,800	692,800
Debt Service	0	0	0
Total Estimated Financial Uses	$5,906,918	$6,887,600	$6,385,520
Water Sewer			
Salaries & Fringes	$3,967,450	$4,416,700	$4,550,100
Professional Services	379,599	475,295	552,435
Utilities	685,197	723,300	744,800
Repairs & Maintenance	928,939	1,317,465	1,479,290
Supplies & Other	2,209,344	1,929,005	1,965,950
Tipping Fees	0	0	0
Capital Expenditures	716,807	825,000	1,200,380
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	122,771	137,610	160,570
Transfers To (From) Reserves	21,063	7,688	307,250
Transfers To Other Funds	741,000	750,400	768,400
Debt Service	2,542,879	2,586,750	2,602,500
Total Estimated Financial Uses	$12,315,049	$13,169,213	$14,331,675

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

	2017/18 Actual	2018/19 Budget	2019/20 Budget
Total Enterprise Funds			
Salaries & Fringes	$13,031,917	$14,761,620	$15,443,500
Professional Services	572,179	728,245	796,285
Utilities	1,680,348	1,821,650	1,848,450
Repairs & Maintenance	1,766,025	2,194,390	2,295,015
Supplies & Other	4,126,336	3,793,150	3,988,025
Tipping Fees	2,648,992	2,847,200	2,988,300
Capital Expenditures	1,409,881	3,148,000	3,062,380
Construction & Traffic Signals	0	0	0
Miscellaneous Expenses *	336,430	372,255	479,400
Transfers To (From) Reserves	146,063	232,688	346,250
Transfers To Other Funds	1,778,400	1,792,200	1,861,300
Debt Service	3,893,682	3,934,750	3,953,000
Total Estimated Financial Uses	$31,390,253	$35,626,148	$37,061,905

* Includes Employee Expenses, Community Expenses & Post Retirement Benefits

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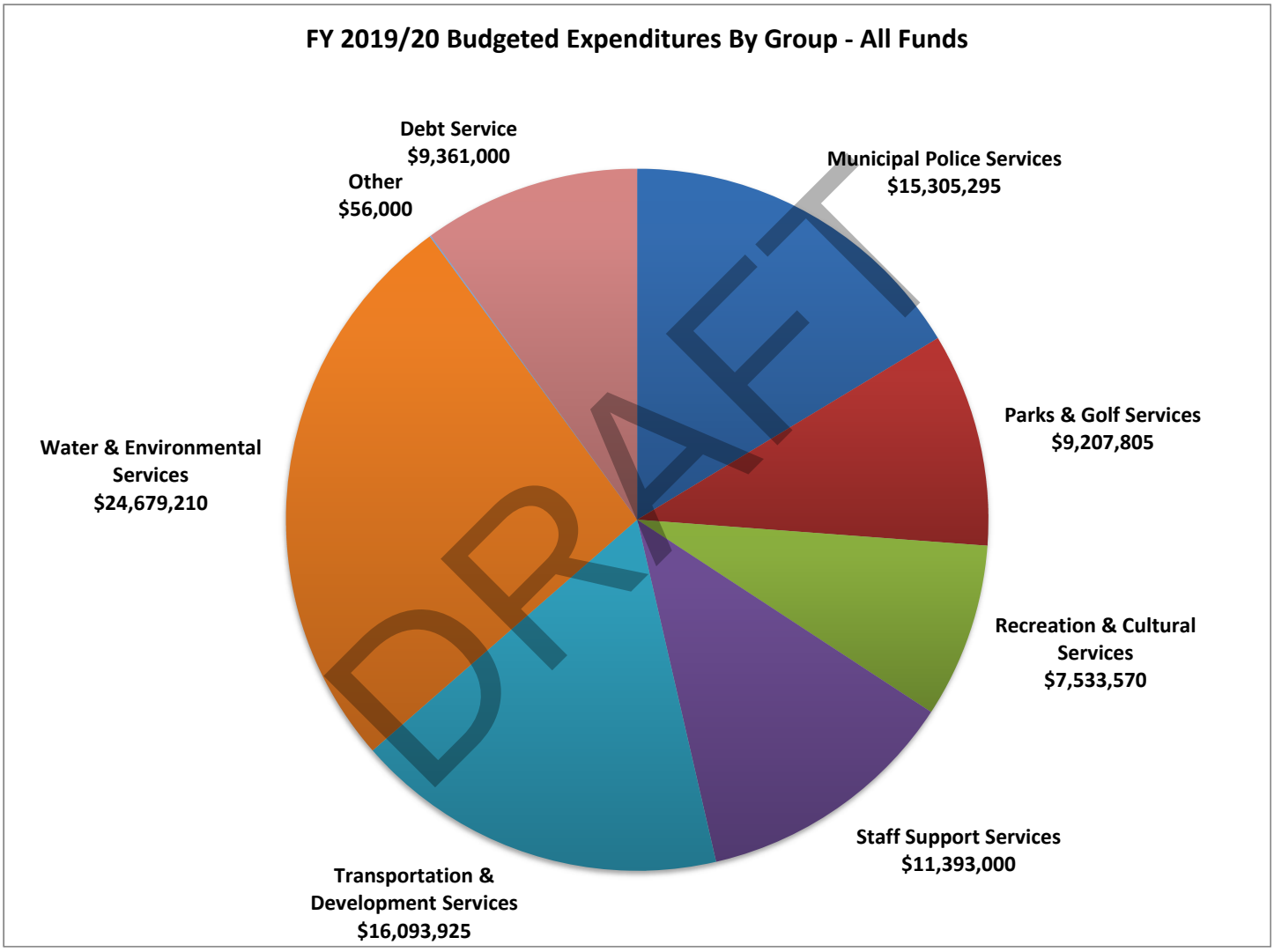
City of St. Peters
Expenditures by Group - All Funds
Budgeted Expenditures and Debt Service



CITY OF ST. PETERS
UNAPPROPRIATED FUND BALANCE ANALYSIS
GENERAL FUND

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$8,404,262**	**$11,646,404**	**$8,873,359**
Add: Revenues	37,406,723	34,907,950	35,781,550
Transfer In from Lakeside TIF Fund	2,667	0	0
Transfer In from Funds for Overhead/Fleet Allocation	2,258,700	2,227,100	2,280,600
Funds Available	**48,072,352**	**48,781,454**	**46,935,509**
Less: Expenditures	33,290,792	37,420,995	38,887,580
Transfer To(From) Reserves-			
City Hall Maintenance	0	(437,900)	(332,500)
Police Training Reserve	(20,503)	0	0
Prepaid Expenses Reserve	(1,424)	0	0
Community POST Program	(10,380)	0	0
Other	657,971	600,000	(200,000)
Transfer To Debt Service Fund	410,000	414,000	426,200
Transfer To Recreation Fund	182,509	180,000	180,000
Transfer To Capital Project Fund	50,000	0	0
Total Uses Of Funds	**34,558,965**	**38,177,095**	**38,961,280**
Ending Fund Balance Before Debt Service & Transfers Out	**13,513,387**	**10,604,359**	**7,974,229**
Debt Service	381,983	21,000	0
Transfer to Post Retirement Benefits Trust	985,000	1,210,000	637,000
Transfer to Contingency Reserve	500,000	500,000	10,000
Ending Fund Balance	**$11,646,404**	**$8,873,359**	**$7,327,229**

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CITY OF ST. PETERS
GENERAL FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Property Taxes	$7,797,006	$7,768,000	$7,954,200
Other Taxes	19,932,833	20,383,700	20,984,400
Licenses & Permits	3,200,304	1,100,000	1,100,000
Intergovernmental Revenue	3,758,829	3,375,000	3,375,000
Other Revenues	2,717,751	2,281,250	2,367,950
Total Revenue	**$37,406,723**	**$34,907,950**	**$35,781,550**

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CITY OF ST. PETERS
GENERAL FUND REVENUE BY LINE ITEM

DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
PROPERTY TAXES			
Property Tax-Real	$6,068,684	$6,074,500	6,230,900
Property Tax-Personal	1,169,148	1,157,000	1,186,800
Property Tax-R.R. & Util.(Local)	1,126	1,500	1,500
Property Tax-R.R. & Util.(State)	120,129	120,000	120,000
Merchants & Mfg. Surcharge	400,453	375,000	375,000
Tax Penalty/Interest	37,466	40,000	40,000
TOTAL PROPERTY TAXES	**7,797,006**	**7,768,000**	**7,954,200**
OTHER TAXES			
General Sales Tax	14,901,179	15,378,500	15,886,100
Tourism Tax	182,509	180,000	180,000
Utility Franchise Tax-Ameren UE	2,999,744	2,890,200	2,948,100
Gross Receipts Tax-Laclede Gas	935,688	969,000	988,400
Gross Receipts Tax-Cuivre River	89,567	90,000	91,800
Gross Receipts-Seminole Energy	2,742	6,000	6,000
Cablevision Tax	658,504	700,000	714,000
Cigarette Tax	162,900	170,000	170,000
TOTAL OTHER TAXES	**19,932,833**	**20,383,700**	**20,984,400**
LICENSES AND PERMITS			
Business Licenses	153,895	149,000	149,000
Special License Fees	29,805	25,000	25,000
Food Service License	52,819	55,000	55,000
Amusement Center License	14,970	10,000	10,000
Liquor Licenses	88,988	81,000	81,000
Peddlers Licenses	7,040	25,000	25,000
Licenses Fees	4,525	5,000	5,000
Reoccupancy Inspection Fees	59,090	60,000	60,000
Building Permits & Fees	2,192,788	600,000	600,000
Engineering Permits & Fees	576,910	75,000	75,000
Planning & Zoning Fees	19,474	15,000	15,000
TOTAL LICENSES AND PERMITS	**3,200,304**	**1,100,000**	**1,100,000**
INTERGOVERNMENTAL REVENUE			
Federal Grants	70,096	0	0
Local Grants/Contributions	750	0	0
Motor Vehicle Fuel Tax	1,410,461	1,400,000	1,400,000
Motor Vehicle Fees	719,751	650,000	650,000
Financial Instit. Intangible Tax	43,092	40,000	40,000
State Grants	4,952	0	0
County Road & Bridge	1,185,106	1,100,000	1,100,000
Metropolitan Park and Recreation District Grant	195,709	185,000	185,000
Federal Grants-DEA	68,514	0	0
Federal Grants-Police	60,398	0	0
TOTAL INTERGOVTMENTAL REVENUE	**3,758,829**	**3,375,000**	**3,375,000**

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CITY OF ST. PETERS
GENERAL FUND REVENUE BY LINE ITEM

DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
OTHER REVENUE			
Municipal Court Fines	835,985	850,000	850,000
Municipal Court Costs	68,594	70,000	70,000
Municipal Court Police Training	11,434	13,000	13,000
Municipal Court Forfeitures	73,486	72,000	72,000
False Alarm Fees	13,200	15,000	15,000
Contract Employment	112,006	90,000	90,000
Citizens' Police Academy Tuition	2,750	2,000	2,000
Other Police Programs	153,313	151,100	151,100
Sale of Police Reports	14,169	13,000	13,000
Health/Animal Control Fees	12,773	17,500	17,500
Interest Income	43,172	5,000	5,000
Arts Program Income	247,340	271,500	262,500
City Facility Rental Revenue	40,633	42,800	45,500
Parks Field & Lighting Fees & Pavilion Rental	182,455	187,700	187,700
Contributions	20,091	0	0
Contributions-Living Memorial	5,925	0	0
Contributions-Veterans Memorial	226	0	0
Tower Leases	158,234	156,250	156,250
Miscellaneous	721,965	324,400	417,400
TOTAL OTHER	**2,717,751**	**2,281,250**	**2,367,950**
TOTAL GENERAL FUND REVENUE	**$37,406,723**	**$34,907,950**	**$35,781,550**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$27,881,303	$30,032,000	$31,077,200
Employee Expenses	390,109	506,025	545,305
Community Expenses	35,000	35,000	35,000
Professional Services	851,792	1,349,905	1,293,655
Utilities	483,365	548,520	536,070
Repairs & Maintenance	1,183,814	1,510,200	1,530,065
Supplies & Other	1,742,521	2,009,970	1,831,235
Capital Expenditures	722,888	1,429,375	2,039,050
Total Expenditures	**$33,290,792**	**$37,420,995**	**$38,887,580**

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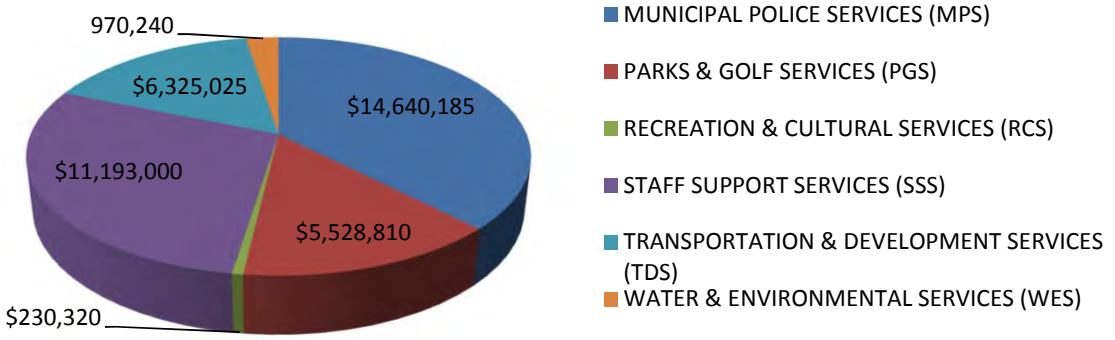
CITY OF ST. PETERS
SUMMARY OF EXPENDITURES BY DEPARTMENT
GENERAL FUND

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
MUNICIPAL POLICE SERVICES (MPS)			
Police	13,214,830	14,185,750	14,640,185
Total	**13,214,830**	**14,185,750**	**14,640,185**
PARKS & GOLF SERVICES (PGS)			
Parks-General	4,401,187	4,615,455	5,528,810
Total	**4,401,187**	**4,615,455**	**5,528,810**
RECREATION & CULTURAL SERVICES (RCS)			
Cultural Arts Centre	208,150	236,320	230,320
Total	**208,150**	**236,320**	**230,320**
STAFF SUPPORT SERVICES (SSS)			
Administration	5,844,794	7,250,430	7,290,260
Communications	1,125,839	1,272,960	1,359,095
Community & Economic Development	590,145	597,255	599,025
Governmental	1,029,494	1,353,350	1,348,650
Municipal Court	375,919	443,570	442,470
Prosecutor's Office	131,633	146,250	153,500
Total	**9,097,824**	**11,063,815**	**11,193,000**
TRANSPORTATION & DEVELOPMENT SERVICES (TDS)			
Engineering	1,903,342	2,203,230	2,065,480
Facilities Management	873,327	1,049,530	972,660
Health	693,650	906,040	841,685
Streets	2,084,456	2,217,900	2,445,200
Total	**5,554,775**	**6,376,700**	**6,325,025**
WATER & ENVIRONMENTAL SERVICES (WES)			
Vehicle & Equipment Maintenance	814,026	942,955	970,240
Total	**814,026**	**942,955**	**970,240**
TOTAL GENERAL FUND	**$33,290,792**	**$37,420,995**	**$38,887,580**



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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	11,876,172	12,667,600	13,158,700
Employee Expenses	184,070	179,470	183,295
Professional Services	61,528	75,265	70,065
Utilities	194,436	226,600	215,900
Repair & Maintenance	282,161	286,090	288,390
Supplies & Other	277,745	413,225	373,835
Capital Expenses	338,718	337,500	350,000
Total Police	**$13,214,830**	**$14,185,750**	**$14,640,185**

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CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Chief Of Police	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Corrections Officer	4.00	0.00	4.00	0.00	4.00	0.00	0	0
Lead Corrections Officer	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Municipal Youth Assistant	0.00	2.00	0.00	2.00	0.00	2.00	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	11.00	0.00	11.00	0.00	11.00	0.00	0	0
Police Dispatcher - Lead	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Lieutenant	6.00	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	58.00	0.00	58.00	0.00	58.00	0.00	0	0
Police Officer-Assigned to Detective Bureau	7.00	0.00	7.00	0.00	**8.00**	0.00	1 [A]	0
Police Officer-Assigned to Drug Task Force	2.00	0.00	2.00	0.00	2.00	0.00	0	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	4.00	6.00	4.00	6.00	4.00	0	0
Police Records Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Police Sergeant	9.00	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
Total	**116.00**	**6.00**	**116.00**	**6.00**	**116.00**	**6.00**	**1**	**0**
Full Time Equivalent	**119.61**		**119.61**		**120.61**		**1.00**	

Variance Explanations:
A: Added one full-time Police Officer-Assigned to Detective Bureau based on case workload.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Develop and implement measures to facilitate the hiring of qualified Police Officer candidates for the City of St. Peters Police Department. 1,3
   a. The purpose of the program is to identify potential applicants and to promote the professional atmosphere, excellent career opportunities, and employee benefits offered by the City of St. Peters. **(The department has implemented new processes to facilitate this objective. We have integrated the City's online application process for openings within the department. In addition, when we have multiple positions to fill, we are running open processes (no closing date) in order to attract suitable applicants. Our background investigations are prioritized in order to expedite the hiring procedure.)**
   b. The measures would comply with the policies of the City of St. Peters, and State and Federal regulations. **(Enhanced measures comply will all mandatory regulations.)**
2. Develop an emergency plan for the St. Peters Police Department to assure operational functionality in the event an unforeseen incident limits or precludes access to the St. Peters Justice Center. 1,3,4,5
   a. The plan will have contingency provisions for uninterrupted law enforcement functionality. The plan will serve as a guideline in the event the Police Department loses access to the Justice Center. **(A comprehensive plan has been developed and adopted which will allow day to day operations of the St. Peters Police Department to continue should unexpected access to the St. Peters Justice Center occur.)**
   b. Included in the plan will be the establishment of an alternate emergency operations site. This site will serve as the foundation for established components of the Police Department, including Field Operations, criminal investigations, Police records management, report writing, and communications. **(Alternative sites to house the various departments working from within the St. Peters Justice Center have been identified should the St. Peters Justice Center become uninhabitable. These alternative sites are listed in the plan.)**

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c. Contingency plans will also be included for other departmental components including evidence and property management, prisoner processing and interviewing, armory control, and departmental training. **(Contingency procedures have been developed and are detailed in this plan which allows for continuity of the various entities of the St. Peters Justice Center to continue to provide the necessary service to the community as deemed necessary with minimal interruption to services.)**

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. **(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 66 immediate Noteworthy awards to this point in FY19. These awards were celebrated during bi-annual, departmental awards luncheons.)**
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. **(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.)**
5. The City of St. Peters now subscribes to the St. Charles County Digital P25 Radio System and no longer maintains radio equipment for local communications. Due to upgrade of our county-wide system, the City of St. Peters is no longer the best agency to support the federal 25 Cities Radio Project. 3 1
   a. The St. Peters Police Department will facilitate discussions with the federal authorities and local communications partners to find a better location to support the 25 Cities Radio Project and its associated radio equipment. **(The Police Department has ongoing discussions with the FBI and other Federal agencies.)**
   b. The St. Peters Police Department will develop and implement a plan to transfer the 25 Cities Radio Project to a suitable agency. **(A plan is currently in development to transfer responsibility for the 25 Cities Radio Project back to the Federal government.)**
6. The St. Peters Police Department has utilized a use-of-force simulator system in its training programs since 2010. Our existing use-of-force simulator can no longer be supported by the manufacturer because the operating system is obsolete. The St. Peters Police Department will replace our use-of-force simulator with an updated system. This will permit us to continue to provide this simulated, use-of-force training. 3 1
   a. We will specify and purchase a replacement use-of-force simulator. **(The purchase and installation of updated software is complete. We have identified that a software upgrade to our existing system to be the most cost effective method for upgrading the simulator.)**
   b. We will successfully integrate the new use-of-force simulator into Department training programs. **(Two officers are being trained to give instruction on the device.)**

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CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

FY20 OBJECTIVES

1. Implement action plans for development of major businesses along Premier Parkway. 1,3
   a. The plan will identify and record facility locations along Premier Parkway.
   b. List and Identify Emergency contacts for facility managers.
   c. Develop security liaison contacts with onsite security personnel if present.
   d. Attempt to obtain basic floorplans of the premises to assist with departmental response.
   e. Coordinate with facility management to conduct walk-thru inspections of the facilities, prior to facility opening if feasible.
2. Explore potential accreditation through Missouri Police Chiefs Association. 1 2
   a. Identify the potential benefits of accreditation.
   b. Identify any initial and reoccurring financial costs associated with accreditation.
   c. Develop a plan to begin the accreditation process if deemed beneficial and cost effective.
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. Implement Taser replacement program. 1, 3 1
   a. Identify benefits of evolving Taser technologies.
   b. The replacement program will allow the department to purchase replacement units over a 4 year period, thereby minimizing financial impact to the City for a single purchase.
   c. Older Taser units will be retained for backup service until the replacement cycle is complete.
6. Continue proficient reporting of UCR, NIBRS, and MIBRS data. 3 2
   a. The requirements for reporting crime data are continuing evolving. The Police Department must remain current with these requirements through bulletins and training.
   b. Evaluate evolving techniques and technologies for reporting crime data to the various State and Federal agencies.
7. Enhance criminal investigations using facial recognition technology 1, 3 1
   a. Develop procedures to utilize existing facial recognition technology on the REJIS network.
   b. Assign an investigator to attend training presented by the FBI's CJIS Biometric Training Team.
8. Recent changes to State law (595.220 RSMo) have applied certain mandates in reference to the collection and testing of sexual assault kits. 1
   a. Develop procedure to coordinate local hospitals to ensure the timely collection and submission of rape kits.
   b. Perform an inventory of existing sexual assault kits in evidence and develop a procedure to ensure that the kits are maintained for the mandatory 30 year time period per statute.

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CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide a community safe from crime to work, live, and visit	# of FTE commissioned police officers per 1,000 population	1.63	1.67	1.67	1.67	1.67
		# of Neighborhood Watch groups	40	40	40	40	40
		# of Citizen Police Academy sessions taught	5	5	5	5	5
		# of graduates of Citizen Police Academy	125	125	125	125	125
		# of arrests	2,309	n/a*	2097	n/a*	n/a*
		% of criminal investigation cases cleared	95%	100%**	94%	100%**	100%**
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of motor vehicle accidents	1463	n/a*	1565	n/a*	n/a*
		% change in # of motor vehicle accidents from prior year	-8%	+/- 0%	+6%	+/- 0%	+/- 0%
	Be prepared and responsive to all emergency situations	# of police dispatchers	12	13	12	13	13
		Average police response time in minutes	3:39	< 4:00	3:26	< 4:00	< 4:00
		# of outdoor warning sirens	18	18	18	18	18
		# of outdoor warning siren tests performed	12	12	12	12	12
		# of emergency management exercises held	1	1	1	1	1
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	362	n/a*	449	n/a*	n/a*
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	98%	90%	98.5%	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.

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CITY OF ST. PETERS
GENERAL FUND – MPS
POLICE

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$7,995,673	$8,230,000	$8,846,000	$616,000	7%	Added one Police Officer position and estimate in market survey results and designation changes
51020	Salaries-Part Time	120,878	142,000	142,000	0	0	
51030	Salaries-Over Time	392,725	400,000	400,000	0	0	
51060	Salaries-Outside Employment	88,467	90,000	90,000	0	0	
51210	Payroll Tax-FICA	638,867	678,000	725,000	47,000	7%	Increased based on salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	36,215	38,400	39,900	1,500	4%	
51245	Workmen's Comp Claims	33,243	0	0	0	0	
51250	Medical Insurance	1,365,452	1,729,400	1,663,900	(65,500)	-4%	
51255	Vision Insurance	6,178	9,600	9,200	(400)	-4%	
51260	Dental Insurance	84,785	95,400	97,200	1,800	2%	
51265	Long Term Care Insurance	5,068	5,600	5,100	(500)	-9%	
51270	Life Insurance	13,993	14,500	15,400	900	6%	
51280	L T Disability	29,962	31,300	32,600	1,300	4%	
51290	Lagers Pension Expense	1,064,666	1,203,400	1,092,400	(111,000)	-9%	Rate of contribution decreased
	Total Salaries & Fringes	**11,876,172**	**12,667,600**	**13,158,700**	**491,100**	**4%**	
52100	Employee Uniforms	120,056	60,000	56,000	(4,000)	-7%	
52200	Employee Condiments	3,071	4,100	4,200	100	2%	
52300	Employee Dues/Licenses	2,246	2,900	2,900	0	0	
52400	Travel Expense	4,854	17,850	17,450	(400)	-2%	
52500	Employee Training Expenses	31,937	28,625	30,850	2,225	8%	
52550	Employee Training Expenses POST	15,879	60,745	63,545	2,800	5%	
52600	Employee Recognition	6,027	5,250	8,350	3,100	59%	
	Total Employee Expenses	**184,070**	**179,470**	**183,295**	**3,825**	**2%**	
54800	Prof Services-Other	61,528	75,265	70,065	(5,200)	-7%	Decrease in allocation of claims management fees
	Total Prof Services	**61,528**	**75,265**	**70,065**	**(5,200)**	**-7%**	
55100	Electric	114,433	125,900	125,900	0	0	
55500	Gas	35,129	47,000	40,000	(7,000)	-15%	Estimate based on current year usage and changes in utility rates
55800	Telephone	44,874	53,700	50,000	(3,700)	-7%	
	Total Utilities	**194,436**	**226,600**	**215,900**	**(10,700)**	**-5%**	
56050	Rep & Maint-Vehicles	67,111	61,900	61,900	0	0	
56100	Rep & Maint-Machinery & Equipment	196,942	208,215	210,515	2,300	1%	
56200	Rep & Maint-Building	18,108	15,975	15,975	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	**282,161**	**286,090**	**288,390**	**2,300**	**1%**	
57050	Supplies-Gasoline	105,890	130,000	130,000	0	0	
57100	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	3,000	3,000	3,000	0	0	
57250	Supplies-Office	12,626	12,000	12,200	200	2%	
57270	Supplies-Printing	10,137	11,200	11,200	0	0	
57300	Supplies-Operational	74,477	72,415	70,370	(2,045)	-3%	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	37,459	25,610	41,065	15,455	60%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	55	450	450	0	0	
57425	Regis Access & Connection Fee	0	0	0	0	0	
57450	Postage	3,630	4,200	4,200	0	0	
57470	DARE Expenses	0	300	300	0	0	
57500	Insurance	116,492	142,500	89,500	(53,000)	-37%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	(96,061)	0	0	0	0	
57550	Legal Notices/Advertising	0	100	100	0	0	
57780	Rentals Machinery & Equipment	9,658	10,750	10,750	0	0	
57920	Miscellaneous	382	700	700	0	0	
	Total Supplies & Other	**277,745**	**413,225**	**373,835**	**(39,390)**	**-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	29,932	10,500	0	(10,500)	-100%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	308,786	327,000	350,000	23,000	7%	Approved capital items for fiscal year
	Total Capital Expenses	**338,718**	**337,500**	**350,000**	**12,500**	**4%**	
	Total Police	**$13,214,830**	**$14,185,750**	**$14,640,185**	**$454,435**	**3%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	3,422,379	3,553,700	3,702,800
Employee Expenses	25,177	42,780	40,510
Professional Services	16,752	52,200	30,600
Utilities	95,092	104,700	103,100
Repair & Maintenance	386,390	535,800	536,800
Supplies & Other	410,320	326,275	315,000
Capital Expenses	45,077	0	800,000
Total Parks General	**$4,401,187**	**$4,615,455**	**$5,528,810**

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Laurel Park Playground

CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Parks Operations	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Manager of Parks & Golf Services	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
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	**14.00**	0	2 [A]
Parks Technician	12.00	0.00	12.00	0.00	**15.00**	0.00	3 [B]	0
Parks Worker	8.00	4.00	8.00	4.00	**5.00**	4.00	-3 [C]	0
Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Total	**32.00**	**18.00**	**32.00**	**18.00**	**32.00**	**20.00**	**0**	**2**
Full Time Equivalent	**43.54**		**43.54**		**44.98**		**1.44**	

Variance Explanations:

A: Added 3,000 hours to part-time Parks Services Representatives based on workload.

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

C: Allocation of Parks Technicians and Parks Workers fluctuates depending on when Workers meet the requirements to become a Technician.

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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
   (Ongoing.)
2. Continue our goal to achieve zero lost days for the department. 1
   (Ongoing.)
3. Maintain "Tree City USA" designation. 4
   (The City expects to receive this award in April for the 21st consecutive year.)
4. Continue to improve trail system throughout the City. 1,2 1
   (Woodlands Sports Park trails have been improved with safe crossings and Laurel Trail extension to McClay Road is under construction.)

FY20 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
4. Provide a high standard of maintenance to the trail system throughout the City to allow for safe public access while meeting recreational needs of park users. 2,4,5 1,2 3 4 2,4

CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of miles of hiking/biking trails	24.1	25	25	25.5	25.5
	Engage the community to improve health and wellness	# of playgrounds	19	19	20	20	20
		# of athletic field reservations	3,723	4,000	3852	4,000	4,000
	Provide for economic growth and stability	# of pavilion reservations	786	600	748	700	750
		# of gazebo reservations	81	100	72	100	100
	Maintain a visually attractive and vibrant City	# of acres of park land	1,284	1,284	1,284	1,284	1,284
		# of trees planted	335	150	284	200	200
		Achieved Tree City USA designation?	Yes	Yes	Yes	Yes	Yes
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	167	0	147	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	98%	90%	98%	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	64%	64%	72%	72%	72%
		% of households within ½-mile of a park or trail		97%	97%	97%	97%
	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%	100%

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CITY OF ST. PETERS
GENERAL FUND – PGS
PARKS GENERAL

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$2,033,501	$2,108,000	$2,222,000	$114,000	5%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	431,277	389,000	452,000	63,000	16%	Added 3,000 PSR hours and estimate in market survey results and designation changes
51030	Salaries-Over Time	42,807	55,000	55,000	0	0	
51210	Payroll Tax-FICA	185,947	195,000	209,000	14,000	7%	Increased based on salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	10,333	11,100	11,500	400	4%	
51245	Workmen's Comp Claims	45,915	0	0	0	0	
51250	Medical Insurance	369,163	476,300	421,700	(54,600)	-11%	Adjusted based on anticipated rates and employee selection of coverage
51255	Vision Insurance	1,333	2,100	2,100	0	0	
51260	Dental Insurance	23,745	26,600	23,900	(2,700)	-10%	
51265	Long Term Care Insurance	1,628	1,700	1,700	0	0	
51270	Life Insurance	3,904	4,000	4,200	200	5%	
51280	L T Disability	7,694	8,000	8,200	200	3%	
51290	Lagers Pension Expense	265,132	276,900	291,500	14,600	5%	Increased based on full-time salaries
	Total Salaries & Fringes	**3,422,379**	**3,553,700**	**3,702,800**	**149,100**	**4%**	
52100	Employee Uniforms	13,158	15,700	15,700	0	0	
52200	Employee Condiments	994	3,500	3,500	0	0	
52300	Employee Dues/Licenses	1,741	5,385	4,265	(1,120)	-21%	
52400	Travel Expense	1,664	3,500	3,500	0	0	
52500	Employee Training Expenses	4,413	10,935	10,935	0	0	
52600	Employee Recognition	3,207	3,760	2,610	(1,150)	-31%	
	Total Employee Expenses	**25,177**	**42,780**	**40,510**	**(2,270)**	**-5%**	
54200	Prof Services-Engineering	10,485	40,000	15,000	(25,000)	-63%	Trail bridge inspection and inspection of leak on City Centre lake in fiscal year 19
54400	Prof Services-Janitorial	0	0	0	0	0	
54800	Prof Services-Other	6,267	12,200	15,600	3,400	28%	
	Total Prof Services	**16,752**	**52,200**	**30,600**	**(21,600)**	**-41%**	
55100	Electric	38,421	45,000	41,500	(3,500)	-8%	
55160	Electric(Field Lighting)	40,629	45,000	45,000	0	0	
55500	Gas	9,395	8,500	10,000	1,500	18%	
55600	Water	92	0	0	0	0	
55650	Sewer	109	0	0	0	0	
55700	Waste Disposal	0	0	0	0	0	
55800	Telephone	6,446	6,200	6,600	400	6%	
	Total Utilities	**95,092**	**104,700**	**103,100**	**(1,600)**	**-2%**	
56050	Rep & Maint-Vehicles	46,610	45,000	45,000	0	0	
56100	Rep & Maint-Mach & Equip	48,148	58,400	58,400	0	0	
56200	Rep & Maint-Building	18,855	18,000	20,000	2,000	11%	
56300	Rep & Maint-Grounds/Parking	106,115	117,500	144,500	27,000	23%	Repair/replace City Centre waterfall pump in fiscal year 20
56310	Rep & Maint-Trails	121,396	166,900	166,900	0	0	
56320	Rep & Maint-Outside Lighting	323	5,000	5,000	0	0	
56330	Rep & Maint-Playgrnd/Rec Areas	22,361	78,000	50,000	(28,000)	-36%	Dardenne Park playground resurfacing replacement in fiscal year 19
56340	Rep & Maint-Tennis Courts	1,536	15,000	15,000	0	0	
56370	Rep & Maint-Road Right of Way	21,046	32,000	32,000	0	0	
	Total Repair & Maintenance	**386,390**	**535,800**	**536,800**	**1,000**	**0%**	
57050	Supplies-Gasoline	14,239	20,000	17,000	(3,000)	-15%	
57060	Supplies-Diesel	72,867	60,000	75,000	15,000	25%	Increased based on historical actual
57150	Supplies-Fert/Chem/Seed	55,497	50,000	50,000	0	0	
57250	Supplies-Office	1,149	3,000	3,000	0	0	
57270	Supplies-Printing	711	1,500	1,500	0	0	
57300	Supplies-Operational	51,892	65,000	65,000	0	0	
57310	Supplies-Janitorial	11,903	15,000	15,000	0	0	
57320	Supplies-Trees	55,581	25,000	25,000	0	0	
57350	Small Tools, Furniture, Equipment	10,054	14,175	8,900	(5,275)	-37%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	100	100	0	0	
57420	Operating License/Permits	0	0	0	0	0	
57450	Postage	56	500	500	0	0	
57500	Insurance	33,306	41,000	23,000	(18,000)	-44%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	43,793	0	0	0	0	
57550	Legal Notices/Advertising	515	1,000	1,000	0	0	
57780	Rentals Mach & Equip	58,733	30,000	30,000	0	0	
57920	Miscellaneous	24	0	0	0	0	
	Total Supplies & Other	**410,320**	**326,275**	**315,000**	**(11,275)**	**-3%**	
58100	Capital Exp-Land & Improvement	45,077	0	800,000	800,000	**	
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	**45,077**	**0**	**800,000**	**800,000**	******	
	Total Parks General	**$4,401,187**	**$4,615,455**	**$5,528,810**	**$913,355**	**20%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	153,316	180,900	173,500
Employee Expenses	679	1,300	1,150
Professional Services	31,218	35,000	35,000
Utilities	0	0	0
Repair & Maintenance	1,272	3,000	3,000
Supplies & Other	21,665	16,120	17,670
Capital Expenses	0	0	0
Total Cultural Arts Centre	**$208,150**	**$236,320**	**$230,320**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	5.00	0.00	5.00	0	0
Recreation Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Registration Specialist	0.00	0.00	0.00	3.00	0.00	3.00	0	0
Total	**1.00**	**8.00**	**1.00**	**8.00**	**1.00**	**8.00**	**0**	**0**
Full Time Equivalent	**3.88**		**4.97**		**4.97**		**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
   (Currently being met – Tea Talk with Linda Koenig (Remembering the Holocaust) & Art Show/Exhibition (Celebrating Heritage – a show featuring cultural and traditions).)

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

FY20 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
4. Develop programs and events that promote or showcase different cultures. 3

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	# of summer art camp participants	290	400	288	400	400
		# of bus tour/day trip participants	458	475	356	475	475
		# of theatre rentals	228	300	267	300	300
		# of special event registrants	1,566	1,350	1,643	1,700	2,000
		# of gazebo rentals	75	125	66	125	125
		# of facility rentals (excluding ongoing meetings, art classes, theatre events, and internal City meetings)	211	225	290	225	350
	Develop and maintain effective and efficient communication with our community	# of survey responses	566	400	493	650	650
		Customer Service Satisfaction	98%	90%	99%	90%	90%
	Develop a sense of community pride	# of visual artists	682	775	855	775	1000
		# of pieces of artwork displayed	2,040	2,300	3,524	2,300	3,600
		# of membership applicants	71	100	59	125	125
		# of volunteer hours	878	1,750	839	1,000	1000

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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 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$64,408	$65,000	$67,000	$2,000	3%	
51020	Salaries-Part Time	57,728	74,000	71,000	(3,000)	-4%	
51030	Salaries-Over Time	0	0	0	0	0	
51210	Payroll Tax-FICA	9,250	11,000	11,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	511	600	600	0	0	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	12,134	20,100	13,700	(6,400)	-32%	Anticipated changes in employee selection of coverage
51255	Vision Insurance	75	200	200	0	0	
51260	Dental Insurance	685	1,000	800	(200)	-20%	
51265	Long Term Care Insurance	72	100	100	0	0	
51270	Life Insurance	124	200	200	0	0	
51280	L T Disability	244	300	300	0	0	
51290	Lagers Pension Expense	8,085	8,400	8,600	200	2%	
	Total Salaries & Fringes	**153,316**	**180,900**	**173,500**	**(7,400)**	**-4%**	
52100	Employee Uniforms	0	200	200	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	320	300	350	50	17%	
52400	Travel Expense	68	300	250	(50)	-17%	
52500	Employee Training Expenses	100	100	100	0	0	
52600	Employee Recognition	191	400	250	(150)	-38%	
	Total Employee Expenses	**679**	**1,300**	**1,150**	**(150)**	**-12%**	
54800	Prof Services-Other	31,218	35,000	35,000	0	0	
	Total Prof Services	**31,218**	**35,000**	**35,000**	**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**	
56100	Rep & Maint-Machinery & Equipment	922	1,500	1,500	0	0	
56200	Rep & Maint-Building	350	1,500	1,500	0	0	
56300	Rep & Maint-Grounds/Parking	0	0	0	0	0	
	Total Repair & Maintenance	**1,272**	**3,000**	**3,000**	**0**	**0**	
57250	Supplies-Office	203	300	300	0	0	
57270	Supplies-Printing	437	350	400	50	14%	
57300	Supplies-Operational	3,315	5,000	5,000	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	9,121	0	0	0	0	
57370	Supplies-Merchandise	535	800	800	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	33	50	50	0	0	
57500	Insurance	1,665	2,200	3,700	1,500	68%	
57510	Insurance Claims	30	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57650	Sales Tax Expense	171	200	200	0	0	
57750	Rental Office Space	0	0	0	0	0	
57780	Rentals Machinery & Equipment	4,639	5,000	5,000	0	0	
57920	Miscellaneous	1,516	2,220	2,220	0	0	
	Total Supplies & Other	**21,665**	**16,120**	**17,670**	**1,550**	**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 Cultural Arts Centre	**$208,150**	**$236,320**	**$230,320**	**($6,000)**	**-3%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	4,452,163	4,808,800	5,022,800
Employee Expenses	83,814	132,520	166,060
Professional Services	320,075	405,460	416,800
Utilities	149,573	161,100	161,400
Repair & Maintenance	451,149	602,035	609,450
Supplies & Other	198,321	352,490	203,700
Capital Expenses	189,699	788,025	710,050
Total Administration	**$5,844,794**	**$7,250,430**	**$7,290,260**

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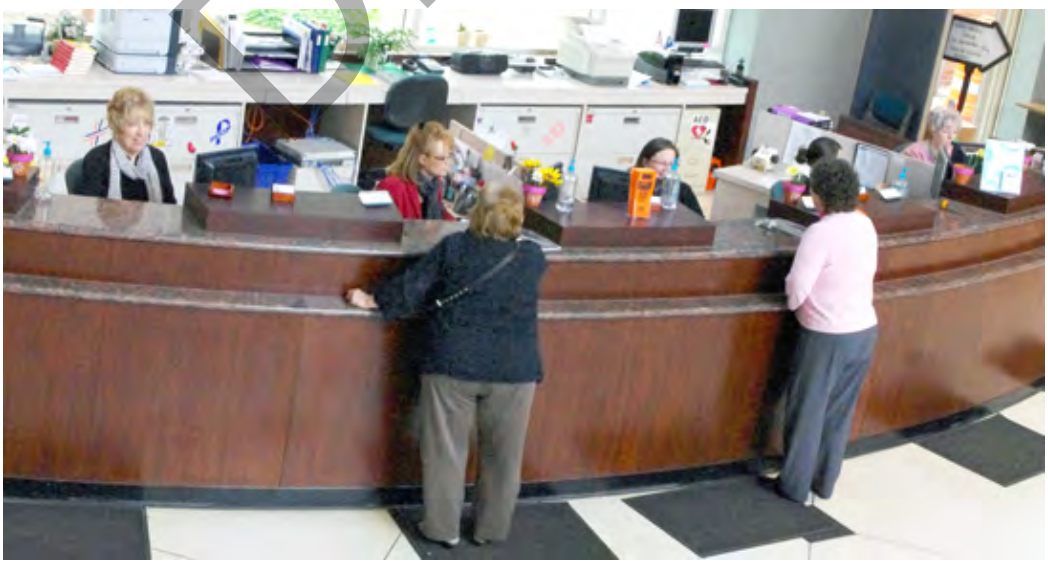

Citizen Action Center
located at City Hall

CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Accounting Clerk	1.00	2.00	1.00	2.00	1.00	**0.00**	0	-2 [A]
Accounting Manager	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Accounting Specialist	3.00	0.00	2.00	0.00	2.00	0.00	0	0
Accounts Payable Clerk	2.00	0.00	2.00	0.00	**0.00**	**2.00**	-2 [B]	2 [C]
Accounts Payable Specialist	0.00	0.00	0.00	0.00	**2.00**	0.00	2 [D]	0
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	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
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	1.00	3.00	1.00	3.00	1.00	3.00	0	0
Community Service Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0	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
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	1.00	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	1.00	0.00	1.00	0.00	1.00	0.00	0	0
I.T. Support Technician	1.00	0.00	1.00	0.00	1.00	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	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Municipal Youth Assistant	0.00	8.00	0.00	8.00	0.00	8.00	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 Specialist	1.00	1.00	1.00	1.00	1.00	1.00	0	0
Purchasing Clerk	1.00	0.00	2.00	0.00	2.00	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
Senior Programmer Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Technical Systems Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Volunteer & Training Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**40.00**	**16.00**	**41.00**	**16.00**	**41.00**	**16.00**	**0**	**0**
Full Time Equivalent	**48.65**		**49.65**		**49.65**		**0.00**	

Variance Explanations:

A: Converted two part-time Accounting Clerk positions to part-time Accounts Payable Clerk positions based on actual work being performed.

B: Converted two full-time Accounts Payable Clerk positions to full-time Accounts Payable Specialist positions based on actual work being performed.

C: Converted two part-time Accounting Clerk positions to part-time Accounts Payable Clerk positions based on actual work being performed.

D: Converted two full-time Accounts Payable Clerk positions to full-time Accounts Payable Specialist positions based on actual work being performed.

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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
   (Ongoing.)
3. Continue to respond to citizen concerns within seventy-two hours. 1 1
   (Ongoing.)
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
   (Ongoing – intend to perform an internal audit of grant revenue.)
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. **(Ongoing.)**
   b. Perform security and network upgrades:
      i. Implement solutions as necessary to resolve security concerns. **(Ongoing.)**
      ii. Upgrade EOL equipment and enhance port level security. **(Ongoing.)**
      iii. Upgrade all desktop devices to Windows 10 Operating System & provide training to staff. **(Begin with PC order Summer 2019.)**
      iv. Upgrade citywide phone system. **(Summer/Fall 2019.)**
      v. Upgrade our virtual server environment with adequate disk space to grow in the future and at the same time replace equipment reaching end-of-life in a cost effective manner with newer technology. This also provides secondary location to access critical data and applications in the event of a disaster. **(Spring 2019.)**
   c. Implement CitizenServe application assisting departments in providing more seamless interaction with the residents, developers, and business owners. **(Kickoff Jan. 2019 – ongoing.)**
   d. Perform PCI DSS compliancy audits quarterly and implement recommended changes. **(Ongoing.)**
   e. Upgrade our data duplication platform to replace equipment that is reaching end of life maintaining our disaster readiness & efficient transfer of data. **(Spring 2019.)**
   f. Evaluate new voice call recording solution for Justice Center. **(Upgrading current system – Summer 2019.)**
   g. Implement cybersecurity awareness training program for all city employees who regularly access a computer as part of their job duties, including formal training sessions bi-annually and regular cybersecurity messages ongoing. **(Ongoing.)**
   h. Evaluate document imaging solutions. **(Fall 2019.)**
   i. Evaluate mobile applications city-wide and how best to update data collected in the field. **(Ongoing.)**
   j. Implement City Wi-Fi for employee use in approved facilities. **(Fleet – Summer 2019.)**
   k. Assist in city-wide departmental technology initiatives. **(Ongoing.)**
   l. Expand internet capabilities for enhanced business applications. **(Ongoing – as needed.)**
   m. Evaluate and implement applicant tracking software. **(Spring 2019.)**
   n. 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. **(Ongoing.)**

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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
(Ongoing.)
8. Ensure that all City departments are adhering to State and City guidelines for retaining and destroying records in a timely manner. 3
(Ongoing.)
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
(Begin steps to review business license applications for future implementation of Citizenserve.)
10. Continue ongoing efforts to ensure compliance with State, County, and City licensing regulations. 1
(Ongoing review of code and compliance efforts for future amendments.)
11. Maintain adequate volunteer program to ensure there are qualified volunteers to support internal needs and special events. 1 2 1 1
(Ongoing.)
12. Attract and retain the highest qualified individuals to provide excellent customer service and professional services to the public. 1
(Ongoing.)
13. Provide and encourage staff training and development to meet City and position criteria and individual development of City employees. 1
(Ongoing.)

FY20 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:
        i. Implement solutions as necessary to resolve security concerns.
        ii. Upgrade EOL equipment and enhance port level security.
        iii. Upgrade all desktop devices to Windows 10 Operating System & provide training to staff.
        iv. Begin the citywide phone system hardware switches and handsets upgrade.
        v. Upgrade our virtual environment with necessary Microsoft client and server licenses due to product end-of-life and in addition upgrade our City Hall server with faster processors and memory to continue to meet the changing needs of city departments.
    c. Continue implementation and configuration of CitizenServe application assisting departments in providing more seamless interaction with the residents, developers, and business owners.
    d. Perform PCI DSS compliancy audits quarterly and implement recommended changes.
    e. Upgrade our data duplication platform to replace equipment that is reaching end of life maintaining our disaster readiness and efficient transfer of data.

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f. Continue cybersecurity awareness training program for all city employees who regularly access a computer as part of their job duties, including formal training sessions bi-annually and regular cybersecurity messages ongoing.
g. Evaluate mobile applications city-wide and how best to update data collected in the field.
h. Implement City Wi-Fi for employee use in approved facilities.
i. Assist in city-wide departmental technology initiatives.
    i. Evaluate Event Management software and assist with selection and implementation.
j. 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
    a. Streamline hiring process.
13. Provide and encourage staff training and development to meet City and position criteria and individual development of City employees. 1
    a. Conduct at least one citywide training event.

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CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	# of businesses in the City	2,315	2,300	2,315	2,325	2,325
	Maintain and enhance employee First Program (all internal organizations)	# in Decade Club (10 years with City)	399	n/a	416	n/a	n/a
		# in Silver Anniversary Club (25 years with City)	101	n/a	107	n/a	n/a
		# of special recognition awards to employees for outstanding contributions or accomplishments in their jobs: Unit Citations/Outstanding Performance/Above & Beyond	51	42	4/7/0	20	20
		Attracted and retained the highest qualified individuals to provide excellent customer service and professional services to the public?	Yes	Yes	Yes	Yes	Yes
		Low turnover rate for full-time positions (includes retirement, resignation, and termination)	4.07%	5%	7%	5%	5%
		Total employment applications processed	1,916	2,400	3,175	2,400	2,400
		Total employees hired	148	150	230	150	150
		Average rate for IT helpdesk requests closed/completed within 72 hours	98%	100%	98%	100%	100%
	Develop and maintain effective and efficient communication with our community	Update City Code biannually	Yes	Yes	Yes	Yes	Yes
		Public Record Requests processed annually	499	500	491	500	500
		Timeliness of public record responses	Yes	Yes	Yes	Yes	Yes
		# of phone calls handled by Citizen Action Center	25,861	25,000	24,891	25,000	25,000
		Citizen Concerns Received	277	0	245	0	0
		% of Concerns Responded to Within 72 Hours	99%	100%	99%	100%	100%
		Customer Service Satisfaction	98%	90%	98%	90%	90%
	Develop a sense of community pride	# of volunteer hours (events may vary by year impacting hours)	6,581	7,500	7,766	7,500	7,500
		# of volunteers (events may vary by year impacting number of volunteers)	780	1,000	1,420	1,000	1,000

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CITY OF ST. PETERS
GENERAL FUND – SSS
ADMINISTRATION

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$3,067,241	$3,161,000	$3,331,000	$170,000	5%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	227,064	294,000	298,000	4,000	1%	
51030	Salaries-Over Time	17,881	10,000	10,000	0	0	
51210	Payroll Tax-FICA	238,428	265,000	278,000	13,000	5%	Increased based on salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	14,105	15,000	15,300	300	2%	
51245	Workmen's Comp Claims	0	46,000	46,000	0	0	
51250	Medical Insurance	451,088	560,000	561,700	1,700	0%	
51255	Vision Insurance	2,097	3,000	3,100	100	3%	
51260	Dental Insurance	27,412	29,100	31,900	2,800	10%	
51265	Long Term Care Insurance	2,407	2,600	2,400	(200)	-8%	
51270	Life Insurance	7,618	5,100	5,400	300	6%	
51280	L T Disability	11,304	12,100	12,300	200	2%	
51290	Lagers Pension Expense	385,518	405,900	427,700	21,800	5%	Increased based on full-time salaries
	Total Salaries & Fringes	**4,452,163**	**4,808,800**	**5,022,800**	**214,000**	**4%**	
52100	Employee Uniforms	684	1,000	1,000	0	0	
52200	Employee Condiments	1,817	3,500	2,500	(1,000)	-29%	
52300	Employee Dues/Licenses	5,068	6,510	7,190	680	10%	
52400	Travel Expense	11,138	20,750	21,770	1,020	5%	
52500	Employee Training Expenses	10,210	38,060	40,350	2,290	6%	
52600	Employee Recognition	3,997	3,200	3,700	500	16%	
52610	Employee Recognition-General	31,977	34,500	69,550	35,050	102%	Moved employee wellness program budget from professional services-other account
52620	Employee Safety Programs	18,923	25,000	20,000	(5,000)	-20%	Decreased based on historical actual
	Total Employee Expenses	**83,814**	**132,520**	**166,060**	**33,540**	**25%**	
54300	Prof Services-Data Processing	67,811	125,360	145,800	20,440	16%	Added support help with IT upgrades and HR pre-employment online screening
54600	Prof Services-Tax Collection	115,771	110,000	110,000	0	0	
54800	Prof Services-Other	136,493	170,100	161,000	(9,100)	-5%	Moved employee wellness program budget to employee recognition account
	Total Prof Services	**320,075**	**405,460**	**416,800**	**11,340**	**3%**	
55100	Electric	116,892	122,700	122,700	0	0	
55500	Gas	3,165	3,200	3,500	300	9%	
55800	Telephone	29,516	35,200	35,200	0	0	
	Total Utilities	**149,573**	**161,100**	**161,400**	**300**	**0%**	
56050	Rep & Maint-Vehicles	328	1,800	1,800	0	0	
56100	Rep & Maint-Machinery & Equipment	7,346	11,850	11,550	(300)	-3%	
56110	Rep & Maint-Computer Hardware & Software	438,165	568,385	581,100	12,715	2%	Added Police call recording software and prices of other subscription services increased
56200	Rep & Maint-Building	5,310	20,000	15,000	(5,000)	-25%	R&M for Purchasing/Finance areas in fiscal year 19
56320	Rep & Maint-Outside Lighting	0	0	0	0	0	
	Total Repair & Maintenance	**451,149**	**602,035**	**609,450**	**7,415**	**1%**	
57050	Supplies-Gasoline	574	2,000	2,000	0	0	
57060	Supplies-Diesel	0	0	0	0	0	
57250	Supplies-Office	16,050	25,000	19,750	(5,250)	-21%	Decreased based on historical actual
57270	Supplies-Printing	15,467	24,250	15,900	(8,350)	-34%	Decreased based on historical actual
57300	Supplies-Operational	32,295	48,450	38,450	(10,000)	-21%	Decreased based on historical actual
57350	Small Tools, Furniture, Equipment	22,088	57,790	3,975	(53,815)	-93%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	863	1,300	825	(475)	-37%	
57450	Postage	24,514	44,000	44,000	0	0	
57500	Insurance	50,826	55,700	33,600	(22,100)	-40%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	(6,388)	0	0	0	0	
57550	Legal Notices/Advertising	27,576	45,000	10,000	(35,000)	-78%	Decreased due to HR no longer advertising job postings in newspaper
57780	Rentals Machinery & Equipment	1,102	2,000	2,200	200	10%	
57900	Contingency	(10)	32,000	15,000	(17,000)	-53%	
57920	Miscellaneous	13,364	15,000	18,000	3,000	20%	
	Total Supplies & Other	**198,321**	**352,490**	**203,700**	**(148,790)**	**-42%**	
58100	Capital Exp-Land & Improvement	0	209,000	0	(209,000)	-100%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	0	228,900	332,500	103,600	45%	
58300	Capital Exp-Furniture & Fixtures	18,468	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	171,231	350,125	377,550	27,425	8%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**189,699**	**788,025**	**710,050**	**(77,975)**	**-10%**	
	Total Administration	**$5,844,794**	**$7,250,430**	**$7,290,260**	**$39,830**	**1%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	894,747	1,021,300	1,052,300
Employee Expenses	2,098	3,150	7,350
Professional Services	6,394	11,160	22,770
Utilities	23,934	29,800	29,800
Repair & Maintenance	22,324	33,900	38,000
Supplies & Other	108,241	108,150	116,875
Capital Expenses	68,101	65,500	92,000
Total Communications	**$1,125,839**	**$1,272,960**	**$1,359,095**

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CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Audio Visual Engineering Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Audio Visual Engineering Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Communications Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Communication/Public Relations Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	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	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Multimedia Communications Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Municipal Youth Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0	0
TV Program & Event Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
TV Program Development Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0	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	**9.00**	**5.00**	**9.00**	**5.00**	**9.00**	**5.00**	**0**	**0**
Full Time Equivalent	**11.14**		**10.96**		**10.96**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Achieved and ongoing.)
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 2019 special events (Celebrate St. Peters, Sunset Fridays, Veterans Memorial Commission events, etc.) My Hometown magazine, UpFront e-newsletter, posters and flyers at City locations, special events programs, artwork for various items; PSAs, stories on televised programs, bulletin board announcements on SPTV and City website; City electronic message boards on Mexico Road and other communications as av 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
   (Achieved and ongoing.)
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
   (Achieved and ongoing.)
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.)

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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.)
10. Provide marketing and communications support to new City amenities including "The Cove at St. Peters" outdoor aquatic center and the expansions and event center at the St. Peters Golf Club. 1 1 1
    (Achieved and ongoing.)

FY20 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 2020 special events (Celebrate St. Peters, Sunset Fridays, Veterans Memorial Commission events, etc.) My Hometown magazine, UpFront e-newsletter, posters and flyers at City locations, special events programs, artwork for various items; PSAs, stories on televised programs, bulletin board announcements on SPTV and City website; City electronic message boards on Mexico Road and other communications 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

Click here to

WATCH SPTV
St. Peters TeleVision
ONLINE

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CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Engage the community to improve health and wellness	Rec-Plex monthly e-Newsletter *News You Can Use*	12	12	12	12	12
	Provide for economic growth and stability	Economic Update (new monthly publication started March 2016)	12	12	12	12	12
	Develop and maintain effective and efficient communication with our community	# of issues of My Hometown magazine	5	5	5	5	5
		# of special mailers – Leisure Line and Celebrate St. Peters	3	3	4	3	3
		# of issues of UpFront e-Newsletter	12	12	12	12	12
		# of other subscriptions e-newsletters (arts, sports, golf, volunteers, etc.)	27	25	23*	25	25
		SPTV (St. Peters TeleVision) UpFront and Ward Update broadcasts	52	50	54	50	50
		Citizen Concerns Received	0	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	100%	n/a	100%	100%
		Customer Service Satisfaction	99%	90%	99	90%	90%
	Develop a sense of community pride	Estimated # of Celebrate St. Peters event attendees	24,000	30,000	35,000	30,000	30,000
		Estimated # of Sunset Friday concert attendees	6,440	4,000	6,325	4,000	4,000
		Tree Lighting Ceremony	1	1	1	1	1
		Veterans Memorial Commission events	3	3	3	3	3

* Fewer newsletters sent out due to needs of respective departments.

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CITY OF ST. PETERS
GENERAL FUND – SSS
COMMUNICATIONS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$583,812	$633,000	$657,000	$24,000	4%	
51020	Salaries-Part Time	65,624	70,000	72,000	2,000	3%	
51030	Salaries-Over Time	8,565	10,000	10,000	0	0	
51210	Payroll Tax-FICA	48,579	55,000	57,000	2,000	4%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,966	3,100	3,100	0	0	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	104,872	154,900	154,500	(400)	0%	
51255	Vision Insurance	515	900	900	0	0	
51260	Dental Insurance	5,952	7,700	8,100	400	5%	
51265	Long Term Care Insurance	485	600	600	0	0	
51270	Life Insurance	1,004	1,200	1,200	0	0	
51280	L T Disability	2,192	2,500	2,500	0	0	
51290	Lagers Pension Expense	70,181	82,400	85,400	3,000	4%	
	Total Salaries & Fringes	**894,747**	**1,021,300**	**1,052,300**	**31,000**	**3%**	
52100	Employee Uniforms	662	400	400	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	0	0	0	0	0	
52400	Travel Expense	45	1,500	1,500	0	0	
52500	Employee Training Expenses	258	700	4,450	3,750	536%	
52600	Employee Recognition	1,133	550	1,000	450	82%	
	Total Employee Expenses	**2,098**	**3,150**	**7,350**	**4,200**	**133%**	
54800	Prof Services-Other	6,394	11,160	22,770	11,610	104%	Moved budget for citywide TV service out of Admin dept. and added SCALA system migration
	Total Prof Services	**6,394**	**11,160**	**22,770**	**11,610**	**104%**	
55100	Electric	21,933	25,100	25,100	0	0	
55500	Gas	1,418	3,200	3,200	0	0	
55800	Telephone	583	1,500	1,500	0	0	
	Total Utilities	**23,934**	**29,800**	**29,800**	**0**	**0**	
56050	Rep & Maint-Vehicles	486	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	21,478	32,900	37,000	4,100	12%	
56200	Rep & Maint-Building	360	1,000	1,000	0	0	
	Total Repair & Maintenance	**22,324**	**33,900**	**38,000**	**4,100**	**12%**	
57050	Supplies-Gasoline	374	500	500	0	0	
57250	Supplies-Office	764	2,800	2,800	0	0	
57270	Supplies-Printing	26,308	31,000	31,225	225	1%	
57300	Supplies-Operational	27,874	21,050	32,050	11,000	52%	Increased budget for toner based on actual spent in prior year
57350	Small Tools, Furniture, Equipment	13,430	8,900	15,800	6,900	78%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	332	300	300	0	0	
57450	Postage	25,156	27,100	25,300	(1,800)	-7%	
57500	Insurance	9,533	11,500	3,900	(7,600)	-66%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	77	0	0	0	0	
57550	Legal Notices/Advertising	2,977	4,000	4,000	0	0	
57780	Rentals Machinery & Equipment	0	400	400	0	0	
57920	Miscellaneous	1,416	600	600	0	0	
	Total Supplies & Other	**108,241**	**108,150**	**116,875**	**8,725**	**8%**	
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	68,101	65,500	92,000	26,500	40%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**68,101**	**65,500**	**92,000**	**26,500**	**40%**	
	Total Communications	**$1,125,839**	**$1,272,960**	**$1,359,095**	**$86,135**	**7%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	417,352	407,500	417,700
Employee Expenses	2,241	5,825	5,825
Professional Services	26,475	13,400	8,700
Utilities	0	0	0
Repair & Maintenance	44	500	500
Supplies & Other	144,033	170,030	166,300
Capital Expenses	0	0	0
Total Community & Economic Development	**$590,145**	**$597,255**	**$599,025**

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Director of Planning, Community, & Economic Dvlp.	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Intern	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Planning Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**3.00**	**1.00**	**3.00**	**1.00**	**3.00**	**1.00**	**0**	**0**
Full Time Equivalent	**3.36**		**3.36**		**3.36**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Achieved and ongoing.)
2. Evaluate and continue to implement standards for continuous improvement in quality customer service. Maintain 90%+ on all customer service reviews. 1 1
   (Achieved and ongoing.)
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
   (Code change made in June, 2018; 2019 work session to be held as needed.)
4. Emphasize continued training of staff to maintain certifications. 1
   (Achieved.)
5. Continue economic development activities including: 1 2
   a. Marketing of available sites and buildings within the City, including responses to Requests For Proposal.
   (Achieved and ongoing.)

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b. Marketing appropriate sites for a mix of housing types.
(Achieved and ongoing.)
c. Updating building and property inventory and web page.
(Vacancy rates reviewed; site inventory to be updated Summer 2019.)

6. Assist with the implementation of Citizenserve. 1 1 2

FY20 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. 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.
6. Assist with the implementation of Citizenserve. 1 1 2

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	Approved site development plans	25	20	29	25	25
	Maintain a visually attractive and vibrant City	Approved building elevations (new or substantial modifications)	28	25	33	25	25
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	114	0	137	0	0
		% of Concerns Responded to Within 72 Hours	95%	100%	96%	100%	100%
		Customer Service Satisfaction	n/a	90%	100%	90%	90%
	Develop and support full life-cycle housing	# of single family residential housing units	16,809	17,150	16,836	16,851	16,861
	Develop and support full life-cycle housing	# of multi-family residential housing units	6,390	6,500	6,731	7,300	7,450

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$285,709	$286,000	$296,000	$10,000	3%	
51020	Salaries-Part Time	4,333	9,000	11,000	2,000	22%	
51030	Salaries-Over Time	22	0	0	0	0	
51210	Payroll Tax-FICA	21,539	23,000	23,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,170	1,300	1,300	0	0	
51245	Workmen's Comp Claims	24,954	0	0	0	0	
51250	Medical Insurance	38,442	47,100	44,000	(3,100)	-7%	
51255	Vision Insurance	183	300	300	0	0	
51260	Dental Insurance	2,232	2,400	2,500	100	4%	
51265	Long Term Care Insurance	167	200	200	0	0	
51270	Life Insurance	373	400	400	0	0	
51280	L T Disability	1,078	1,100	1,100	0	0	
51290	Lagers Pension Expense	37,150	36,700	37,900	1,200	3%	
	Total Salaries & Fringes	**417,352**	**407,500**	**417,700**	**10,200**	**3%**	
52100	Employee Uniforms	0	150	150	0	0	
52300	Employee Dues/Licenses	1,247	1,490	1,490	0	0	
52400	Travel Expense	684	1,960	1,960	0	0	
52500	Employee Training Expenses	260	2,125	2,125	0	0	
52600	Employee Recognition	50	100	100	0	0	
	Total Employee Expenses	**2,241**	**5,825**	**5,825**	**0**	**0**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	20,000	0	0	0	0	
54800	Prof Services-Other	6,475	13,400	8,700	(4,700)	-35%	
	Total Prof Services	**26,475**	**13,400**	**8,700**	**(4,700)**	**-35%**	
55800	Telephone	0	0	0	0	0	
	Total Utilities	**0**	**0**	**0**	**0**	**0**	
56050	Rep & Maint-Vehicles	44	500	500	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
	Total Repair & Maintenance	**44**	**500**	**500**	**0**	**0**	
57050	Supplies-Gasoline	221	2,000	1,000	(1,000)	-50%	
57060	Supplies-Diesel	0	0	0	0	0	
57250	Supplies-Office	79	0	100	100	**	
57270	Supplies-Printing	346	1,500	1,500	0	0	
57300	Supplies-Operational	110	100	100	0	0	
57350	Small Tools, Furniture, Equipment	0	0	1,200	1,200	**	
57400	Books/Periodicals/Subscriptions	0	230	200	(30)	-13%	
57450	Postage	0	0	0	0	0	
57500	Insurance	3,780	4,700	700	(4,000)	-85%	
57510	Insurance Claims	11	0	0	0	0	
57550	Legal Notices/Advertising	56	0	0	0	0	
57920	Miscellaneous	139,430	161,500	161,500	0	0	
	Total Supplies & Other	**144,033**	**170,030**	**166,300**	**(3,730)**	**-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	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**0**	**0**	**0**	**0**	**0**	
	Total Community & Economic Development	**$590,145**	**$597,255**	**$599,025**	**$1,770**	**0%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	326,201	336,500	338,400
Employee Expenses	52,019	56,250	56,250
Community Expenses	35,000	35,000	35,000
Professional Services	326,507	658,100	607,600
Utilities	10,201	10,800	10,800
Repair & Maintenance	0	0	0
Supplies & Other	279,566	256,700	300,600
Capital Expenses	0	0	0
Total Governmental	**$1,029,494**	**$1,353,350**	**$1,348,650**

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	5.00	0.00	5.00	0.00	5.00	0	0
Planning and Zoning Commission	0.00	10.00	0.00	10.00	0.00	10.00	0	0
Total	**0.00**	**26.00**	**0.00**	**26.00**	**0.00**	**26.00**	**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 1,2,3 1
   (Ongoing.)
5. Ensure continued implementation of promised "Prop P" projects.
   5 3 4 1 1
   (Ongoing.)

Safe Healthy Prosperous Sustainable Innovative Connected Community

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6. Maintain low tax rate and user rates for City provided services. 2
(Ongoing.)
7. Support the City's STEAM management system. 1
(Ongoing.)
8. Provide continuing education opportunities for elected and appointed officials. 3
(Ongoing.)

FY20 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. Maintain low tax rate and user rates for City provided services. 2
6. Support the City's STEAM management system. 1
7. Provide continuing education opportunities for elected and appointed officials. 3

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Maintain low tax rates and user fees	Adopted a balanced budget?	Yes	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	Yes
	Develop and maintain effective and efficient communication with our community	Board of Aldermen Meetings & Work Sessions	41	40	40	40	40
		Board of Adjustments Meetings	11	10	11	10	10
		Planning & Zoning Commission Meetings	12	12	12	12	12
		Citizen Concerns Received	495	600	548	500	500
		% of Concerns Responded to Within 72 Hours	98%	100%	96%	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	Yes

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CITY OF ST. PETERS
GENERAL FUND – SSS
GOVERNMENTAL

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
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	
51040	Salaries-Elected & Appointed	208,207	213,000	216,000	3,000	1%	
51210	Payroll Tax-FICA	15,115	16,000	17,000	1,000	6%	
51240	Workmen's Comp Insurance	859	900	900	0	0	
51245	Workmen's Comp Claims	2,200	0	0	0	0	
51250	Medical Insurance	72,784	77,500	74,500	(3,000)	-4%	
51255	Vision	452	500	700	200	40%	
51260	Dental Insurance	5,220	5,300	5,700	400	8%	
51265	Long Term Care	930	1,000	1,000	0	0	
51270	Life Insurance	1,118	300	600	300	100%	
51280	L T Disability	0	0	0	0	0	
51290	Lagers Pension Expense	19,316	22,000	22,000	0	0	
	Total Salaries & Fringes	**326,201**	**336,500**	**338,400**	**1,900**	**1%**	
52100	Employee Uniforms	481	900	900	0	0	
52300	Employee Dues/Licenses	17,569	18,350	18,350	0	0	
52400	Travel Expense	26,079	27,500	27,500	0	0	
52500	Employee Training Expenses	5,359	6,000	6,000	0	0	
52600	Employee Recognition	2,531	3,500	3,500	0	0	
	Total Employee Expenses	**52,019**	**56,250**	**56,250**	**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	189,765	450,000	450,000	0	0	
54500	Prof Services-Election Expense	41,919	40,000	40,000	0	0	
54610	Prof Services-Assessment Expense	48,022	45,000	45,000	0	0	
54800	Prof Services-Other	46,801	123,100	72,600	(50,500)	-41%	Removed transportation expense to supplement CDBG program until other funding sources are exhausted
	Total Prof Services	**326,507**	**658,100**	**607,600**	**(50,500)**	**-8%**	
55800	Telephone	10,201	10,800	10,800	0	0	
	Total Utilities	**10,201**	**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	6	400	0	(400)	-100%	
57270	Supplies-Printing	113	0	0	0	0	
57300	Supplies-Operational	2,342	2,000	1,400	(600)	-30%	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	95	300	300	0	0	
57450	Postage	0	100	100	0	0	
57500	Insurance	2,770	3,400	49,300	45,900	1350%	Adjusted method of allocation of insurance
57510	Insurance Claims	(1)	0	0	0	0	
57550	Legal Notices/Advertising	20,838	25,000	25,000	0	0	
57600	Uncollectable Taxes	7,834	8,500	7,500	(1,000)	-12%	
57920	Miscellaneous	245,569	217,000	217,000	0	0	
	Total Supplies & Other	**279,566**	**256,700**	**300,600**	**43,900**	**17%**	
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	**$1,029,494**	**$1,353,350**	**$1,348,650**	**($4,700)**	**0%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	354,902	396,200	398,200
Employee Expenses	2,714	8,650	8,850
Professional Services	2,775	6,520	5,820
Utilities	0	0	0
Repair & Maintenance	0	0	0
Supplies & Other	15,528	32,200	29,600
Capital Expenses	0	0	0
Total Municipal Court	**$375,919**	**$443,570**	**$442,470**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	3.00	1.00	3.00	1.00	3.00	1.00	0	0
Municipal Youth Assistant	0.00	2.00	0.00	1.00	0.00	1.00	0	0
Total	**4.00**	**3.00**	**4.00**	**2.00**	**4.00**	**2.00**	**0**	**0**
Full Time Equivalent	**5.44**		**5.08**		**5.08**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue to emphasize safety to maintain zero lost days. 1
   (Ongoing.)
2. Evaluate and continue to implement standards for continuous improvement in quality customer service. Maintain 90%+ on all customer service reviews. 1 1
   (No surveys received to date.)
3. Continue to monitor legislative changes that effect the operation of the municipal court. 3
   (Ongoing.)
4. Emphasize continued training of staff to maintain certifications and to ensure compliance with all new legislation and software changes. 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

FY20 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 FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide a community safe from crime to work, live, and visit	# of court sessions held	36	36	36	36	36
	Provide for economic growth and stability	# of tickets processed	9,602	n/a*	8,594	n/a*	n/a*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	100%	n/a	n/a	n/a
		Customer Service Satisfaction	97.5%	90%	n/a	90%	90%

*Targets are not allowed per State statute.

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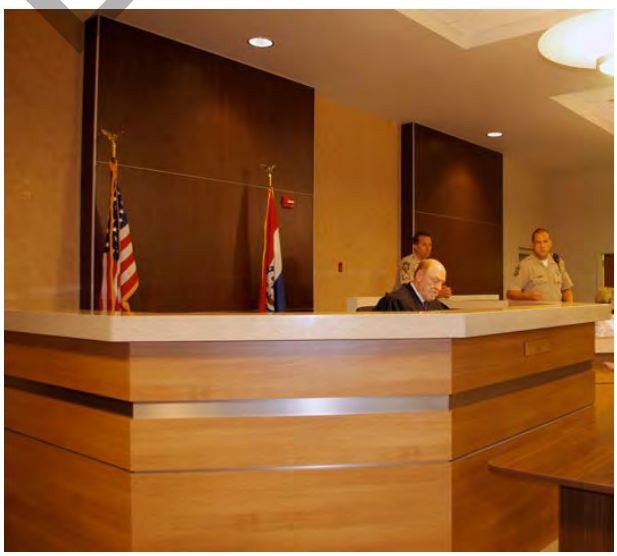

CITY OF ST. PETERS
GENERAL FUND – SSS
MUNICIPAL COURT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$209,013	$224,000	$226,000	$2,000	1%	
51020	Salaries-Part Time	26,299	35,000	35,000	0	0	
51030	Salaries-Over Time	9,180	12,000	12,000	0	0	
51210	Payroll Tax-FICA	18,136	21,000	21,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,103	1,200	1,100	(100)	-8%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	59,152	67,200	66,900	(300)	0%	
51255	Vision Insurance	258	400	400	0	0	
51260	Dental Insurance	3,192	3,400	3,500	100	3%	
51265	Long Term Care Insurance	275	300	300	0	0	
51270	Life Insurance	497	500	600	100	20%	
51280	L T Disability	824	900	900	0	0	
51290	Lagers Pension Expense	26,973	30,300	30,500	200	1%	
	Total Salaries & Fringes	**354,902**	**396,200**	**398,200**	**2,000**	**1%**	
52100	Employee Uniforms	329	500	500	0	0	
52300	Employee Dues/Licenses	500	500	500	0	0	
52400	Travel Expense	1,247	5,500	5,500	0	0	
52500	Employee Training Expenses	451	2,000	2,000	0	0	
52600	Employee Recognition	187	150	350	200	133%	
	Total Employee Expenses	**2,714**	**8,650**	**8,850**	**200**	**2%**	
54100	Prof Services-Legal	0	0	0	0	0	
54800	Prof Services-Other	2,775	6,520	5,820	(700)	-11%	
	Total Prof Services	**2,775**	**6,520**	**5,820**	**(700)**	**-11%**	
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	178	1,500	1,500	0	0	
57270	Supplies-Printing	1,587	5,000	5,000	0	0	
57300	Supplies-Operational	447	2,500	2,500	0	0	
57350	Small Tools, Furniture, Equipment	700	3,000	4,000	1,000	33%	
57400	Books/Periodicals/Subscriptions	0	200	200	0	0	
57450	Postage	1,328	2,500	2,500	0	0	
57500	Insurance	3,563	4,500	900	(3,600)	-80%	
57510	Insurance Claims	7	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57920	Miscellaneous	7,718	13,000	13,000	0	0	
	Total Supplies & Other	**15,528**	**32,200**	**29,600**	**(2,600)**	**-8%**	
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**	
					0	**0**	
	Total Municipal Court	**$375,919**	**$443,570**	**$442,470**	**($1,100)**	**0%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	84,282	95,100	98,600
Employee Expenses	734	5,650	5,200
Professional Services	43,819	38,100	44,000
Utilities	0	0	0
Repair & Maintenance	0	0	0
Supplies & Other	2,798	7,400	5,700
Capital Expenses	0	0	0
Total Prosecutor's Office	**$131,633**	**$146,250**	**$153,500**

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Municipal Youth Assistant	0.00	0.00	0.00	1.00	0.00	1.00	0	0
Prosecutor's Assistant	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**1.00**	**0.00**	**1.00**	**1.00**	**1.00**	**1.00**	**0**	**0**
Full Time Equivalent	**1.00**		**1.36**		**1.36**		**0.00**	

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

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

FY20 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

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PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide a community safe from crime to work, live, and visit	# of court sessions held	36	36	36	36	36
	Provide for economic growth and stability	# of tickets processed	9,602	n/a*	8,594	n/a*	n/a*
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0	0
		% of Concerns Responded to Within 72 Hours	n/a	100%	n/a	n/a	n/a
		Customer Service Satisfaction	n/a	90%	n/a	n/a	n/a

*Targets are not allowed per State statute.

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$52,859	$53,000	$55,000	$2,000	4%	
51020	Salaries-Part Time	0	6,000	6,000	0	0	
51030	Salaries-Over Time	948	3,000	3,000	0	0	
51210	Payroll Tax-FICA	3,950	4,000	5,000	1,000	25%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	218	200	300	100	50%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	17,995	20,100	20,100	0	0	
51255	Vision Insurance	0	0	0	0	0	
51260	Dental Insurance	960	1,000	1,100	100	10%	
51265	Long Term Care Insurance	32	100	100	0	0	
51270	Life Insurance	124	200	200	0	0	
51280	L T Disability	200	300	300	0	0	
51290	Lagers Pension Expense	6,996	7,200	7,500	300	4%	
	Total Salaries & Fringes	**84,282**	**95,100**	**98,600**	**3,500**	**4%**	
52100	Employee Uniforms	0	100	100	0	0	
52300	Employee Dues/Licenses	90	100	150	50	50%	
52400	Travel Expense	445	3,400	3,400	0	0	
52500	Employee Training Expenses	192	2,000	1,500	(500)	-25%	
52600	Employee Recognition	7	50	50	0	0	
	Total Employee Expenses	**734**	**5,650**	**5,200**	**(450)**	**-8%**	
54100	Prof Services-Legal	43,712	38,000	44,000	6,000	16%	Increased based on actual costs
54800	Prof Services-Other	107	100	0	(100)	-100%	
	Total Prof Services	**43,819**	**38,100**	**44,000**	**5,900**	**15%**	
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	1,112	1,500	1,500	0	0	
57270	Supplies-Printing	0	2,000	1,000	(1,000)	-50%	
57300	Supplies-Operational	976	1,000	500	(500)	-50%	
57350	Small Tools, Furniture, Equipment	0	0	800	800	**	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	0	1,000	500	(500)	-50%	
57500	Insurance	706	900	400	(500)	-56%	
57510	Insurance Claims	4	0	0	0	0	
57550	Legal Notices/Advertising	0	0	0	0	0	
57920	Miscellaneous	0	1,000	1,000	0	0	
	Total Supplies & Other	**2,798**	**7,400**	**5,700**	**(1,700)**	**-23%**	
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	**$131,633**	**$146,250**	**$153,500**	**$7,250**	**5%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	1,759,312	2,020,500	1,892,600
Employee Expenses	13,008	22,765	22,490
Professional Services	3,950	43,000	41,000
Utilities	4,953	6,610	6,610
Repair & Maintenance	3,378	4,000	4,000
Supplies & Other	70,920	81,355	69,780
Capital Expenses	47,821	25,000	29,000
Total Engineering	**$1,903,342**	**$2,203,230**	**$2,065,480**

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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

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Building Commissioner	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Inspector	5.00	2.00	0.00	0.00	0.00	0.00	0	0
Building Inspector 1	0.00	0.00	3.00	2.00	3.00	2.00	0	0
Building Inspector 2	0.00	0.00	2.00	0.00	2.00	0.00	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	**2.50**	0.00	-1 [A]	0
Director of Engineering	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Engineering and GIS Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Executive Secretary	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Facilities Manager	0.00	0.00	1.00	0.00	**0.00**	0.00	-1 [B]	0
Intern	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Municipal Youth Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Office Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Office Specialist-Assigned CDBG	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Plans Examiner	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Research Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**18.50**	**4.00**	**18.50**	**4.00**	**17.00**	**4.00**	**-2**	**0**
Full Time Equivalent	**20.54**		**20.54**		**19.04**		**-1.50**	

Variance Explanations:

A: Adjusted the allocation of one full-time Construction Inspector to 50% Engineering and 50% Traffic based on actual work being performed.

B: Moved one full-time Facilities Manager from Engineering to Facilities Management department due to departmental reorganization.

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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 1,920 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 a 99% 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. 2,4 4
   (Ongoing. Building staff has prepared appropriate ordinances adopting 2015 International Code Council and 2014 National Electric Code standards which were approved by the Board of Alderman. Engineering staff is reviewing current standard to prepare appropriate ordinances adopting updated grading, street and standard design criteria and standards.)
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
   (Ongoing. Staff has performed research and is currently developing inspection lists for each type of BMP that will be integrated into the Citizenserve Permitting system. City staff will be utilized for inspections.)
5. Provide technology upgrades for staff to make time and work more efficient. 1
   (Ongoing. A new permitting system, Citizenserve, has been purchased. This system will allow electronic submittal of documents required for permitting as well as online documentation of inspections and will be compatible with cellular tablets issued to building and engineering staff for their use and utilization in the field.)

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 attend trainings conducted by the following organizations: APWA, IMSA, EMPC, 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 670 notices of violation have been issued in an effort to correct code violations.)
8. Complete the LPSW capital projects as scheduled and budgeted. 4 3 2,4 1
   (Ongoing.)

FY20 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. Develop and initiate a Water Quality Inspection program 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. Complete the LPSW capital projects as scheduled and budgeted. 4 3 2,4 1

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CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	# of commercial construction permits issued	31	15	20	15	15
		# of commercial building permits issued	911	1,000	932	1,000	1,000
	Be a good steward of City assets, resources and infrastructure	# of flood abatement projects completed	0	5	0	5	5
		# of miles of stream and drainage channel stabilized	1.9	0.5	0	0.5	0.5
		# of water quality improvement projects completed	11	5	4	5	5
	Maintain and enhance employee First Program (all internal organizations)	# of calendar days without a lost time or property damage accident	1,539	1,619	1,920	1,619	2,285
	Maintain a visually attractive and vibrant City	# of notices issued for existing structure maintenance	888	900	670	900	900
		# of notices issued for grass violations	430	250	300	250	250
		# of building permits issued	2,577	2,850	2,697	2,850	2,850
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of training hours attended for staff	180	100	177	100	100
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	895	1,000	867	1,000	1,000
		% of Concerns Responded to Within 72 Hours	97%	100%	95%	100%	100%
		Customer Service Satisfaction	98%	100%	99%	100%	100%
	Develop and support full life-cycle housing	# of rental occupancy permits issued	1,354	2,000	1,625	2,000	2,000
		# of residential building permits issued	1,666	1,800	1,765	1,800	1,800

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CITY OF ST. PETERS
GENERAL FUND – TDS
ENGINEERING

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$1,215,681	$1,338,000	$1,262,000	($76,000)	-6%	
51020	Salaries-Part Time	61,248	102,000	104,000	2,000	2%	
51030	Salaries-Over Time	8,145	2,500	2,500	0	0	
51210	Payroll Tax-FICA	95,292	110,000	105,000	(5,000)	-5%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	5,854	6,300	5,800	(500)	-8%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	198,277	265,800	228,300	(37,500)	-14%	Anticipated changes in employee selection of coverage
51255	Vision Insurance	930	1,500	1,300	(200)	-13%	
51260	Dental Insurance	12,078	14,200	13,700	(500)	-4%	
51265	Long Term Care Insurance	1,023	1,200	1,100	(100)	-8%	
51270	Life Insurance	2,109	2,300	2,300	0	0	
51280	L T Disability	4,438	5,100	4,700	(400)	-8%	
51290	Lagers Pension Expense	154,237	171,600	161,900	(9,700)	-6%	
	Total Salaries & Fringes	**1,759,312**	**2,020,500**	**1,892,600**	**(127,900)**	**-6%**	
52100	Employee Uniforms	5,043	5,500	5,500	0	0	
52200	Employee Condiments	677	1,000	1,000	0	0	
52300	Employee Dues/Licenses	1,621	2,325	2,325	0	0	
52400	Travel Expense	921	5,430	5,430	0	0	
52500	Employee Training Expenses	2,945	6,650	6,650	0	0	
52600	Employee Recognition	1,801	1,860	1,585	(275)	-15%	
	Total Employee Expenses	**13,008**	**22,765**	**22,490**	**(275)**	**-1%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	(5,376)	15,500	15,500	0	0	
54800	Prof Services-Other	9,326	27,500	25,500	(2,000)	-7%	
	Total Prof Services	**3,950**	**43,000**	**41,000**	**(2,000)**	**-5%**	
55800	Telephone	4,953	6,610	6,610	0	0	
	Total Utilities	**4,953**	**6,610**	**6,610**	**0**	**0**	
56050	Rep & Maint-Vehicles	3,378	4,000	4,000	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
	Total Repair & Maintenance	**3,378**	**4,000**	**4,000**	**0**	**0**	
57050	Supplies-Gasoline	10,764	15,000	12,000	(3,000)	-20%	
57060	Supplies-Diesel	0	1,000	500	(500)	-50%	
57250	Supplies-Office	3,754	4,500	4,500	0	0	
57270	Supplies-Printing	1,708	1,600	1,600	0	0	
57300	Supplies-Operational	15,008	14,680	14,680	0	0	
57350	Small Tools, Furniture, Equipment	4,617	15,875	20,600	4,725	30%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	1,137	3,300	3,300	0	0	
57450	Postage	67	500	500	0	0	
57500	Insurance	18,864	23,200	10,400	(12,800)	-55%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	14,972	0	0	0	0	
57550	Legal Notices/Advertising	0	200	200	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57920	Miscellaneous	29	1,500	1,500	0	0	
	Total Supplies & Other	**70,920**	**81,355**	**69,780**	**(11,575)**	**-14%**	
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	47,821	25,000	29,000	4,000	16%	Approved capital items for fiscal year
	Total Capital Expenses	**47,821**	**25,000**	**29,000**	**4,000**	**16%**	
	Total Engineering	**$1,903,342**	**$2,203,230**	**$2,065,480**	**($137,750)**	**-6%**	

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CITY OF ST. PETERS
GENERAL FUND – TDS
FACILITIES MANAGEMENT

MISSION

We are committed to providing a clean and healthy environment in all of our City facilities so that we may consistently meet the needs of our guests and fellow employees.

DESCRIPTION OF SERVICES

- Janitorial Services
- Meeting Room Set Up/Take Down
- Minor Maintenance and Repairs

SUMMARY OF EXPENDITURES	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	743,995	823,000	863,300
Employee Expenses	4,756	8,130	10,060
Professional Services	9,182	7,900	7,100
Utilities	0	800	800
Repair & Maintenance	11,210	12,000	18,500
Supplies & Other	82,580	84,850	72,900
Capital Expenses	21,604	112,850	0
Total Facilities Management	**$873,327**	**$1,049,530**	**$972,660**

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Building Attendant	4.00	8.00	3.00	8.00	3.00	**9.00**	0	1 [A]
Building Attendant Crew Leader	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Building Attendant Supervisor	0.00	0.00	1.00	0.00	1.00	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	2.00	0.00	2.00	0.00	0	0
Facilities Manager	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [B]	0
Lead Building Attendant	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**8.00**	**8.00**	**7.00**	**8.00**	**8.00**	**9.00**	**1**	**1**
Full Time Equivalent	**13.77**		**12.77**		**14.49**		**1.72**	

Variance Explanations:

A: Added one part-time Building Attendant position based on department's needs.

B: Moved one full-time Facilities Manager from Engineering to Facilities Management department due to departmental reorganization.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability.
   1
   (Zero lost days.)
2. Maintain at least a 90% customer service satisfaction rating both overall and for individual internal departments.
   1 1
   (96%)
3. Identify improvements that will reduce costs, improve service and result in higher efficiencies, through building reviews. Determine buildings to be reviewed in FY19 and those to be reviewed in FY20.
   2 3 3
   (Have not started yet, will begin Feb 2019 with completion by August 1, 2019.)

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4. Comparative analysis of our room setup, equipment and furnishings to expand our customer's options. 4 2 3
   (No longer applies due to City restructuring.)
5. Develop and implement cleaning and maintenance plan for Banquet Center with appropriate staffing. 2 3
   (In progress.)
6. Assist in implementation of standardized recycling program in City facilities. 3 2
   (In progress, audits are complete, roll out program April 2019.)

FY20 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 a uniform process for each building and comprehensive schedule for deep cleaning and waxing. 4,5 3 3
4. Review and revise chemical purchasing program to ensure training consistency, lowest purchasing cost, and environmentally friendly products when possible. 4,5 3 3
5. Improve customer service through additional training & communication among team members and customers. 1 3

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for community health and environmental safety	Attend training for health and safety procedures	2	1	1	3	6
	Be a good steward of City assets, resources and infrastructure	Examination and review of processes and procedures	4	3	1	3	3
	Maintain and enhance employee First Program (all internal organizations)	Zero lost days due to education, encouragement, and accountability	0	0	0	0	0
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	1	n/a	0
		Concerns Responded to Within 72 Hours	n/a	100%	100%	n/a	0
		Customer Service Satisfaction	96.1%	90%	96%	90%	100%

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CITY OF ST. PETERS
GENERAL FUND – TDS
FACILITIES MANAGEMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$391,812	$392,800	$435,000	$42,200	11%	Reorganization of department during fiscal year 19 after a retirement
51020	Salaries-Part Time	166,403	226,000	243,000	17,000	8%	Added one part-time Building Attendant position and estimate in market survey results and designation changes
51030	Salaries-Over Time	9,562	0	0	0	0	
51210	Payroll Tax-FICA	42,308	47,100	52,000	4,900	10%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,496	2,700	2,900	200	7%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	78,155	94,200	66,000	(28,200)	-30%	Anticipated rates and change in employee selection of coverage
51255	Vision Insurance	309	600	400	(200)	-33%	
51260	Dental Insurance	5,689	6,400	5,000	(1,400)	-22%	
51265	Long Term Care Insurance	491	600	500	(100)	-17%	
51270	Life Insurance	931	1,000	1,100	100	10%	
51280	L T Disability	1,483	1,500	1,700	200	13%	
51290	Lagers Pension Expense	44,356	50,100	55,700	5,600	11%	Decreased based on full-time salaries
	Total Salaries & Fringes	**743,995**	**823,000**	**863,300**	**40,300**	**5%**	
52100	Employee Uniforms	3,175	6,000	6,500	500	8%	
52200	Employee Condiments	317	300	500	200	67%	
52300	Employee Dues/Licenses	0	0	100	100	**	
52400	Travel Expense	93	500	500	0	0	
52500	Employee Training Expenses	149	500	1,000	500	100%	
52600	Employee Recognition	1,022	830	1,460	630	76%	
	Total Employee Expenses	**4,756**	**8,130**	**10,060**	**1,930**	**24%**	
54400	Prof Services-Janitorial	7,964	6,300	6,600	300	5%	
54800	Prof Services-Other	1,218	1,600	500	(1,100)	-69%	
	Total Prof Services	**9,182**	**7,900**	**7,100**	**(800)**	**-10%**	
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	520	500	500	0	0	
56100	Rep & Maint-Machinery & Equipment	1,868	3,000	3,000	0	0	
56200	Rep & Maint-Building	8,822	8,500	15,000	6,500	76%	Moved budget for supplies to the correct account
	Total Repair & Maintenance	**11,210**	**12,000**	**18,500**	**6,500**	**54%**	
57050	Supplies-Gasoline	983	2,000	2,000	0	0	
57060	Supplies-Diesel	0	2,000	0	(2,000)	-100%	
57150	Supplies-Fert/Chem/Seed	0	1,550	500	(1,050)	-68%	
57250	Supplies-Office	455	700	700	0	0	
57270	Supplies-Printing	0	0	0	0	0	
57300	Supplies-Operational	48,190	26,000	24,000	(2,000)	-8%	
57310	Supplies-Janitorial	13,294	37,900	33,000	(4,900)	-13%	
57350	Small Tools, Furniture, Equipment	11,518	3,200	6,700	3,500	109%	
57400	Books/Periodicals/Subscriptions	0	100	100	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	8,045	9,900	4,400	(5,500)	-56%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	(10)	0	0	0	0	
57550	Legal Notices/Advertising	60	0	0	0	0	
57780	Rentals Machinery & Equipment	45	1,500	1,500	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**82,580**	**84,850**	**72,900**	**(11,950)**	**-14%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	0	75,000	0	(75,000)	-100%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	21,604	5,850	0	(5,850)	-100%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	32,000	0	(32,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**21,604**	**112,850**	**0**	**(112,850)**	**-100%**	
	Total Facilities Management	**$873,327**	**$1,049,530**	**$972,660**	**($76,870)**	**-7%**	

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CITY OF ST. PETERS
GENERAL FUND – TDS
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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	604,456	688,600	691,700
Employee Expenses	6,005	8,730	9,525
Professional Services	1,901	2,300	2,400
Utilities	2,812	4,310	4,460
Repair & Maintenance	5,914	5,825	5,825
Supplies & Other	72,562	101,275	97,775
Capital Expenses	0	95,000	30,000
Total Health	**$693,650**	**$906,040**	**$841,685**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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 Health Inspector	0.00	2.00	0.00	2.00	0.00	2.00	0	0
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**	**4.00**	**6.25**	**4.00**	**6.25**	**4.00**	**0**	**0**
Full Time Equivalent	**9.13**		**9.13**		**9.13**		**0.00**	

CITY OF ST. PETERS
GENERAL FUND – TDS
HEALTH

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through ongoing training and reviews. 1
   (Zero lost days.)
2. Maintain at least a 90% customer service satisfaction rating through distributing surveys and encouraging response. 1 1
   (100% AC, 98% Health.)
3. Animal Control – Update information on the City website about services offered by the Health Department and supplement through implementation of City Facebook page. 1 2 1
   (Will be completed by April 1, 2019.)
4. Food and Health – Update grading for food service establishments and include grade, expiration date, QR code linked to inspection information and phone number of health department on window stickers. Update annually. 5 1 1
   (Completed, need UV resistant decals.)
5. Environmental Health – Review and analyze community needs as they relate to environmental health issues through surveys given to residents who request and receive property inspections. 2 2 1
   (Will be completed by May 1, 2019.)
6. Health Department to hold pilot event "Puppies in the Pool". 1
   (Will hold end of Sept 2019. "Last Splash", "Drool in the Pool" or "Dog Paddle".)

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FY20 OBJECTIVES

1. Continued emphasis on safety and maintain zero lost days. 1
2. Maintain at least a 90% customer satisfaction rate. 1 1
3. Update City of St. Peters web page to include "in the event of" actions with links to print outs. 2 2 1
4. Review Animal Control code as it applies to dangerous and nuisance aggressive dogs. 1 3 1
5. Review and update City's noise regulations. 1 3
6. Continue and monitor restaurant recognition program. 1
7. Continue and monitor dog tag program. 1

CITY OF ST. PETERS
GENERAL FUND – TDS
HEALTH

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be prepared and responsive to all emergency situations	Kennel agreement with County renewed	Yes	Yes	Yes	Yes	Yes
		# Animal Bite Cases investigated	140	125	102	115	115
	Provide for community health and environmental safety	Food code updated?	Yes	Yes	Yes	Yes	Yes
		Restaurant Inspections	1,445	1,500	1,288	1,550	1,550
		Notice to Vaccinate sent to resident pet owners	50	50	97	50	50
		Mosquito complaints – track area	400	400	103*	350	350
	Engage the community to improve health and wellness	Update to Noise Regulation code	Yes	n/a	n/a	n/a	Yes
		Home visits requested by residents to provide information on the elimination of Mosquito breeding areas	25	40	46	60	60
		Animal Control calls	1,643	1,900	1,443	1,900	1,900
	Ensure community access to health and wellness facilities and services	Dog Park memberships processed	500	500	526	575	575
	Proactively pursue state-of-the-art infrastructure, services, and communication networks	Broadcasts for on demand Mosquito elimination video	15	25	363	35	400
		Video on food safety (VOD views)	Completed	n/a	639	50	650
		# of Dog Tags sold	n/a	n/a	n/a	n/a	100
	Develop and maintain effective and efficient communication with our community	% of Restaurants Received Special Recognition	n/a	n/a	n/a	n/a	15%
		Citizen Concerns Received	95	0	127	150	127
		Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction Score	95% AC 99% Health	90%	100% AC 98% Health	96% AC 99% Health	100% AC 100% Health

*Total mosquito activities-317

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CITY OF ST. PETERS
GENERAL FUND – TDS
HEALTH

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$379,567	$388,000	$392,000	$4,000	1%	
51020	Salaries-Part Time	72,246	124,000	123,000	(1,000)	-1%	
51030	Salaries-Over Time	1,818	5,000	5,000	0	0	
51210	Payroll Tax-FICA	33,720	40,000	40,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,031	2,200	2,200	0	0	
51245	Workmen's Comp Claims	(277)	0	0	0	0	
51250	Medical Insurance	59,180	71,000	70,700	(300)	0%	
51255	Vision Insurance	396	600	600	0	0	
51260	Dental Insurance	3,765	4,700	4,600	(100)	-2%	
51265	Long Term Care Insurance	303	400	300	(100)	-25%	
51270	Life Insurance	776	800	900	100	13%	
51280	L T Disability	1,403	1,500	1,500	0	0	
51290	Lagers Pension Expense	49,528	50,400	50,900	500	1%	
	Total Salaries & Fringes	**604,456**	**688,600**	**691,700**	**3,100**	**0%**	
52100	Employee Uniforms	2,139	3,600	4,260	660	18%	
52200	Employee Condiments	31	200	200	0	0	
52300	Employee Dues/Licenses	230	500	885	385	77%	
52400	Travel Expense	1,440	2,050	2,050	0	0	
52500	Employee Training Expenses	994	1,750	1,750	0	0	
52600	Employee Recognition	1,171	630	380	(250)	-40%	
	Total Employee Expenses	**6,005**	**8,730**	**9,525**	**795**	**9%**	
54800	Prof Services-Other	1,901	2,300	2,400	100	4%	
	Total Prof Services	**1,901**	**2,300**	**2,400**	**100**	**4%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	2,812	4,310	4,460	150	3%	
	Total Utilities	**2,812**	**4,310**	**4,460**	**150**	**3%**	
56050	Rep & Maint-Vehicles	5,276	4,000	4,000	0	0	
56100	Rep & Maint-Machinery & Equipment	98	1,825	1,825	0	0	
56200	Rep & Maint-Building	540	0	0	0	0	
	Total Repair & Maintenance	**5,914**	**5,825**	**5,825**	**0**	**0**	
57050	Supplies-Gasoline	2,868	4,000	3,500	(500)	-13%	
57100	Supplies-Diesel	4,346	4,000	4,500	500	13%	
57150	Supplies-Fert/Chem/Seed	47,736	74,400	74,400	0	0	
57250	Supplies-Office	324	2,525	2,525	0	0	
57270	Supplies-Printing	1,613	1,800	1,800	0	0	
57300	Supplies-Operational	2,401	4,500	4,500	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	5,503	1,000	0	(1,000)	-100%	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57450	Postage	165	300	300	0	0	
57500	Insurance	6,568	8,300	5,900	(2,400)	-29%	
57510	Insurance Claims	873	0	0	0	0	
57550	Legal Notices/Advertising	126	0	0	0	0	
57650	Sales Tax Expense	0	100	0	(100)	-100%	
57750	Rentals-Office Space	0	0	0	0	0	
57780	Rentals Machinery & Equipment	34	350	350	0	0	
57920	Miscellaneous	5	0	0	0	0	
	Total Supplies & Other	**72,562**	**101,275**	**97,775**	**(3,500)**	**-3%**	
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	95,000	30,000	(65,000)	-68%	Approved capital items for fiscal year
	Total Capital Expenses	**0**	**95,000**	**30,000**	**(65,000)**	**-68%**	
	Total Health	**$693,650**	**$906,040**	**$841,685**	**($64,355)**	**-7%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	2,084,456	2,217,900	2,445,200
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	**$2,084,456**	**$2,217,900**	**$2,445,200**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Intern	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Streets Maintenance Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0	0
Streets Maintenance Foreman	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Streets Maintenance Technician	9.00	0.00	9.00	0.00	**10.00**	0.00	1 [A]	0
Streets Maintenance Worker	7.00	0.00	7.00	0.00	**8.00**	0.00	1 [B]	0
Streets Superintendent	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**23.00**	**1.00**	**23.00**	**1.00**	**25.00**	**1.00**	**2**	**0**
Full Time Equivalent	**23.24**		**23.24**		**25.24**		**2.00**	

Variance Explanations:

A: Moved one full-time Streets Maintenance Technician from Traffic to Streets based on actual work being performed.

B: Moved one full-time Streets Maintenance Worker from Traffic to Streets based on actual work being performed.

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 657 calendar days without a lost time accident.)
2. Maintain overall customer service rating to a minimum of 90%. 1 1
   (Ongoing. The Street Department currently has a 91% overall customer service rating.)
3. Complete the 2018/19 pavement management program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The department has scheduled the replacement of 40,678 square yards of concrete pavement, resurfacing of 116,000 square yards of asphalt pavement, replacement of 3,028 lineal feet of curb and gutter, removal and replacement of 22,625 square feet of sidewalk, construction 1,650 square feet of new sidewalk, 6,100 square feet of accessible ramps, 73,162 of joint and crack sealing and 1,630 street sign replacements.)
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Federal and St. Charles County Road Board applications will be submitted by Feb. 2019.)
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. Centennial Greenway Phase 4 Project will be complete 2019. Gateway bike plan elements are being designed for future road and traffic projects.)
6. Continue implementation of City Wayfinding Sign Program. 1 1,2 1
   (Ongoing. 27 Wayfinding signs installed.)
7. Assist with development and implement City ADA transition plan. 2,5 3 2 1
   (Ongoing. 6,100 square feet of scheduled ADA accessible sidewalk replacement.)

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FY20 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 2019/20 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 FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of square yards of concrete slab replacement	26,333	40,325	39,410	40,000	40,000
		# of square yards of asphalt overlay	132,000	118,000	113,000	118,000	122,000
		# of lineal feet of concrete curb replacement	3,720	1,200	3,712	3,300	2,600
		# of square feet of sidewalk replacement	17,245	19,804	14,986	22,600	18,000
		# of lineal feet of streets joint and crack sealed	129,444	121,000	116,928	120,000	120,000
		# of street sign replacements	975	1,630	1,250	1,630	1,630
	Provide for community health and environmental safety	# of accessible ramps improved	34	35	45	45	50
		# of square feet of sidewalk infill	200	3,239	3588	1650	2000
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	384	744	657	1,104	1,469
	Improve sustainable practices for City operations and assets	# of tons of asphalt millings repurposed	4600	10,000	5230	10,000	10,000
	Maintain a visually attractive and vibrant City	# of lineal feet of pavement remarking	1,088,472	1,000,000	1,363,925	1,300,000	1,300,000
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	521	0	680	0	0
		% of Concerns Responded to Within 72 Hours	98%	100%	98%	100%	100%
		Customer Service Satisfaction	94%	90%	91%	90%	90%

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CITY OF ST. PETERS
GENERAL FUND – TDS
STREETS DEPARTMENT

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$1,411,254	$1,439,000	$1,597,000	$158,000	11%	Estimate in market survey results and designation changes
51020	Salaries-Part Time	11,334	18,000	8,000	(10,000)	-56%	Reallocated budget for Interns based on actual job duties
51030	Salaries-Over Time	39,767	60,000	60,000	0	0	
51210	Payroll Tax-FICA	108,237	116,000	127,000	11,000	9%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	5,993	6,600	7,000	400	6%	
51245	Workmen's Comp Claims	(11,781)	0	0	0	0	
51250	Medical Insurance	303,566	355,900	400,000	44,100	12%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	1,317	2,000	2,300	300	15%	
51260	Dental Insurance	17,156	19,000	21,400	2,400	13%	
51265	Long Term Care Insurance	1,080	1,100	1,200	100	9%	
51270	Life Insurance	2,857	2,900	3,300	400	14%	
51280	L T Disability	5,322	5,500	5,900	400	7%	
51290	Lagers Pension Expense	188,354	191,900	212,100	20,200	11%	
	Total Salaries & Fringes	**2,084,456**	**2,217,900**	**2,445,200**	**227,300**	**10%**	
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	**$2,084,456**	**$2,217,900**	**$2,445,200**	**$227,300**	**10%**	

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CITY OF ST. PETERS
GENERAL FUND – WES
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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	707,570	814,400	821,400
Employee Expenses	12,794	30,805	28,740
Professional Services	1,216	1,500	1,800
Utilities	2,364	3,800	3,200
Repair & Maintenance	19,972	27,050	25,600
Supplies & Other	58,242	59,900	61,500
Capital Expenses	11,868	5,500	28,000
Total Vehicle & Equipment Maintenance	**$814,026**	**$942,955**	**$970,240**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Auto/Diesel Technician	6.00	1.00	6.00	1.00	6.00	**0.00**	0	-1 [A]
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	3.00	0.00	3.00	0.00	3.00	0	0
Office Specialist	0.00	0.00	0.50	0.00	0.50	0.00	0	0
Sustainability Specialist	0.50	0.00	0.00	0.00	0.00	0.00	0	0
Total	**8.50**	**4.00**	**8.50**	**4.00**	**8.50**	**3.00**	**0**	**-1**
Full Time Equivalent	**10.33**		**10.33**		**10.09**		**-0.24**	

Variance Explanations:

A: Eliminated one temporary Auto/Diesel Technician position.

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
   (Zero lost days.)
2. Maintain a 90% customer satisfaction rating both overall and for individual internal departments. 1 1
   (95% - offer EAP webinars for customer service training opportunities.)
3. Provide onsite training for employees to continue to educate staff in the needs of customers. 4 1
   (Sent some employees to EAP training & looking for customer service webinars.)
4. Create fuel island preventative maintenance program to include a monthly checklist, assign to a FSR. 5 3
   (Complete.)

5. Review and update fleet department policies and procedures to utilize Fleet Management software capabilities to help improve customer service. 3 1
   (Working on updating them, ongoing.)
6. Utilize collective data history to review information on life cycles of vehicles. 3 1
   (Yes, used data for this budget cycle.)
7. Fleet to develop a one-hour program to offer to residents to help educate about automotive issues such as auto safety and maintenance. 5 2 1
   (Setting class date in May or June, 2019. 2 instructors / 20 students.)

FY20 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days through education, encouragement, and accountability. 1
2. Maintain at least a 90% customer satisfaction rating both overall and for individual internal departments and offer EAP Webinars for customer service training opportunities. 1 1
3. Formalize a standard training for Snow removal vehicles. 3 3
4. Continue to remove all obsolete items from inventory and develop parts purge plan, as well as review inventory to minimize parts on hand. 3 2
5. Streamline and improve vehicle purchase process within Fleet through training of Coordinator, Crew Leader and Office Specialist. 3 3
6. Implement vehicle paint maintenance program. 3 3

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide proactive and effective preventative maintenance programs	Examination and review of Fleet Maintenance processes and procedures	0	12	12	24	10
	Engage the community to improve health and wellness	Feasibility evaluation of purchasing alternative fuel vehicles in the vehicle replacement plan	1	1	1	1	1
		Hybrid vehicles purchased	1	1	2	1	2
	Be a good steward of City assets, resources and infrastructure	Examination and review of Fleet Maintenance processes and procedures	0	12	12	24	24
		Utilize the Fleet Maintenance software to its fullest ability to maintain inventory variance below 2%	6.1%	<2%	<2%	<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	0	0	0	0
		Completed training days to include advanced welding techniques	2	1	10	4	4
	Improve sustainable practices for City operations and assets	Feasibility evaluation of purchasing alternative fuel vehicles in the vehicle replacement plan.	1	1	1	1	1
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	0	0	0	0	0
		Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Fleet Customer Service Satisfaction Surveys above 90%	98.2%	90%	95%	100%	100%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$475,465	$506,000	$509,000	$3,000	1%	
51020	Salaries-Part Time	50,623	53,000	45,000	(8,000)	-15%	Removed one part-time Auto/Diesel Technician position
51030	Salaries-Over Time	7,764	20,000	20,000	0	0	
51210	Payroll Tax-FICA	40,098	44,000	44,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,402	2,500	2,400	(100)	-4%	
51245	Workmen's Comp Claims	(17,261)	0	0	0	0	
51250	Medical Insurance	86,397	111,400	122,500	11,100	10%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	353	600	600	0	0	
51260	Dental Insurance	5,013	5,800	6,500	700	12%	
51265	Long Term Care Insurance	532	600	500	(100)	-17%	
51270	Life Insurance	931	1,100	1,200	100	9%	
51280	L T Disability	1,708	2,000	1,900	(100)	-5%	
51290	Lagers Pension Expense	53,545	67,400	67,800	400	1%	
	Total Salaries & Fringes	**707,570**	**814,400**	**821,400**	**7,000**	**1%**	
52100	Employee Uniforms	8,631	10,320	10,520	200	2%	
52200	Employee Condiments	93	200	200	0	0	
52300	Employee Dues/Licenses	238	3,615	2,100	(1,515)	-42%	
52400	Travel Expense	844	6,200	6,200	0	0	
52500	Employee Training Expenses	933	9,950	9,250	(700)	-7%	
52600	Employee Recognition	2,055	520	470	(50)	-10%	
	Total Employee Expenses	**12,794**	**30,805**	**28,740**	**(2,065)**	**-7%**	
54400	Prof Services-Janitorial	0	0	0	0	0	
54800	Prof Services-Other	1,216	1,500	1,800	300	20%	
	Total Prof Services	**1,216**	**1,500**	**1,800**	**300**	**20%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55700	Waste Disposal	1,366	2,300	2,100	(200)	-9%	
55800	Telephone	998	1,500	1,100	(400)	-27%	
	Total Utilities	**2,364**	**3,800**	**3,200**	**(600)**	**-16%**	
56050	Rep & Maint-Vehicles	3,911	3,200	3,200	0	0	
56100	Rep & Maint-Machinery & Equipment	12,058	17,150	16,400	(750)	-4%	
56200	Rep & Maint-Building	4,003	6,700	6,000	(700)	-10%	
	Total Repair & Maintenance	**19,972**	**27,050**	**25,600**	**(1,450)**	**-5%**	
57050	Supplies-Gasoline	2,412	3,000	3,000	0	0	
57060	Supplies-Diesel	579	1,000	1,000	0	0	
57250	Supplies-Office	1,544	1,200	1,300	100	8%	
57270	Supplies-Printing	65	100	100	0	0	
57300	Supplies-Operational	42,645	39,000	44,000	5,000	13%	Increased for fuel system tags and shop supplies
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	3,258	5,600	600	(5,000)	-89%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	200	200	0	0	
57450	Postage	28	100	100	0	0	
57500	Insurance	7,724	9,300	10,800	1,500	16%	
57510	Insurance Claims	(45)	0	0	0	0	
57550	Legal Notices/Advertising	0	100	100	0	0	
57780	Rentals Machinery & Equipment	32	300	300	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**58,242**	**59,900**	**61,500**	**1,600**	**3%**	
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	11,868	5,500	28,000	22,500	409%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	0	0	0	
	Total Capital Expenses	**11,868**	**5,500**	**28,000**	**22,500**	**409%**	
	Total Vehicle & Equipment Maintenance	**$814,026**	**$942,955**	**$970,240**	**$27,285**	**3%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$1,725,086**	**$1,876,714**	**$2,001,014**
Add: Property Tax	2,268,360	2,253,700	2,313,500
Transfer from Local Parks and Storm Water Fund for 2010B G.O. Bonds	129,624	130,000	0
Transfer from Local Parks and Storm Water Fund for 2012 G.O. Bonds	245,994	250,000	250,000
Transfer from Local Parks and Storm Water Fund for 2014 G.O. Bonds	651,608	655,000	655,000
Transfer from Local Parks and Storm Water Fund for 2016 G.O. Bonds	507,125	510,000	510,000
Transfer from Local Parks and Storm Water Fund for 2018 G.O. Bonds	63,515	271,000	271,000
Transfer from Local Parks and Storm Water Fund for 2019 G.O. Bonds	0	0	110,000
Transfer From General Fund	410,000	414,000	421,000
Interest	5,204	5,000	5,000
Other Revenue	14,484	5,000	5,000
Total Revenues	4,295,914	4,493,700	4,540,500
Funds Available	**6,021,000**	**6,370,414**	**6,541,514**
Less: Collection/Assessment Fees	47,723	50,000	50,000
Uncollectable Taxes	2,203	1,900	1,500
Distribution Fees	2,691	4,500	4,500
G.O. Bonds Debt Service-			
2010 St Peters Lakeside Business Park Refunding (2002)	343,595	345,000	340,500
2010B Storm Water/Creek Stabilization Refunding	129,624	130,000	0
2012 Storm Water/Creek Stabilization	245,994	250,000	250,000
2014 Storm Water/Creek Stabilization	651,609	655,000	655,000
2015 Justice Center/Public Works Refunding (2007)	722,156	721,000	726,500
2016 Justice Center Refunding (2008)	625,063	626,000	627,500
2016 Storm Water/Creek Stabilization	507,125	510,000	510,000
2017 Parks & Recreation	803,138	805,000	801,000
2018 Storm Water/Creek Stabilization	63,365	271,000	271,000
2019 Storm Water/Creek Stabilization Refunding (2010B)	0	0	110,000
Total Expenditures	**4,144,286**	**4,369,400**	**4,347,500**
Ending Fund Balance	**$1,876,714**	**$2,001,014**	**$2,194,014**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Balance	**$0**	**$0**	**$0**
Intergovernmental Revenue	197,276	294,592	200,000
Other	61,198	9,473	0
Interest	0	0	0
Total Revenue	258,474	304,065	200,000
Funds Available	**258,474**	**304,065**	**200,000**
Less: Public Service	40,236	40,626	40,000
Rehabilitation of Private Properties	210,647	255,700	159,000
Homeownership Assistance	0	0	0
Property Maintenance Enforcement Assistance	2,500	0	0
Emergency Repairs	0	0	0
Miscellaneous Expense	5,091	7,739	1,000
Total Uses Of Funds	**258,474**	**304,065**	**200,000**
Ending Fund Balance	**$0**	**$0**	**$0**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$53,949**	**$109,804**	**$109,804**
Sewer Lateral Repair Revenue	59,866	60,000	60,000
Interest	219	0	0
Total Revenue	60,085	60,000	60,000
Funds Available	**114,034**	**169,804**	**169,804**
Less: Expenditures			
Administration	580	5,000	5,000
Capital Expenditures	0	0	0
Sewer Lateral Repairs	3,650	55,000	55,000
Total Uses Of Funds	**4,230**	**60,000**	**60,000**
Ending Fund Balance	**$109,804**	**$109,804**	**$109,804**

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

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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	0	0	0
Employee Expenses	0	0	0
Professional Services	580	5,000	5,000
Utilities	0	0	0
Repair & Maintenance	3,650	55,000	55,000
Supplies & Other	0	0	0
Capital Expenses	0	0	0
Total County Sewer Lateral Repair Program	**$4,230**	**$60,000**	**$60,000**

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PERFORMANCE MEASURES
The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be a good steward of City assets, resources and infrastructure	# of video inspections	4	10	2	10	10
		# of walk-in sewer lateral repairs	3	10	2	10	10

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Balance	**$1,988,295**	**$1,796,869**	**$1,163,713**
Add: Sales Tax	7,390,345	7,689,250	7,943,050
Intergovernmental Revenue	78,294	115,000	115,000
Transfer from Special Allocation Fund - Old Town Levee	78,466	0	0
Transfer from Special Allocation Fund - St. Peters Lakeside	239,293	0	0
Other	73,285	136,000	11,000
Interest	11,942	5,000	5,000
Total Revenue	7,871,625	7,945,250	8,074,050
Funds Available	**9,859,920**	**9,742,119**	**9,237,763**
Less: Ranger Division	567,931	605,360	665,110
Parks Department	1,003,631	724,000	966,500
Debt Service for Park Projects (2010C COPs)	165,674	167,500	168,000
Debt Service for Park Projects (2018 COPs)	42,254	210,000	208,000
Storm Water/Creek Stabilization	2,358,277	2,484,945	2,113,560
Total Expenditures	**4,137,767**	**4,191,805**	**4,121,170**
Overhead/Fleet Allocation	292,600	268,100	252,200
Transfer To Capital Project Fund Prop Q	842,000	0	0
Transfer To Debt Service Fund for 2010B G.O. Bonds	129,624	130,000	0
Transfer To Debt Service Fund for 2012 G.O. Bonds	245,994	250,000	250,000
Transfer To Debt Service Fund for 2014 G.O. Bonds	651,608	655,000	655,000
Transfer To Debt Service Fund for 2016 G.O. Bonds	507,125	510,000	510,000
Transfer To Debt Service Fund for 2018 G.O. Bonds	63,515	271,000	271,000
Transfer To Debt Service Fund for 2019 G.O. Bonds	0	0	110,000
Transfer To 370 Lakeside Park Fund	0	97,640	262,800
Transfer To Golf and Banquet Center Fund	210,000	624,061	259,395
Transfer To Recreation Fund	1,546,000	1,450,000	2,175,000
Transfer To(From) Reserves	(592,482)	100,000	100,000
Transfer To Post Retirement Benefits Fund/Trust	29,300	30,800	34,000
Total Uses Of Funds	**8,063,051**	**8,578,406**	**9,000,565**
Ending Fund Balance	**$1,796,869**	**$1,163,713**	**$237,198**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Sales Tax	$7,390,345	$7,689,250	$7,943,050
Intergovernmental Revenue	78,294	115,000	115,000
Interest Income	11,942	5,000	5,000
Miscellaneous Income	391,044	136,000	11,000
Total Revenue	**$7,871,625**	**$7,945,250**	**$8,074,050**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$1,563,755	$1,670,200	$1,615,700
Employee Expenses	10,571	21,735	23,705
Professional Services	52,963	51,200	50,500
Utilities	3,844	6,400	6,900
Repairs & Maintenance	565,996	838,500	894,400
Supplies & Other	172,952	172,270	176,965
Capital Expenditures	1,559,758	1,054,000	977,000
Total Expenditures	**$3,929,839**	**$3,814,305**	**$3,745,170**

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	495,766	561,600	611,300
Employee Expenses	6,038	12,885	12,835
Professional Services	1,798	1,000	700
Utilities	0	1,600	1,600
Repair & Maintenance	3,256	5,400	5,400
Supplies & Other	32,070	22,875	33,275
Capital Expenses	29,003	0	0
Total Ranger Division	**$567,931**	**$605,360**	**$665,110**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Police Officer-Assigned to Ranger	4.00	0.00	4.00	0.00	4.00	0.00	0	0
Ranger Coordinator	1.00	0.00	1.00	0.00	1.00	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. Develop and implement measures to facilitate the hiring of qualified Police Officer candidates for the City of St. Peters Police Department. 1,3
   a. The purpose of the program is to identify potential applicants and to promote the professional atmosphere, excellent career opportunities, and employee benefits offered by the City of St. Peters. **(The department has implemented new processes to facilitate this objective. We have integrated the City's online application process for openings within the department. In addition, when we have multiple positions to fill, we are running open processes (no closing date) in order to attract suitable applicants. Our background investigations are prioritized in order to expedite the hiring procedure.)**
   b. The measures would comply with the policies of the City of St. Peters, and State and Federal regulations. **(Enhanced measures comply will all mandatory regulations.)**
2. Develop an emergency plan for the St. Peters Police Department to assure operational functionality in the event an unforeseen incident limits or precludes access to the St. Peters Justice Center. 1,3,4,5

a. The plan will have contingency provisions for uninterrupted law enforcement functionality. The plan will serve as a guideline in the event the Police Department loses access to the Justice Center. **(A comprehensive plan has been developed and adopted which will allow day to day operations of the St. Peters Police Department to continue should unexpected access to the St. Peters Justice Center occur.)**
b. Included in the plan will be the establishment of an alternate emergency operations site. This site will serve as the foundation for established components of the Police Department, including Field Operations, criminal investigations, Police records management, report writing, and communications. **(Alternative sites to house the various departments working from within the St. Peters Justice Center have been identified should the St. Peters Justice Center become uninhabitable. These alternative sites are listed in the plan.)**
c. Contingency plans will also be included for other departmental components including evidence and property management, prisoner processing and interviewing, armory control, and departmental training. **(Contingency procedures have been developed and are detailed in this plan which allows for continuity of the various entities of the St. Peters Justice Center to continue to provide the necessary service to the community as deemed necessary with minimal interruption to services.)**

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. **(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 66 immediate Noteworthy awards to this point in FY19. These awards were celebrated during bi-annual, departmental awards luncheons.)**
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. **(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.)**
5. The City of St. Peters now subscribes to the St. Charles County Digital P25 Radio System and no longer maintains radio equipment for local communications. Due to upgrade of our county-wide system, the City of St. Peters is no longer the best agency to support the federal 25 Cities Radio Project. 3 1
   a. The St. Peters Police Department will facilitate discussions with the federal authorities and local communications partners to find a better location to support the 25 Cities Radio Project and its associated radio equipment. **(The Police Department has ongoing discussions with the FBI and other Federal agencies.)**
   b. The St. Peters Police Department will develop and implement a plan to transfer the 25 Cities Radio Project to a suitable agency. **(A plan is currently in development to transfer responsibility for the 25 Cities Radio Project back to the Federal government.)**

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6. The St. Peters Police Department has utilized a use-of-force simulator system in its training programs since 2010. Our existing use-of-force simulator can no longer be supported by the manufacturer because the operating system is obsolete. The St. Peters Police Department will replace our use-of-force simulator with an updated system. This will permit us to continue to provide this simulated, use-of-force training. 3 1
   a. We will specify and purchase a replacement use-of-force simulator. **(The purchase and installation of updated software is complete. We have identified that a software upgrade to our existing system to be the most cost effective method for upgrading the simulator.)**
   b. We will successfully integrate the new use-of-force simulator into Department training programs. **(Two officers are being trained to give instruction on the device.)**

FY20 OBJECTIVES

It should be noted that due to the fact that the Ranger Division has been fully incorporated into the Police Department, their objectives are identical to those of the Police Department.

1. Implement action plans for development of major businesses along Premier Parkway. 1,3
   a. The plan will identify and record facility locations along Premier Parkway.
   b. List and Identify Emergency contacts for facility managers.
   c. Develop security liaison contacts with onsite security personnel if present.
   d. Attempt to obtain basic floorplans of the premises to assist with departmental response.
   e. Coordinate with facility management to conduct walk-thru inspections of the facilities, prior to facility opening if feasible.
2. Explore potential accreditation through Missouri Police Chiefs Association. 1 2
   a. Identify the potential benefits of accreditation.
   b. Identify any initial and reoccurring financial costs associated with accreditation.
   c. Develop a plan to begin the accreditation process if deemed beneficial and cost effective.
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. Implement Taser replacement program. 1, 3 1
   a. Identify benefits of evolving Taser technologies.
   b. The replacement program will allow the department to purchase replacement units over a 4 year period, thereby minimizing financial impact to the City for a single purchase.
   c. Older Taser units will be retained for backup service until the replacement cycle is complete.
6. Continue proficient reporting of UCR, NIBRS, and MIBRS data. 3 2

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a. The requirements for reporting crime data are continuing evolving. The Police Department must remain current with these requirements through bulletins and training.
b. Evaluate evolving techniques and technologies for reporting crime data to the various State and Federal agencies.

7. Enhance criminal investigations using facial recognition technology 1, 3 1
   a. Develop procedures to utilize existing facial recognition technology on the REJIS network.
   b. Assign an investigator to attend training presented by the FBI's CJIS Biometric Training Team.
8. Recent changes to State law (595.220 RSMo) have applied certain mandates in reference to the collection and testing of sexual assault kits. 1
   a. Develop procedure to coordinate local hospitals to ensure the timely collection and submission of rape kits.
   b. Perform an inventory of existing sexual assault kits in evidence and develop a procedure to ensure that the kits are maintained for the mandatory 30 year time period per statute.

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Fishing Derby

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

PERFORMANCE MEASURES

The FY20 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.

It should be noted that due to the fact that the Ranger Division has been fully incorporated into the Police Department, they share the same performance measures as the Police Department.

Priority	Long-Term Goal	Performance Measure	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide a community safe from crime to work, live, and visit	# of FTE commissioned police officers per 1,000 population	1.63	1.67	1.67	1.67	1.67
		# of Neighborhood Watch groups	40	40	40	40	40
		# of Citizen Police Academy sessions taught	5	5	5	5	5
		# of graduates of Citizen Police Academy	125	125	125	125	125
		# of arrests	2,309	n/a*	2097	n/a*	n/a*
		% of criminal investigation cases cleared	95%	100%**	94%	100%**	100%**
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of motor vehicle accidents	1463	n/a*	1565	n/a*	n/a*
		% change in # of motor vehicle accidents from prior year	-8%	+/- 0%	+6%	+/- 0%	+/- 0%
	Be prepared and responsive to all emergency situations	# of police dispatchers	12	13	12	13	13
		Average police response time in minutes	3:39	< 4:00	3:26	< 4:00	< 4:00
		# of outdoor warning sirens	18	18	18	18	18
		# of outdoor warning siren tests performed	12	12	12	12	12
		# of emergency management exercises held	1	1	1	1	1
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	362	n/a*	449	n/a*	n/a*
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	98%	90%	98.5%	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.

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$331,020	$353,000	$401,000	$48,000	14%	Fixed an allocation error from prior year
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	11,532	15,000	15,000	0	0	
51060	Salaries-Outside Employment	7,609	15,000	15,000	0	0	
51210	Payroll Tax-FICA	26,028	29,000	33,000	4,000	14%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	1,659	1,700	1,800	100	6%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	67,139	87,200	86,900	(300)	0%	
51255	Vision Insurance	327	600	600	0	0	
51260	Dental Insurance	3,760	4,700	4,900	200	4%	
51265	Long Term Care Insurance	350	400	400	0	0	
51270	Life Insurance	548	700	700	0	0	
51280	L T Disability	1,244	1,400	1,500	100	7%	
51290	Lagers Pension Expense	44,550	52,900	50,500	(2,400)	-5%	
	Total Salaries & Fringes	**495,766**	**561,600**	**611,300**	**49,700**	**9%**	
52100	Employee Uniforms	4,955	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	885	10,185	10,185	0	0	
52600	Employee Recognition	198	200	150	(50)	-25%	
	Total Employee Expenses	**6,038**	**12,885**	**12,835**	**(50)**	**0%**	
54800	Prof Services-Other	1,798	1,000	700	(300)	-30%	
	Total Prof Services	**1,798**	**1,000**	**700**	**(300)**	**-30%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	0	1,600	1,600	0	0	
	Total Utilities	**0**	**1,600**	**1,600**	**0**	**0**	
56050	Rep & Maint-Vehicles	3,256	4,400	4,400	0	0	
56100	Rep & Maint-Mach & Equip	0	1,000	1,000	0	0	
	Total Repair & Maintenance	**3,256**	**5,400**	**5,400**	**0**	**0**	
57050	Supplies-Gasoline	23,024	12,000	25,000	13,000	108%	Estimate based on current year usage and fuel prices
57060	Supplies-Diesel	0	0	0	0	0	
57150	Supplies-Fert/Chem/Seed	0	0	0	0	0	
57250	Supplies-Office	147	300	300	0	0	
57270	Supplies-Printing	0	0	0	0	0	
57300	Supplies-Operational	3,621	4,375	4,375	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57400	Books/Periodicals/Subscriptions	99	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	5,288	6,200	3,600	(2,600)	-42%	
57510	Insurance Claims	(109)	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	**32,070**	**22,875**	**33,275**	**10,400**	**45%**	
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	29,003	0	0	0	0	
	Total Capital Expenses	**29,003**	**0**	**0**	**0**	**0**	
	Total Ranger Division	**$567,931**	**$605,360**	**$665,110**	**$59,750**	**10%**	

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	0	0	0
Employee Expenses	0	0	0
Professional Services	0	0	0
Utilities	0	0	0
Repair & Maintenance	11,002	0	0
Supplies & Other	14,785	0	0
Capital Expenses	977,844	724,000	966,500
Total LPSW-Parks	**$1,003,631**	**$724,000**	**$966,500**

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PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Increase trail connectivity in Special District. Safe 2,5 | Healthy 2 | Sustainable 2,4 | Connected 2 | Community 1
   (Ongoing.)
2. Continue improvement on parking lots within the parks system. Safe 4 | Healthy 2 | Prosperous 3 | Sustainable 4 | Community 1
   (Ongoing.)
3. Finish improvements at Parks Building, extending the roof over the wash bay. Prosperous 3 | Sustainable 3
   (Pending.)
4. Construct a new restroom facility in Laurel Park. Sustainable 4 | Community 1
   (Moved to FY20.)
5. Install trail bridge over PS1 at Lakeside Park. Safe 2,5 | Healthy 2 | Sustainable 4 | Connected 2 | Community 1
   (Pending.)

FY20 OBJECTIVES

1. Continue to improve the trail system throughout the City by: Healthy 1,2 | Prosperous 3 | Community 1
   a. Applying for a Recreational Trail Grant to improve Spencer Road Trail.
   b. Extending trail along Salt River Road east of Mid Rivers Mall Drive.
2. Continue improvement on parking lots within the parks system. Safe 4 | Healthy 2 | Prosperous 3 | Sustainable 4 | Community 1
   a. Increase available parking at Sports Center Park.
3. Construct a new restroom facility in Laurel Park. Sustainable 4 | Community 1
4. Continue improvements to playgrounds by repairing or replacing used equipment and/or surfacing.
   Safe 1,4 | Healthy 1,2 | Sustainable 4
5. Improve drainage problems on Old Town Ball Diamond 1. Safe 5 | Prosperous 3 | Sustainable 4

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

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of miles of hiking/biking trails	24.1	25	25	25.5	25.5
	Engage the community to improve health and wellness	# of playgrounds	19	19	20	20	20
		# of athletic field reservations	3,723	4,000	3852	4,000	4,000
	Provide for economic growth and stability	# of pavilion reservations	789	600	748	700	750
		# of gazebo reservations	81	100	66	100	100
	Maintain a visually attractive and vibrant City	# of acres of park land	1,284	1,284	1,284	1,284	1,284
		# of trees planted	335	150	284	200	200
		Achieved Tree City USA designation?	Yes	Yes	Yes	Yes	Yes
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	167	0	147	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	-	-
		Customer Service Satisfaction	98%	90%	98%	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	72%	72%	72%	72%	72%
		% of households within ½-mile of a park	76%	76%	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%	100%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
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	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	
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	11,002	0	0	0	0	
56310	Rep & Maint-Trails	0	0	0	0	0	
56340	Rep & Maint-Tennis Courts	0	0	0	0	0	
	Total Repair & Maintenance	**11,002**	**0**	**0**	**0**	**0**	
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	938	0	0	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	13,528	0	0	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57500	Insurance	0	0	0	0	0	
57510	Insurance Claims	(604)	0	0	0	0	
57550	Legal Notices/Advertising	345	0	0	0	0	
57780	Rentals Machinery & Equipment	1,190	0	0	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	(612)	0	0	0	0	
	Total Supplies & Other	**14,785**	**0**	**0**	**0**	**0**	
58100	Capital Exp-Land & Improvement	114,778	195,000	125,000	(70,000)	-36%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	182,715	100,000	250,000	150,000	150%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	37,773	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	302,781	282,000	194,500	(87,500)	-31%	Approved capital items for fiscal year
58500	Capital Exp-Tennis,PG Equip,Pool	225,000	0	50,000	50,000	**	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	114,797	147,000	347,000	200,000	136%	Approved capital items for fiscal year
	Total Capital Expenses	**977,844**	**724,000**	**966,500**	**242,500**	**33%**	
	Total Parks Department	**$1,003,631**	**$724,000**	**$966,500**	**$242,500**	**33%**	

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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 under construction and scheduled for completion in FY19:
   - Red Mill storm sewer improvements
   - Jungermann channel improvements
   - Ehlmann/Turnberry storm sewer improvements

   The following projects are complete and under contractor maintenance and stewardship:
   - Country Creek
   - Willott Square South basin
   - St. Peters Condominiums detention basin
   - SC-5,6,7 Covenant Park channel improvements
   - Mid Valley basin
   - Calwood Drainage channel repairs and restoration
   - HS-1 Homestead (Church Street to Grand Teton) channel improvements
   - Boone Hills/Jungermann Road intersection and floodplain
   - Jungermann Road pipe rehabilitation
   - Spencer Creek Park channel and pedestrian bridge
   - Huntleigh Estates / Tanglewood storm sewer improvements

   The following projects are complete and under City maintenance and stewardship:
   - Ohmes Farm
   - Crescent Hills
   - Applewood and Enwood
   - The Highlands
   - Country Lake and St. Peters Villas
   - Country Crossing channel improvements
   - Pegasus Farms and Willott Square
   - Canyon Creek
   - McClay Valley
   - Ditch B
   - Woodlands culvert

   The following projects are complete and scheduled to transition from contractor to City maintenance and stewardship in FY19:
   - Englewood/Golf Course channel improvements

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

The following projects are funded and scheduled to begin construction in FY19:

- Brookshire storm sewer improvements (flooding)
- Hermitage storm sewer improvements (flooding)
- Hunters Valley channel improvement (stability)
- Gateswood storm sewer improvements (flooding)
- Cottage Hills / South Gatty storm sewer improvements (flooding)
- Kathleen Place storm sewer improvements (flooding)
- Country Hills Phase II storm sewer improvements (flooding)
- Sun River Village and McClay Meadows East basin and channel improvements – Phase One

The following projects will complete design in FY19 and are currently unfunded for construction:

- Sun River Village and McClay Meadows West basin and channel improvements – Phase Two
- Parkdale/Blackwood channel improvements
- West Drive basin and the incoming channels
- Huntleigh Estates and Laurel Park ponds
- Trailswood pond

The following projects are <u>unfunded</u> for design and construction:

- Timberidge channel improvements
- Hidden Lake/Jungermann Office Park channel improvements, including upstream of Briarwick & Hidden Lake basin
- Hunters Valley and Carrington channel improvements
- Channel improvements between Millwood Drive and Mill Race Drive
- Channel improvements south side of Kimberly, east of St. Peters Cottleville Road
- Channel improvements downstream of Crescent Hills and upstream of the SC-3 project
- Richmond, Park Ridge and Regency Estates basins (terminated at 30% design level)
- Colby channel improvements (terminated at 30% design level)
- Telluride channel improvements (terminated at 30% design level)
- Tanglewood channel improvements (terminated at 30% design level)
- Country Crossing channel and basin improvements (terminated at 30% design level)
- Regional detention basin north of I-70

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FY20 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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	1,067,989	1,108,600	1,004,400
Employee Expenses	4,533	8,850	10,870
Professional Services	51,165	50,200	49,800
Utilities	3,844	4,800	5,300
Repair & Maintenance	551,738	833,100	889,000
Supplies & Other	126,097	149,395	143,690
Capital Expenses	552,911	330,000	10,500
Total Storm Water Management	**$2,358,277**	**$2,484,945**	**$2,113,560**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	0.00	0.00	0.00	0.00	0	0
Director of Storm Water	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Intern	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	**0.00**	0.00	0 [A]	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	0.00	0.00	0.00	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**	**9.40**	**1.00**	**9.00**	**1.00**	**0**	**0**
Full Time Equivalent	**10.76**		**9.76**		**9.36**		**-0.40**	

Variance Explanations:
A: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.

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
   (On track.)
2. Continue to emphasize safety to maintain zero lost days. 1
   (On track.)

3. Ongoing enforcement of EPA Phase II regulations for the City of St. Peters to the maximum extent practicable. 5 3
   (MDNR audit completed.)
4. Continue to implement Best Management Practices (BMPs) for both the Old Town and Premier 370 levees. 5 3 4
   (370 pump station #1 inspection completed. All levee maintenance contracts in place.)
5. Implement Best Management Practices (BMPs) on two selected basins to improve water quality. 5 3
   (Candlewick, Twill Valley, and Triad South.)
6. Implementation of stream preservation program to diminish urban development degradation of City streams. 5 4
   (Spencer Creek from Mexico Road through City Centre Park and Spencer Creek East Branch from Mexico Road to Lutheran High School.)
7. Plan Septic Tank Removal upstream of West Drive Detention Basin. 5
   (Defer to FY20.)
8. Continue development of Natural Resource Management Plan. 3,4
   (Phase 1 completed, received Phase II proposal.)
9. Continue Water Quality Sampling on selected BMPs to gauge water treatment benefits. 5 3
   (Water Quality samples have been collected at modified basins and streams during rain events. Pollutant removal efficiencies have been calculated.)

FY20 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. Plan Septic Tank Removal upstream of West Drive Detention Basin. 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

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide proactive and effective preventative maintenance programs	# of acres of levees re-seeded and fertilized	38	20	193.1	20	20
		Feet of levee roads maintained	12,577	2,000	12,577	10,000	4,700
		# of outstanding COE corrective actions from prior year on levee & Pump Stations	2	1	3	0	0
		# of relief wells inspected	9	9	9	9	9
		# of Detention Basin Inspections	768	768/ 128	756	768	756
	Provide for community health and environmental safety	# of Good Housekeeping Best Management inspections implemented	34	36	14	36	14
		# of acres converted to structural BMPs	0.15	1.62		1.5	
		# of IDDE Inspections	220	300/ 120	120	300	321-HP/ 94-Cycle B
	Be a good steward of City assets, resources and infrastructure	# of acres converted for BMP improvement	0.15	1.62	0	1.5	1.5
	Maintain and enhance employee First Program (all internal organizations)	# of lost work days	0	0	0	0	0
	Improve sustainable practices for City operations and assets	# of structural BMPs implemented at City facilities	2	1	0	1	1
		# of City managed detention basins modified to improve water quality	1	3	1	1	2
	Maintain a visually attractive and vibrant City	# of acres of riparian buffers currently being restored		68.37	50.88	56	60
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	142	22	179	140	150
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	100%	90%	99%	90%	90%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$724,718	$720,800	$675,000	($45,800)	-6%	Reallocated Utilities Field Operations Foreman to the Water/Sewer
51020	Salaries-Part Time	7,422	9,000	11,000	2,000	22%	
51030	Salaries-Over Time	19,547	30,000	30,000	0	0	
51210	Payroll Tax-FICA	55,424	57,800	55,000	(2,800)	-5%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	3,312	3,400	3,000	(400)	-12%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	147,301	177,000	129,300	(47,700)	-27%	Reallocated Utilities Field Operations Foreman to the Water/Sewer Fund based on actual work being performed
51255	Vision Insurance	534	900	600	(300)	-33%	
51260	Dental Insurance	8,526	8,800	6,500	(2,300)	-26%	
51265	Long Term Care Insurance	505	600	400	(200)	-33%	
51270	Life Insurance	1,261	1,300	1,100	(200)	-15%	
51280	L T Disability	2,726	2,800	2,200	(600)	-21%	
51290	Lagers Pension Expense	96,713	96,200	90,300	(5,900)	-6%	Reallocated Utilities Field Operations Foreman to the Water/Sewer Fund based on actual work being performed
	Total Salaries & Fringes	**1,067,989**	**1,108,600**	**1,004,400**	**(104,200)**	**-9%**	
52100	Employee Uniforms	2,283	3,150	3,150	0	0	
52200	Employee Condiments	0	300	300	0	0	
52300	Employee Dues/Licenses	732	2,775	2,775	0	0	
52400	Travel Expense	89	1,000	2,500	1,500	150%	
52500	Employee Training Expenses	939	1,000	1,720	720	72%	
52600	Employee Recognition	490	625	425	(200)	-32%	
	Total Employee Expenses	**4,533**	**8,850**	**10,870**	**2,020**	**23%**	
54100	Prof Services-Legal	350	7,000	7,000	0	0	
54200	Prof Services-Engineering	9,937	26,800	26,800	0	0	
54800	Prof Services-Other	40,878	16,400	16,000	(400)	-2%	
	Total Prof Services	**51,165**	**50,200**	**49,800**	**(400)**	**-1%**	
55100	Electric	3,844	4,000	4,500	500	13%	
55800	Telephone	0	800	800	0	0	
	Total Utilities	**3,844**	**4,800**	**5,300**	**500**	**10%**	
56050	Rep & Maint-Vehicles	6,150	15,000	15,000	0	0	
56100	Rep & Maint-Machinery & Equipment	12,602	20,000	20,000	0	0	
56300	Rep & Maint-Grounds/Parking	7	5,000	5,000	0	0	
56490	Rep & Maint-Storm	194,448	170,000	180,000	10,000	6%	Increased for CIPP lining and other rehab
56560	Rep & Maint-Levee	100,590	185,000	185,000	0	0	
56570	Rep & Maint-Detention Basins	237,941	438,100	484,000	45,900	10%	Increased for stewardship as the City takes over maintenance on basins and stream channels
	Total Repair & Maintenance	**551,738**	**833,100**	**889,000**	**55,900**	**7%**	
57050	Supplies-Gasoline	788	3,000	1,000	(2,000)	-67%	
57060	Supplies-Diesel	16,537	13,500	18,000	4,500	33%	
57150	Supplies-Fert/Chem/Seed	23,017	10,000	10,000	0	0	
57300	Supplies-Operational	18,385	19,000	19,000	0	0	
57350	Small Tools, Furniture, Equipment	4,799	5,795	7,390	1,595	28%	
57420	Operating License/Permits	250	2,400	2,400	0	0	
57450	Postage	79	500	500	0	0	
57500	Insurance	10,636	12,700	2,900	(9,800)	-77%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	(83)	0	0	0	0	
57550	Legal Notices Advertisements	31	500	500	0	0	
57780	Rentals Machinery & Equipment	241	27,000	27,000	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	51,417	55,000	55,000	0	0	
	Total Supplies & Other	**126,097**	**149,395**	**143,690**	**(5,705)**	**-4%**	
58100	Capital Exp-Land & Improvement	548,474	90,000	0	(90,000)	-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	4,437	43,000	10,500	(32,500)	-76%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	197,000	0	(197,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**552,911**	**330,000**	**10,500**	**(319,500)**	**-97%**	
	Total Storm Water Management	**$2,358,277**	**$2,484,945**	**$2,113,560**	**($371,385)**	**-15%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$906,035**	**$883,941**	**$647,541**
Sewer Lateral Repair Revenue	537,082	522,000	522,000
Interest	2,787	500	500
Other	56	0	0
Total Revenue	539,925	522,500	522,500
Funds Available	**1,445,960**	**1,406,441**	**1,170,041**
Less: Expenditures			
Administration	82,550	133,900	132,000
Capital Expenditures	0	25,000	0
Sewer Lateral Repairs	479,469	600,000	600,000
Total Uses Of Funds	**562,019**	**758,900**	**732,000**
Ending Fund Balance	**$883,941**	**$647,541**	**$438,041**

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

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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	41,436	47,600	45,900
Employee Expenses	13	0	0
Professional Services	39,643	85,100	85,000
Utilities	0	200	200
Repair & Maintenance	479,988	600,000	600,000
Supplies & Other	939	1,000	900
Capital Expenses	0	25,000	0
Total Sewer Lateral Repair Program	**$562,019**	**$758,900**	**$732,000**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	0.50	0.00	0 [A]	0
Total	**0.55**	**0.00**	**0.55**	**0.00**	**0.50**	**0.00**	**0**	**0**
Full Time Equivalent	**0.55**		**0.55**		**0.50**		**-0.05**	

Variance Explanations:

A: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be a good steward of City assets, resources and infrastructure	# of video inspections	115	120	159	120	120
		# of walk-in sewer lateral repairs	59	60	57	60	60
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	79	70	65	70	70
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	98%	90%	99%	90%	90%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$31,121	$34,000	$33,000	($1,000)	-3%	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	105	1,000	1,000	0	0	
51210	Payroll Tax-FICA	2,354	3,000	3,000	0	0	
51240	Workmen's Comp Insurance	133	200	100	(100)	-50%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	3,204	4,200	3,500	(700)	-17%	
51255	Vision Insurance	20	100	100	0	0	
51260	Dental Insurance	189	200	400	200	100%	
51265	Long Term Care Insurance	65	100	100	0	0	
51270	Life Insurance	68	100	100	0	0	
51280	L T Disability	117	200	200	0	0	
51290	Lagers Pension Expense	4,060	4,500	4,400	(100)	-2%	
	Total Salaries & Fringes	**41,436**	**47,600**	**45,900**	**(1,700)**	**-4%**	
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	13	0	0	0	0	
	Total Employee Expenses	**13**	**0**	**0**	**0**	**0**	
54600	Prof Services-Collection Expense	7,838	10,000	10,000	0	0	
54610	Prof Services-Assessment Expense	3,135	5,000	5,000	0	0	
54800	Prof Services-Other	28,670	70,100	70,000	(100)	0%	
	Total Prof Services	**39,643**	**85,100**	**85,000**	**(100)**	**0%**	
55800	Telephone	0	200	200	0	0	
	Total Utilities	**0**	**200**	**200**	**0**	**0**	
56050	Rep & Maint-Vehicles	519	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	0	0	0	0	
56690	Rep & Maint-Sewer Laterals	267,809	600,000	600,000	0	0	
56695	Rep & Maint-Sewer Lateral Target Repairs	211,660	0	0	0	0	
	Total Repair & Maintenance	**479,988**	**600,000**	**600,000**	**0**	**0**	
57050	Supplies-Gasoline	200	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	0	0	0	0	0	
57350	Small Tools, Furniture, Equipment	0	0	0	0	0	
57450	Postage	0	0	0	0	0	
57500	Insurance	431	400	300	(100)	-25%	
57510	Insurance Claims	5	0	0	0	0	
57550	Legal Notices Advertisements	303	0	0	0	0	
57780	Rentals Machinery & Equipment	0	0	0	0	0	
57920	Miscellaneous	0	100	100	0	0	
	Total Supplies & Other	**939**	**1,000**	**900**	**(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	25,000	0	(25,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**0**	**25,000**	**0**	**(25,000)**	**-100%**	
	Total Sewer Lateral Repair Program	**$562,019**	**$758,900**	**$732,000**	**($26,900)**	**-4%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Balance	**$3,793,093**	**$2,315,900**	**$0**
Add: Property Tax - Real Estate Revenue	1,020,132	1,573,180	0
Sales and Franchise Tax Revenue	1,366,684	1,148,480	0
Interest Income	12,325	6,670	0
Other Revenue	0	0	0
Total Revenue	2,399,141	2,728,330	0
Funds Available	**6,192,234**	**5,044,230**	**0**
Less: Surplus PILOTS	305,904	3,379,130	0
Capital Improvement Projects	3,348,966	543,435	0
Reimburse Local Parks and Storm Water Fund	78,466	0	0
Reimburse Transportation Trust Fund for Other Projects	121,482	(382,170)	0
Reimburse Water Sewer Fund	0	412,360	0
Transfer to Closure Account for the Old Town Levee Redevelopment Area	0	1,057,975	0
Other Expense	21,516	33,500	0
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0
Transfer to Reserves	0	0	0
Total Uses of Funds	**3,876,334**	**5,044,230**	**0**
Ending Balance	**$2,315,900**	**$0**	**$0**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Balance	**$665,638**	**$0**	**$0**
Add: Property Tax - Real Estate Revenue	541,820	0	0
Sales and Franchise Tax Revenue	2,459	0	0
Interest Income	1,860	0	0
Total Revenue	546,139	0	0
Funds Available	**1,211,777**	**0**	**0**
Less: Debt Service	6,194	0	0
Surplus PILOTS	371,752	0	0
Capital Improvement Projects	830,055	0	0
Other Expense	3,759	0	0
Transfer to Reserve for Trustee	(2,650)	0	0
Transfer to Reserve for Anticipated Surplus PILOTS	0	0	0
Transfer to General Fund	2,667	0	0
Total Uses of Funds	**1,211,777**	**0**	**0**
Ending Balance	**$0**	**$0**	**$0**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Balance	**$4,093,072**	**$2,512,096**	**$354,354**
Transfer from Old Town TIF	121,482	305,338	0
Add: Sales Tax	7,450,675	7,689,250	7,943,050
Federal Funding	2,132,291	810,255	853,565
County Funding	4,779,079	1,085,675	1,122,660
Other	1,321,206	175,000	775,500
Interest	21,840	1,000	1,000
Total Revenue	15,826,573	10,066,518	10,695,775
Funds Available	**19,919,645**	**12,578,614**	**11,050,129**
Less: Road Construction and Traffic Signals	11,084,683	4,522,665	3,056,110
Street Maintenance	3,320,233	4,616,925	4,335,775
Traffic Management	2,003,206	2,102,270	2,327,015
Contingency	44,287	50,000	50,000
Debt Service	753,540	751,000	740,500
Total Uses Of Funds	**17,205,949**	**12,042,860**	**10,509,400**
Transfer to/(from) Reserves	0	0	0
Transfer to Post Retirement Benefits Fund	13,900	14,600	18,000
Administration Overhead	187,700	166,800	167,100
Ending Fund Balance	**$2,512,096**	**$354,354**	**$355,629**

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CITY OF ST. PETERS
TRANSPORTATION TRUST FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Sales Tax	$7,450,675	$7,689,250	$7,943,050
Intergovernmental Revenue	6,911,370	1,895,930	2,583,725
Interest Income	21,840	1,000	1,000
Miscellaneous Income	1,442,688	480,338	775,500
Total Revenue	**$15,826,573**	**$10,066,518**	**$11,303,275**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$733,732	$812,000	$731,700
Employee Expenses	16,492	31,505	31,030
Professional Services	99,815	101,500	83,100
Utilities	599,311	652,840	653,440
Repairs & Maintenance	3,104,686	3,728,100	3,965,800
Supplies & Other	279,044	264,250	254,220
Capital Expenditures	490,359	1,129,000	943,500
Total Expenditures	**$5,323,439**	**$6,719,195**	**$6,662,790**

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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	$ 120,000	$ 120,000	$ -	$ -	$ -	$ -
Centennial Greenway Phase 4	SP/F	816,960	163,395	-	-	653,565	-
Flashing LED Pedestrian Crossing Signs	SP	6,700	6,700	-	-	-	-
Jungermann Road Safety Improvements	SP/C	176,000	38,000	138,000	-	-	-
Jungs Station Road Resurfacing	SP/F	250,000	50,000	-	-	200,000	-
Salt River Road/MO 370 Interchange Ramp 1	SP/C	350,000	70,000	280,000	-	-	-
Spencer Road Extension (West End)	SP/C/O	1,215,000	-	607,500	-	-	607,500
Spencer Road Reconstruction	SP/C	121,450	24,290	97,160	-	-	-
Total Construction		$ 3,056,110	$ 472,385	$ 1,122,660	$ -	$ 853,565	$ 607,500
OTHER							
Construction Management	SP	$ -	$ -	$ -	$ -	$ -	$ -
Street Maintenance	SP	$4,335,775	$ 4,335,775	$ -	$ -	$ -	$ -
Traffic Management	SP	$2,327,015	2,327,015	-	-	-	-
Contingency	SP	50,000	50,000	-	-	-	-
Debt Service	SP	740,500	740,500	-	-	-	-
Total Other		$ 7,453,290	$ 7,453,290	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES		**$ 10,509,400**	**$ 7,925,675**	**$ 1,122,660**	**$ -**	**$ 853,565**	**$ 607,500**

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

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	0	0	0
Employee Expenses	11,421	21,075	20,625
Professional Services	58,708	100,000	77,700
Utilities	24,823	31,000	31,000
Repair & Maintenance	2,776,782	3,368,500	3,538,500
Supplies & Other	199,429	171,350	159,450
Capital Expenses	249,070	925,000	508,500
Total Streets Maintenance	**$3,320,233**	**$4,616,925**	**$4,335,775**

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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 657 calendar days without a lost time accident.)
2. Maintain overall customer service rating to a minimum of 90%. 1 1
   (Ongoing. The Street Department currently has a 91% overall customer service rating.)
3. Complete the 2018/19 pavement management program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The department has scheduled the replacement of 40,678 square yards of concrete pavement, resurfacing of 116,000 square yards of asphalt pavement, replacement of 3,028 lineal feet of curb and gutter, removal and replacement of 22,625 square feet of sidewalk, construction 1,650 square feet of new sidewalk, 6,100 square feet of accessible ramps, 73,162 of joint and crack sealing and 1,630 street sign replacements.)
4. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Federal and St. Charles County Road Board applications will be submitted by Feb. 2019.)
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. Centennial Greenway Phase 4 Project will be complete 2019. Gateway bike plan elements are being designed for future road and traffic projects.)
6. Continue implementation of City Wayfinding Sign Program. 1 1,2 1
   (Ongoing. 27 Wayfinding signs installed.)
7. Assist with development and implement City ADA transition plan. 2,5 3 2 1
   (Ongoing. 6,100 square feet of scheduled ADA accessible sidewalk replacement.)

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

FY20 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 2019/20 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

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of square yards of concrete slab replacement	26,333	40,325	39,410	40,000	40,000
		# of square yards of asphalt overlay	132,000	118,000	113,000	118,000	122,000
		# of lineal feet of concrete curb replacement	3,720	1,200	3,712	3,300	2,600
		# of square feet of sidewalk replacement	17,245	19,804	14,986	22,600	18,000
		# of lineal feet of streets joint and crack sealed	129,444	121,000	116,928	120,000	120,000
		# of street sign replacements	975	1,630	1,250	1,630	1,630
	Provide for community health and environmental safety	# of accessible ramps improved	34	35	45	45	50
		# of square feet of sidewalk infill	200	3,239	3588	1650	2000
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	384	744	657	1,104	1,469
	Improve sustainable practices for City operations and assets	# of tons of asphalt millings repurposed	4600	10,000	5230	10,000	10,000
	Maintain a visually attractive and vibrant City	# of lineal feet of pavement remarking	1,088,472	1,000,000	1,363,925	1,300,000	1,300,000
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	521	0	680	0	0
		% of Concerns Responded to Within 72 Hours	98%	100%	98%	100%	100%
		Customer Service Satisfaction	94%	90%	91%	90%	90%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
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	7,268	8,675	8,675	0	0	
52200	Employee Condiments	558	800	800	0	0	
52300	Employee Dues/Licenses	572	1,150	1,150	0	0	
52400	Travel Expense	653	2,200	2,200	0	0	
52500	Employee Training Expenses	675	6,300	6,300	0	0	
52600	Employee Recognition	1,695	1,950	1,500	(450)	-23%	
	Total Employee Expenses	**11,421**	**21,075**	**20,625**	**(450)**	**-2%**	
54200	Prof Services-Engineering	5,135	4,000	6,000	2,000	50%	
54800	Prof Services-Other	53,573	96,000	71,700	(24,300)	-25%	Reduced right-of-way tree trimming
	Total Prof Services	**58,708**	**100,000**	**77,700**	**(22,300)**	**-22%**	
55100	Electric	16,839	20,000	20,000	0	0	
55500	Gas	4,491	5,500	5,500	0	0	
55700	Waste Disposal	157	0	0	0	0	
55800	Telephone	3,336	5,500	5,500	0	0	
	Total Utilities	**24,823**	**31,000**	**31,000**	**0**	**0**	
56050	Rep & Maint-Vehicles	36,285	46,000	66,000	20,000	43%	Reallocated R&M budget based on anticipated needs
56100	Rep & Maint-Mach & Equip	42,607	85,000	65,000	(20,000)	-24%	Reallocated R&M budget based on anticipated needs
56200	Rep & Maint-Building	4,949	7,500	7,500	0	0	
56410	Rep & Maint-Asphalt Repair	78,579	0	0	0	0	
56420	Rep & Maint-Asphalt Overlay	990,425	1,120,000	1,170,000	50,000	4%	Increase in cost of materials and amount of roadways in City
56430	Rep & Maint-Concrete Slab	1,161,449	1,300,000	1,300,000	0	0	
56440	Rep & Maint-Concrete Curbs	75,994	75,000	75,000	0	0	
56445	Rep & Maint-Concrete Joint Repair	360	30,000	30,000	0	0	
56450	Rep & Maint-Sidewalks	240,776	375,000	375,000	0	0	
56455	Rep & Maint-Guard Rails	0	0	0	0	0	
56460	Rep & Maint-Crack Sealing	87,501	125,000	125,000	0	0	
56465	Rep & Maint-Bridge	0	15,000	15,000	0	0	
56470	Rep & Maint-Roadway Salt	57,682	180,000	300,000	120,000	67%	Fiscal year 18 is lower due to mild winter weather season the prior year
56520	Rep & Maint-Retaining Wall	175	10,000	10,000	0	0	
	Total Repair & Maintenance	**2,776,782**	**3,368,500**	**3,538,500**	**170,000**	**5%**	
57050	Supplies-Gasoline	1,800	9,500	2,500	(7,000)	-74%	Estimate based on current year usage and changes in fuel prices
57060	Supplies-Diesel	62,133	70,000	70,000	0	0	
57150	Supplies-Fert/Chem/Seed	(13,993)	4,600	2,500	(2,100)	-46%	
57250	Supplies-Office	1,879	2,200	2,200	0	0	
57270	Supplies-Printing	2,076	1,400	2,100	700	50%	
57300	Supplies-Operational	49,672	50,000	50,000	0	0	
57350	Small Tools, Furniture, Equipment	10,491	1,750	11,250	9,500	543%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	0	300	300	0	0	
57450	Postage	52	200	200	0	0	
57500	Insurance	19,369	24,400	11,400	(13,000)	-53%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	63,932	0	0	0	0	
57550	Legal Notices/Advertising	411	200	200	0	0	
57780	Rentals Mach & Equip	1,590	6,700	6,700	0	0	
57920	Miscellaneous	17	100	100	0	0	
	Total Supplies & Other	**199,429**	**171,350**	**159,450**	**(11,900)**	**-7%**	
58100	Capital Exp-Land & Improvement	116,631	143,500	0	(143,500)	-100%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	7,988	0	30,000	30,000	**	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Mach & Equipment	124,451	561,500	317,500	(244,000)	-43%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	220,000	161,000	(59,000)	-27%	Approved capital items for fiscal year
	Total Capital Expenses	**249,070**	**925,000**	**508,500**	**(416,500)**	**-45%**	
	Total Streets Maintenance	**$3,320,233**	**$4,616,925**	**$4,335,775**	**($281,150)**	**-6%**	

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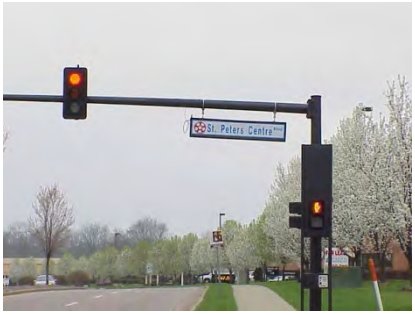
CITY OF ST. PETERS
TRANSPORTATION TRUST FUND – TDS
TRAFFIC MANAGEMENT

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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	733,732	812,000	731,700
Employee Expenses	5,071	10,430	10,405
Professional Services	41,107	1,500	5,400
Utilities	574,488	621,840	622,440
Repair & Maintenance	327,904	359,600	427,300
Supplies & Other	79,615	92,900	94,770
Capital Expenses	241,289	204,000	435,000
Total Traffic Management	**$2,003,206**	**$2,102,270**	**$2,327,015**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Civil Engineer	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Construction Inspector	0.00	0.00	0.00	0.00	**0.50**	0.00	0 [A]	0
Intern	0.00	1.00	0.00	1.00	0.00	1.00	0	0
Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0	0
Streets Maintenance Technician	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [B]	0
Streets Maintenance Worker	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [C]	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	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**7.50**	**1.00**	**7.50**	**1.00**	**6.00**	**1.00**	**-2**	**0**
Full Time Equivalent	**7.74**		**7.74**		**6.24**		**-1.50**	

Variance Explanations:

A: Adjusted the allocation of one full-time Construction Inspector to 50% Engineering and 50% Traffic based on actual work being performed.

B: Moved one full-time Streets Maintenance Technician from Traffic to Streets based on actual work being performed.

C: Moved one full-time Streets Maintenance Worker from Traffic to Streets based on actual work 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 and achieve zero lost work days. 1
   (Ongoing. To date the Traffic Department has achieved 4,470 calendar days without a lost time accident.)
2. Maintain overall customer service rating to a minimum of 90%. 1 1
   (Ongoing. The Traffic Department currently has a 100% overall customer service rating.)
3. Complete the 2018/19 traffic signal capital replacement program as scheduled and budgeted. 2,4 1,2,3
   (Ongoing. The Traffic department has scheduled the replacement of 3 traffic signal and replacement of various traffic signal components at 3 other signalized intersections.)
4. Complete the 2018/19 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. 3 additional projects are scheduled to be bid in 2018 pending property acquisition.)
5. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
   (Ongoing. Federal applications will be submitted in February 2019 and St. Charles County Road Board applications will be submitted in March 2019.)
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. Design is ongoing for the Centennial Greenway Phase 4 project. Gateway Bike Plan elements are being included in the design of future road and traffic signal projects.)
7. Update City ADA Transition Plan as projects are completed. 2,5 3 1 2
   (Ongoing. The City's ADA Transition Plan has been adopted and the document will continue to be updated as projects are completed.)
8. Complete design and construction of St. Peters entrance monuments and City entrance signs. 3 1
   (Ongoing. Enhanced City Limit Signs are being fabricated and will be installed in early spring 2019. Entrance monuments are planned at I-70 and MO 364 interchanges with Mid Rivers Mall Drive. Staff has forwarded a concept to MoDOT and is awaiting approval to move forward with design/build.)

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FY20 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 2019/20 traffic signal capital replacement program as scheduled and budgeted. 2,4 1,2,3
4. Complete the 2019/20 road and signal improvement projects as scheduled and budgeted.
   2,4,5 2 3 4 2
5. Seek and obtain available transportation funding to leverage the project budgets for various transportation maintenance projects. 2,3
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
7. Continue implementation of City ADA Transition Plan. 2,5 3 1 2
8. Prepare and implement Bridge Maintenance Plan. 2,4 2,3 1 2

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	# of square yards of new pavement constructed or replaced	10,140	12,000	8,543	12,000	1,500
		# of lineal feet of sidewalk constructed or replaced	2,108	3,200	12,006	3,200	1,000
		# lineal feet of multi-use path trails constructed or replaced	695	2,100	0	2,000	5,000
		# of square feet of accessible ramps constructed or replaced	3,931	7,000	16,806	7,000	1,250
	Provide proactive and effective preventative maintenance programs	# of traffic signal controllers replaced	4	5	6	5	5
		# of traffic video detection systems replaced	5	5	7	5	5
		# of MMU devices serviced or replaced	80	80	80	80	80
		# of network switches replaced	0	10	0	10	5
		# of street lights replaced	64	120	55	120	120
	Maintain low tax rates and user fees	# of federal and local transportation grant dollars utilized	$2.9 mil	$5.8 mil	$3.8 mil	$4.0 mil	$2.1 mil
		% of transportation project cost reimbursement	52%	56%	34%	72%	53%
	Maintain and enhance employee First Program (all internal organizations)	# of days without a lost time accident	4,106	4,269	4,269	4,634	4,999
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of training hours for Traffic Staff	143	80	308	100	100
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	204	200	321	200	200
		% of Concerns Responded to Within 72 Hours	100%	100%	99%	100%	100%
		Customer Service Satisfaction	100%	90%	100%	100%	100%
	Provide for ease of travel within the City and connectivity to the greater metro area	# of traffic signal plans optimized	2	10	44	10	10
		Traffic signal in-service rate	No Data Available	100%	No Data Available	100%	100%
		Average # of seconds of travel delay per intersection on arterial roadways	No Data Available	55	No Data Available	55	55

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$528,311	$561,000	$503,000	($58,000)	-10%	
51020	Salaries-Part Time	0	0	8,000	8,000	**	
51030	Salaries-Over Time	4,412	10,000	10,000	0	0	
51210	Payroll Tax-FICA	39,529	44,000	40,000	(4,000)	-9%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,373	2,500	2,200	(300)	-12%	
51240	Workmen's Comp Claims	1,104	0	0	0	0	
51250	Medical Insurance	82,906	111,600	94,100	(17,500)	-16%	Anticipated changes in employee selection of coverage
51255	Vision Insurance	405	700	500	(200)	-29%	
51260	Dental Insurance	4,742	5,500	5,000	(500)	-9%	
51265	Long Term Care Insurance	416	500	500	0	0	
51270	Life Insurance	890	1,000	800	(200)	-20%	
51280	L T Disability	1,941	2,100	1,900	(200)	-10%	
51290	Lagers Pension Expense	66,703	73,100	65,700	(7,400)	-10%	
	Total Salaries & Fringes	**733,732**	**812,000**	**731,700**	**(80,300)**	**-10%**	
52100	Employee Uniforms	1,194	1,650	1,650	0	0	
52200	Employee Condiments	0	0	0	0	0	
52300	Employee Dues/Licenses	646	1,480	1,480	0	0	
52400	Travel Expense	1,069	2,800	2,800	0	0	
52500	Employee Training Expenses	1,795	4,200	4,200	0	0	
52600	Employee Recognition	367	300	275	(25)	-8%	
	Total Employee Expenses	**5,071**	**10,430**	**10,405**	**(25)**	**0%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	41,107	1,500	5,400	3,900	260%	
	Total Prof Services	**41,107**	**1,500**	**5,400**	**3,900**	**260%**	
55100	Electric	0	0	0	0	0	
55120	Electric(Street Lighting)	513,542	556,500	556,500	0	0	
55140	Electric(Traffic Signals)	57,794	60,900	60,900	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	3,152	4,440	5,040	600	14%	
	Total Utilities	**574,488**	**621,840**	**622,440**	**600**	**0%**	
56050	Rep & Maint-Vehicles	3,500	6,000	6,000	0	0	
56100	Rep & Maint-Mach & Equip	0	2,100	2,100	0	0	
56480	Rep & Maint-Traffic Signals	55,934	84,000	84,000	0	0	
56485	Rep & Maint-Traffic Striping	221,399	214,100	267,000	52,900	25%	Increased for contracted striping
56500	Rep & Maint-Street Lights	47,071	43,400	58,200	14,800	34%	Increased for LED street light retrofit program
56510	Rep & Maint-ROW Signs	0	10,000	10,000	0	0	
	Total Repair & Maintenance	**327,904**	**359,600**	**427,300**	**67,700**	**19%**	
57050	Supplies-Gasoline	1,549	2,000	2,000	0	0	
57060	Supplies-Diesel	3,555	3,500	4,500	1,000	29%	
57200	Supplies-Street Signs	47,320	69,000	69,000	0	0	
57250	Supplies-Office	202	450	450	0	0	
57300	Supplies-Operational	3,168	5,000	5,000	0	0	
57350	Small Tools, Furniture, Equipment	14,679	0	3,170	3,170	**	Approved small tools items for fiscal year
57450	Postage	207	1,000	1,000	0	0	
57500	Insurance	7,628	9,200	6,900	(2,300)	-25%	
57510	Insurance Claims	(61)	0	0	0	0	
57550	Legal Notices/Advertising	529	250	250	0	0	
57650	Sales Tax Expense	39	0	0	0	0	
57780	Rentals Mach & Equip	800	2,500	2,500	0	0	
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	0	0	0	0	0	
	Total Supplies & Other	**79,615**	**92,900**	**94,770**	**1,870**	**2%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58150	Capital Exp-Street Lights	13,644	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	205,264	175,000	300,000	125,000	71%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	22,381	29,000	135,000	106,000	366%	Approved capital items for fiscal year
	Total Capital Expenses	**241,289**	**204,000**	**435,000**	**231,000**	**113%**	
	Total Traffic Management	**$2,003,206**	**$2,102,270**	**$2,327,015**	**$224,745**	**11%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$185,086**	**$144,180**	**$73,580**
Water Line Repair Revenue	219,492	219,000	219,000
Interest	599	0	0
Other	24	0	0
Total Revenue	220,115	219,000	219,000
Funds Available	**405,201**	**363,180**	**292,580**
Less: Expenditures			
Administration	31,663	36,900	34,800
Capital Expenditures	0	0	0
Water Line Repairs	229,358	252,700	195,000
Total Uses Of Funds	**261,021**	**289,600**	**229,800**
Ending Fund Balance	**$144,180**	**$73,580**	**$62,780**

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

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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	26,659	31,500	28,600
Employee Expenses	13	0	0
Professional Services	4,647	5,100	5,900
Utilities	0	0	0
Repair & Maintenance	229,358	252,700	195,000
Supplies & Other	344	300	300
Capital Expenses	0	0	0
Total Water Service Line Repair Program	**$261,021**	**$289,600**	**$229,800**

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	0.30	0.00	0 [A]	0
Total	**0.35**	**0.00**	**0.35**	**0.00**	**0.30**	**0.00**	**0**	**0**
Full Time Equivalent	**0.35**		**0.35**		**0.30**		**-0.05**	

Variance Explanations:

A: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.

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PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be a good steward of City assets, resources and infrastructure	# of water service line repairs	108	108	125	108	108
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	74	75	79	75	75
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	98%	90%	99%	90%	90%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$19,952	$22,000	$20,000	($2,000)	-9%	
51020	Salaries-Part Time	0	0	0	0	0	
51030	Salaries-Over Time	63	1,000	1,000	0	0	
51210	Payroll Tax-FICA	1,508	2,000	2,000	0	0	
51240	Workmen's Comp Insurance	87	100	100	0	0	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	2,147	2,800	2,100	(700)	-25%	
51255	Vision Insurance	14	100	100	0	0	
51260	Dental Insurance	127	200	300	100	50%	
51265	Long Term Care Insurance	41	100	100	0	0	
51270	Life Insurance	43	100	100	0	0	
51280	L T Disability	75	100	100	0	0	
51290	Lagers Pension Expense	2,602	3,000	2,700	(300)	-10%	
	Total Salaries & Fringes	**26,659**	**31,500**	**28,600**	**(2,900)**	**-9%**	
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	13	0	0	0	0	
	Total Employee Expenses	**13**	**0**	**0**	**0**	**0**	
54600	Prof Services-Collection Expense	3,289	3,500	3,500	0	0	
54610	Prof Services-Assessment Expense	1,315	1,500	1,500	0	0	
54800	Prof Services-Other	43	100	900	800	800%	
	Total Prof Services	**4,647**	**5,100**	**5,900**	**800**	**16%**	
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	
56550	Rep & Maint-Residential Water Lines	229,358	252,700	195,000	(57,700)	-23%	Adjusted based on cost share for repairs
	Total Repair & Maintenance	**229,358**	**252,700**	**195,000**	**(57,700)**	**-23%**	
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	283	300	300	0	0	
57510	Insurance Claims	3	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	**344**	**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	**$261,021**	**$289,600**	**$229,800**	**($59,800)**	**-21%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$0**	**$74,335**	**$0**
Transfer From Local Parks and Storm Water Fund	0	97,640	262,800
Add: Revenues	781,967	798,600	874,300
Funds Available	**781,967**	**970,575**	**1,137,100**
Less: Expenditures	707,632	970,575	1,127,100
Transfer To(From) Reserves	0	0	0
Total Expenses Before Transfers To Other Funds	**707,632**	**970,575**	**1,127,100**
Transfer to Post Retirement Benefits Fund/Trust	0	0	10,000
Ending Fund Balance	**$74,335**	**$0**	**$0**

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CITY OF ST. PETERS
370 LAKESIDE PARK FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
R.V. Pad Rental	$624,731	$625,000	$705,000
Campsite Rental	2,905	5,000	5,000
Bike/Boat Rental	38,280	45,000	45,000
Archery Revenue	16,660	25,000	20,000
Merchandise	17,439	17,800	18,500
Other Revenue	81,952	80,800	80,800
Total Revenue	**$781,967**	**$798,600**	**$874,300**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$492,799	$619,400	$719,100
Employee Expenses	5,191	9,225	9,075
Professional Services	1,974	1,400	100
Utilities	68,709	77,800	76,100
Repairs & Maintenance	44,037	73,000	61,000
Supplies & Other	89,777	89,250	98,225
Capital Expenditures	5,145	100,500	163,500
Total Expenditures	**$707,632**	**$970,575**	**$1,127,100**

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	492,799	619,400	719,100
Employee Expenses	5,191	9,225	9,075
Professional Services	1,974	1,400	100
Utilities	68,709	77,800	76,100
Repair & Maintenance	44,037	73,000	61,000
Supplies & Other	89,777	89,250	98,225
Capital Expenses	5,145	100,500	163,500
Total 370 Lakeside Park	**$707,632**	**$970,575**	**$1,127,100**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Community Service Officer	0.00	6.00	0.00	6.00	0.00	6.00	0	0
Guest Service Representatives	0.00	3.00	0.00	3.00	0.00	3.00	0	0
Parks Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Parks Services Representatives	0.00	8.00	0.00	4.00	0.00	4.00	0	0
Parks Technician	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Parks Worker	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Recreation Leader	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [A]	0
Recreation Superintendent	0.00	0.00	0.00	0.00	**1.00**	0.00	1 [A]	0
Registration Specialist	0.00	0.00	0.00	2.00	**1.00**	2.00	1 [A]	0
Total	**3.00**	**17.00**	**3.00**	**16.00**	**4.00**	**16.00**	**1**	**0**
Full Time Equivalent	**12.71**		**12.23**		**13.23**		**1.00**	

Variance Explanations:

A: Converted one full-time Recreation Leader to one full-time Recreation Superintendent based on actual work being performed.

B: Converted one full-time Recreation Leader to one full-time Recreation Superintendent based on actual work being performed.

C: Added one full-time Registration Specialist position based on department's needs.

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
   (Ongoing.)
2. Continue our goal to achieve zero lost days for the department. 1
   (Ongoing.)
3. Continue our efforts to operate 370 Lakeside Park without subsidy. 1,2
   (Ongoing.)
4. Improve the customer experience by increasing Wi-Fi Connectivity Capability. 1,2 1
   (Pending.)

FY20 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 our efforts to operate 370 Lakeside Park without subsidy. 1,2
4. Increase line of merchandise at RV Check-in for campers. 1
5. Continue RV Campsite improvements by changing roto-mill to concrete sites. 2 4
6. Initiate programming for campers targeted to increase site nights during off peak season. 1

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	# of RV site reservations	16,801	17,500	17,706	17,500	18,000
		% of RV site time booked	61%	65%	65%	65%	65%
		# of bike and watercraft rentals at 370 Lakeside Park	2,601	3,400	2,791	3,400	3,400
		# of archery range daily visits	3,373	4,250	2,586	4,250	3,000
		# of archery range annual memberships	147	375	196	200	200
		# of dog park memberships	594	550	561	550	550
		# of day passes for fishing and lake usage at 370 Lakeside Park	3,052	4,500	2,665	3,000	3,000
		# of season passes for fishing and lake usage at 370 Lakeside Park	46	90	75	50	75
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	5	0	0	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	-	-	-
		Customer Service Satisfaction	99%	90%	99%	90%	90%

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CITY OF ST. PETERS
370 LAKESIDE PARK FUND – PGS

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$186,637	$187,000	$231,000	$44,000	24%	Added Recreation Superintendent position and estimate in market survey results and designation changes
51020	Salaries-Part Time	209,663	298,000	318,000	20,000	7%	Estimate in market survey results and designation changes
51030	Salaries-Over Time	13,857	9,000	9,000	0	0	
51210	Payroll Tax-FICA	29,847	40,000	43,000	3,000	8%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,098	2,200	2,200	0	0	
51245	Workmen's Comp Claims	(22,120)	0	0	0	0	
51250	Medical Insurance	45,532	53,400	78,900	25,500	48%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	75	300	300	0	0	
51260	Dental Insurance	2,543	3,000	4,200	1,200	40%	
51265	Long Term Care Insurance	133	200	200	0	0	
51270	Life Insurance	368	400	600	200	50%	
51280	L T Disability	640	800	900	100	13%	
51290	Lagers Pension Expense	23,526	25,100	30,800	5,700	23%	Increased based on full-time salaries
	Total Salaries & Fringes	**492,799**	**619,400**	**719,100**	**99,700**	**16%**	
52100	Employee Uniforms	1,642	4,800	4,800	0	0	
52200	Employee Condiments	27	300	300	0	0	
52300	Employee Dues/Licenses	0	535	535	0	0	
52400	Travel Expense	1,698	1,700	1,700	0	0	
52500	Employee Training Expenses	1,295	1,300	1,300	0	0	
52600	Employee Recognition	529	590	440	(150)	-25%	
	Total Employee Expenses	**5,191**	**9,225**	**9,075**	**(150)**	**-2%**	
54800	Prof Services-Other	1,974	1,400	100	(1,300)	-93%	
	Total Prof Services	**1,974**	**1,400**	**100**	**(1,300)**	**-93%**	
55100	Electric	67,793	75,000	75,000	0	0	
55500	Gas	0	0	0	0	0	
55800	Telephone	916	2,800	1,100	(1,700)	-61%	
	Total Utilities	**68,709**	**77,800**	**76,100**	**(1,700)**	**-2%**	
56050	Rep & Maint-Vehicles	3,320	4,500	4,500	0	0	
56100	Rep & Maint-Machinery & Equipment	9,602	4,500	10,000	5,500	122%	Added R&M of grinder pump
56200	Rep & Maint-Building	23,474	14,500	14,500	0	0	
56300	Rep & Maint-Grounds/Parking	5,727	48,000	30,000	(18,000)	-38%	Increased to change RV pads to concrete and replace park gates in fiscal year 19
56320	Rep & Maint-Outside Lighting	1,914	1,500	2,000	500	33%	
	Total Repair & Maintenance	**44,037**	**73,000**	**61,000**	**(12,000)**	**-16%**	
57050	Supplies-Gasoline	2,910	3,500	3,500	0	0	
57060	Supplies-Diesel	7,621	7,000	9,000	2,000	29%	
57150	Supplies-Fert/Chem/Seed	5,111	6,000	6,000	0	0	
57250	Supplies-Office	635	1,500	1,500	0	0	
57270	Supplies-Printing	1,050	2,000	2,000	0	0	
57300	Supplies-Operational	31,740	25,250	30,000	4,750	19%	
57310	Supplies-Janitorial	1,722	2,000	2,000	0	0	
57350	Small Tools, Furniture, Equipment	3,552	2,300	7,275	4,975	216%	
57370	Supplies-Merchandise	8,783	9,000	9,000	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Oper Licens/Permits	75	100	100	0	0	
57450	Postage	0	50	50	0	0	
57500	Insurance	6,612	8,300	4,400	(3,900)	-47%	
57510	Insurance Claims	277	0	0	0	0	
57550	Legal Notices/Advertising	6,437	9,000	8,000	(1,000)	-11%	
57650	Sales Tax Expense	757	750	900	150	20%	
57780	Rentals Machinery & Equipment	0	500	500	0	0	
57920	Miscellaneous	12,495	12,000	14,000	2,000	17%	
	Total Supplies & Other	**89,777**	**89,250**	**98,225**	**8,975**	**10%**	
58100	Capital Exp-Land & Improvement	0	50,000	0	(50,000)	-100%	Approved capital items for fiscal year
58200	Capital Exp-Building & Improvement	0	15,500	0	(15,500)	-100%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	20,000	0	(20,000)	-100%	Approved capital items for fiscal year
58400	Capital Exp-Machinery & Equipment	5,145	15,000	5,500	(9,500)	-63%	Approved capital items for fiscal year
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	0	158,000	158,000	**	Approved capital items for fiscal year
	Total Capital Expenses	**5,145**	**100,500**	**163,500**	**63,000**	**63%**	
	Total 370 Lakeside Park Fund	**$707,632**	**$970,575**	**$1,127,100**	**$156,525**	**16%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$1,359,111**	**$1,841,515**	**$1,363,800**
Add: Revenues	4,637,606	4,903,400	5,039,700
Funds Available	**5,996,717**	**6,744,915**	**6,403,500**
Less: Expenditures	3,802,202	4,892,315	4,401,365
Total Expenses Before Transfers To Other Funds	**3,802,202**	**4,892,315**	**4,401,365**
Overhead/Fleet Allocation	316,100	350,000	400,100
Transfer to Post Retirement Benefits Fund/Trust	36,900	38,800	57,000
Transfer to Reserves	0	100,000	39,000
Ending Fund Balance	**$1,841,515**	**$1,363,800**	**$1,506,035**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Tipping Fees-St. Peters	$985,329	$1,014,300	$1,086,100
Tipping Fees-Outside Haulers	1,990,723	2,003,200	2,023,300
Blue Bag Revenue	607,505	655,300	662,000
Recycling Revenue	546,579	720,800	725,500
Earth Centre Revenue	484,115	493,100	503,100
Interest Income	4,282	500	500
Miscellaneous Income	19,073	16,200	39,200
Total Revenue	**$4,637,606**	**$4,903,400**	**$5,039,700**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$1,630,252	$2,040,200	$2,078,800
Employee Expenses	13,882	16,655	20,600
Professional Services	32,480	72,400	40,200
Utilities	48,366	55,600	60,600
Repairs & Maintenance	125,500	174,325	159,825
Supplies & Other	480,654	449,935	362,840
Tipping Fees	1,402,352	1,543,200	1,627,000
Capital Expenditures	68,716	540,000	51,500
Total Expenditures	**$3,802,202**	**$4,892,315**	**$4,401,365**

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CITY OF ST. PETERS
CENTRAL MATERIALS PROCESSING FACILITY FUND – WES
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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	1,630,252	2,040,200	2,078,800
Employee Expenses	13,882	16,655	20,600
Professional Services	32,480	72,400	40,200
Utilities	48,366	55,600	60,600
Repair & Maintenance	125,500	174,325	159,825
Supplies & Other	480,654	449,935	362,840
Tipping Fees	1,402,352	1,543,200	1,627,000
Capital Expenses	68,716	540,000	51,500
Total CMPF	**$3,802,202**	**$4,892,315**	**$4,401,365**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	1.00	0.00	1.00	0.00	0	0
CMPF Supervisor	1.00	0.00	2.00	0.00	2.00	0.00	0	0
Director of Environmental 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	0.00	0.00	0.00	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	**0.00**	0.00	-1 [A]	0
Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.25**	0.00	0 [B]	0
Office Clerk	1.00	3.00	2.00	2.00	2.00	2.00	0	0
Recycler	7.00	2.00	10.00	0.00	10.00	0.00	0	0
Recycling Services Representatives	0.00	9.00	0.00	9.00	0.00	9.00	0	0
Solid Waste Technician	4.00	0.00	4.00	0.00	4.00	0.00	0	0
Total	**19.00**	**15.00**	**24.00**	**11.00**	**23.75**	**11.00**	**0**	**0**
Full Time Equivalent	**27.22**		**29.34**		**29.09**		**-0.25**	

Variance Explanations:

A: Eliminated one full-time Manager of Health & Environmental Services position due to a departmental reorganization after a planned retirement.

B: Reallocated one full-time Manager of Water & Environmental Services position due to a departmental reorganization.

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

PRIOR YEAR OBJECTIVES AND RESPONSES TO THOSE OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days. 1
   (Zero lost days)
2. Maintain a 90% customer service satisfaction rating. 1 1
   (Commercial customer 98%, walk-in customer 99%.)
3. Develop CMPF Facility maintenance and improvement plan. 2 3 3
   (Process has begun, completion date of 9/1/19.)
4. Review and update all marketing material including Blue Bag inserts. 2 2 2
   (Completed.)
5. Analyze feasibility of Textile recycling program. 2
   (Complete by 8/1/19.)
6. Analyze feasibility of a Household Hazardous Waste Disposal Day funded in part by grant (resident only, Cottleville dependent on 2019 contract). 5 2
   (Put together request for grant, put $10,000 in FY20 budget for program.)

FY20 OBJECTIVES

1. Continue emphasis on safety and maintain zero lost days. 1
2. Maintain a 90% customer service satisfaction rating. 1 1
3. Host Recycle City Open House. 1 2 1
4. Conduct a Household Hazardous Waste event. 2 1
5. Update CMPF public drop off area with emphasis on cardboard collection. 1 2,4 1
6. Tie in the recycling contest with Earth Day and advertise on the website. 1 2 1 1

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide safe and reliable roadway systems, sidewalks, trails and bike routes	Average number of vehicles on Tipping floor monthly (does not include St. Peters City vehicles)	3,443	3,600	3,500	3,800	3,800
		Average wait time to use Tipping floor	3.45 minutes	3.5 minutes	3.48 Minutes	3.5 minutes	3.5 minutes
	Be prepared and responsive to all emergency situations	Review of SWPPP annually, updated to reflect State, Federal requirements	Yes	Yes	Yes	Yes	Yes
	Provide proactive and effective preventative maintenance programs	# updates to Rolling stock PM manual	3	5	5	3	3
		# updates to Conveyor system manual	3	5	6	3	3
		# of updates to Building Maintenance Manual	3	5	5	3	3
	Ensure community access to health and wellness facilities and services	# of Schools participating in Recycling contest	2	6	0	8	8
		# of students participating in Recycling contest	800	2,000	0	2,200	2,200
	Maintain and enhance employee First Program (all internal organizations)	# updates to Recycle City Supervisor procedure manual	2	2	Rewrote for new supervisor	2	2
		# updates to Lead Maintenance Technician procedure manual	Manual Completed	2	2	2	2
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	1	0	0	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	95.7%	90%	98%	90%	98%
	Develop a sense of community pride	# of Resident Privilege Cards issued	654	600	582	650	650

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$978,180	$1,176,100	$1,239,000	$62,900	5%	Converted two part-time Recyclers to full-time and estimate in market survey results and designation changes
51020	Salaries-Part Time	194,167	218,700	164,000	(54,700)	-25%	Converted two part-time Recyclers to full-time and eliminated a vacant CMPF Maintenance Technician position
51030	Salaries-Over Time	50,895	40,000	40,000	0	0	
51210	Payroll Tax-FICA	90,246	109,300	110,000	700	1%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	5,702	6,300	6,100	(200)	-3%	
51245	Workmen's Comp Claims	(10,607)	0	0	0	0	
51250	Medical Insurance	173,775	306,700	325,800	19,100	6%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	940	1,800	1,900	100	6%	
51260	Dental Insurance	12,034	17,000	18,900	1,900	11%	
51265	Long Term Care Insurance	1,121	1,300	1,500	200	15%	
51270	Life Insurance	2,194	2,800	3,200	400	14%	
51280	L T Disability	3,667	4,500	4,600	100	2%	
51290	Lagers Pension Expense	127,938	155,700	163,800	8,100	5%	Increased based on full-time salaries
	Total Salaries & Fringes	**1,630,252**	**2,040,200**	**2,078,800**	**38,600**	**2%**	
52100	Employee Uniforms	6,037	9,145	9,345	200	2%	
52200	Employee Condiments	44	310	310	0	0	
52300	Employee Dues/Licenses	612	700	1,170	470	67%	
52400	Travel Expense	2,730	2,100	4,200	2,100	100%	
52500	Employee Training Expenses	3,244	3,000	4,300	1,300	43%	
52600	Employee Recognition	1,215	1,400	1,275	(125)	-9%	
	Total Employee Expenses	**13,882**	**16,655**	**20,600**	**3,945**	**24%**	
54200	Prof Services-Engineering	0	25,000	0	(25,000)	-100%	Engineering services in fiscal year 19 for a possible tipping floor expansion
54800	Prof Services-Other	32,480	47,400	40,200	(7,200)	-15%	Decrease in allocation of claims management fees and credit card processing fees
	Total Prof Services	**32,480**	**72,400**	**40,200**	**(32,200)**	**-44%**	
55100	Electric	42,078	47,000	47,000	0	0	
55500	Gas	3,734	4,500	4,500	0	0	
55700	Waste Disposal	1,053	2,100	7,100	5,000	238%	One-time Household Hazardous Waste event in FY20 dependent on grant funding
55800	Telephone	1,501	2,000	2,000	0	0	
	Total Utilities	**48,366**	**55,600**	**60,600**	**5,000**	**9%**	
56050	Rep & Maint-Vehicles	3,786	5,500	5,000	(500)	-9%	
56100	Rep & Maint-Machinery & Equipment	82,032	86,000	60,000	(26,000)	-30%	Replacement of loader tires and wear blades in fiscal year 19 and reduced repairs and maintenance for new baler
56200	Rep & Maint-Building	33,901	53,825	65,325	11,500	21%	Exhaust fan replacements in fiscal year 20
56300	Rep & Maint-Grounds/Parking	5,781	29,000	29,500	500	2%	
	Total Repair & Maintenance	**125,500**	**174,325**	**159,825**	**(14,500)**	**-8%**	
57050	Supplies-Gasoline	260	800	500	(300)	-38%	
57060	Supplies-Diesel	27,726	35,000	35,000	0	0	
57150	Supplies-Fert/Chem/Seed	245	850	850	0	0	
57250	Supplies-Office	2,469	5,000	5,000	0	0	
57270	Supplies-Printing	1,943	5,500	4,000	(1,500)	-27%	
57300	Supplies-Operational	327,835	251,200	180,400	(70,800)	-28%	Anticipated decrease in blue bags with new blue cart crew program
57310	Supplies-Janitorial	0	130	130	0	0	
57350	Small Tools, Furniture, Equipment	7,424	12,500	3,200	(9,300)	-74%	Approved small tools items for fiscal year
57400	Books/Periodicals/Subscriptions	2,634	2,205	2,560	355	16%	
57420	Operating Licenses & Permits	2,000	1,800	300	(1,500)	-83%	
57450	Postage	2,296	1,700	1,000	(700)	-41%	
57500	Insurance	18,427	23,200	19,900	(3,300)	-14%	
57510	Insurance Claims	1,841	0	0	0	0	
57550	Legal Notices/Advertising	180	300	300	0	0	
57610	Bad Debt Expense	604	2,000	2,000	0	0	
57650	Sales Tax Expense	7	200	0	(200)	-100%	
57780	Rentals Machinery & Equipment	2,876	3,050	3,200	150	5%	
57841	Purchase-Aluminum	22,095	23,000	23,000	0	0	
57842	Purchase-Cardboard	36,547	50,000	50,000	0	0	
57846	Purchase-Newspaper	10,909	13,000	13,000	0	0	
57900	Contingency	0	5,000	5,000	0	0	
57920	Miscellaneous	12,336	13,500	13,500	0	0	
	Total Supplies & Other	**480,654**	**449,935**	**362,840**	**(87,095)**	**-19%**	
57860	Tipping Fees	1,402,352	1,543,200	1,627,000	83,800	5%	Anticipated increase based on current volume and the addition of new multi-family housing
	Total Tipping Fees	**1,402,352**	**1,543,200**	**1,627,000**	**83,800**	**5%**	
58100	Capital Exp-Land & Improvement	0	0	26,000	26,000	**	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	68,716	440,000	25,500	(414,500)	-94%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	100,000	0	(100,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**68,716**	**540,000**	**51,500**	**(488,500)**	**-90%**	
	Total CMPF	**$3,802,202**	**$4,892,315**	**$4,401,365**	**($490,950)**	**-10%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$0**	**$4,779**	**$0**
Transfer From Local Parks and Storm Water Fund	210,000	624,061	259,395
Add: Revenues	842,834	919,485	1,343,000
Funds Available	**1,052,834**	**1,548,325**	**1,602,395**
Less: Expenditures	1,048,055	1,548,325	1,585,395
Transfer To(From) Reserves	0	0	0
Total Expenses Before Transfers To Other Funds	**1,048,055**	**1,548,325**	**1,585,395**
Transfer to Post Retirement Benefits Fund/Trust	0	0	17,000
Ending Fund Balance	**$4,779**	**$0**	**$0**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Green Fees	$470,621	$463,900	$525,000
Cart Fees	189,702	189,210	205,000
Pro Shop	44,713	40,950	50,000
Banquet	19,747	96,980	386,000
Snack Bar	95,027	107,320	140,000
Other Revenue	23,024	21,125	37,000
Total Revenue	**$842,834**	**$919,485**	**$1,343,000**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$661,600	$843,650	$1,034,000
Employee Expenses	4,711	11,135	12,405
Professional Services	12,987	2,300	5,200
Utilities	48,167	68,150	69,750
Repairs & Maintenance	62,443	89,150	74,000
Supplies & Other	248,429	279,940	390,040
Capital Expenditures	9,718	254,000	0
Total Expenditures	**$1,048,055**	**$1,548,325**	**$1,585,395**

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	661,600	843,650	1,034,000
Employee Expenses	4,711	11,135	12,405
Professional Services	12,987	2,300	5,200
Utilities	48,167	68,150	69,750
Repair & Maintenance	62,443	89,150	74,000
Supplies & Other	248,429	279,940	390,040
Capital Expenses	9,718	254,000	0
Total Golf & Banquet Center Fund	**$1,048,055**	**$1,548,325**	**$1,585,395**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Banquet Operations Manager	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Attendant	0.00	0.00	0.00	1.00	0.00	**2.00**	0	1 [A]
Director of Golf & Banquet Operations	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Event Marketing & Sales Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Golf Course Operations Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Golf Operations Assistant	0.00	0.00	0.00	1.00	0.00	1.00	0	0
Guest Service Representatives	0.00	51.00	0.00	56.00	0.00	56.00	0	0
Parks Services Representatives	0.00	2.00	0.00	3.00	0.00	3.00	0	0
Parks Worker	1.00	0.00	2.00	0.00	2.00	0.00	0	0
Superintendent of Golf Course Operations	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**4.00**	**53.00**	**7.00**	**61.00**	**7.00**	**62.00**	**0**	**1**
Full Time Equivalent	**17.70**		**24.07**		**24.79**		**0.72**	

Variance Explanations:

A: Added one part-time Building Attendant due to opening of new banquet center facility.

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
   (Ongoing.)
2. Continue our goal to achieve zero lost days for each of the department's safety teams. 1
   (Ongoing.)
3. Continue cart path replacement program at the Golf Course. 2,4 3 4 1
   (Completed maintenance entrance road/Hole 12 cart path.)
4. Open new clubhouse and banquet center. 1,2 1,3 4 2 1
   (Pending.)
5. Increase golf operations revenue by 5% utilizing new outdoor pavilion as well as increased food and beverage amenities. 1,2
   (Ongoing.)

FY20 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. Increase golf operations revenue by 5% utilizing new outdoor pavilion as well as increased food and beverage amenities. 1,2
5. Reach Business Plan goal of 35% bookings for banquet rentals. 1,2
6. Operate St. Peters Golf Club without subsidy. 1,2

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide for economic growth and stability	# of rounds of golf played	30,024	29,000	30,816	29,000	32,000
		# of banquet rentals at Golf clubhouse	7	0*	7	0*	35
		% of banquet time booked	10%	0%*	10%	0%*	35%
		# of golf tournaments	13	-	14	-	20
		# of golf leagues	8	-	7	-	10
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	2	0	1	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	100%	90%	97%	90%	90%

*A new banquet center is being constructed in FY18-19 and is not scheduled to open until FY20.

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$374	$73,300	$112,000	$38,700	53%	First full year with Banquet Operations Manager position
51020	Salaries-Part Time	0	34,750	52,000	17,250	50%	First full year with Building Attendant position
51030	Salaries-Over Time	14	2,500	2,500	0	0	
51210	Payroll Tax-FICA	29	13,000	13,000	0	0	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	0	400	700	300	75%	
51245	Workmen's Comp Claims	0	0	0	0	0	
51250	Medical Insurance	0	35,300	46,400	11,100	31%	First full year of staffing at banquet center
51255	Vision Insurance	0	300	200	(100)	-33%	
51260	Dental Insurance	0	2,500	1,800	(700)	-28%	
51265	Long Term Care Insurance	0	150	200	50	33%	
51270	Life Insurance	0	400	400	0	0	
51280	L T Disability	0	450	500	50	11%	
51290	Lagers Pension Expense	0	15,400	14,700	(700)	-5%	
	Total Salaries & Fringes	**417**	**178,450**	**244,400**	**65,950**	**37%**	
52100	Employee Uniforms	0	875	2,050	1,175	134%	
52200	Employee Condiments	0	150	0	(150)	-100%	
52300	Employee Dues/Licenses	0	0	750	750	**	
52400	Travel Expense	0	0	0	0	0	
52500	Employee Training Expenses	0	0	1,250	1,250	**	
52600	Employee Recognition	0	0	210	210	**	
	Total Employee Expenses	**0**	**1,025**	**4,260**	**3,235**	**316%**	
54800	Prof Services-Other	0	800	200	(600)	-75%	
	Total Prof Services	**0**	**800**	**200**	**(600)**	**-75%**	
55100	Electric	0	0	0	0	0	
55500	Gas	0	0	0	0	0	
55600	Water/Sewer	0	0	0	0	0	
55800	Telephone	0	1,200	500	(700)	-58%	
55850	Cable-Satellite	0	0	0	0	0	
	Total Utilities	**0**	**1,200**	**500**	**(700)**	**-58%**	
56050	Rep & Maint-Vehicles	0	0	0	0	0	
56100	Rep & Maint-Machinery & Equipment	0	1,000	1,000	0	0	
56200	Rep & Maint-Building	0	250	1,000	750	300%	
56300	Rep & Maint-Grounds/Parking	0	250	1,000	750	300%	
56310	Rep & Maint-Trails(Cart Paths)	0	0	0	0	0	
56320	Rep & Maint-Outside Lighting	0	250	500	250	100%	
	Total Repair & Maintenance	**0**	**1,750**	**3,500**	**1,750**	**100%**	
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	500	500	0	0	
57270	Supplies-Printing	0	2,500	2,000	(500)	-20%	
57300	Supplies-Operational	0	0	1,400	1,400	**	
57310	Supplies-Janitorial	0	0	1,500	1,500	**	
57340	Supplies-Concession Food	0	0	43,000	43,000	**	Opening of Water's Edge banquet center
57350	Small Tools, Furniture, Equipment	0	6,250	6,800	550	9%	Approved small tools items for fiscal year
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	200	200	**	
57500	Insurance	0	1,700	21,100	19,400	1141%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	0	0	0	0	0	
57550	Legal Notices/Advertising	0	3,000	10,000	7,000	233%	Increased for advertising on TheKnot.com
57650	Sales Tax Expense	0	0	14,000	14,000	**	Opening of Water's Edge banquet center
57780	Rentals Machinery & Equipment	0	0	8,500	8,500	**	Opening of Water's Edge banquet center
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	0	0	5,000	5,000	**	Opening of Water's Edge banquet center
	Total Supplies & Other	**0**	**13,950**	**114,000**	**100,050**	**717%**	
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	**$417**	**$197,175**	**$366,860**	**$169,685**	**86%**	

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$305,801	$296,000	$306,000	$10,000	3%	
51020	Salaries-Part Time	187,480	225,900	305,000	79,100	35%	Added one Golf Operations Assistant and estimate in market survey results and designation changes
51030	Salaries-Over Time	10,607	5,000	5,000	0	0	
51210	Payroll Tax-FICA	36,387	39,000	47,000	8,000	21%	Increased based on salaries
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	2,250	2,500	2,600	100	4%	
51245	Workmen's Comp Claims	10,500	0	0	0	0	
51250	Medical Insurance	64,440	54,000	77,600	23,600	44%	Anticipated increase in cost of insurance and employee selection of coverage
51255	Vision Insurance	205	400	300	(100)	-25%	
51260	Dental Insurance	3,690	2,700	4,200	1,500	56%	
51265	Long Term Care Insurance	138	150	200	50	33%	
51270	Life Insurance	497	500	600	100	20%	
51280	L T Disability	1,057	1,150	1,200	50	4%	
51290	Lagers Pension Expense	38,131	37,900	39,900	2,000	5%	
	Total Salaries & Fringes	**661,183**	**665,200**	**789,600**	**124,400**	**19%**	
52100	Employee Uniforms	3,050	3,200	3,200	0	0	
52200	Employee Condiments	43	400	400	0	0	
52300	Employee Dues/Licenses	1,145	1,025	825	(200)	-20%	
52400	Travel Expense	36	1,500	1,500	0	0	
52500	Employee Training Expenses	225	975	850	(125)	-13%	
52600	Employee Recognition	212	3,010	1,370	(1,640)	-54%	
	Total Employee Expenses	**4,711**	**10,110**	**8,145**	**(1,965)**	**-19%**	
54800	Prof Services-Other	12,987	1,500	5,000	3,500	233%	
	Total Prof Services	**12,987**	**1,500**	**5,000**	**3,500**	**233%**	
55100	Electric	35,068	50,000	50,000	0	0	
55500	Gas	5,461	8,800	8,800	0	0	
55600	Water/Sewer	870	2,000	2,000	0	0	
55800	Telephone	4,860	3,650	4,850	1,200	33%	
55850	Cable-Satellite	1,908	2,500	3,600	1,100	44%	
	Total Utilities	**48,167**	**66,950**	**69,250**	**2,300**	**3%**	
56050	Rep & Maint-Vehicles	0	500	500	0	0	
56100	Rep & Maint-Machinery & Equipment	22,730	25,800	23,000	(2,800)	-11%	
56200	Rep & Maint-Building	4,211	5,500	5,500	0	0	
56300	Rep & Maint-Grounds/Parking	13,342	20,500	16,500	(4,000)	-20%	
56310	Rep & Maint-Trails(Cart Paths)	22,160	35,000	25,000	(10,000)	-29%	Cart path replacement at maintenance facility in fiscal year 19
56320	Rep & Maint-Outside Lighting	0	100	0	(100)	-100%	
	Total Repair & Maintenance	**62,443**	**87,400**	**70,500**	**(16,900)**	**-19%**	
57050	Supplies-Gasoline	3,935	6,250	5,000	(1,250)	-20%	
57060	Supplies-Diesel	5,553	5,000	6,000	1,000	20%	
57150	Supplies-Fert/Chem/Seed	47,717	35,000	40,000	5,000	14%	Increased based on historical actual
57250	Supplies-Office	973	1,500	1,500	0	0	
57270	Supplies-Printing	1,271	3,000	2,000	(1,000)	-33%	
57300	Supplies-Operational	21,983	25,000	25,000	0	0	
57310	Supplies-Janitorial	0	0	0	0	0	
57340	Supplies-Concession Food	39,339	47,000	49,000	2,000	4%	
57350	Small Tools, Furniture, Equipment	2,814	0	800	800	**	Approved small tools items for fiscal year
57370	Supplies-Pro-shop	40,917	33,000	40,000	7,000	21%	Increased for larger pro-shop in new building with expanded offerings
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Oper Licens/Permits	1,015	1,540	1,540	0	0	
57450	Postage	42	200	200	0	0	
57500	Insurance	7,427	9,300	21,500	12,200	131%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	301	0	0	0	0	
57550	Legal Notices/Advertising	777	5,000	2,000	(3,000)	-60%	
57650	Sales Tax Expense	4,965	5,000	5,500	500	10%	
57780	Rentals Machinery & Equipment	55,993	75,200	60,000	(15,200)	-20%	Decreased cost for golf cart rentals due to renting used carts
57900	Contingency	0	0	0	0	0	
57920	Miscellaneous	13,407	14,000	16,000	2,000	14%	
	Total Supplies & Other	**248,429**	**265,990**	**276,040**	**10,050**	**4%**	
58100	Capital Exp-Land & Improvement	9,718	80,000	0	(80,000)	-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	70,000	0	(70,000)	-100%	Approved capital items for fiscal year
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0	
58600	Capital Exp-Vehicles	0	104,000	0	(104,000)	-100%	Approved capital items for fiscal year
	Total Capital Expenses	**9,718**	**254,000**	**0**	**(254,000)**	**-100%**	
	Total Golf Operations	**$1,047,638**	**$1,351,150**	**$1,218,535**	**($132,615)**	**-10%**	

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CITY OF ST. PETERS
FUND BALANCE ANALYSIS
RECREATION FUND

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$79,961**	**$39,974**	**$62,604**
Transfer From General Fund	182,509	180,000	180,000
Transfer From Local Parks and Storm Water Fund	1,546,000	1,450,000	2,175,000
Add: REC-PLEX Revenue	5,276,834	5,658,450	5,892,250
General Recreation Revenue	212,067	403,500	413,300
Total Revenue	5,488,901	6,061,950	6,305,550
Funds Available	**7,297,371**	**7,731,924**	**8,723,154**
Less: REC-PLEX Expense	5,334,371	5,743,400	6,680,330
General Recreation Expense	523,523	526,820	622,920
Debt Service	1,350,803	1,348,000	1,350,500
Total Uses Of Funds	**7,208,697**	**7,618,220**	**8,653,750**
Transfer to Post Retirement Benefits Fund/Trust	48,700	51,100	54,000
Ending Fund Balance	**$39,974**	**$62,604**	**$15,404**

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CITY OF ST. PETERS
RECREATION FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
REC-PLEX Revenue-			
Admission Fees	$1,854,307	$2,024,150	$2,073,850
Rentals/Programs	3,000,783	3,241,900	3,316,000
Concession Revenue	269,068	257,000	267,000
Other	152,676	135,400	135,400
Endowment Revenue	0	0	100,000
Total REC-PLEX Revenue	5,276,834	5,658,450	5,892,250
General Recreation Revenue-			
Outdoor Swimming	166,195	345,500	355,300
Rentals/Programs	43,317	53,000	53,000
Other	2,555	5,000	5,000
Total General Recreation Revenue	212,067	403,500	413,300
Total Revenue	**$5,488,901**	**$6,061,950**	**$6,305,550**

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CITY OF ST. PETERS
RECREATION FUND REVENUE

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
REC-PLEX REVENUE			
Admission Fees-			
Daily Admissions	$283,906	$321,000	$329,100
Annual Passes	1,569,901	1,660,400	1,702,000
Other Admission Packages	500	42,750	42,750
Total Admission Revenue	1,854,307	2,024,150	2,073,850
Rentals/Programs-			
Ice Rink	600,726	718,000	694,500
Rec-Plex South	1,657,906	1,494,200	1,586,400
Dynamic Training Center	2,795	116,500	116,500
50 Meter Pool	632,114	807,300	812,700
Other Recreation Programs	107,242	105,900	105,900
Total Rentals/Program Revenue	3,000,783	3,241,900	3,316,000
Concession Revenue-			
Food Court	242,924	227,000	227,000
Birthday Party	26,144	30,000	40,000
Total Concession Revenue	269,068	257,000	267,000
Other Revenue-			
Interest Income	2,994	500	500
Special Events	36,424	38,000	38,000
Child Care	3,762	4,400	4,400
Towel/Locker Rental	2,469	3,000	3,000
Other	107,027	89,500	89,500
Total Other Revenue	152,676	135,400	135,400
Endowment Revenue	0	0	100,000
TOTAL REC-PLEX REVENUE	**5,276,834**	**5,658,450**	**5,892,250**
GENERAL RECREATION			
Outdoor Swimming Pool Revenue-			
Admission Fees	107,792	234,000	241,800
Swimming Lessons	11,742	11,000	13,000
Concession & Other	46,661	100,500	100,500
Total Outdoor Swimming Revenue	166,195	345,500	355,300
Rentals/Programs-			
Senior Citizen Center Rental	2,070	1,000	1,000
Recreation Program Revenue	41,247	52,000	52,000
Total Rentals/Program Revenue	43,317	53,000	53,000
Other Revenue-			
Other Income	2,555	5,000	5,000
Total Other Revenue	2,555	5,000	5,000
TOTAL GENERAL RECREATION REVENUE	**212,067**	**403,500**	**413,300**
TOTAL RECREATION FUND REVENUE	**$5,488,901**	**$6,061,950**	**$6,305,550**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$3,667,203	$4,052,570	$4,231,600
Employee Expenses	39,552	34,350	43,750
Professional Services	123,242	152,050	151,150
Utilities	784,917	837,000	842,000
Repairs & Maintenance	307,165	205,950	181,600
Supplies & Other	749,352	660,800	799,150
Capital Expenditures	186,463	327,500	1,054,000
Total Expenditures	**$5,857,894**	**$6,270,220**	**$7,303,250**

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	3,667,203	4,052,570	4,231,600
Employee Expenses	39,552	34,350	43,750
Professional Services	123,242	152,050	151,150
Utilities	784,917	837,000	842,000
Repair & Maintenance	307,165	205,950	181,600
Supplies & Other	749,352	660,800	799,150
Capital Expenses	186,463	327,500	1,054,000
Total Recreation Fund	**$5,857,894**	**$6,270,220**	**$7,303,250**

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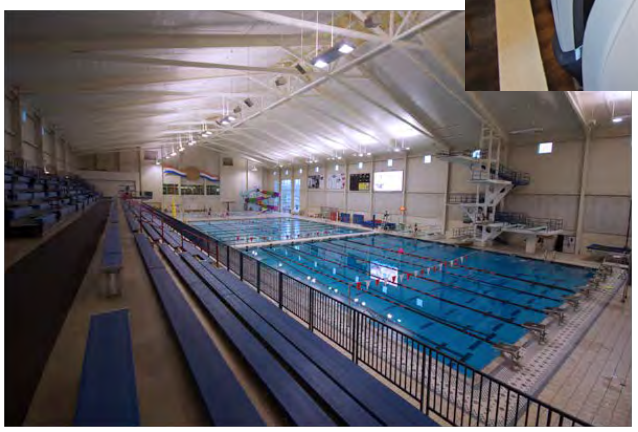
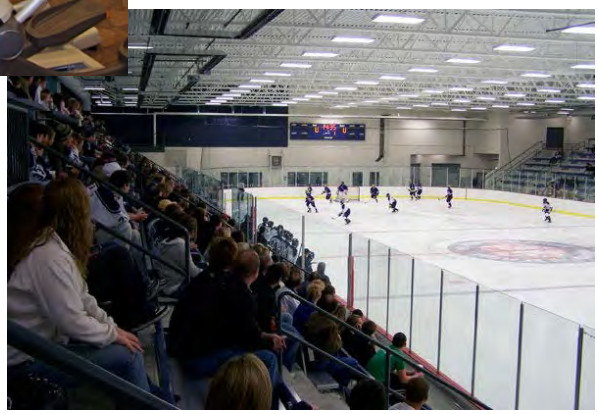
Fitness Area

Natatorium with Olympic-Sized Indoor Pool



One of 3 NHL-Sized Ice Rinks



CITY OF ST. PETERS
RECREATION FUND – RCS

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
GENERAL RECREATION								
Recreation Leader	0.85	0.00	0.10	0.00	0.10	0.00	0	0
Recreation Superintendent	1.25	0.00	0.10	0.00	0.10	0.00	0	0
LAUREL PARK POOL								
Guest Service Representatives	0.00	16.00	0.00	16.00	0.00	16.00	0	0
Recreation Leader	0.35	0.00	0.35	0.00	0.35	0.00	0	0
Recreation Superintendent	0.00	0.00	0.10	0.00	0.10	0.00	0	0
SENIOR CENTER								
Building Attendant	0.00	1.00	0.00	1.00	0.00	1.00	0	0
THE COVE AQUATIC CENTER								
Guest Service Representatives	0.00	41.00	0.00	41.00	0.00	41.00	0	0
Recreation Leader	0.00	0.00	0.40	0.00	0.40	0.00	0	0
Recreation Superintendent	0.00	0.00	0.15	0.00	0.15	0.00	0	0
Subtotal – General Recreation	**2.45**	**58.00**	**1.20**	**58.00**	**1.20**	**58.00**	**0**	**0**
AQUATICS								
Guest Service Representatives	0.00	59.00	0.00	59.00	0.00	59.00	0	0
Head Swim Coach	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Recreation Leader	0.65	0.00	1.25	0.00	1.25	0.00	0	0
Recreation Superintendent	0.30	0.00	0.75	0.00	0.75	0.00	0	0
DYNAMIC TRAINING CENTER								
Recreation Leader	0.00	0.00	0.20	0.00	0.20	0.00	0	0
Recreation Superintendent	0.00	0.00	0.20	0.00	0.20	0.00	0	0
FOOD SERVICE								
Guest Service Representatives	0.00	25.00	0.00	25.00	0.00	25.00	0	0
Recreation Leader	0.60	0.00	0.60	0.00	0.60	0.00	0	0
Recreation Superintendent	0.20	0.00	0.20	0.00	0.20	0.00	0	0
ICE SKATING								
Guest Service Representatives	0.00	42.00	0.00	42.00	0.00	42.00	0	0
Recreation Leader	1.00	0.00	0.75	0.00	0.75	0.00	0	0
Recreation Superintendent	0.40	0.00	0.40	0.00	0.40	0.00	0	0
INDOOR PROGRAMS								
Guest Service Representatives	0.00	62.00	0.00	62.00	0.00	62.00	0	0
Recreation Leader	0.15	0.00	0.60	0.00	0.60	0.00	0	0
Recreation Superintendent	0.60	0.00	0.50	0.00	0.50	0.00	0	0
REC-PLEX SOUTH								
Building Attendant	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Guest Service Representatives	0.00	55.00	0.00	55.00	0.00	55.00	0	0
Recreation Leader	0.40	0.00	0.75	0.00	0.75	0.00	0	0
Recreation Superintendent	0.00	0.00	0.60	0.00	0.60	0.00	0	0
SUPPORT SERVICES								
Accounting Clerk	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Administrative Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Attendant	5.00	3.00	5.00	2.00	5.00	2.00	0	0
Building Repair Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Building Repair Technician	2.00	0.00	2.00	0.00	2.00	0.00	0	0
Community Service Officer	0.00	5.00	0.00	6.00	0.00	6.00	0	0
Guest Service Representatives	0.00	30.00	0.00	30.00	0.00	30.00	0	0
Manager of Recreation & Cultural Services	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
Recreation Superintendent	0.25	0.00	0.00	0.00	0.00	0.00	0	0
Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Subtotal – Rec-Plex	**19.55**	**285.00**	**21.80**	**285.00**	**21.80**	**285.00**	**0**	**0**
Total - Recreation Fund	**22.00**	**343.00**	**23.00**	**343.00**	**23.00**	**343.00**	**0.00**	**0.00**
Full Time Equivalent - Recreation Fund	**109.98**		**110.26**		**110.26**		**0.00**	

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CITY OF ST. PETERS
RECREATION FUND – RCS

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 is currently being met.)
3. Meet our target goals established in the Capital Improvement Plan to reduce the deficit for the operations at the Rec-Plex by 15%. 1,2
   (Pending.)
4. Operate The Cove and Laurel Park Pool as self-sufficient and profitable operations. 1,2
   (Pending.)
5. Develop and operate the Dynamic Training Center as a profitable operation. 1,2
   (Pending.)

FY20 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 with a focus on increasing memberships. 1,2
4. Operate The Cove at St. Peters and Laurel Park Pool as self-sufficient and profitable operations by meeting our goal of hiring enough outdoor pool staff as well as increasing revenue generating programs and rentals. 1,2
5. Operate Natatorium at a breakeven point by evaluating and maximizing lane rental, swim team, and swim lesson revenue opportunities. 1,2
6. Develop and operate the Dynamic Training Center as a profitable operation by promoting memberships and fitness programs. 1,2

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PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be prepared and responsive to all emergency situations	# of lifeguard certifications/re-certifications	77	100	115	100	140
	Ensure community access to health and wellness facilities and services	# of Rec-Plex memberships	2,904	3,500	3,174	3,500	4,000
		# of fitness class participants (including free classes)*	8,705	8,250	6,800	9,500	7,000
	Provide for economic growth and stability	Rec-Plex membership retention rate	72%	80%	69%	80%	80%
		# of swim lesson registrants*	1,992	1,900	902	2,000	2,000
		# of ice program registrants*	2,396	2,800	2,341	2,800	2,400
		# of private ice lessons*	5,898	6,750	4,015	6,750	5,000
		# of summer camp registrants*	3,852	3,300	2,618	4,000	4,000
		% of Rec-Plex South ice time rented	52%	50%	39%	60%	60%
		% of Rec-Plex South gym time rented	29%	30%	25%	35%	35%
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	11	0	24	0	0
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		# of survey responses	3,090	2,000	2,987	4,000	4,000
		Customer Service Satisfaction	96%	90%	96%	90%	90%
	Develop a sense of community pride	# of Resident Privilege Cards issued*	3,603	3,000	7,060	4,000	4,000
		# of volunteer hours	3,813	1,400	2,474	4,000	4,000

* Software conversion in FY18 resulted in more accurate reporting capabilities.

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Laurel Park Outdoor Pool

Mayor Tom Brown Senior Center

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$1,289,343	$1,371,000	$1,494,000	$123,000	9%	Added Aquatics Recreation Leader and estimate in market survey results and designation changes
51020	Salaries-Part Time	1,675,659	1,856,470	1,899,000	42,530	2%	
51030	Salaries-Over Time	53,702	42,000	42,000	0	0	
51210	Payroll Tax-FICA	230,530	255,100	269,000	13,900	5%	Increased based on salaries
51220	Unemployment Insurance	71	0	0	0	0	
51240	Workmen's Comp Insurance	12,782	14,600	14,700	100	1%	
51245	Workmen's Comp Claims	(16,072)	0	0	0	0	
51250	Medical Insurance	232,329	307,300	286,600	(20,700)	-7%	Changed based on anticipated rates and employee selections of coverage
51255	Vision Insurance	1,208	2,300	2,300	0	0	
51260	Dental Insurance	13,784	16,200	15,700	(500)	-3%	
51265	Long Term Care Insurance	1,239	1,500	1,900	400	27%	
51270	Life Insurance	2,619	3,300	3,500	200	6%	
51280	L T Disability	4,857	5,500	6,000	500	9%	
51290	Lagers Pension Expense	165,152	177,300	196,900	19,600	11%	Increased based on full-time salaries
	Total Salaries & Fringes	**3,667,203**	**4,052,570**	**4,231,600**	**179,030**	**4%**	
52100	Employee Uniforms	14,851	11,600	12,050	450	4%	
52200	Employee Condiments	1,389	1,000	1,400	400	40%	
52300	Employee Dues/Licenses	13,773	11,900	17,350	5,450	46%	Additional lifeguard licenses due to increased staff needs
52400	Travel Expense	1,247	1,450	2,050	600	41%	
52500	Employee Training Expenses	4,882	1,800	2,350	550	31%	
52600	Employee Recognition	3,410	6,600	8,550	1,950	30%	
	Total Employee Expenses	**39,552**	**34,350**	**43,750**	**9,400**	**27%**	
54800	Prof Services-Other	123,242	152,050	151,150	(900)	-1%	
	Total Prof Services	**123,242**	**152,050**	**151,150**	**(900)**	**-1%**	
55100	Electric	602,456	626,200	633,500	7,300	1%	
55500	Gas	176,838	199,100	199,100	0	0	
55600	Water/Sewer	0	0	0	0	0	
55800	Telephone	5,623	11,700	9,400	(2,300)	-20%	
55850	Cable-Satellite	0	0	0	0	0	
	Total Utilities	**784,917**	**837,000**	**842,000**	**5,000**	**1%**	
56050	Rep & Maint-Vehicles	2,528	1,400	2,400	1,000	71%	
56100	Rep & Maint-Machinery & Equipment	174,599	161,700	143,300	(18,400)	-11%	Recondition one Olympia ice resurfacer in fiscal year 19
56200	Rep & Maint-Building	113,064	32,350	25,400	(6,950)	-21%	Repair laminate counters in tot drop area in fiscal year 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	16,974	10,500	10,500	0	0	
	Total Repair & Maintenance	**307,165**	**205,950**	**181,600**	**(24,350)**	**-12%**	
57050	Supplies-Gasoline	2,608	500	500	0	0	
57060	Supplies-Diesel	919	1,150	1,750	600	52%	
57150	Supplies-Fert/Chem/Seed	47,738	58,500	61,000	2,500	4%	
57250	Supplies-Office	7,530	9,400	9,700	300	3%	
57270	Supplies-Printing	2,759	4,350	4,350	0	0	
57300	Supplies-Operational	119,668	92,100	93,700	1,600	2%	
57310	Supplies-Janitorial	53,957	42,250	43,750	1,500	4%	
57340	Supplies-Concession Food	255,838	235,000	235,000	0	0	
57350	Small Tools, Furniture, Equipment	62,276	28,450	21,600	(6,850)	-24%	Approved small tools items for fiscal year
57370	Supplies-Pro-shop	807	2,500	2,500	0	0	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Operating License/Permits	3,820	4,000	4,000	0	0	
57450	Postage	22,465	29,100	27,100	(2,000)	-7%	
57500	Insurance	47,853	54,300	185,000	130,700	241%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	842	0	0	0	0	
57550	Legal Notices/Advertising	53,502	40,000	40,000	0	0	
57650	Sales Tax Expense	93	0	0	0	0	
57780	Rentals Machinery & Equipment	4,786	3,600	3,600	0	0	
57900	Contingency	(5)	0	0	0	0	
57920	Miscellaneous	61,896	55,600	65,600	10,000	18%	Increased credit card service charges
	Total Supplies & Other	**749,352**	**660,800**	**799,150**	**138,350**	**21%**	
58100	Capital Exp-Land & Improvement	0	0	0	0	0	
58200	Capital Exp-Building & Improvement	74,497	316,000	735,000	419,000	133%	Approved capital items for fiscal year
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0	
58400	Capital Exp-Machinery & Equipment	111,966	11,500	285,500	274,000	2383%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	0	0	28,000	28,000	**	Approved capital items for fiscal year
	Total Capital Expenses	**186,463**	**327,500**	**1,054,000**	**726,500**	**222%**	
	Total Recreation Fund	**$5,857,894**	**$6,270,220**	**$7,303,250**	**$1,033,030**	**16%**	

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20
51010	Salaries-Regular	$1,150,775	$1,310,900	$1,414,000	$103,100	8%
51020	Salaries-Part Time	1,524,779	1,651,970	1,663,000	11,030	1%
51030	Salaries-Over Time	46,145	31,000	31,000	0	0
51210	Payroll Tax-FICA	207,461	233,900	244,000	10,100	4%
51220	Unemployment Insurance	71	0	0	0	0
51240	Workmen's Comp Insurance	11,780	12,900	13,300	400	3%
51245	Workmen's Comp Claims	(16,072)	0	0	0	0
51250	Medical Insurance	202,837	295,200	273,100	(22,100)	-7%
51255	Vision Insurance	1,047	2,000	2,000	0	0
51260	Dental Insurance	12,112	15,500	14,900	(600)	-4%
51265	Long Term Care Insurance	1,155	1,500	1,600	100	7%
51270	Life Insurance	2,342	3,000	3,200	200	7%
51280	L T Disability	4,279	5,200	5,500	300	6%
51290	Lagers Pension Expense	146,841	169,400	185,200	15,800	9%
	Total Salaries & Fringes	**3,295,552**	**3,732,470**	**3,850,800**	**118,330**	**3%**
52100	Employee Uniforms	12,100	6,600	7,050	450	7%
52200	Employee Condiments	1,389	1,000	1,400	400	40%
52300	Employee Dues/Licenses	10,116	8,400	9,850	1,450	17%
52400	Travel Expense	1,247	1,450	2,050	600	41%
52500	Employee Training Expenses	4,882	1,800	2,350	550	31%
52600	Employee Recognition	3,265	5,780	7,930	2,150	37%
	Total Employee Expenses	**32,999**	**25,030**	**30,630**	**5,600**	**22%**
54800	Prof Services-Other	108,841	111,700	109,800	(1,900)	-2%
	Total Prof Services	**108,841**	**111,700**	**109,800**	**(1,900)**	**-2%**
55100	Electric	576,351	599,000	605,000	6,000	1%
55500	Gas	176,534	198,000	198,000	0	0
55800	Telephone	4,947	9,300	7,000	(2,300)	-25%
	Total Utilities	**757,832**	**806,300**	**810,000**	**3,700**	**0%**
56050	Rep & Maint-Vehicles	2,245	1,000	2,000	1,000	100%
56100	Rep & Maint-Machinery & Equipment	170,192	158,400	140,000	(18,400)	-12%
56200	Rep & Maint-Building	111,375	29,250	22,300	(6,950)	-24%
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	**283,812**	**188,650**	**164,300**	**(24,350)**	**-13%**
57050	Supplies-Gasoline	2,608	0	0	0	0
57060	Supplies-Diesel	812	400	1,000	600	150%
57150	Supplies-Fert/Chem/Seed	37,349	37,500	37,500	0	0
57250	Supplies-Office	7,381	9,400	9,700	300	3%
57270	Supplies-Printing	2,759	3,900	3,900	0	0
57300	Supplies-Operational	106,817	76,500	78,100	1,600	2%
57310	Supplies-Janitorial	51,983	40,000	41,500	1,500	4%
57340	Supplies-Concession Food	235,536	200,000	200,000	0	0
57350	Small Tools, Furniture, Equipment	57,564	28,450	21,600	(6,850)	-24%
57370	Supplies-Pro-shop	807	2,500	2,500	0	0
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57420	Operating License/Permits	3,820	4,000	4,000	0	0
57450	Postage	17,145	20,100	20,100	0	0
57500	Insurance	44,444	48,300	160,200	111,900	232%
57510	Insurance Claims	524	0	0	0	0
57550	Legal Notices/Advertising	53,502	40,000	40,000	0	0
57650	Sales Tax Expense	93	0	0	0	0
57780	Rentals Machinery & Equipment	4,599	3,600	3,600	0	0
57900	Contingency	(5)	0	0	0	0
57920	Miscellaneous	41,134	37,100	42,600	5,500	15%
	Total Supplies & Other	**668,872**	**551,750**	**666,300**	**114,550**	**21%**
58100	Capital Exp-Land & Improvement	0	0	0	0	0
58200	Capital Exp-Building & Improvement	74,497	316,000	735,000	419,000	133%
58300	Capital Exp-Furniture & Fixtures	0	0	0	0	0
58400	Capital Exp-Machinery & Equipment	111,966	11,500	285,500	274,000	2383%
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0	0	0
58600	Capital Exp-Vehicles	0	0	28,000	28,000	**
	Total Capital Expenses	**186,463**	**327,500**	**1,048,500**	**721,000**	**220%**
	Total REC-PLEX	**$5,334,371**	**$5,743,400**	**$6,680,330**	**$936,930**	**16%**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$119,702	$182,100	$209,000
51020	Salaries-Part Time	356,759	400,000	400,000
51030	Salaries-Over Time	6,959	5,000	5,000
51210	Payroll Tax-FICA	36,719	46,900	49,000
51220	Unemployment Insurance	71	0	0
51240	Workmen's Comp Insurance	2,309	2,400	2,700
51245	Workmen's Comp Claims	900	0	0
51250	Medical Insurance	24,243	42,200	36,800
51255	Vision Insurance	113	300	300
51260	Dental Insurance	1,387	2,200	2,300
51265	Long Term Care Insurance	73	100	200
51270	Life Insurance	209	400	400
51280	L T Disability	427	700	800
51290	Lagers Pension Expense	12,917	23,700	27,400
	Total Salaries & Fringes	**562,788**	**706,000**	**733,900**
52100	Employee Uniforms	2,328	1,750	2,000
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	8,315	6,000	7,700
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	819	600	600
52360	Employee Recognition	299	1,410	850
	Total Employee Expenses	**11,761**	**9,760**	**11,150**
54800	Prof Services-Other	4,990	13,000	12,100
	Total Prof Services	**4,990**	**13,000**	**12,100**
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	40,641	32,000	32,000
56200	Rep & Maint-Building	1,131	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	**41,772**	**34,000**	**34,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	21,990	25,000	25,000
57250	Supplies-Office	798	500	500
57270	Supplies-Printing	211	500	500
57300	Supplies-Operational	8,144	10,000	10,000
57310	Supplies-Janitorial	248	0	0
57350	Small Tools, Furniture, Equipment	10,503	0	8,350
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	0	0	0
57450	Postage	104	100	100
57500	Insurance	0	0	0
57510	Insurance Claims	(26)	0	0
57550	Legal Notices/Advertising	70	0	0
57780	Rentals Mach & Equip	1,698	2,000	2,000
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**43,740**	**38,100**	**46,450**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	49,520	0	735,000
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	8,916	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**58,436**	**0**	**735,000**
	Total Aquatics	**$723,487**	**$800,860**	**$1,572,600**

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CITY OF ST. PETERS
RECREATION FUND – RCS
REC-PLEX – DYNAMIC TRAINING CENTER

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$2,538	$26,600	$30,000
51020	Salaries-Part Time	18,897	76,970	77,000
51030	Salaries-Over Time	236	0	0
51210	Payroll Tax-FICA	1,506	7,900	8,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	70	300	400
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	0	6,700	6,600
51255	Vision Insurance	0	100	100
51260	Dental Insurance	0	400	400
51265	Long Term Care Insurance	0	100	100
51270	Life Insurance	0	100	100
51280	L T Disability	0	100	200
51290	Lagers Pension Expense	66	3,500	3,900
	Total Salaries & Fringes	**23,313**	**122,770**	**126,800**
52100	Employee Uniforms	375	0	200
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	0	500	250
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	0	100	140
	Total Employee Expenses	**375**	**600**	**590**
54800	Prof Services-Other	38	500	100
	Total Prof Services	**38**	**500**	**100**
55100	Electric	12,523	9,000	15,000
55500	Gas	1,441	3,000	3,000
55800	Telephone	0	1,000	1,000
	Total Utilities	**13,964**	**13,000**	**19,000**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	568	1,000	600
56200	Rep & Maint-Building	0	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**568**	**2,000**	**1,600**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	0	100	100
57270	Supplies-Printing	123	0	0
57300	Supplies-Operational	4,613	1,500	3,100
57310	Supplies-Janitorial	82	1,000	1,000
57340	Supplies-Concession Food	0	0	0
57350	Small Tools, Furniture, Equipment	0	2,200	1,800
57370	Supplies-Pro-shop	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	0	0	0
57450	Postage	0	0	0
57500	Insurance	311	1,200	4,700
57510	Insurance Claims	147	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	**5,276**	**6,000**	**10,700**
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 Dynamic Training Center	**$43,534**	**$144,870**	**$158,790**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$50,495	$45,300	$49,000
51020	Salaries-Part Time	47,193	50,000	50,000
51030	Salaries-Over Time	922	1,500	1,500
51210	Payroll Tax-FICA	7,811	7,100	8,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	439	500	400
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	2,625	15,900	16,100
51255	Vision Insurance	49	100	100
51260	Dental Insurance	498	900	900
51265	Long Term Care Insurance	60	100	100
51270	Life Insurance	81	100	200
51280	L T Disability	165	200	200
51290	Lagers Pension Expense	5,849	6,000	6,500
	Total Salaries & Fringes	**116,187**	**127,700**	**133,000**
52100	Employee Uniforms	207	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	174	400	450
	Total Employee Expenses	**381**	**700**	**750**
54800	Prof Services-Other	1,279	500	200
	Total Prof Services	**1,279**	**500**	**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	6,061	2,500	2,500
56200	Rep & Maint-Building	375	250	300
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**6,436**	**2,750**	**2,800**
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	1,520	2,500	2,500
57310	Supplies-Janitorial	0	0	0
57340	Supplies-Concession Food	100,710	100,000	100,000
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	925	900	900
57450	Postage	0	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	(6)	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	932	500	500
57900	Contingency	0	0	0
57920	Miscellaneous	498	100	100
	Total Supplies & Other	**104,736**	**104,200**	**104,200**
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 Food Service	**$229,019**	**$235,850**	**$240,950**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$80,112	$67,200	$72,000
51020	Salaries-Part Time	232,338	250,000	250,000
51030	Salaries-Over Time	1,350	1,500	1,500
51210	Payroll Tax-FICA	24,159	28,100	29,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	1,581	1,700	1,600
51245	Workmen's Comp Claims	(17,175)	0	0
51250	Medical Insurance	18,980	13,500	13,200
51255	Vision Insurance	99	100	100
51260	Dental Insurance	1,132	700	700
51265	Long Term Care Insurance	54	100	100
51270	Life Insurance	164	200	200
51280	L T Disability	303	300	300
51290	Lagers Pension Expense	10,132	8,900	9,500
	Total Salaries & Fringes	**353,229**	**372,300**	**378,200**
52100	Employee Uniforms	240	500	500
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	660	1,700	1,700
52400	Travel Expense	1,247	1,250	1,850
52500	Employee Training Expenses	450	450	1,000
52600	Employee Recognition	329	800	1,750
	Total Employee Expenses	**2,926**	**4,700**	**6,800**
54800	Prof Services-Other	7,038	2,000	1,600
	Total Prof Services	**7,038**	**2,000**	**1,600**
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	36,389	37,000	20,000
56200	Rep & Maint-Building	0	2,000	2,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**36,389**	**39,000**	**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	544	500	500
57270	Supplies-Printing	671	900	900
57300	Supplies-Operational	29,081	11,000	11,000
57310	Supplies-Janitorial	40	0	0
57350	Small Tools, Furniture, Equipment	6,391	4,250	0
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	0	0	0
57450	Postage	193	0	0
57500	Insurance	0	0	0
57510	Insurance Claims	(3)	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	**36,917**	**16,650**	**12,400**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	14,995	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	0	250,000
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**14,995**	**0**	**250,000**
	Total Ice Skating	**$451,494**	**$434,650**	**$671,000**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$55,486	$72,100	$81,000
51020	Salaries-Part Time	227,189	230,000	230,000
51030	Salaries-Over Time	646	1,000	1,000
51210	Payroll Tax-FICA	21,600	22,800	24,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	1,154	1,200	1,300
51245	Workmen's Comp Claims	(6,530)	0	0
51250	Medical Insurance	12,182	18,200	17,600
51255	Vision Insurance	57	200	200
51260	Dental Insurance	675	1,000	1,000
51265	Long Term Care Insurance	24	100	100
51270	Life Insurance	93	200	200
51280	L T Disability	210	300	300
51290	Lagers Pension Expense	7,273	9,500	10,500
	Total Salaries & Fringes	**320,059**	**356,600**	**367,200**
52100	Employee Uniforms	233	300	300
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	36	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	8	0	0
52600	Employee Recognition	200	810	1,440
	Total Employee Expenses	**477**	**1,110**	**1,740**
54800	Prof Services-Other	5,804	7,500	7,700
	Total Prof Services	**5,804**	**7,500**	**7,700**
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	6,982	11,000	11,000
56200	Rep & Maint-Building	0	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**6,982**	**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	149	100	100
57270	Supplies-Printing	211	0	0
57300	Supplies-Operational	17,002	8,500	8,500
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	35,766	5,800	1,600
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	15	0	0
57550	Legal Notices/Advertising	56	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**53,199**	**14,400**	**10,200**
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	35,500
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**35,500**
	Total Indoor Programs	**$386,521**	**$391,610**	**$434,340**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$144,279	$188,600	$199,000
51020	Salaries-Part Time	263,530	265,000	265,000
51030	Salaries-Over Time	5,822	4,000	4,000
51210	Payroll Tax-FICA	31,425	32,600	33,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	1,460	1,700	1,800
51245	Workmen's Comp Claims	7,229	0	0
51250	Medical Insurance	10,692	36,900	36,700
51255	Vision Insurance	93	300	300
51260	Dental Insurance	904	1,900	1,900
51265	Long Term Care Insurance	215	300	300
51270	Life Insurance	294	500	500
51280	L T Disability	482	800	800
51290	Lagers Pension Expense	17,736	24,400	26,000
	Total Salaries & Fringes	**484,161**	**557,000**	**569,300**
52100	Employee Uniforms	1,192	750	750
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	1,105	0	0
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	900	210	400
	Total Employee Expenses	**3,197**	**960**	**1,150**
54800	Prof Services-Other	16,814	16,100	15,600
	Total Prof Services	**16,814**	**16,100**	**15,600**
55100	Electric	245,033	260,000	260,000
55500	Gas	79,969	85,000	85,000
55800	Telephone	2,135	2,500	2,500
	Total Utilities	**327,137**	**347,500**	**347,500**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	42,895	40,000	40,000
56200	Rep & Maint-Building	69,361	6,000	6,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**112,256**	**46,000**	**46,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	3,336	7,000	7,000
57250	Supplies-Office	553	200	500
57270	Supplies-Printing	516	500	500
57300	Supplies-Operational	16,932	16,500	16,500
57310	Supplies-Janitorial	70	4,000	4,000
57340	Supplies-Concession Food	134,826	100,000	100,000
57350	Small Tools, Furniture, Equipment	959	0	2,200
57370	Supplies-Pro-shop	505	1,000	1,000
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	125	100	100
57450	Postage	0	0	0
57500	Insurance	11,096	6,400	60,700
57510	Insurance Claims	90	0	0
57550	Legal Notices/Advertising	452	0	0
57780	Rentals Mach & Equip	918	600	600
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**170,378**	**136,300**	**193,100**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	9,982	15,000	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	103,050	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**113,032**	**15,000**	**0**
	Total Rec-Plex South	**$1,226,975**	**$1,118,860**	**$1,172,650**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$698,163	$729,000	$774,000
51020	Salaries-Part Time	378,873	380,000	391,000
51030	Salaries-Over Time	30,210	18,000	18,000
51210	Payroll Tax-FICA	84,241	88,500	93,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	4,767	5,100	5,100
51245	Workmen's Comp Claims	(496)	0	0
51250	Medical Insurance	134,115	161,800	146,100
51255	Vision Insurance	636	900	900
51260	Dental Insurance	7,516	8,400	7,700
51265	Long Term Care Insurance	729	700	700
51270	Life Insurance	1,501	1,500	1,600
51280	L T Disability	2,692	2,800	2,900
51290	Lagers Pension Expense	92,868	93,400	101,400
	Total Salaries & Fringes	**1,435,815**	**1,490,100**	**1,542,400**
52100	Employee Uniforms	7,525	3,000	3,000
52200	Employee Condiments	1,389	1,000	1,400
52300	Employee Dues/Licenses	0	200	200
52400	Travel Expense	0	200	200
52500	Employee Training Expenses	3,605	750	750
52600	Employee Recognition	1,363	2,050	2,900
	Total Employee Expenses	**13,882**	**7,200**	**8,450**
54800	Prof Services-Other	72,878	72,100	72,500
	Total Prof Services	**72,878**	**72,100**	**72,500**
55100	Electric	318,795	330,000	330,000
55500	Gas	95,124	110,000	110,000
55800	Telephone	2,812	5,800	3,500
	Total Utilities	**416,731**	**445,800**	**443,500**
56050	Rep & Maint-Vehicles	2,245	1,000	2,000
56010	Rep & Maint-Mach & Equip	36,656	34,900	33,900
56200	Rep & Maint-Building	40,508	17,000	10,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**79,409**	**52,900**	**45,900**
57050	Supplies-Gasoline	2,608	0	0
57060	Supplies-Diesel	812	400	1,000
57150	Supplies-Fert/Chem/Seed	12,023	5,500	5,500
57250	Supplies-Office	5,180	7,800	7,800
57270	Supplies-Printing	1,027	2,000	2,000
57300	Supplies-Operational	29,525	26,500	26,500
57310	Supplies-Janitorial	51,543	35,000	36,500
57350	Small Tools, Furniture, Equipment	3,945	16,200	7,650
57370	Supplies-Pro-shop	302	1,500	1,500
57400	Books/Periodicals/Subscriptions	0	0	0
57420	Operating License/Permits	2,770	3,000	3,000
57450	Postage	16,848	20,000	20,000
57500	Insurance	33,037	40,700	94,800
57510	Insurance Claims	307	0	0
57550	Legal Notices/Advertising	52,924	40,000	40,000
57650	Sales Tax Expense	93	0	0
57780	Rentals Mach & Equip	1,051	500	500
57900	Contingency	(5)	0	0
57920	Miscellaneous	40,636	37,000	42,500
	Total Supplies & Other	**254,626**	**236,100**	**289,250**
58100	Capital Exp-Land & Improvement	0	0	0
58200	Capital Exp-Building & Improvement	0	301,000	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	0	11,500	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	0
58600	Capital Exp-Vehicles	0	0	28,000
	Total Capital Expenses	**0**	**312,500**	**28,000**
	Total Support Services	**$2,273,341**	**$2,616,700**	**$2,430,000**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20
51010	Salaries-Regular	$138,568	$60,100	$80,000	$19,900	33%
51020	Salaries-Part Time	150,880	204,500	236,000	31,500	15%
51030	Salaries-Over Time	7,557	11,000	11,000	0	0
51210	Payroll Tax-FICA	23,069	21,200	25,000	3,800	18%
51220	Unemployment Insurance	0	0	0	0	0
51240	Workmen's Comp Insurance	1,002	1,700	1,400	(300)	-18%
51245	Workmen's Comp Claims	0	0	0	0	0
51250	Medical Insurance	29,492	12,100	13,500	1,400	12%
51255	Vision Insurance	161	300	300	0	0
51260	Dental Insurance	1,672	700	800	100	14%
51265	Long Term Care Insurance	84	0	300	300	**
51270	Life Insurance	277	300	300	0	0
51280	L T Disability	578	300	500	200	67%
51290	Lagers Pension Expense	18,311	7,900	11,700	3,800	48%
	Total Salaries & Fringes	**371,651**	**320,100**	**380,800**	**60,700**	**19%**
52100	Employee Uniforms	2,751	5,000	5,000	0	0
52200	Employee Condiments	0	0	0	0	0
52300	Employee Dues/Licenses	3,657	3,500	7,500	4,000	114%
52400	Travel Expense	0	0	0	0	0
52500	Employee Training Expenses	0	0	0	0	0
52600	Employee Recognition	145	820	620	(200)	-24%
	Total Employee Expenses	**6,553**	**9,320**	**13,120**	**3,800**	**41%**
54800	Prof Services-Other	14,401	40,350	41,350	1,000	2%
	Total Prof Services	**14,401**	**40,350**	**41,350**	**1,000**	**2%**
55100	Electric	26,105	27,200	28,500	1,300	5%
55500	Gas	304	1,100	1,100	0	0
55800	Telephone	676	2,400	2,400	0	0
	Total Utilities	**27,085**	**30,700**	**32,000**	**1,300**	**4%**
56050	Rep & Maint-Vehicles	283	400	400	0	0
56100	Rep & Maint-Machinery & Equipment	4,407	3,300	3,300	0	0
56200	Rep & Maint-Building	1,689	3,100	3,100	0	0
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	16,974	10,500	10,500	0	0
	Total Repair & Maintenance	**23,353**	**17,300**	**17,300**	**0**	**0**
57050	Supplies-Gasoline	0	500	500	0	0
57060	Supplies-Diesel	107	750	750	0	0
57150	Supplies-Fert/Chem/Seed	10,389	21,000	23,500	2,500	12%
57250	Supplies-Office	149	0	0	0	0
57270	Supplies-Printing	0	450	450	0	0
57300	Supplies-Operational	12,851	15,600	15,600	0	0
57310	Supplies-Janitorial	1,974	2,250	2,250	0	0
57340	Supplies-Concession Food	20,302	35,000	35,000	0	0
57350	Small Tools, Furniture, Equipment	4,712	0	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0	0	0
57450	Postage	5,320	9,000	7,000	(2,000)	-22%
57500	Insurance	3,409	6,000	24,800	18,800	313%
57510	Insurance Claims	318	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	187	0	0	0	0
57900	Contingency	0	0	0	0	0
57920	Miscellaneous	20,762	18,500	23,000	4,500	24%
	Total Supplies & Other	**80,480**	**109,050**	**132,850**	**23,800**	**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	0	0	0	0
58500	Capital Exp-Tennis,PG Equip,Pool	0	0	5,500	5,500	**
58600	Capital Exp-Vehicles	0	0	0	0	0
	Total Capital Expenses	**0**	**0**	**5,500**	**5,500**	****
	Total General Recreation	**$523,523**	**$526,820**	**$622,920**	**$96,100**	**18%**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$124,402	$13,300	$15,000
51020	Salaries-Part Time	0	0	0
51030	Salaries-Over Time	0	500	500
51210	Payroll Tax-FICA	9,935	900	1,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	457	600	100
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	28,776	3,400	3,300
51255	Vision Insurance	153	100	100
51260	Dental Insurance	1,597	200	200
51265	Long Term Care Insurance	77	0	100
51270	Life Insurance	252	100	100
51280	L T Disability	536	100	100
51290	Lagers Pension Expense	17,826	1,800	2,000
	Total Salaries & Fringes	**184,011**	**21,000**	**22,500**
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	76	270	120
	Total Employee Expenses	**76**	**270**	**120**
54800	Prof Services-Other	14,126	25,000	25,000
	Total Prof Services	**14,126**	**25,000**	**25,000**
55100	Electric	0	0	0
55500	Gas	0	0	0
55800	Telephone	0	0	0
	Total Utilities	**0**	**0**	**0**
56050	Rep & Maint-Vehicles	283	400	400
56100	Rep & Maint-Mach & Equip	732	0	0
56200	Rep & Maint-Building	339	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**1,354**	**1,400**	**1,400**
57050	Supplies-Gasoline	0	500	500
57060	Supplies-Diesel	107	750	750
57150	Supplies-Fert/Chem/Seed	0	0	0
57250	Supplies-Office	0	0	0
57270	Supplies-Printing	0	0	0
57300	Supplies-Operational	3,859	6,500	6,500
57310	Supplies-Janitorial	0	0	0
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	5,320	9,000	7,000
57500	Insurance	1,483	1,900	300
57510	Insurance Claims	15	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57920	Miscellaneous	20,762	17,500	22,000
	Total Supplies & Other	**31,546**	**36,150**	**37,050**
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	**$231,113**	**$83,820**	**$86,070**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$12,232	$20,000	$29,000
51020	Salaries-Part Time	44,266	55,000	57,000
51030	Salaries-Over Time	2,018	2,500	2,500
51210	Payroll Tax-FICA	4,551	6,000	7,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	306	300	400
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	716	3,700	4,400
51255	Vision Insurance	8	100	100
51260	Dental Insurance	75	200	300
51265	Long Term Care Insurance	7	0	100
51270	Life Insurance	25	100	100
51280	L T Disability	42	100	200
51290	Lagers Pension Expense	454	2,600	4,100
	Total Salaries & Fringes	**64,700**	**90,600**	**105,200**
52100	Employee Uniforms	2,751	1,700	1,700
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	3,585	0	2,000
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	68	150	100
	Total Employee Expenses	**6,404**	**1,850**	**3,800**
54800	Prof Services-Other	149	250	350
	Total Prof Services	**149**	**250**	**350**
55100	Electric	8,045	9,000	9,000
55500	Gas	0	0	0
55800	Telephone	482	0	0
	Total Utilities	**8,527**	**9,000**	**9,000**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	1,915	1,000	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	16,974	5,500	5,500
	Total Repair & Maintenance	**18,929**	**6,600**	**6,600**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	8,504	6,000	8,500
57250	Supplies-Office	0	0	0
57270	Supplies-Printing	0	200	200
57300	Supplies-Operational	3,223	2,000	2,000
57310	Supplies-Janitorial	163	250	250
57340	Supplies-Concession Food	7,746	10,000	10,000
57350	Small Tools, Furniture, Equipment	4,712	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	987	1,200	6,000
57510	Insurance Claims	4	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	187	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	0	0
	Total Supplies & Other	**25,526**	**19,650**	**26,950**
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	5,500
58600	Capital Exp-Vehicles	0	0	0
	Total Capital Expenses	**0**	**0**	**5,500**
	Total Laurel Park Pool	**$124,235**	**$127,950**	**$157,400**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$0	$0	$0
51020	Salaries-Part Time	20,569	25,000	27,000
51030	Salaries-Over Time	193	500	500
51210	Payroll Tax-FICA	1,558	2,000	2,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	98	100	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	**22,418**	**27,600**	**29,600**
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	48	100	1,000
	Total Prof Services	**48**	**100**	**1,000**
55100	Electric	3,885	3,200	4,500
55500	Gas	304	1,100	1,100
55800	Telephone	194	400	400
	Total Utilities	**4,383**	**4,700**	**6,000**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	749	1,300	1,300
56200	Rep & Maint-Building	360	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
	Total Repair & Maintenance	**1,109**	**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	2,457	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	316	400	4,700
57510	Insurance Claims	3	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	**2,776**	**500**	**4,800**
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	**$30,734**	**$35,500**	**$44,000**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$1,934	$26,800	$36,000
51020	Salaries-Part Time	86,045	124,500	152,000
51030	Salaries-Over Time	5,346	7,500	7,500
51210	Payroll Tax-FICA	7,025	12,300	15,000
51220	Unemployment Insurance	0	0	0
51240	Workmen's Comp Insurance	141	700	800
51245	Workmen's Comp Claims	0	0	0
51250	Medical Insurance	0	5,000	5,800
51255	Vision Insurance	0	100	100
51260	Dental Insurance	0	300	300
51265	Long Term Care Insurance	0	0	100
51270	Life Insurance	0	100	100
51280	L T Disability	0	100	200
51290	Lagers Pension Expense	31	3,500	5,600
	Total Salaries & Fringes	**100,522**	**180,900**	**223,500**
52100	Employee Uniforms	0	3,000	3,000
52200	Employee Condiments	0	0	0
52300	Employee Dues/Licenses	72	3,500	5,500
52400	Travel Expense	0	0	0
52500	Employee Training Expenses	0	0	0
52600	Employee Recognition	1	400	400
	Total Employee Expenses	**73**	**6,900**	**8,900**
54800	Prof Services-Other	78	15,000	15,000
	Total Prof Services	**78**	**15,000**	**15,000**
55100	Electric	14,175	15,000	15,000
55500	Gas	0	0	0
55800	Telephone	0	2,000	2,000
	Total Utilities	**14,175**	**17,000**	**17,000**
56050	Rep & Maint-Vehicles	0	0	0
56100	Rep & Maint-Mach & Equip	1,011	1,000	1,000
56200	Rep & Maint-Building	950	1,000	1,000
56300	Rep & Maint-Grounds/Parking	0	0	0
56320	Rep & Maint-Outside Lighting	0	0	0
56350	Rep & Maint-Swimming Pools	0	5,000	5,000
	Total Repair & Maintenance	**1,961**	**7,000**	**7,000**
57050	Supplies-Gasoline	0	0	0
57060	Supplies-Diesel	0	0	0
57150	Supplies-Fert/Chem/Seed	1,885	15,000	15,000
57250	Supplies-Office	149	0	0
57270	Supplies-Printing	0	250	250
57300	Supplies-Operational	3,312	7,000	7,000
57310	Supplies-Janitorial	1,811	2,000	2,000
57340	Supplies-Concession Food	12,556	25,000	25,000
57350	Small Tools, Furniture, Equipment	0	0	0
57400	Books/Periodicals/Subscriptions	0	0	0
57450	Postage	0	0	0
57500	Insurance	623	2,500	13,800
57510	Insurance Claims	296	0	0
57550	Legal Notices/Advertising	0	0	0
57780	Rentals Mach & Equip	0	0	0
57900	Contingency	0	0	0
57920	Miscellaneous	0	1,000	1,000
	Total Supplies & Other	**20,632**	**52,750**	**64,050**
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 The Cove Aquatic Center	**$137,441**	**$279,550**	**$335,450**

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CITY OF ST. PETERS
CASH FLOW ANALYSIS
SOLID WASTE FUND

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Fund Balance	**$1,214,317**	**$1,695,726**	**$1,149,026**
Add: Revenues	6,388,327	6,340,900	6,547,200
Funds Available	**7,602,644**	**8,036,626**	**7,696,226**
Less: Expenditures	5,011,318	6,019,000	5,623,720
Transfer To(From) Reserves	125,000	125,000	0
Total Expenses Before Transfers To Other Funds	**5,136,318**	**6,144,000**	**5,623,720**
Overhead/Fleet Allocation	721,300	691,800	692,800
Transfer to Post Retirement Benefits Fund/Trust	49,300	51,800	69,000
Ending Fund Balance	**$1,695,726**	**$1,149,026**	**$1,310,706**

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CITY OF ST. PETERS
SOLID WASTE FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Collection Revenue	$6,206,655	$6,170,800	$6,377,100
Other Operating Charges	98,868	117,000	117,000
Total Operating Charges	6,305,523	6,287,800	6,494,100
Miscellaneous Income	75,655	52,600	52,600
Interest Income	7,149	500	500
Total Other Income	82,804	53,100	53,100
Total Revenue	**$6,388,327**	**$6,340,900**	**$6,547,200**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$2,612,613	$2,789,100	$2,829,900
Employee Expenses	15,423	21,580	26,000
Professional Services	21,897	24,800	47,200
Utilities	44,992	59,800	55,200
Repairs & Maintenance	297,941	334,500	339,300
Supplies & Other	348,780	384,220	371,820
Tipping Fees	1,246,640	1,304,000	1,361,300
Capital Expenditures	423,032	1,101,000	593,000
Total Expenditures	**$5,011,318**	**$6,019,000**	**$5,623,720**

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CITY OF ST. PETERS
SOLID WASTE FUND – WES
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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	2,612,613	2,789,100	2,829,900
Employee Expenses	15,423	21,580	26,000
Professional Services	21,897	24,800	47,200
Utilities	44,992	59,800	55,200
Repair & Maintenance	297,941	334,500	339,300
Supplies & Other	348,780	384,220	371,820
Tipping Fees	1,246,640	1,304,000	1,361,300
Capital Expenses	423,032	1,101,000	593,000
Total Solid Waste	**$5,011,318**	**$6,019,000**	**$5,623,720**

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PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
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	4.00	0.00	4.00	0.00	4.00	0	0
Director of Environmental Services	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	**0.00**	0.00	-1 [A]	0
Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.25**	0.00	0 [B]	0
Office Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Office Specialist	1.00	0.00	1.50	0.00	1.50	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	20.00	0.00	20.00	0.00	20.00	0.00	0	0
Sustainability Specialist	0.50	0.00	0.00	0.00	0.00	0.00	0	0
Utility Billing Clerk	1.00	0.50	1.00	0.50	1.00	0.50	0	0
Utility Billing Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Total	**29.25**	**4.50**	**29.25**	**4.50**	**29.00**	**4.50**	**0**	**0**
Full Time Equivalent	**31.53**		**31.53**		**31.28**		**-0.25**	

Variance Explanations:

A: Eliminated one full-time Manager of Health & Environmental Services position due to a departmental reorganization after a planned retirement.

B: Reallocated one full-time Manager of Water & Environmental Services position due to a departmental reorganization.

CITY OF ST. PETERS
SOLID WASTE FUND – WES
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
   (Zero lost days.)
2. Maintain at least a 90% customer service satisfaction rating both overall and for individual internal departments. 1 1
   (100%)
3. Research storage facility options for additional trucks and equipment to increase equipment longevity and reduce runoff that could contaminate stormwater. 3 1,3,4
   (Research is complete, T Willis to write memo.)
4. Implement driver safety training program for Solid Waste drivers. 1 1
   (R Ruppel is working on this. Training is tailored after forklift training. Complete by Aug 1, 2019.)
5. Work with I.T. to optimize routing through use of software currently available within GIS. 3 1
   (Meeting with O'Fallon Jan 2019, complete by Aug 1, 2019.)
6. Renew contract with Cottleville. 1 2
   (Carl to set up meeting with Cottleville City Administrator, Rich Francis, the first week of February to discuss. Complete by Aug 1, 2019.)

FY20 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. Implement site improvements at satellite recycling sites to mitigate negative feedback of site aesthetics. 2,4 1 1
4. Hold Open House event in conjunction with Recycle City. 1 2 1
5. Expand use of mobile devices to include cart delivery and bulky trash pickup. 3 2
6. Reevaluate commercial collection program cost and benefits. 3
7. Conduct Solid Waste database audit. 3

Yard Waste Collection

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

PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Provide proactive and effective preventative maintenance programs	Trash dumpsters painted and repaired	50	24	89	100	100
	Provide for community health and environmental safety	Single Family Residential customers served (including Cottleville)	19,969	19,600	20,468	20,296	20,600
		Multi-Family Residential customers served (including Cottleville)	5,359	5,700	5,397	5,925	5,925
	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	50	24	89	100	100
	Maintain and enhance employee First Program (all internal organizations)	Number of Lost Days per budget year	0	0	0	0	0
	Improve sustainable practices for City operations and assets	Expand recycling in city buildings, measure increase in estimated pounds collected	1,200 pounds Est	3,600 pounds	1,200 pounds	4,000 pounds	4,000 pounds
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	40	0	48	0	48
		% of Concerns Responded to Within 72 Hours	100%	100%	100%	100%	100%
		Customer Service Satisfaction	99.4%	90%	100%	90%	100%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$1,733,309	$1,792,000	$1,835,000	$43,000	2%	
51020	Salaries-Part Time	25,619	74,000	70,000	(4,000)	-5%	
51030	Salaries-Over Time	88,342	80,000	80,000	0	0	
51210	Payroll Tax-FICA	135,939	149,000	152,000	3,000	2%	
51220	Unemployment Insurance	0	0	0	0	0	
51240	Workmen's Comp Insurance	7,918	8,400	8,400	0	0	
51245	Workmen's Comp Claims	8,271	0	0	0	0	
51250	Medical Insurance	356,090	410,800	404,500	(6,300)	-2%	
51255	Vision Insurance	1,569	2,300	2,200	(100)	-4%	
51260	Dental Insurance	19,186	20,700	20,600	(100)	0%	
51265	Long Term Care Insurance	1,356	1,600	1,400	(200)	-13%	
51270	Life Insurance	3,570	3,700	3,800	100	3%	
51280	L T Disability	6,509	6,900	6,800	(100)	-1%	
51290	Lagers Pension Expense	224,935	239,700	245,200	5,500	2%	
	Total Salaries & Fringes	**2,612,613**	**2,789,100**	**2,829,900**	**40,800**	**1%**	
52100	Employee Uniforms	8,531	12,100	12,100	0	0	
52200	Employee Condiments	863	1,050	1,050	0	0	
52300	Employee Dues/Licenses	767	800	900	100	13%	
52400	Travel Expense	408	2,900	2,900	0	0	
52500	Employee Training Expenses	2,783	3,480	7,500	4,020	116%	
52600	Employee Recognition	2,071	1,250	1,550	300	24%	
	Total Employee Expenses	**15,423**	**21,580**	**26,000**	**4,420**	**20%**	
54200	Prof Services-Engineering	0	0	0	0	0	
54800	Prof Services-Other	21,897	24,800	47,200	22,400	90%	Added budget for utility billing services
	Total Prof Services	**21,897**	**24,800**	**47,200**	**22,400**	**90%**	
55100	Electric	31,746	34,600	34,600	0	0	
55500	Gas	10,330	19,600	15,000	(4,600)	-23%	
55800	Telephone	2,916	5,600	5,600	0	0	
	Total Utilities	**44,992**	**59,800**	**55,200**	**(4,600)**	**-8%**	
56050	Rep & Maint-Vehicles	248,143	276,000	276,000	0	0	
56100	Rep & Maint-Machinery & Equipment	39,218	31,900	42,500	10,600	33%	Increased budget for dumpster painting based on actual
56200	Rep & Maint-Building	8,568	16,300	10,500	(5,800)	-36%	Replacement of 5 downspouts in fiscal year 19
56300	Rep & Maint-Grounds/Parking	2,012	10,000	10,000	0	0	
56320	Rep & Maint-Outside Lighting	0	300	300	0	0	
	Total Repair & Maintenance	**297,941**	**334,500**	**339,300**	**4,800**	**1%**	
57050	Supplies-Gasoline	848	1,500	1,500	0	0	
57060	Supplies-Diesel	210,852	225,000	225,000	0	0	
57150	Supplies-Fert/Chem/Seed	1,641	4,550	4,000	(550)	-12%	
57250	Supplies-Office	1,330	2,070	2,070	0	0	
57270	Supplies-Printing	5,673	13,300	8,300	(5,000)	-38%	Removed budget for utility billing forms
57300	Supplies-Operational	28,974	25,800	29,200	3,400	13%	
57350	Small Tools, Furniture, Equipment	2,232	7,000	4,300	(2,700)	-39%	
57400	Books/Periodicals/Subscriptions	0	0	0	0	0	
57420	Operating Licenses & Permits	0	100	100	0	0	
57450	Postage	22,989	26,000	26,000	0	0	
57500	Insurance	25,510	31,300	16,600	(14,700)	-47%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	5,236	0	0	0	0	
57550	Legal Notices/Advertising	240	100	250	150	150%	
57610	Bad Debt Expense	8,785	10,000	10,000	0	0	
57780	Rentals Machinery & Equipment	1,133	1,700	1,700	0	0	
57900	Contingency	0	6,500	6,500	0	0	
57920	Miscellaneous	33,337	29,300	36,300	7,000	24%	Increase in credit card service charges
	Total Supplies & Other	**348,780**	**384,220**	**371,820**	**(12,400)**	**-3%**	
57860	Tipping Fees	1,246,640	1,304,000	1,361,300	57,300	4%	
	Total Tipping Fees	**1,246,640**	**1,304,000**	**1,361,300**	**57,300**	**4%**	
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	91,761	198,000	305,000	107,000	54%	Approved capital items for fiscal year
58420	Capital Exp-Computer Equipment	0	0	0	0	0	
58600	Capital Exp-Vehicles	331,271	903,000	288,000	(615,000)	-68%	Approved capital items for fiscal year
	Total Capital Expenses	**423,032**	**1,101,000**	**593,000**	**(508,000)**	**-46%**	
	Total Solid Waste Fund	**$5,011,318**	**$6,019,000**	**$5,623,720**	**($395,280)**	**-7%**	

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Beginning Contingency Fund	**$1,826,315**	**$2,159,449**	**$2,478,096**
Beginning Interest Reserve Fund	500,000	500,000	500,000
Add: Revenues	12,648,183	13,487,860	13,431,300
Funds Available	**14,974,498**	**16,147,309**	**16,409,396**
Less: Operating Expenses	8,211,000	8,912,875	9,348,145
Capital Expenditures	716,807	825,000	1,200,380
Increase In Bond Reserves	21,063	7,688	7,250
Debt Service	2,542,879	2,586,750	2,602,500
Total Expenses Before Transfers To Other Funds	**11,491,749**	**12,332,313**	**13,158,275**
Administration/Fleet Overhead	741,000	750,400	768,400
Transfer to Post Retirement Benefits Fund/Trust	82,300	86,500	105,000
Transfer to/(from) Reserves	0	0	300,000
Ending Interest Reserve Fund	500,000	500,000	500,000
Ending Contingency Fund	**$2,159,449**	**$2,478,096**	**$1,577,721**

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CITY OF ST. PETERS
WATER/SEWER FUND
REVENUE SUMMARY

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Water Receipts	$5,977,631	$6,248,900	$6,468,100
Sewer Receipts	5,171,248	5,324,600	5,511,200
Delinquency Charges	135,911	135,000	135,000
Out of City Charges	403,126	442,000	442,000
Other Operating Charges	630,868	607,400	607,400
Total Operating Charges	12,318,784	12,757,900	13,163,700
Interest Income	10,737	1,000	1,000
Tap On Fund Construction Revenue	13,149	40,000	40,000
Biosolids/Farm Revenue	102,172	107,300	107,300
Miscellaneous Income	203,341	581,660	119,300
Total Other Income	329,399	729,960	267,600
Total Revenue	**$12,648,183**	**$13,487,860**	**$13,431,300**

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

	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
Salaries & Fringes	$3,967,450	$4,416,700	$4,550,100
Employee Expenses	40,471	51,110	55,570
Professional Services	379,599	475,295	552,435
Utilities	685,197	723,300	744,800
Repairs & Maintenance	928,939	1,317,465	1,479,290
Supplies & Other	2,209,344	1,929,005	1,965,950
Capital Expenditures	716,807	825,000	1,200,380
Total Expenditures	**$8,927,807**	**$9,737,875**	**$10,548,525**

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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	2017/18 Actual	2018/19 Budget	2019/20 Budget
Salaries & Fringes	3,967,450	4,416,700	4,550,100
Employee Expenses	40,471	51,110	55,570
Professional Services	379,599	475,295	552,435
Utilities	685,197	723,300	744,800
Repair & Maintenance	928,939	1,317,465	1,479,290
Supplies & Other	2,209,344	1,929,005	1,965,950
Capital Expenses	716,807	825,000	1,200,380
Total Water/Sewer Fund	**$8,927,807**	**$9,737,875**	**$10,548,525**

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Compost at Earth Centre
115 Ecology Drive

CITY OF ST. PETERS
WATER/SEWER FUND – WES

PERSONNEL SUMMARY

	2017/18		2018/19		2019/20		Variance '19 to '20	
Position Title	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Assistant Director of Utilities	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Compost Operations Manager	0.00	0.00	1.00	0.00	1.00	0.00	0	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	0.00	0.00	0.00	0.00	0	0
Earth Centre Technician	2.00	1.00	2.00	1.00	2.00	1.00	0	0
Intern	0.00	2.00	0.00	2.00	0.00	2.00	0	0
Lead Utilities Plant Maintenance Technician	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Lead Utility Operator	0.00	0.00	2.00	0.00	2.00	0.00	0	0
Manager of Water Environment Services	1.00	0.00	1.00	0.00	**0.00**	0.00	-1 [A]	0
Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.50**	0.00	1 [B]	0
Meter Reader	3.00	1.00	3.00	1.00	3.00	1.00	0	0
Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	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	**0.20**	0.00	-1 [C]	0
Utilities Field Operations Crew Leader	3.00	0.00	2.00	0.00	2.00	0.00	0	0
Utilities Field Operations Foreman	1.00	0.00	2.00	0.00	2.00	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	6.50	0.00	6.50	0.00	0	0
Utilities Plant Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Utilities Plant Maintenance Superintendent	0.00	0.00	1.00	0.00	1.00	0.00	0	0
Utilities Plant Maintenance Technician	2.00	0.00	1.00	0.00	**0.00**	0.00	-1 [D]	0
Utilities Plant Maintenance Worker	3.00	0.00	3.00	0.00	**4.00**	0.00	1 [E]	0
Utilities Plant Operations Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0	0
Utility Billing Clerk	1.00	0.50	1.00	0.50	1.00	0.50	0	0
Utility Billing Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utility Locator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
Utility Operator	8.00	1.00	6.00	1.00	6.00	1.00	0	0
Total	**42.70**	**5.50**	**44.70**	**5.50**	**43.70**	**5.50**	**-1**	**0**
Full Time Equivalent	**45.70**		**47.70**		**46.70**		**-1.00**	

Variance Explanations:

A: Converted one full-time Manager of Water Environment Services to one full-time Manager of Water & Environmental Services due to departmental reorganization.

B: Converted one full-time Manager of Water Environment Services to one full-time Manager of Water & Environmental Services due to departmental reorganization.

C: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.

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

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

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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
   (On track.)
2. Maintain a high level of customer service with ratings above 90% on customer satisfaction and responses on concerns above 98%. 1 1
   (On track.)
3. Continue Implementation of CMOM Program for reduction of I&I, pipe inspection program, etc. 4,5 3
   (On track.)
4. Reduce I&I in Westwood/St. Peters/St. Marys/Steeplechase Special Service Area by continuing pipe rehabilitation and removal of private inflow sources. 4,5 3
   (SSES Contractor will start studying the area this Spring and we will send letters to rental properties to remove private inflow sources.)
5. Continue locating, mapping, and repairing valves to allow implementation of Valve Exercising and Main Flushing Program. 4,5 3
   (On track.)
6. Inspect 20% of the collection system on an annual basis. 4 3
   (On track.)
7. Paint 10% of the fire hydrants to maintain a 10-year coating life. 4 3 4
   (On track.)
8. Implement Well Maintenance Program. 4,5 3
   (On track.)
9. Obtain easements for the El Dorado water and sewer system. 4,5 3
   (Defer to FY20.)
10. Evaluate and modify if necessary fire hydrant permit system. 3 3
    (On track.)
11. Develop Water Distribution Specifications. 5 3 3 2
    (On track.)

FY20 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, pipe inspection program, etc. 4,5 3
4. Reduce I&I in Westwood/St. Peters/St. Marys/Steeplechase Special Service Area by continuing pipe rehabilitation and removal of private inflow sources. 4,5 3
5. Continue locating, mapping, and repairing valves to allow implementation of Valve Exercising and Main Flushing Program. 4,5 3
6. Inspect 20% of the collection system on an annual basis. 4 3
7. Paint 20% of the fire hydrants to maintain a 5-year coating life. 4 3 4
8. Implement Well Maintenance Program. 4,5 3
9. Obtain new NPDES permit. 4,5 3
10. Complete Water Distribution Model. 4,5 3 2
11. Complete H2S Study in Premier 370. 4,5 3 3
12. Obtain easements for the El Dorado water and sewer system. 4,5 3

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PERFORMANCE MEASURES

The FY20 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	FY17 Actual	FY18 Target	FY18 Actual	FY19 Target	FY20 Target
	Be prepared and responsive to all emergency situations	Maintain/build access trails on sanitary sewer system (lf)	7,683/ 3,356	11,039/ 200	11,039/ 200	12,039	12,039
	Provide proactive and effective preventative maintenance programs	# of linear feet of sewers root cut and flushed/Acoustic Inspect	235,300	250,000/ 7,815	115,395	250,000	250,000
		# of linear feet of sewers CCTV inspected	60,834	30,000/ 19,837	89,132	30,000	40,000
		# of wells inspected and preventative maintenance performed	2	11	6	11	9
		# of valve boxes maintained	202	250	167	250	200
		# of meters replaced	878	1,565	936	1,600	1,700
		# of linear feet of water mains flushed	22,000	21,360	108,496	25,000	100,000
	Provide for community health and environmental safety	# of sanitary sewer overflows (SSOs)	13	2/1	4	0	0
		# of basement backups caused by City main	9	1/1	2	0	0
	Provide for community health and environmental safety	Average daily # of gallons of water consumption	5,478,117	5,750,000	6,109,000	5,800,000	5,800,000
		Average daily # of gallons of wastewater treatment	5,557,055	5,900,000	5,372,000	5,500,000	5,500,000
	Be a good steward of City assets, resources and infrastructure	# of water service connections	18,930	19,000	19,300	19,000	19,400
		# of sanitary sewer service connections	19,679	19,800	19,681	19,800	19,800
		# of manholes rehabilitated	91	20/36	44	60	60
		# of manholes inspected	1,501	1,300/ 859	1,393	1,300	1,330
		# of valve boxes inspected	641	650	88	650	400
		# of valves exercised	132	500	100	500	400
		# of meter pits replaced	14	150	152	100	300
		# of blow off valves maintained	3	10	2	5	4
		# of air relief valves maintained	0	10	1	10	9
		# of linear feet of sewer rehabilitation	2,943	3,000	2,110	3,000	3,000
	Maintain and enhance employee First	# of lost work days	0	0/6	7	0	0

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	Program (all internal organizations)						
	Improve sustainable practices for City operations and assets	# of cubic yards of compost produced	20,661	20,000/ 4,330	19,032	27,000	27,000
		% reduction in electrical consumption	n/a	2%	1%	2%	2%
	Maintain a visually attractive and vibrant City	# of fire hydrants painted	669	600	281	600	400
	Welcome and evaluate innovative ideas and concepts to advance City goals	# of hours of training for City staff		800	1,292	800	800
	Develop and maintain effective and efficient communication with our community	Citizen Concerns Received	850	1,000	694	1,000	800
		% of Concerns Responded to Within 72 Hours	99%	100%	100%	100%	100%
		Customer Service Satisfaction	99%	90%	99%	90%	90%

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

EXPENDITURES DETAIL

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20	$ CHANGE 19 to 20	% CHANGE 19 to 20	EXPLANATION FOR CHANGES > $5,000 AND > 5% FROM '19 TO '20
51010	Salaries-Regular	$2,666,099	$2,887,600	$2,980,000	$92,400	3%	Department reorganization in fiscal year 20 and estimate in market survey results and designation changes
51020	Salaries-Part Time	23,944	98,000	106,000	8,000	8%	Estimate in market survey results and designation changes
51030	Salaries-Over Time	93,852	100,000	100,000	0	0	
51210	Payroll Tax-FICA	205,566	235,000	244,000	9,000	4%	Increased based on salaries
51220	Unemployment Insurance	1,796	0	0	0	0	
51240	Workmen's Comp Insurance	12,205	13,200	13,400	200	2%	
51245	Workmen's Comp Claims	26,953	0	0	0	0	
51250	Medical Insurance	536,175	646,500	652,700	6,200	1%	Anticipated increase in cost of insurance and employee selection of coverage
51250	Vision Insurance	2,250	3,300	3,400	100	3%	
51260	Dental Insurance	30,787	32,900	37,000	4,100	12%	Anticipated increase in cost of insurance and employee selection of coverage
51260	Long Term Care Insurance	2,313	2,700	2,500	(200)	-7%	
51270	Life Insurance	5,200	5,600	5,800	200	4%	
51280	L T Disability	10,014	11,200	11,000	(200)	-2%	
51290	Lagers Pension Expense	350,296	380,700	394,300	13,600	4%	Increased based on full-time salaries
	Total Salaries & Fringes	**3,967,450**	**4,416,700**	**4,550,100**	**133,400**	**3%**	
52100	Employee Uniforms	11,901	15,250	15,250	0	0	
52200	Employee Condiments	711	1,300	1,300	0	0	
52300	Employee Dues/Licenses	4,613	8,910	9,270	360	4%	
52400	Travel Expense	4,278	8,700	8,900	200	2%	
52500	Employee Training Expenses	15,381	14,950	18,900	3,950	26%	
52600	Employee Recognition	3,587	2,000	1,950	(50)	-3%	
	Total Employee Expenses	**40,471**	**51,110**	**55,570**	**4,460**	**9%**	
54100	Prof Services-Legal	0	0	0	0	0	
54200	Prof Services-Engineering	0	40,000	75,000	35,000	88%	Added industrial pretreatment consultant and architecture fees for training/locker room expansion in fiscal year 20
54800	Prof Services-Other	379,599	435,295	477,435	42,140	10%	Added budget for utility billing processing fees and new software for reporting and call-outs
	Total Prof Services	**379,599**	**475,295**	**552,435**	**77,140**	**16%**	
55100	Electric	645,075	680,000	690,000	10,000	1%	
55500	Gas	11,625	15,500	15,500	0	0	
55700	Waste Disposal	20,554	18,000	29,500	11,500	64%	Price increase from waste disposal provider
55800	Telephone	7,943	9,800	9,800	0	0	
	Total Utilities	**685,197**	**723,300**	**744,800**	**21,500**	**3%**	
56050	Rep & Maint-Vehicles	38,006	41,000	41,000	0	0	
56100	Rep & Maint-Machinery & Equipment	95,056	122,115	160,990	38,875	32%	Loader tire replacement in fiscal year 20 and added budget for Earth Centre equipment R&M
56200	Rep & Maint-Building	43,378	23,250	15,500	(7,750)	-33%	Card access for Water Plant and garage door openers in fiscal year 19
56300	Rep & Maint-Grounds/Parking	64,380	66,750	67,750	1,000	1%	
56320	Rep & Maint-Outside Lighting	190	1,000	1,000	0	0	
56600	Rep & Maint-W/S Utility System	669,499	1,038,250	1,140,500	102,250	10%	Increased sewer & manhole rehab in fiscal year 20
56610	Rep & Maint-Meter Hardware	18,430	25,100	52,550	27,450	109%	Increased R&M on residential and commercial meters
	Total Repair & Maintenance	**928,939**	**1,317,465**	**1,479,290**	**161,825**	**12%**	
57050	Supplies-Gasoline	18,392	27,000	29,000	2,000	7%	
57060	Supplies-Diesel	67,334	65,000	67,000	2,000	3%	
57150	Supplies-Fert/Chem/Seed	381,294	424,600	449,550	24,950	6%	Price increases on lime and other water treatment chemicals
57250	Supplies-Office	5,797	6,300	6,300	0	0	
57270	Supplies-Printing	9,102	10,200	10,100	(100)	-1%	
57300	Supplies-Operational	53,176	59,900	59,900	0	0	
57350	Small Tools, Furniture, Equipment	20,534	18,405	20,800	2,395	13%	
57400	Books/Periodicals/Subscriptions	0	600	600	0	0	
57420	Operating Licenses & Permits	2,587	4,100	4,100	0	0	
57450	Postage	48,903	54,500	58,500	4,000	7%	
57500	Insurance	39,403	49,300	24,400	(24,900)	-51%	Revised method of allocation of property insurance to be based on square footage of buildings
57510	Insurance Claims	116,651	0	0	0	0	
57550	Legal Notices/Advertising	574	1,700	1,700	0	0	
57610	Bad Debt Expense	25,961	16,500	26,000	9,500	58%	More utility billing bad debts to write off in fiscal year 20
57650	Sales Tax Expense	110,142	115,500	115,500	0	0	
57700	Wastewater Treatment	147,705	137,900	150,000	12,100	9%	Increased based on historical actual and anticipated rates
57780	Rentals Machinery & Equipment	5,779	17,500	12,500	(5,000)	-29%	Removed forestry cutter rental
57830	Purchased Water	1,036,917	850,000	850,000	0	0	
57900	Contingency	57,765	10,000	10,000	0	0	
57920	Miscellaneous	61,328	60,000	70,000	10,000	17%	Increased credit card service charges
	Total Supplies & Other	**2,209,344**	**1,929,005**	**1,965,950**	**36,945**	**2%**	
58100	Capital Exp-Land & Improvement	(30,000)	0	80,000	80,000	**	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	347,567	640,000	673,380	33,380	5%	Approved capital items for fiscal year
58600	Capital Exp-Vehicles	399,240	185,000	447,000	262,000	142%	Approved capital items for fiscal year
	Total Capital Expenses	**716,807**	**825,000**	**1,200,380**	**375,380**	**46%**	
	Total Water/Sewer Fund	**$8,927,807**	**$9,737,875**	**$10,548,525**	**$810,650**	**8%**	

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$3,138	$0	$0
51020	Salaries-Part Time	0	0	0
51030	Salaries-Over Time	0	0	0
51210	Payroll Tax-FICA	231	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	1,038	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	408	0	0
	Total Salaries & Fringes	**4,815**	**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	2,394	0	0
56100	Rep & Maint-Mach & Equip	1,171	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	**3,565**	**0**	**0**
57050	Supplies-Gasoline	37	0	0
57060	Supplies-Diesel	4,732	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	**4,769**	**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	**$13,149**	**$0**	**$0**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$1,328,967	$1,455,400	$1,517,000
51020	Salaries-Part Time	11,972	49,000	53,000
51030	Salaries-Over Time	46,595	50,000	50,000
51210	Payroll Tax-FICA	102,429	118,600	124,000
51220	Unemployment Insurance	898	0	0
51240	Workmen's Comp Insurance	6,087	6,600	6,800
51245	Workmen's Comp Claims	(8,568)	0	0
51250	Medical Insurance	267,310	324,700	332,600
51255	Vision Insurance	1,123	1,600	1,700
51260	Dental Insurance	15,378	16,500	18,800
51265	Long Term Care Insurance	1,166	1,400	1,300
51270	Life Insurance	2,594	2,800	2,900
51280	L T Disability	4,996	5,600	5,600
51290	Lagers Pension Expense	174,536	191,800	200,600
	Total Salaries & Fringes	**1,955,483**	**2,224,000**	**2,314,300**
52100	Employee Uniforms	5,866	6,000	6,000
52200	Employee Condiments	355	700	700
52300	Employee Dues/Licenses	3,362	6,080	6,440
52400	Travel Expense	3,180	6,000	6,200
52500	Employee Training Expenses	8,532	8,450	10,650
52600	Employee Recognition	1,806	1,000	975
	Total Employee Expenses	**23,101**	**28,230**	**30,965**
54100	Prof Services-Legal	0	0	0
54200	Prof Services-Engineering	0	30,000	55,000
54800	Prof Services-Other	178,085	254,700	268,440
	Total Prof Services	**178,085**	**284,700**	**323,440**
55100	Electric	383,526	400,000	410,000
55500	Gas	7,773	9,500	9,500
55700	Waste Disposal	20,554	18,000	29,500
55800	Telephone	3,039	4,200	4,200
	Total Utilities	**414,892**	**431,700**	**453,200**
56050	Rep & Maint-Vehicles	18,241	20,000	20,000
56100	Rep & Maint-Mach & Equip	73,687	92,115	130,990
56200	Rep & Maint-Building	21,634	8,875	5,000
56300	Rep & Maint-Grounds/Parking	51,834	44,000	45,000
56320	Rep & Maint-Outside Lighting	95	500	500
56600	Rep & Maint-W/S Utility System	420,606	556,875	707,700
56610	Rep & Maint-Meter Hardware	5,457	4,750	27,475
	Total Repair & Maintenance	**591,554**	**727,115**	**936,665**
57050	Supplies-Gasoline	2,120	11,000	11,000
57060	Supplies-Diesel	46,668	50,000	50,000
57150	Supplies-Fert/Chem/Seed	49,102	57,000	57,950
57250	Supplies-Office	2,731	3,300	3,300
57270	Supplies-Printing	4,532	5,000	5,000
57300	Supplies-Operational	26,575	30,000	30,000
57350	Small Tools, Furniture, Equipment	9,884	5,795	17,730
57400	Books/Periodicals/Subscriptions	0	200	200
57420	Operating Licenses & Permits	2,587	2,800	2,800
57450	Postage	24,296	26,500	26,500
57500	Insurance	19,653	24,600	11,700
57510	Insurance Claims	13,102	0	0
57550	Legal Notices/Advertising	226	500	500
57610	Bad Debt Expense	11,724	7,500	14,000
57650	Sales Tax Expense	4,726	5,500	5,500
57700	Wastewater Treatment	147,705	137,900	150,000
57780	Rentals Machinery & Equipment	3,169	10,500	5,500
57830	Purchased Water	0	0	0
57900	Contingency	51,143	5,000	5,000
57920	Miscellaneous	30,802	30,000	35,000
	Total Supplies & Other	**450,745**	**413,095**	**431,680**
58100	Capital Exp-Land & Improvement	(30,000)	0	40,000
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	175,302	337,000	462,380
58600	Capital Exp-Vehicles	385,342	92,500	223,500
	Total Capital Expenses	**530,644**	**429,500**	**725,880**
	Total Sewer	**$4,144,504**	**$4,538,340**	**$5,216,130**

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

A/C #	DESCRIPTION	ACTUAL 2017/18	BUDGET 2018/19	BUDGET 2019/20
51010	Salaries-Regular	$1,333,994	$1,432,200	$1,463,000
51020	Salaries-Part Time	11,972	49,000	53,000
51030	Salaries-Over Time	47,257	50,000	50,000
51210	Payroll Tax-FICA	102,906	116,400	120,000
51220	Unemployment Insurance	898	0	0
51240	Workmen's Comp Insurance	6,118	6,600	6,600
51245	Workmen's Comp Claims	35,521	0	0
51250	Medical Insurance	267,827	321,800	320,100
51255	Vision Insurance	1,127	1,700	1,700
51260	Dental Insurance	15,409	16,400	18,200
51265	Long Term Care Insurance	1,147	1,300	1,200
51270	Life Insurance	2,606	2,800	2,900
51280	L T Disability	5,018	5,600	5,400
51290	Lagers Pension Expense	175,352	188,900	193,700
	Total Salaries & Fringes	**2,007,152**	**2,192,700**	**2,235,800**
52100	Employee Uniforms	6,035	9,250	9,250
52200	Employee Condiments	356	600	600
52300	Employee Dues/Licenses	1,251	2,830	2,830
52400	Travel Expense	1,098	2,700	2,700
52500	Employee Training Expenses	6,849	6,500	8,250
52600	Employee Recognition	1,781	1,000	975
	Total Employee Expenses	**17,370**	**22,880**	**24,605**
54100	Prof Services-Legal	0	0	0
54200	Prof Services-Engineering	0	10,000	20,000
54800	Prof Services-Other	201,514	180,595	208,995
	Total Prof Services	**201,514**	**190,595**	**228,995**
55100	Electric	261,549	280,000	280,000
55500	Gas	3,852	6,000	6,000
55800	Telephone	4,904	5,600	5,600
	Total Utilities	**270,305**	**291,600**	**291,600**
56050	Rep & Maint-Vehicles	17,371	21,000	21,000
56100	Rep & Maint-Machinery & Equipment	20,198	30,000	30,000
56200	Rep & Maint-Building	21,744	14,375	10,500
56300	Rep & Maint-Grounds/Parking	12,546	22,750	22,750
56320	Rep & Maint-Outside Lighting	95	500	500
56600	Rep & Maint-W/S Utility System	248,893	481,375	432,800
56610	Rep & Maint-Meter Hardware	12,973	20,350	25,075
	Total Repair & Maintenance	**333,820**	**590,350**	**542,625**
57050	Supplies-Gasoline	16,235	16,000	18,000
57060	Supplies-Diesel	15,934	15,000	17,000
57150	Supplies-Fert/Chem/Seed	332,192	367,600	391,600
57250	Supplies-Office	3,066	3,000	3,000
27270	Supplies-Printing	4,570	5,200	5,100
57300	Supplies-Operational	26,601	29,900	29,900
57350	Small Tools, Furniture, Equipment	10,650	12,610	3,070
57400	Books/Periodicals/Subscriptions	0	400	400
57420	Operating Licenses & Permits	0	1,300	1,300
57450	Postage	24,607	28,000	32,000
57500	Insurance	19,750	24,700	12,700
57510	Insurance Claims	103,549	0	0
57550	Legal Notices/Advertising	348	1,200	1,200
57610	Bad Debt Expense	14,237	9,000	12,000
57650	Sales Tax Expense	105,416	110,000	110,000
57780	Rentals Machinery & Equipment	2,610	7,000	7,000
57830	Purchased Water	1,036,917	850,000	850,000
57900	Contingency	6,622	5,000	5,000
57920	Miscellaneous	30,526	30,000	35,000
	Total Supplies & Other	**1,753,830**	**1,515,910**	**1,534,270**
58100	Capital Exp-Land & Improvement	0	0	40,000
58200	Capital Exp-Building & Improvement	0	0	0
58300	Capital Exp-Furniture & Fixtures	0	0	0
58400	Capital Exp-Machinery & Equipment	172,265	303,000	211,000
58600	Capital Exp-Vehicles	13,898	92,500	223,500
	Total Capital Expenses	**186,163**	**395,500**	**474,500**
	Total Water	**$4,770,154**	**$5,199,535**	**$5,332,395**

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FUND	DEPARTMENT	ACCOUNT NUMBER	ACCOUNT TITLE	ITEM #	DESCRIPTION	FY20 BUDGET	IN CIP? (Y or N)
General	Administration	100-1150-58200	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	0.00	STAIRWAY HANDRAIL MODIFICATIONS	75,000	Y
General	Administration	100-1150-58200	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	1.00	BUSINESS LICENSING AND PERMITS CONSOLIDATION	56,000	Y
General	Administration	100-1150-58200	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	2.00	SSS OFFICE AND STORAGE IMPROVEMENTS	50,000	Y
General	Administration	100-1150-58200	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	3.00	CITY HALL INTERIOR WAY FINDING SIGNS	1,500	Y
General	Administration	100-1150-58200	ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS	4.00	CULTURAL ARTS RESTROOM EXPANSION/REMODEL	150,000	Y
			ADMIN/ CAPITAL EXPENSE-BUILDING & IMPROVEMENTS Total			**332,500**	
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	0.00	IT-MICROSOFT LICENSING: SERVER LIC $32,100; DEVICE LIC $47,900	80,000	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	1.00	IT-NETWORK SECURITY: PROBES $9,600, UNFORESEEN $10,000	19,600	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	2.00	IT-NETWORK SWITCHES: CH SVR RM $29,000; JC SVR RM $18,000; (8) SWITCHES $15,300	62,300	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	3.00	IT-NETWORK SERVERS: (3) VIRTUAL SVR UPG MEMORY & PROCESSORS	69,000	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	4.00	IT-PC REPLACEMENTS CITYWIDE: (66) PC/LAPTOP REPLACEMENTS; (10) MONITORS; (5) PCs FOR NEW HIRES	62,750	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	5.00	IT-PRINTER REPLACEMENTS/NEW: RP ZEBRA PRINTER $1,500; GENERAL REPLACEMENTS $11,000	12,500	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	6.00	IT-COPIER REPLACEMENTS/NEW: TDS COPIER	8,000	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	7.00	IT-UPS REPLACEMENTS/NEW: JC SVR RM (2) $6,100; (8) MISC TOTALING $7,900	14,000	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	8.00	IT-PHONE SYSTEM UPGRADE (OVER THE NEXT 4 YRS)	39,200	Y
General	Administration	100-1150-58420	ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT	9.00	IT-EVENT MANAGEMENT SOFTWARE	10,200	N
			ADMIN/ CAPITAL EXPENSE-COMPUTER EQUIPMENT Total			**377,550**	
	Administration Total					**710,050**	
General	Communications	100-1190-58400	COMMUNICATIONS/CAP EXP-MACH & EQUIP	0.00	VIDEO SERVER/DIGITAL SIGNAGE/AUTO. SYSTEM	32,000	Y
General	Communications	100-1190-58400	COMMUNICATIONS/CAP EXP-MACH & EQUIP	1.00	AUDIO/VIDEO ROUTER (END OF LIFE AND PART OF HD CONVERSION)	40,000	Y
General	Communications	100-1190-58400	COMMUNICATIONS/CAP EXP-MACH & EQUIP	2.00	REPLACE DESKS/WORKSTATIONS AT CABLE OPERATIONS BUILDING (10)	10,000	Y
General	Communications	100-1190-58400	COMMUNICATIONS/CAP EXP-MACH & EQUIP	3.00	SIGNAL PROCESSING EQUIPMENT FOR CONTROL ROOM-SD-HD	10,000	Y
			COMMUNICATIONS/CAP EXP-MACH & EQUIP Total			**92,000**	
	Communications Total					**92,000**	
General	Police	100-2210-58600	POLICE/ CAP EXP-VEHICLES	0.00	VEHICLE 101,109; REPLACE DET. BUREAU SEDAN VEHICLES AS APPROVED IN CIP -QTY 2 @ $25000-REPLACEMENT PER CIP SCHEDULE	50,000	Y
General	Police	100-2210-58600	POLICE/ CAP EXP-VEHICLES	1.00	VEHICLES 110,117,118,121,130, and 134; REPLACE PATROL VEHICLES WITH AWD SUV AS APPROVED IN CIP-QTY 6 @ $42,000; REPLACEMENT PER CIP SCHEDULE	252,000	Y
General	Police	100-2210-58600	POLICE/ CAP EXP-VEHICLES	2.00	2 NEW MOTORCYCLES	48,000	Y
			POLICE/ CAP EXP-VEHICLES Total			**350,000**	
	Police Total					**350,000**	
General	Parks-General	100-3600-58100	PRS-GENERAL/ CAPITAL-LAND & IMPROVEMENTS	0.00	PURCHASE OF TEMPEST PROPERTY	800,000	Y
			PRS-GENERAL/ CAPITAL-LAND & IMPROVEMENTS Total			**800,000**	
	Parks-General Total					**800,000**	
General	Engineering	100-5500-58600	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	Y
General	Engineering	100-5500-58600	TDS/ CAPITAL EXPENSE-VEHICLES	1.00	REPLACE VEHICLE #218 (DAN WALKER) - FORD ESCAPE - QTY 1 @ $29,000 PER CIP SCHEDULE	29,000	Y
			TDS/ CAPITAL EXPENSE-VEHICLES Total			**29,000**	
	Engineering Total					**29,000**	
General	Vehicle & Equipment Maintenance	100-6430-58400	FLEET - CAPITAL EXPENSE MACHINERY AND EQUIPMENT	0.00	TIRE BALANCER (REPLACEMENT OF 20 Y/O EQUIP)	19,000	N
General	Vehicle & Equipment Maintenance	100-6430-58400	FLEET - CAPITAL EXPENSE MACHINERY AND EQUIPMENT	1.00	TIRE CHANGER (REPLACEMENT OF 20 Y/O EQUIP)	9,000	N
			FLEET - CAPITAL EXPENSE MACHINERY AND EQUIPMENT Total			**28,000**	
	Vehicle & Equipment Maintenance Total					**28,000**	
General	Health	100-6680-58600	HES/ CAPITAL EXPENSE-VEHICLES	0.00	REPLACE VEHICLE #915 - MOSQUITO TRUCK - PER CIP	30,000	Y
			HES/ CAPITAL EXPENSE-VEHICLES Total			**30,000**	
	Health Total					**30,000**	
General Total						**2,039,050**	
Transportation Trust	Streets	360-5400-58200	STREETS MAINT/ CAP EXP- BUILD & IMPROV	0.00	SALT BRINE STORAGE BUILDING REMODEL	30,000	Y
			STREETS MAINT/ CAP EXP- BUILD & IMPROV Total			**30,000**	
Transportation Trust	Streets	360-5400-58400	STREETS MAINT/ CAP EXP- MACH & EQUIP	0.00	REPLACEMENT SKID STEER BREAKER PER CIP	10,000	Y
Transportation Trust	Streets	360-5400-58400	STREETS MAINT/ CAP EXP- MACH & EQUIP	1.00	REPLACEMENT SKID STEER PER CIP	72,500	Y
Transportation Trust	Streets	360-5400-58400	STREETS MAINT/ CAP EXP- MACH & EQUIP	2.00	REPLACEMENT 10-TON ROLLER PER CIP	200,000	Y
Transportation Trust	Streets	360-5400-58400	STREETS MAINT/ CAP EXP- MACH & EQUIP	3.00	REPLACEMENT OF EQUIPMENT TRAILER PER CIP	15,000	Y
Transportation Trust	Streets	360-5400-58400	STREETS MAINT/ CAP EXP- MACH & EQUIP	4.00	NEW LOADING HOPPER PER CIP	20,000	Y
			STREETS MAINT/ CAP EXP- MACH & EQUIP Total			**317,500**	
Transportation Trust	Streets	360-5400-58600	STREETS MAINT/ CAP EXP- VEHICLES	0.00	REPLACE VEHICLE 341 PER CIP	161,000	Y
			STREETS MAINT/ CAP EXP- VEHICLES Total			**161,000**	
	Streets Total					**508,500**	
Transportation Trust	Traffic	360-5505-58400	TRAFFIC/ CAP EXP- MACH & EQUIP	0.00	TRAFFIC SIGNAL CAPITAL REPLACEMENT PROGRAM -QTY 1 @ $160000-THE PROGRAM FUNDS THE SCHEDULED REPLACEMENT OF VARIOUS TRAFFIC SIGNAL COMPONENTS DUE TO OBSOLESCENCE, TO IMPROVE SYSTEM RELIABILITY OR IMPROVE SYSTEM OPERATIONS.	160,000	Y
Transportation Trust	Traffic	360-5505-58400	TRAFFIC/ CAP EXP- MACH & EQUIP	1.00	LED STREET LIGHT RETROFIT PROGRAM (UNMETERED SERVICE)	140,000	Y
			TRAFFIC/ CAP EXP- MACH & EQUIP Total			**300,000**	

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FUND	DEPARTMENT	ACCOUNT NUMBER	ACCOUNT TITLE	ITEM #	DESCRIPTION	FY20 BUDGET	IN CIP? (Y or N)
Transportation Trust	Traffic	360-5505-58600	TRAFFIC/ CAP EXP- VEHICLES	0.00	REPLACEMENT TRUCK 338 (CHRIS PUND) IN FY20 VS. FY21 PER CIP	135,000	Y
			TRAFFIC/ CAP EXP- VEHICLES Total			**135,000**	
	Traffic Total					**435,000**	
Transportation Trust Total						**943,500**	
Local Parks & Storm Water	Parks	380-3600-58100	PARKS/ CAP EXP-LAND IMPROVEMENT	0.00	CIP: PARKING LOT IMPROVEMENTS	50,000	Y
Local Parks & Storm Water	Parks	380-3600-58100	PARKS/ CAP EXP-LAND IMPROVEMENT	1.00	INSTALL PERMANENT ELECTRIC FOR CELEBRATE ST PETERS MAIN STAGE ON THE EAST SIDE OF THE MARINA PARKING LOT.	25,000	N
Local Parks & Storm Water	Parks	380-3600-58100	PARKS/ CAP EXP-LAND IMPROVEMENT	2.00	CITY CENTRE FRONT ENTRANCE RENOVATION PHASE 3-$30,000 NEW ENTRANCE SIGN PHASE 2-$20,000 TO ELIMINATE THE PEAR TREES AND IVY BEDS ALONG THE TWO SIDES OF THE ROAD AND REPLACE WITH CONCRETE AND DECORATIVE PLANTERS, PLANT APPROPRIATE TREE SPECIES AWAY FROM STREET LIGHTS.	50,000	Y
			PARKS/ CAP EXP-LAND IMPROVEMENT Total			**125,000**	
Local Parks & Storm Water	Parks	380-3600-58200	PARKS/ CAP EXP-BUILDING & IMPROVEMENTS	0.00	CIP: REPLACE RESTROOM AT LAUREL PARK	250,000	Y
			PARKS/ CAP EXP-BUILDING & IMPROVEMENTS Total			**250,000**	
Local Parks & Storm Water	Parks	380-3600-58400	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	0.00	CIP: TORO 5900 WING-DECK MOWER REPLACEMENT	100,000	Y
Local Parks & Storm Water	Parks	380-3600-58400	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	1.00	CIP: INGERSOLL RAND ASPHALT ROLLER REPLACEMENT	60,000	Y
Local Parks & Storm Water	Parks	380-3600-58400	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	2.00	CIP: SEEDAVATOR REPLACEMENT	13,000	Y
Local Parks & Storm Water	Parks	380-3600-58400	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	3.00	REPLACE TILT TRAILER - REPLACE EXISTING 6,000LB TILT TRAILER WITH A LARGER 14,000LB TRAILER IN ORDER TO SAFELY TRANSPORT THE EQUIPMENT THAT NEEDS TO BE TRANSPORTED.	8,500	Y
Local Parks & Storm Water	Parks	380-3600-58400	PARKS/ CAP EXP-MACHINERY & EQUIPMENT	4.00	HYDROSEEDER OR TERRASEEDER - USED TO SAVE LABOR AND MATERIAL EXPENSES ON SEEDING JOBS WITH THE ADDED BENEFIT OF DECREASING GERMINATION TIME.	13,000	Y
			PARKS/ CAP EXP-MACHINERY & EQUIPMENT Total			**194,500**	
Local Parks & Storm Water	Parks	380-3600-58500	PARKS/ CAP EXP-PLAYGROUND EQUIPMENT	0.00	CIP: PLAYGROUND REPAIR/REPLACEMENT	50,000	Y
			PARKS/ CAP EXP-PLAYGROUND EQUIPMENT Total			**50,000**	
Local Parks & Storm Water	Parks	380-3600-58600	PARKS/ CAP EXP-VEHICLES	0.00	CIP: REPLACE VEHICLE 708; 1 TON TRUCK	50,000	Y
Local Parks & Storm Water	Parks	380-3600-58600	PARKS/ CAP EXP-VEHICLES	1.00	CIP: REPLACE VEHICLE 738; 1 TON DUMP TRUCK	103,000	Y
Local Parks & Storm Water	Parks	380-3600-58600	PARKS/ CAP EXP-VEHICLES	2.00	CIP: REPLACE VEHICLE 750, 5-TON TANDEM	194,000	Y
			PARKS/ CAP EXP-VEHICLES Total			**347,000**	
	Parks Total					**966,500**	
Local Parks & Storm Water	Storm Water	380-4450-58400	STORMWATER MGMT/CAP EXP- MACH & EQUIP	0.00	GRANITENET SOFTWARE UPDATE (380-4450 & 700-4850) (LISA)	4,500	N
Local Parks & Storm Water	Storm Water	380-4450-58400	STORMWATER MGMT/CAP EXP- MACH & EQUIP	1.00	COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM SOFTWARE (CMMS) (1/3 SPLIT WITH WATER & SEWER)	6,000	N
			STORMWATER MGMT/CAP EXP- MACH & EQUIP Total			**10,500**	
	Storm Water Total					**10,500**	
Local Parks & Storm Water Total						**977,000**	
Recreation	Aquatics	600-3621-58200	RP AQUATICS/ CAP EXP-BLDG & IMPROVEMENTS	0.00	PAINT NATATORIUM AND RE-PLASTER 50M POOL PER CIP	535,000	Y
Recreation	Aquatics	600-3621-58200	RP AQUATICS/ CAP EXP-BLDG & IMPROVEMENTS	1.00	REPLACE SOUND SYSTEM IN NATATORIUM	125,000	Y
Recreation	Aquatics	600-3621-58200	RP AQUATICS/ CAP EXP-BLDG & IMPROVEMENTS	2.00	REPLACE POOL SLATS FOR MOVEABLE FLOOR DUE TO AGE AND INCREASED MAINTENANCE	75,000	Y
			RP AQUATICS/ CAP EXP-BLDG & IMPROVEMENTS Total			**735,000**	
	Aquatics Total					**735,000**	
Recreation	Ice Rink	600-3622-58400	RP ICE RINK/ CAPITAL - MACHINERY & EQUIPMENT	0.00	ICE PLANT REPLACEMENT DESIGN & ENGINEERING	250,000	Y
			RP ICE RINK/ CAPITAL - MACHINERY & EQUIPMENT Total			**250,000**	
	Ice Rink Total					**250,000**	
Recreation	Indoor Programs	600-3625-58400	RP INDOOR PROG/ CAP EXP-MACHINERY & EQUIP	0.00	PURCHASE NEW EQUIPMENT: NUSTEP T5XR DUE TO HIGH DEMAND FROM REC-PLEX SENIOR MEMBERS	6,500	N
Recreation	Indoor Programs	600-3625-58400	RP INDOOR PROG/ CAP EXP-MACHINERY & EQUIP	1.00	REPLACE AEROBICS ROOM A/C UNIT	29,000	N
			RP INDOOR PROG/ CAP EXP-MACHINERY & EQUIP Total			**35,500**	
	Indoor Programs Total					**35,500**	
Recreation	Support Services	600-3628-58600	RP SUPPORT/ CAP EXP-VEHICLES	0.00	REPLACEMENT OF VEHICLE #804 PER CIP	28,000	Y
			RP SUPPORT/ CAP EXP-VEHICLES Total			**28,000**	
	Support Services Total					**28,000**	
Recreation	Laurel Park Pool	600-3630-58500	LAUREL PARK POOL/CAP EXP-TENNIS,PG EQUIP,POOL	0.00	DIVING BOARD REPLACEMENT. ALUMINUM ON CURRENT DIVING BOARD HAS DETERIORATED DUE TO WEATHER AND IS UNREPAIRABLE	5,500	N
			LAUREL PARK POOL/CAP EXP-TENNIS,PG EQUIP,POOL Total			**5,500**	
	Laurel Park Pool Total					**5,500**	
Recreation Total						**1,054,000**	
370 Lakeside Park	Lakeside	675-3675-58400	LAKESIDE/CAP EXP-MACHINERY & EQUIPMENT	0.00	ADD AMENITIES TO CAMPGROUND DOG PARK - HI-LO DRINKING FOUNTAIN TO IMPROVE THE QUALITY OF THE DOG PARK	5,500	N
			LAKESIDE/CAP EXP-MACHINERY & EQUIPMENT Total			**5,500**	
370 Lakeside Park	Lakeside	675-3675-58600	LAKESIDE/CAP EXP-VEHICLES	0.00	CIP: NEW VEHICLE, 1 TON DUMP TRUCK	126,000	Y
370 Lakeside Park	Lakeside	675-3675-58600	LAKESIDE/CAP EXP-VEHICLES	1.00	CIP: REPLACE CSO VEHICLE #895	32,000	Y
			LAKESIDE/CAP EXP-VEHICLES Total			**158,000**	
	Lakeside Total					**163,500**	
370 Lakeside Park Total						**163,500**	
Water/Sewer	Water	700-4800-58100	WATER-GEN/CAP EXP- LAND & IMPR	0.00	ASPHALT - WTP AND WWTP PLANT ROADS (1/2 Water/Sewer)	40,000	Y
			WATER-GEN/CAP EXP- LAND & IMPR Total			**40,000**	

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FUND	DEPARTMENT	ACCOUNT NUMBER	ACCOUNT TITLE	ITEM #	DESCRIPTION	FY20 BUDGET	IN CIP? (Y or N)
Water/Sewer	Water	700-4800-58400	WATER-GEN/CAP EXP- MACH & EQUIP	0.00	WATER METERS - COMMERCIAL AND RESIDENTIAL -QTY 1 @ $400,000-REPLACEMENTS OF OLD RESIDENTIAL AND COMMERCIAL WATER METERS PER THE METER REPLACEMENT PROGRAM. (50/50 SPLIT WITH 4850)	200,000	Y
Water/Sewer	Water	700-4800-58400	WATER-GEN/CAP EXP- MACH & EQUIP	1.00	COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM SOFTWARE (CMMS) (1/3 SPLIT WITH LPSW & SEWER)	6,000	N
Water/Sewer	Water	700-4800-58400	WATER-GEN/CAP EXP- MACH & EQUIP	2.00	SPARE LIME TRANSFER BLOWER (RUSTY)	5,000	Y
			WATER-GEN/CAP EXP- MACH & EQUIP Total			**211,000**	
Water/Sewer	Water	700-4800-58600	WATER-GEN/CAP EXP- VEHICLES	0.00	REPLACEMENT OF VEHICLE 419(1/2 TON) -QTY 1 @ $50,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	25,000	Y
Water/Sewer	Water	700-4800-58600	WATER-GEN/CAP EXP- VEHICLES	1.00	REPLACEMENT OF VEHICLE 441 -QTY 1 @ $170,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	85,000	Y
Water/Sewer	Water	700-4800-58600	WATER-GEN/CAP EXP- VEHICLES	2.00	REPLACEMENT OF VEHICLE 450 -QTY 1 @ $194,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	97,000	Y
Water/Sewer	Water	700-4800-58600	WATER-GEN/CAP EXP- VEHICLES	3.00	NEW VEHICLE - 1/2 TON PICKUP (50/50 SPLIT WITH 4850)	16,500	Y
			WATER-GEN/CAP EXP- VEHICLES Total			**223,500**	
	Water Total					**474,500**	
Water/Sewer	Sewer	700-4850-58100	SEWER-GEN/CAP EXP- LAND & IMPR	0.00	ASPHALT - WTP AND WWTP PLANT ROADS (1/2 Water/Sewer)	40,000	Y
			SEWER-GEN/CAP EXP- LAND & IMPR Total			**40,000**	
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	0.00	WATER METERS - COMMERCIAL AND RESIDENTIAL -QTY 1 @ $400,000-REPLACEMENTS OF OLD RESIDENTIAL AND COMMERCIAL WATER METERS PER THE METER REPLACEMENT PROGRAM. (50/50 SPLIT WITH 4850)	200,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	1.00	GRANITENET SOFTWARE UPDATE (380-4450 & 700-4850) (LISA)	4,500	N
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	2.00	COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM SOFTWARE (CMMS) (1/3 SPLIT WITH LPSW & WATER)	6,000	N
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	3.00	REPLACE COMPOST MIXER (ELLIOT)	120,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	4.00	ECS SYSTEM UPDATE (ELLIOT)	10,680	N
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	5.00	REPLACE TRUCK MOUNTED AIR COMPRESSOR (TRUCK 530) (ELLIOT)	12,200	N
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	6.00	REBUILD 85HP FLYGHT INFLUENT PUMP (RUSTY)	30,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	7.00	REPLACE 25HP INFLUENT PUMP (RUSTY)	30,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	8.00	REPLACE RAS RETURN SLUDDGE PUMP NO. 1 (RUSTY)	15,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	9.00	NEW 47HP PUMP - 370 PS 1 (RUSTY)	30,000	Y
Water/Sewer	Sewer	700-4850-58400	SEWER-GEN/CAP EXP- MACH & EQUIP	10.00	REPLACE (2) CMPF LIFT STATION PUMPS (RUSTY)	4,000	Y
			SEWER-GEN/CAP EXP- MACH & EQUIP Total			**462,380**	
Water/Sewer	Sewer	700-4850-58600	SEWER-GEN/CAP EXP- VEHICLES	0.00	REPLACEMENT OF VEHICLE 419(1/2 TON) -QTY 1 @ $50,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	25,000	Y
Water/Sewer	Sewer	700-4850-58600	SEWER-GEN/CAP EXP- VEHICLES	1.00	REPLACEMENT OF VEHICLE 441 -QTY 1 @ $170,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	85,000	Y
Water/Sewer	Sewer	700-4850-58600	SEWER-GEN/CAP EXP- VEHICLES	2.00	REPLACEMENT OF VEHICLE 450 -QTY 1 @ $194,000-REPLACEMENT PER THE CIP REPLACEMENT SCHEDULE. (50/50 SPLIT WITH 4850)	97,000	Y
Water/Sewer	Sewer	700-4850-58600	SEWER-GEN/CAP EXP- VEHICLES	3.00	NEW VEHICLE - 1/2 TON PICKUP (50/50 SPLIT WITH 4850)	16,500	Y
			SEWER-GEN/CAP EXP- VEHICLES Total			**223,500**	
	Sewer Total					**725,880**	
Water/Sewer Total						**1,200,380**	
Solid Waste	Collections	800-6860-58400	COLLECTIONS/CAP EXP- MACH & EQ	0.00	CIP-DUMPSTERS-NEW BUSINESSES, LIFECYCLE REPLACEMENTS - NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING DUMPSTERS IN POOR CONDITION	10,000	Y
Solid Waste	Collections	800-6860-58400	COLLECTIONS/CAP EXP- MACH & EQ	1.00	CIP-PURCHASE 60 & 90 GALLON TRASH CARTS-NEW/REPLACEMENTS -NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING CARTS IN POOR CONDITION	310,000	Y
Solid Waste	Collections	800-6860-58400	COLLECTIONS/CAP EXP- MACH & EQ	2.00	CIP-PURCHASE ROLL-OFF CONTAINERS-NEW BUSINESS/REPLACEMENTS -QTY 3 @ $5,000 EA-NEEDED FOR GROWTH AND REPLACEMENT OF EXISTING CONTAINERS IN POOR CONDITION	15,000	Y
			COLLECTIONS/CAP EXP- MACH & EQ Total			**335,000**	
Solid Waste	Collections	800-6860-58600	COLLECTIONS/CAP EXP- VEHICLES	0.00	CIP - VEHICLE 941 / SIDELOADER	288,000	Y
			COLLECTIONS/CAP EXP- VEHICLES Total			**288,000**	
	Collections Total					**623,000**	
Solid Waste Total						**623,000**	
Central Materials Processing Facility	CMPF	820-6890-58100	CMPF/ CAP EXP- LAND & IMPROVEMENTS	0.00	ASPHALT, STRIPING, LANDSCAPING AT AERO MART LOCATION OF CARDBOARD COLLECTION (CONTINGENT ON AERO MART AGREEMENT). TOTAL $26,000; OUR SHARE $3,000	26,000	N
			CMPF/ CAP EXP- LAND & IMPROVEMENTS Total			**26,000**	
Central Materials Processing Facility	CMPF	820-6890-58400	CMPF/ CAP EXP- MACHINERY & EQUIP	0.00	NEW COMMUNITY CARDBOARD COLLECTION CENTER AT MID RIVERS MALL (DUMPSTERS & 3-SIDED ENCLOSURE)	7,500	N
Central Materials Processing Facility	CMPF	820-6890-58400	CMPF/ CAP EXP- MACHINERY & EQUIP	1.00	REPLACEMENT OF C700 CONVEYOR BELT PER CIP	18,000	Y
			CMPF/ CAP EXP- MACHINERY & EQUIP Total			**25,500**	
	CMPF Total					**51,500**	
Central Materials Processing Facility Total						**51,500**	
Grand Total						**7,051,930**	

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FINANCIAL DATA ON CURRENT DEBT

The City has the following bond ratings assigned by Moody's Investor Service: Aa1 for our General Obligation Bonds; Aa3 for our 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, Refunding Certificates of Participation Series 2013, and Certificates of Participation Series 2018.

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, 2019:

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	$ 665,000
General Obligation Bonds, Series 2012	Stormwater projects	November 28, 2012	$ 4,000,000	$ 2,775,000
General Obligation Bonds, Series 2014	Stormwater projects Phase II	September 23, 2014	$ 9,675,000	$ 7,725,000
General Obligation Refunding Bonds, Series 2015	Refund General Obligation Bonds, Series 2007	May 6, 2015	$ 7,050,000	$ 5,310,000
General Obligation Refunding Bonds, Series 2016	Refund General Obligation Bonds, Series 2008	February 4, 2016	$16,170,000	$15,665,000
General Obligation Bonds, Series 2016	Stormwater projects Phase III	July 5, 2016	$ 8,000,000	$ 7,085,000
General Obligation Bonds, Series 2017	Park and Recreation projects	February 1, 2017	$12,000,000	$11,095,000
General Obligation Bonds, Series 2018	Stormwater projects Phase IV	February 7, 2018	$ 4,000,000	$ 3,860,000
General Obligation Refunding Bonds, Series 2019	Refund General Obligation Bonds, Series 2010B	June 3, 2019	$ 3,750,000	$ 3,750,000
Total				**$57,930,000**

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Legal Debt Limit and Debt Margin

The following table sets forth the City's legal debt limit and debt margin based on the 2019 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:

2019 Assessed Valuation before BOE	$ 1,381,921,965
Legal Debt Limit (10% of Assessed Value)	**$ 138,192,197**
Amount of Debt applicable to Debt Limit:	
General Obligation Bonds	$ 57,930,000
Less: Amount Available in Debt Service Fund	$ (2,001,014)
Bond Indebtedness applicable to Debt Limit	**$ 55,928,986**
Legal Debt Margin	**$ 82,263,211**

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, 2019:

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	$ 5,440,000
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	$17,495,000
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	$ 4,125,000
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				($ 5,732,744)
Total				**$28,827,256**

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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	FY20
Revenue	$ 13,431,300
Less: Operating Expenses	
Departmental Operating Expenses	$ (9,348,145)
Overhead/Fleet Allocation	$ (768,400)
Transfer to Post Retirement Benefits Trust	$ (105,000)
Net Revenue	$ 3,209,775
Add: Amount in Interest Reserve Fund	$ 500,000
Total Available for Debt Service	$ 3,709,775
Annual Debt Service	$ 2,602,500
Net Revenue/Annual Debt Service (>100%)	**123%**
Total Available for Debt Service/Annual Debt Service (>125%)	**143%**

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, 2019:

Issue	Purpose	Date of Issue	Total Amount Issued	Amount Outstanding
Taxable, Series 2010B (Build America Bonds – Direct Pay)	Road projects, including a portion of Page Avenue extension	May 3, 2010	$ 8,805,000	$ 5,505,000
Tax-Exempt, Series 2010C	Refund a portion of PIC Leasehold Revenue Bonds, Series 2003	November 10, 2010	$ 1,725,000	$ 740,000
Tax-Exempt, Series 2013	Refund Certificates of Participation, Series 2006A	August 15, 2013	$18,540,000	$12,440,000
Tax-Exempt, Series 2018	Park and recreation projects, including construction of a new golf clubhouse/banquet center	March 20, 2018	$ 3,000,000	$ 2,890,000
Total				**$21,575,000**

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.

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Debt Issuances During Fiscal Year 2018/19

In fiscal year 2018/19, the City issued $3,750,000 in General Obligation Refunding Bonds, Series 2019 to refund $3,790,000 in outstanding General Obligation Bonds, Series 2010B. This is reflected in the fiscal year 2019/20 budget.

Future Debt Issuances

The City has $10,535,000 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.

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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
2020	2,650,000.00	1,624,373.79	670,000.00	441,295.00	3,320,000.00	2,065,668.79
2021	3,045,000.00	1,545,953.79	685,000.00	412,427.50	3,730,000.00	1,958,381.29
2022	3,130,000.00	1,456,640.04	715,000.00	381,212.50	3,845,000.00	1,837,852.54
2023	3,220,000.00	1,366,496.29	740,000.00	347,885.00	3,960,000.00	1,714,381.29
2024	3,315,000.00	1,275,021.29	760,000.00	312,642.50	4,075,000.00	1,587,663.79
2025-2029	18,005,000.00	4,957,553.29	3,380,000.00	1,025,956.25	21,385,000.00	5,983,509.54
2030-2034	18,465,000.00	2,310,798.80	1,425,000.00	242,248.75	19,890,000.00	2,553,047.55
2035-2039	5,960,000.00	225,937.50	760,000.00	55,125.00	6,720,000.00	281,062.50
2040	0.00	0.00	0.00	0.00	0.00	0.00
Total	**57,790,000.00**	**14,762,774.79**	**9,135,000.00**	**3,218,792.50**	**66,925,000.00**	**17,981,567.29**

Enterprise Funds						
Years Ending September 30	Revenue Bonds		Certificates of Participation		Total Debt Service Requirements to Maturity	
	Principal	Interest	Principal	Interest	Principal	Interest
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	2,240,000.00	399,026.28	935,000.00	408,042.50	3,175,000.00	807,068.78
2024	2,120,000.00	383,838.78	970,000.00	372,980.00	3,090,000.00	756,818.78
2025-2029	10,980,000.00	1,647,343.90	5,410,000.00	1,280,480.00	16,390,000.00	2,927,823.90
2030-2034	6,840,000.00	1,299,018.90	2,495,000.00	171,352.50	9,335,000.00	1,470,371.40
2035-2039	4,760,000.00	717,606.34	0.00	0.00	4,760,000.00	717,606.34
2040	1,055,000.00	38,243.76	0.00	0.00	1,055,000.00	38,243.76
Total	**34,560,000.00**	**5,755,031.82**	**12,440,000.00**	**3,643,007.50**	**47,000,000.00**	**9,398,039.32**

All Funds		
Years Ending September 30	Total Debt Service Requirements to Maturity	
	Principal	Interest
2020	6,330,000.00	3,002,031.33
2021	6,800,000.00	2,850,443.83
2022	6,960,000.00	2,689,533.82
2023	7,135,000.00	2,521,450.07
2024	7,165,000.00	2,344,482.57
2025-2029	37,775,000.00	8,911,333.44
2030-2034	29,225,000.00	4,023,418.95
2035-2039	11,480,000.00	998,668.84
2040	1,055,000.00	38,243.76
Total	**113,925,000.00**	**27,379,606.61**

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time	
GENERAL FUND											
MPS - POLICE											
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Chief Of Police	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Corrections Officer	4.00	0.00	4.00	0.00	4.00	0.00	0		0	
	Lead Corrections Officer	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Municipal Youth Assistant	0.00	2.00	0.00	2.00	0.00	2.00	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	11.00	0.00	11.00	0.00	11.00	0.00	0		0	
	Police Dispatcher - Lead	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Lieutenant	6.00	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	58.00	0.00	58.00	0.00	58.00	0.00	0		0	
	Police Officer-Assigned to Detective Bureau	7.00	0.00	7.00	0.00	**8.00**	0.00	1	A	0	
	Police Officer-Assigned to Drug Task Force	2.00	0.00	2.00	0.00	2.00	0.00	0		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	4.00	6.00	4.00	6.00	4.00	0		0	
	Police Records Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Police Sergeant	9.00	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	
	Total	**116.00**	**6.00**	**116.00**	**6.00**	**117.00**	**6.00**	**1**		**0**	
	Full Time Equivalent	**119.61**		**119.61**		**120.61**		**1.00**			
PGS - PARKS GENERAL											
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Parks Operations	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Manager of Parks & Golf Services	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	
	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	**14.00**	0		2	B
	Parks Technician	12.00	0.00	12.00	0.00	**15.00**	0.00	3	C	0	
	Parks Worker	8.00	4.00	8.00	4.00	**5.00**	4.00	-3	D	0	
	Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	Total	**32.00**	**18.00**	**32.00**	**18.00**	**32.00**	**20.00**	**0**		**2**	
	Full Time Equivalent	**43.54**		**43.54**		**44.98**		**1.44**			
RCS - CULTURAL ARTS CENTRE											
	Guest Service Representatives	0.00	8.00	0.00	5.00	0.00	5.00	0		0	
	Recreation Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Registration Specialist	0.00	0.00	0.00	3.00	0.00	3.00	0		0	
	Total	**1.00**	**8.00**	**1.00**	**8.00**	**1.00**	**8.00**	**0**		**0**	
	Full Time Equivalent	**3.88**		**4.97**		**4.97**		**0.00**			

Variance Explanations:

A: Added one full-time Police Officer-Assigned to Detective Bureau based on case workload.
B: Added 3,000 hours to part-time Parks Services Representatives based on workload.
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.

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time	
SSS - ADMINISTRATION											
	Accounting Clerk	1.00	2.00	1.00	2.00	1.00	**0.00**	0		-2	E
	Accounting Manager	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Accounting Specialist	3.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Accounts Payable Clerk	2.00	0.00	2.00	0.00	**0.00**	**2.00**	-2	F	2	G
	Accounts Payable Specialist	0.00	0.00	0.00	0.00	**2.00**	0.00	2	H	0	
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	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	
	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	1.00	3.00	1.00	3.00	1.00	3.00	0		0	
	Community Service Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0		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	
	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	1.00	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	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	I.T. Support Technician	1.00	0.00	1.00	0.00	1.00	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	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Municipal Youth Assistant	0.00	8.00	0.00	8.00	0.00	8.00	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 Specialist	1.00	1.00	1.00	1.00	1.00	1.00	0		0	
	Purchasing Clerk	1.00	0.00	2.00	0.00	2.00	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	
	Senior Programmer Analyst	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Technical Systems Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Volunteer & Training Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**40.00**	**16.00**	**41.00**	**16.00**	**41.00**	**16.00**	**0**		**0**	
	Full Time Equivalent	**48.65**		**49.65**		**49.65**		**0.00**			
SSS - COMMUNICATIONS											
	Audio Visual Engineering Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Audio Visual Engineering Technician	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Communications Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Communication/Public Relations Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0		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	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Intern	0.00	0.00	0.00	1.00	0.00	1.00	0		0	
	MultiMedia Communications Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Municipal Youth Assistant	0.00	1.00	0.00	0.00	0.00	0.00	0		0	
	TV Program & Event Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	TV Program Development Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0		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	**9.00**	**5.00**	**9.00**	**5.00**	**9.00**	**5.00**	**0**		**0**	
	Full Time Equivalent	**11.14**		**10.96**		**10.96**		**0.00**			
SSS - COMMUNITY & ECONOMIC DEVELOPMENT											
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Director of Planning, Community, & Economic Dvlp.	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Intern	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Planning Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**3.00**	**1.00**	**3.00**	**1.00**	**3.00**	**1.00**	**0**		**0**	
	Full Time Equivalent	**3.36**		**3.36**		**3.36**		**0.00**			

Variance Explanations:

E: Converted two part-time Accounting Clerk positions to part-time Accounts Payable Clerk positions based on actual work being performed.
F: Converted two full-time Accounts Payable Clerk positions to full-time Accounts Payable Specialist positions based on actual work being performed.
G: Converted two part-time Accounting Clerk positions to part-time Accounts Payable Clerk positions based on actual work being performed.
H: Converted two full-time Accounts Payable Clerk positions to full-time Accounts Payable Specialist positions based on actual work being performed.

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time	
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	5.00	0.00	5.00	0.00	5.00	0		0	
	Planning and Zoning Commission	0.00	10.00	0.00	10.00	0.00	10.00	0		0	
	Total	**0.00**	**26.00**	**0.00**	**26.00**	**0.00**	**26.00**	**0**		**0**	
SSS - MUNICIPAL COURT											
	Court Administrator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Court Specialist	3.00	1.00	3.00	1.00	3.00	1.00	0		0	
	Municipal Youth Assistant	0.00	2.00	0.00	1.00	0.00	1.00	0		0	
	Total	**4.00**	**3.00**	**4.00**	**2.00**	**4.00**	**2.00**	**0**		**0**	
	Full Time Equivalent	**5.44**		**5.08**		**5.08**		**0.00**			
SSS - PROSECUTOR'S OFFICE											
	Municipal Youth Assistant	0.00	0.00	0.00	1.00	0.00	1.00	0		0	
	Prosecutor's Assistant	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**1.00**	**0.00**	**1.00**	**1.00**	**1.00**	**1.00**	**0**		**0**	
	Full Time Equivalent	**1.00**		**1.36**		**1.36**		**0.00**			
TDS - ENGINEERING											
	Building Commissioner	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Inspector	5.00	2.00	0.00	0.00	0.00	0.00	0		0	
	Building Inspector 1	0.00	0.00	3.00	2.00	3.00	2.00	0		0	
	Building Inspector 2	0.00	0.00	2.00	0.00	2.00	0.00	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	**2.50**	0.00	-1	I	0	
	Director of Engineering	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Engineering and GIS Technician	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Facilities Manager	0.00	0.00	1.00	0.00	**0.00**	0.00	-1	J	0	
	Intern	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	Municipal Youth Assistant	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Office Specialist	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Office Specialist-Assigned CDBG	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Plans Examiner	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Research Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**18.50**	**4.00**	**18.50**	**4.00**	**17.00**	**4.00**	**-2**		**0**	
	Full Time Equivalent	**20.54**		**20.54**		**19.04**		**-1.50**			
TDS - FACILITIES MANAGEMENT											
	Building Attendant	4.00	8.00	3.00	8.00	3.00	**9.00**	0		1	K
	Building Attendant Crew Leader	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Building Attendant Supervisor	0.00	0.00	1.00	0.00	1.00	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	2.00	0.00	2.00	0.00	0		0	
	Facilities Manager	0.00	0.00	0.00	0.00	**1.00**	0.00	1	L	0	
	Lead Building Attendant	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**8.00**	**8.00**	**7.00**	**8.00**	**8.00**	**9.00**	**1**		**1**	
	Full Time Equivalent	**13.77**		**12.77**		**14.49**		**1.72**			
TDS - 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 Health Inspector	0.00	2.00	0.00	2.00	0.00	2.00	0		0	
	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**	**4.00**	**6.25**	**4.00**	**6.25**	**4.00**	**0**		**0**	
	Full Time Equivalent	**9.13**		**9.13**		**9.13**		**0.00**			

Variance Explanations:

I: Adjusted the allocation of one full-time Construction Inspector to 50% Engineering and 50% Traffic based on actual work being performed.
J: Moved one full-time Facilities Manager from Engineering to Facilities Management department due to departmental reorganization.
K: Added one part-time Building Attendant position based on department's needs.
L: Moved one full-time Facilities Manager from Engineering to Facilities Management department due to departmental reorganization.

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - GENERAL FUND

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time	
TDS - STREETS DEPARTMENT											
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Intern	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Streets Maintenance Crew Leader	3.00	0.00	3.00	0.00	3.00	0.00	0		0	
	Streets Maintenance Foreman	2.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Streets Maintenance Technician	9.00	0.00	9.00	0.00	**10.00**	0.00	1	M	0	
	Streets Maintenance Worker	7.00	0.00	7.00	0.00	**8.00**	0.00	1	N	0	
	Streets Superintendent	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**23.00**	**1.00**	**23.00**	**1.00**	**25.00**	**1.00**	**2**		**0**	
	Full Time Equivalent	**23.24**		**23.24**		**25.24**		**2.00**			
WES - VEHICLE & EQUIPMENT MAINTENANCE											
	Auto/Diesel Technician	6.00	1.00	6.00	1.00	6.00	**0.00**	0		-1	O
	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	3.00	0.00	3.00	0.00	3.00	0		0	
	Office Specialist	0.00	0.00	0.50	0.00	0.50	0.00	0		0	
	Sustainability Specialist	0.50	0.00	0.00	0.00	0.00	0.00	0		0	
	Total	**8.50**	**4.00**	**8.50**	**4.00**	**8.50**	**3.00**	**0**		**-1**	
	Full Time Equivalent	**10.33**		**10.33**		**10.09**		**-0.24**			
TOTAL GENERAL FUND		**270.25**	**104.00**	**270.25**	**104.00**	**272.75**	**106.00**	**2.50**		**2.00**	
TOTAL GENERAL FUND FULL TIME EQUIVALENT		**313.64**		**314.55**		**318.97**		**4.42**			

Variance Explanations:

M: Moved one full-time Streets Maintenance Technician from Traffic to Streets based on actual work being performed.
N: Moved one full-time Streets Maintenance Worker from Traffic to Streets based on actual work being performed.
O: Eliminated one temporary Auto/Diesel Technician position.

DRAFT

CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - SPECIAL REVENUE FUNDS

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time
LOCAL PARKS AND STORM WATER FUND										
MPS - RANGER DIVISION										
	Police Officer-Assigned to Ranger	4.00	0.00	4.00	0.00	4.00	0.00	0		0
	Ranger Coordinator	1.00	0.00	1.00	0.00	1.00	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**		
WES - STORM WATER MANAGEMENT										
	Civil Engineer-Assigned Storm Water	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Director of Storm Water	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Intern	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	**0.00**	0.00	0	P	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	0.00	0.00	0.00	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**	**9.40**	**1.00**	**9.00**	**1.00**	**0**		**0**
	Full Time Equivalent	**10.76**		**9.76**		**9.36**		**-0.40**		
	Total - LPSW Fund	**15.40**	**1.00**	**14.40**	**1.00**	**14.00**	**1.00**	**-0.40**		**0.00**
	Full Time Equivalent - LPSW Fund	**15.76**		**14.76**		**14.36**		**-0.40**		
SEWER LATERAL REPAIR PROGRAM FUND										
TDS - SEWER LATERAL REPAIR PROGRAM										
	Utilities Environmental Compliance Inspector	0.55	0.00	0.55	0.00	**0.50**	0.00	0	Q	0
	Total	**0.55**	**0.00**	**0.55**	**0.00**	**0.50**	**0.00**	**0**		**0**
	Full Time Equivalent	**0.55**		**0.55**		**0.50**		**-0.05**		
TRANSPORTATION TRUST FUND										
TDS - TRAFFIC MANAGEMENT										
	Civil Engineer	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Construction Inspector	0.00	0.00	0.00	0.00	**0.50**	0.00	1	R	0
	Intern	0.00	1.00	0.00	1.00	0.00	1.00	0		0
	Manager of Transportation & Development Services	0.50	0.00	0.50	0.00	0.50	0.00	0		0
	Streets Maintenance Technician	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	S	0
	Streets Maintenance Worker	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	T	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	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Total	**7.50**	**1.00**	**7.50**	**1.00**	**6.00**	**1.00**	**-2**		**0**
	Full Time Equivalent	**7.74**		**7.74**		**6.24**		**-1.50**		
WATER SERVICE LINE REPAIR PROGRAM FUND										
TDS - WATER SERVICE LINE REPAIR PROGRAM										
	Utilities Environmental Compliance Inspector	0.35	0.00	0.35	0.00	**0.30**	0.00	0	U	0
	Total	**0.35**	**0.00**	**0.35**	**0.00**	**0.30**	**0.00**	**0**		**0**
	Full Time Equivalent	**0.35**		**0.35**		**0.30**		**-0.05**		
	Total - Special Revenue Funds	**23.80**	**2.00**	**22.80**	**2.00**	**20.80**	**2.00**	**-2.00**		**0.00**
	Full Time Equivalent - Special Revenue Funds	**24.40**		**23.40**		**21.40**		**-2.00**		

Variance Explanations:

P: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.
Q: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.
R: Adjusted the allocation of one full-time Construction Inspector to 50% Engineering and 50% Traffic based on actual work being performed.
S: Moved one full-time Streets Maintenance Technician from Traffic to Streets based on actual work being performed.
T: Moved one full-time Streets Maintenance Worker from Traffic to Streets based on actual work being performed.
U: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.

DRAFT

CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time	
370 LAKESIDE PARK FUND											
PGS - 370 LAKESIDE PARK											
	Community Service Officer	0.00	6.00	0.00	6.00	0.00	6.00	0		0	
	Guest Service Representatives	0.00	3.00	0.00	3.00	0.00	3.00	0		0	
	Parks Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Parks Services Representatives	0.00	8.00	0.00	4.00	0.00	4.00	0		0	
	Parks Technician	1.00	0.00	0.00	0.00	0.00	0.00	0		0	
	Parks Worker	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Recreation Leader	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	V	0	
	Recreation Superintendent	0.00	0.00	0.00	0.00	**1.00**	0.00	1	W	0	
	Registration Specialist	0.00	0.00	0.00	3.00	**1.00**	3.00	1	X	0	
	Total	**3.00**	**17.00**	**3.00**	**16.00**	**4.00**	**16.00**	**1**		**0**	
	Full Time Equivalent	**12.71**		**12.23**		**13.23**		**1.00**			
CMPF FUND											
WES - CMPF											
	Administrative Coordinator	0.50	0.00	0.50	0.00	0.50	0.00	0		0	
	CMPF Maintenance Technician	0.00	1.00	1.00	0.00	1.00	0.00	0		0	
	CMPF Supervisor	1.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Director of Environmental 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	0.00	0.00	0.00	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	**0.00**	0.00	-1	Y	0	
	Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.25**	0.00	0	Z	0	
	Office Clerk	1.00	3.00	2.00	2.00	2.00	2.00	0		0	
	Recycler	7.00	2.00	10.00	0.00	10.00	0.00	0		0	
	Recycling Services Representatives	0.00	9.00	0.00	9.00	0.00	9.00	0		0	
	Solid Waste Technician	4.00	0.00	4.00	0.00	4.00	0.00	0		0	
	Total	**19.00**	**15.00**	**24.00**	**11.00**	**23.75**	**11.00**	**0**		**0**	
	Full Time Equivalent	**27.22**		**29.34**		**29.09**		**-0.25**			
GOLF & BANQUET CENTER FUND											
PGS - GOLF & BANQUET OPERATIONS											
	Banquet Operations Manager	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Building Attendant	0.00	0.00	0.00	1.00	0.00	**2.00**	0		1	AA
	Director of Golf & Banquet Operations	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Event Marketing & Sales Specialist	0.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Golf Course Operations Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Golf Operations Assistant	0.00	0.00	0.00	1.00	0.00	1.00	0		0	
	Guest Service Representatives	0.00	51.00	0.00	56.00	0.00	56.00	0		0	
	Parks Services Representatives	0.00	2.00	0.00	3.00	0.00	3.00	0		0	
	Parks Worker	1.00	0.00	2.00	0.00	2.00	0.00	0		0	
	Superintendent of Golf Course Operations	1.00	0.00	1.00	0.00	1.00	0.00	0		0	
	Total	**4.00**	**53.00**	**7.00**	**61.00**	**7.00**	**62.00**	**0**		**1**	
	Full Time Equivalent	**17.70**		**24.07**		**24.79**		**0.72**			
RECREATION FUND											
RCS - GENERAL RECREATION											
GENERAL RECREATION											
	Recreation Leader	0.85	0.00	0.10	0.00	0.10	0.00	0		0	
	Recreation Superintendent	1.25	0.00	0.10	0.00	0.10	0.00	0		0	
	Total	**2.10**	**0.00**	**0.20**	**0.00**	**0.20**	**0.00**	**0**		**0**	
LAUREL PARK POOL											
	Guest Service Representatives	0.00	16.00	0.00	16.00	0.00	16.00	0		0	
	Recreation Leader	0.35	0.00	0.35	0.00	0.35	0.00	0		0	
	Recreation Superintendent	0.00	0.00	0.10	0.00	0.10	0.00	0		0	
	Total	**0.35**	**16.00**	**0.45**	**16.00**	**0.45**	**16.00**	**0**		**0**	
SENIOR CENTER											
	Building Attendant	0.00	1.00	0.00	1.00	0.00	1.00	0		0	
	Total	**0.00**	**1.00**	**0.00**	**1.00**	**0.00**	**1.00**	**0**		**0**	

Variance Explanations:

V: Converted one full-time Recreation Leader to one full-time Recreation Superintendent based on actual work being performed.
W: Converted one full-time Recreation Leader to one full-time Recreation Superintendent based on actual work being performed.
X: Added one full-time Registration Specialist position based on department's needs.
Y: Eliminated one full-time Manager of Health & Environmental Services position due to a departmental reorganization after a planned retirement.
Z: Reallocated one full-time Manager of Water & Environmental Services position due to a departmental reorganization.
AA: Added one part-time Building Attendant due to opening of new banquet center facility.

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time	Variance '19 to '20 Part-Time
THE COVE AQUATIC CENTER									
	Guest Service Representatives	0.00	41.00	0.00	41.00	0.00	41.00	0	0
	Recreation Leader	0.00	0.00	0.40	0.00	0.40	0.00	0	0
	Recreation Superintendent	0.00	0.00	0.15	0.00	0.15	0.00	0	0
	Total	**0.00**	**41.00**	**0.55**	**41.00**	**0.55**	**41.00**	**0**	**0**
	Total - General Recreation	**2.45**	**58.00**	**1.20**	**58.00**	**1.20**	**58.00**	**0**	**0**
	Full Time Equivalent - General Recreation	**16.87**		**15.62**		**15.62**		**0.00**	
RCS - REC-PLEX									
AQUATICS									
	Guest Service Representatives	0.00	59.00	0.00	59.00	0.00	59.00	0	0
	Head Swim Coach	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Recreation Leader	0.65	0.00	1.25	0.00	1.25	0.00	0	0
	Recreation Superintendent	0.30	0.00	0.75	0.00	0.75	0.00	0	0
	Total	**1.95**	**59.00**	**3.00**	**59.00**	**3.00**	**59.00**	**0**	**0**
DYNAMIC TRAINING CENTER									
	Guest Service Representatives	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	Recreation Leader	0.00	0.00	0.20	0.00	0.20	0.00	0	0
	Recreation Superintendent	0.00	0.00	0.20	0.00	0.20	0.00	0	0
	Total	**0.00**	**0.00**	**0.40**	**0.00**	**0.40**	**0.00**	**0**	**0**
FOOD SERVICE									
	Guest Service Representatives	0.00	25.00	0.00	25.00	0.00	25.00	0	0
	Recreation Leader	0.60	0.00	0.60	0.00	0.60	0.00	0	0
	Recreation Superintendent	0.20	0.00	0.20	0.00	0.20	0.00	0	0
	Total	**0.80**	**25.00**	**0.80**	**25.00**	**0.80**	**25.00**	**0**	**0**
ICE SKATING									
	Guest Service Representatives	0.00	42.00	0.00	42.00	0.00	42.00	0	0
	Recreation Leader	1.00	0.00	0.75	0.00	0.75	0.00	0	0
	Recreation Superintendent	0.40	0.00	0.40	0.00	0.40	0.00	0	0
	Total	**1.40**	**42.00**	**1.15**	**42.00**	**1.15**	**42.00**	**0**	**0**
INDOOR PROGRAMS									
	Guest Service Representatives	0.00	62.00	0.00	62.00	0.00	62.00	0	0
	Recreation Leader	0.15	0.00	0.60	0.00	0.60	0.00	0	0
	Recreation Superintendent	0.60	0.00	0.50	0.00	0.50	0.00	0	0
	Total	**0.75**	**62.00**	**1.10**	**62.00**	**1.10**	**62.00**	**0**	**0**
REC-PLEX SOUTH									
	Building Attendant	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Building Repair Technician	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Guest Service Representatives	0.00	55.00	0.00	55.00	0.00	55.00	0	0
	Recreation Leader	0.40	0.00	0.75	0.00	0.75	0.00	0	0
	Recreation Superintendent	0.00	0.00	0.60	0.00	0.60	0.00	0	0
	Total	**2.40**	**55.00**	**3.35**	**55.00**	**3.35**	**55.00**	**0**	**0**
SUPPORT SERVICES									
	Accounting Clerk	0.00	2.00	0.00	2.00	0.00	2.00	0	0
	Administrative Coordinator	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Building Attendant	5.00	3.00	5.00	2.00	5.00	2.00	0	0
	Building Repair Crew Leader	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Building Repair Foreman	1.00	0.00	1.00	0.00	1.00	0.00	0	0
	Building Repair Technician	2.00	0.00	2.00	0.00	2.00	0.00	0	0
	Community Service Officer	0.00	5.00	0.00	6.00	0.00	6.00	0	0
	Guest Service Representatives	0.00	30.00	0.00	30.00	0.00	30.00	0	0
	Manager of Recreation & Cultural Services	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
	Recreation Superintendent	0.25	0.00	0.00	0.00	0.00	0.00	0	0
	Registration Specialist	0.00	2.00	0.00	2.00	0.00	2.00	0	0
	Total	**12.25**	**42.00**	**12.00**	**42.00**	**12.00**	**42.00**	**0**	**0**
	Total - Rec-Plex	**19.55**	**285.00**	**21.80**	**285.00**	**21.80**	**285.00**	**0**	**0**
	Full Time Equivalent - Rec-Plex	**93.11**		**94.64**		**94.64**		**0.00**	
	Total - Recreation Fund	**22.00**	**343.00**	**23.00**	**343.00**	**23.00**	**343.00**	**0.00**	**0.00**
	Full Time Equivalent - Recreation Fund	**109.98**		**110.26**		**110.26**		**0.00**	

Variance Explanations:

None

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CITY OF ST PETERS
DETAIL OF PERSONNEL SERVICES - ENTERPRISE FUNDS

Department	Position Title	2017/18 Full-Time	2017/18 Part-Time	2018/19 Full-Time	2018/19 Part-Time	2019/20 Full-Time	2019/20 Part-Time	Variance '19 to '20 Full-Time		Variance '19 to '20 Part-Time
SOLID WASTE FUND										
WES - COLLECTIONS										
	Administrative Coordinator	0.25	0.00	0.25	0.00	0.25	0.00	0		0
	Collection Services Representatives	0.00	4.00	0.00	4.00	0.00	4.00	0		0
	Director of Environmental Services	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	**0.00**	0.00	-1	BB	0
	Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.25**	0.00	0	CC	0
	Office Clerk	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Office Specialist	1.00	0.00	1.50	0.00	1.50	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	20.00	0.00	20.00	0.00	20.00	0.00	0		0
	Sustainability Specialist	0.50	0.00	0.00	0.00	0.00	0.00	0		0
	Utility Billing Clerk	1.00	0.50	1.00	0.50	1.00	0.50	0		0
	Utility Billing Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Total	**29.25**	**4.50**	**29.25**	**4.50**	**29.00**	**4.50**	**0**		**0**
	Full Time Equivalent	**31.53**		**31.53**		**31.28**			**-0.25**	
WATER/SEWER FUND										
WES - WATER/SEWER										
	Administrative Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Assistant Director of Utilities	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Compost Operations Manager	0.00	0.00	1.00	0.00	1.00	0.00	0		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	0.00	0.00	0.00	0.00	0		0
	Earth Centre Technician	2.00	1.00	2.00	1.00	2.00	1.00	0		0
	Intern	0.00	2.00	0.00	2.00	0.00	2.00	0		0
	Lead Utilities Plant Maintenance Technician	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Lead Utility Operator	0.00	0.00	2.00	0.00	2.00	0.00	0		0
	Manager of Water Environment Services	1.00	0.00	1.00	0.00	**0.00**	0.00	-1	DD	0
	Manager of Water & Environmental Services	0.00	0.00	0.00	0.00	**0.50**	0.00	1	EE	0
	Meter Reader	3.00	1.00	3.00	1.00	3.00	1.00	0		0
	Office Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		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	**0.20**	0.00	-1	FF	0
	Utilities Field Operations Crew Leader	3.00	0.00	2.00	0.00	2.00	0.00	0		0
	Utilities Field Operations Foreman	1.00	0.00	2.00	0.00	2.00	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	6.50	0.00	6.50	0.00	0		0
	Utilities Plant Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Utilities Plant Maintenance Superintendent	0.00	0.00	1.00	0.00	1.00	0.00	0		0
	Utilities Plant Maintenance Technician	2.00	0.00	1.00	0.00	**0.00**	0.00	-1	GG	0
	Utilities Plant Maintenance Worker	3.00	0.00	3.00	0.00	**4.00**	0.00	1	HH	0
	Utilities Plant Operations Foreman	1.00	0.00	0.00	0.00	0.00	0.00	0		0
	Utility Billing Clerk	1.00	0.50	1.00	0.50	1.00	0.50	0		0
	Utility Billing Specialist	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Utility Locator	1.00	0.00	1.00	0.00	1.00	0.00	0		0
	Utility Operator	8.00	1.00	6.00	1.00	6.00	1.00	0		0
	Total	**42.70**	**5.50**	**44.70**	**5.50**	**43.70**	**5.50**	**-1**		**0**
	Full Time Equivalent	**45.70**		**47.70**		**46.70**			**-1.00**	
TOTAL CITY		**414.00**	**544.00**	**424.00**	**547.00**	**424.00**	**550.00**	**0.00**		**3.00**
TOTAL CITY FULL TIME EQUIVALENT		**582.89**		**593.08**		**595.72**			**2.64**	

Variance Explanations:

BB: Eliminated one full-time Manager of Health & Environmental Services position due to a departmental reorganization after a planned retirement.
CC: Reallocated one full-time Manager of Water & Environmental Services position due to a departmental reorganization.
DD: Converted one full-time Manager of Water Environment Services to one full-time Manager of Water & Environmental Services due to departmental reorganization.
EE: Converted one full-time Manager of Water Environment Services to one full-time Manager of Water & Environmental Services due to departmental reorganization.
FF: Eliminated one full-time Utilities Environmental Compliance Inspector position after a planned retirement.
GG: Allocation of Utilities Plant Maintenance Technicians and Workers fluctuates depending on when Workers meet the requirements to become a Technician.
HH: Allocation of Utilities Plant Maintenance Technicians and Workers fluctuates depending on when Workers meet the requirements to become a Technician.

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2018

Year in Review

Pages 2-4

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Photos: 1-Amazon announcement, 2-The Cove at St. Peters, 3-Water Main Repair, 4-Sunset Fridays at 370 Lakeside Park 5-Water's Edge Banquet Center project, 6-Dynamic Training Center

A look back at notable numbers, achievements & projects in St. Peters

REPAIRED:
- 125 water service lines ($235,680)
- 79 sewer lateral lines ($457,744)

SNOW REMOVAL:
979 tons of salt placed for 11 snow/ice control events (winter 2017-18)

Celebrate St. Peters 2018 (record 17,000 at Saturday concert)

ROAD IMPROVEMENTS:
- Jungermann Road – Boone Hills Drive Culvert Replacement and Intersection Improvements (complete)
- McClay Road Resurfacing (complete)
- P-28, Jungermann Road Stream and Trail Improvements (underway; sanitary and water relocations complete)
- Jungermann Road Bridge Replacements (underway)
- Mid Rivers Mall Drive Widening (underway)
- Premier 370 Transportation Improvements (underway)
- 26,325 square yards of concrete pavement replaced
- 1,030 lineal feet of curbs replaced
- 108,448 lineal feet of crack seal material placed
- 108,600 square yards of asphalt pavement resurfaced
- 19,895 square feet of concrete sidewalks replaced
- 152 street signs replaced
- 1,347,784 lineal feet of pavement marking

INSPECTED:
- 1,288 restaurants
- 46 residential properties for mosquito control
- 11,821 residential properties (proactive maintenance inspections)
- 159 sewer laterals (new homes, sewer lateral repair program and follow-ups)
- 16.9 miles of sanitary sewers

TREATED:
- 1.3 billion gallons of water for safe consumption
- 1.9 billion gallons of wastewater

WELCOMED:
204,943 Rec-Plex membership check-ins (includes 28,646 SilverSneakers check-ins & 289 Silver & Fit check-ins)

RESPONDED:
1,443 Animal Control calls

DONATED:
$19,488.39 (Nov. 2017-Oct. 2018) from residents to Senior Center's Meals on Wheels program through Utility Round Up Program—increase of $4,724 over previous year!

COLLECTED:
- 86,126 tons of waste processed through Recycle City
- 29,549 tons of waste from St. Peters residents
- 1,637 tons of waste from Cottleville residents
- 39,430 tons of waste from commercial haulers
- 14,366 tons of waste from walk-in customers
- 748 pounds of prescription drugs through National Rx Take Back events at Police Department

GOLFED:
30,816 rounds at St. Peters Golf Club

FILLED:
The tires of 264 vehicles with fuel-saving nitrogen

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RECOGNIZED:

- By the Government Finance Officers Association with a Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Award, plus for the first time a Special Performance Measures Recognition
- Tree City USA designation and Tree City USA Growth Award from the National Arbor Day Foundation

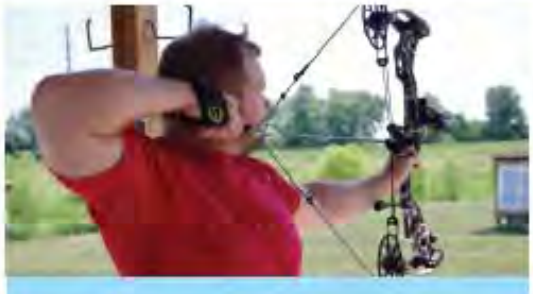
PERMITTED:

- 2,109 residential construction projects worth $28,554,964.00 – includes 31 single-family homes worth $7,734,150
- 931 commercial construction projects worth $382,782,322 – includes 28 new commercial buildings worth $270,036,149

HELPED:

- 35 families repair their homes*
- 319 people with essential transportation needs
- 10 elderly or disabled families with lawn mowing needs*

**Helped with Community Development Block Grant from the U.S. Department of Housing & Urban Development*



ISSUED:

- 748 pavilion reservations
- 66 Gazebo reservations
- 3,852 athletic field reservations
- 561 St. Peters Rotary Club Dog Park memberships*
- 17,706 RV site nightly reservations*
- 2,791 equipment rentals*
- 2,586 Archery Range day passes*
- 196 Archery Range memberships*
- 2,665 fishing/lake day passes*
- 75 fishing/lake season passes*

**370 Lakeside Park activity*

RECYCLED:

- 20.2 million pounds of material (Recycle City)
- 54,465 cubic yards of yard waste (Earth Centre)
- 7,925 wet tons of biosolids (Earth Centre)
- 872 Christmas trees
- 3,040 pounds of broken holiday light strands
- Shredded documents of 1,170 "Shred It & Forget It" customers
- 437 cell phones for the Cell Phones for Soldiers Program

EXHIBITED:

3,524 works of visual art submitted by 855 artists at Cultural Arts Centre—both are record numbers!

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PROP P STORMWATER PROJECTS COMPLETED*:

- P-17/18 Spencer Creek Channel Improvements and elevated boardwalk
- P-19 1A Tanglewood/Huntleigh Storm Sewer Improvements
- P-22/23 Boone Hills and Jungermann Storm Sewer Improvements and Floodplain Restoration
- P-22/23 Jungermann Road Storm Sewer Pipe Lining Project
- I-70 Ditch B Drainage Improvements

**Funded with ½-cent stormwater/parks sales tax fund*

OTHER MAJOR PROJECTS:

- The Cove at St. Peters aquatics facility
- St. Peters Golf Club restroom/concession facility (The Shack)
- Laurel Park Pool improvements
- 370 Lakeside Park Sunset Pavilion
- 370 Lakeside Park Corporate Pavilion kitchen
- Spencer Creek Park playground

The Cove at St. Peters

Sunset Fridays concert series

Economic Development: 2018 in Review

Under Construction:

- **Cubesmart indoor storage, 92,000 sq. ft.** (Suemandy Drive, next to Mid Rivers Mall)
- **Holiday Inn Express, 4 floors, 81 guest rooms** (Veterans Memorial Pkwy., east of Richmond Center Blvd.)
- **Popeyes Louisiana Kitchen** (Salt Lick Rd., north of Boschert Landing Blvd.)
- **Outback Steakhouse, 6,500 sq. ft.** (Shoppes of Mid Rivers)
- **Total Access Urgent Care, 4,616 sq. ft.** (Mid Rivers Mall Drive, south of St. Peters Square
- **FedEx distribution center, 450,000 sq. ft. on 100 acres** (Premier 370 Business Park)
- **Amazon fulfillment center, 855,000 sq. ft. footprint, 1M+ sq. ft. overall** (Premier 370)
- **1001 Premier Parkway spec building, 375,000 sq. ft. for office/warehouse** (Premier 370)
- **Arrowhead Building Supply showroom** (I-70 North Service Road)
- **Mid West Gunite concrete swimming pool materials company** (Mid Rivers Trade Court)

Residential Development:

- **Park at Belleau Creek**—10 new single-family lots developed in a new phase of the Townes at Belleau Creek, north of Mexico Road
- **The Crossing at Bella Vista**—58 single-family lots under construction north of Route 364, east of Harvester Rd.
- **Payne Family Homes** planned development on Mid Rivers Mall Drive, south of Mexico Rd.—57 single family maintenance-free lots and one commercial lot
- **Aspen Trails Phase 2**—38 additional senior living units added west of Salt Lick Road, north of Boschert Landing Blvd.
- **Clarendale of St. Peters**—senior living community under construction on Mexico Rd., east of Mid Rivers Mall Dr., with mix of independent, assisted, and memory care units expected to open summer 2020
- **McClay Road Senior Center**—22,941 sq. ft. skilled care facility for seniors nearing completion on McClay east of Jungermann
- **Aspen Heights**—100 townhouse style units and amenities under construction on Central School Road, west of Kisker Road
- **Meadowridge Apartments**—180-unit, three-story building and amenities south of Route 364, east of Robertridge Drive, under construction with several buildings open
- **Pure Apartments**—137-unit, three-story building and amenities under construction on Cloverleaf Drive
- **5300 Centre**—luxury apartments under construction on Mexico Road, east of St. Peters Centre Blvd., with 265 units and amenities in two four-story buildings connected by a pedestrian bridge

Expanding/Renovations:

- **McDonalds renovation** (Spencer and Mexico Roads)
- **Syberg's Restaurant** (former Joe's Crab Shack)
- **Complete Auto Body and Truck Repair** (former Kenworth building)
- **Rush Truck Centers expansion** (Veterans Memorial Pkwy.)
- **The Edge Fitness Club** (moving into former Sports Authority on Veterans Memorial Pkwy.)
- **Seyer Industries addition under construction, 45,500 sq. ft.** (Patmos Court)
- **Burger King renovations** (two locations, Old Town and Jungermann)

Planning Stage:

- **Dudas Fitness**, 9,450 sq. ft. (Harvester Rd.)
- **Home 2 Suites by Hilton**, 106 guest rooms (Veterans Memorial Pkwy., next to Kia dealer)
- **The Learning Experience pre-schools**, 10,000 sq. ft. each (on Florence Dr. and on Queensbrooke Dr.)
- **Office/warehouse facility** (Trade Center Drive, south of Veterans Memorial Pkwy.)
- **St. Peters Medical urgent care**, 7,800 sq. ft. (Sutters Mill Rd. and Jungermann)
- **Vantage Credit Union is approved on Cave Springs Blvd.**, south of Cloverleaf Blvd. The credit union will replace its current facility with a 2,900-square-foot credit facility with two drive-through banking lanes and one bypass lane.

Notable Openings:

- **Fresh Thyme Farmers Market grocery story**, 27,709 sq. ft (Route 364 at Woodstone Drive)
- **Regions Bank at three locations** (Mid Rivers Mall Dr., north of Route 364; Jungermann Rd., north of North St. Peters Pkwy.; Veterans Memorial Pkwy., east of Cave Springs Blvd.)
- **Freddy's Frozen Custard & Steakburgers** (Veterans Memorial Pkwy., east of Cave Springs Rd.)
- **Five Stars Granite processing, storage and showroom**, 9,600 sq. ft. (Didion Drive)
- **Primrose School day care center, 12,290 sq. ft.** (South St. Peters Pkwy.)
- **The Watering Bowl kennel** (Harvestowne Industrial Park, existing building)
- **311 Wine House & Beer Garden** (Old Town, former Powder Room salon)
- **Mid Rivers Motors, new 2,040-sq.-ft. building** (Main Street, west of Mid Rivers Mall Drive)
- **Ross Dress for Less opened at Shoppes of Mid Rivers** (Mid Rivers Mall Drive and I-70 Service Road North)
- **Uptown Cheapskate and Blaze Pizza** opened in outlots at Shoppes of Mid Rivers
- **Grove Collaborative and another RB location** opened in a 300,000 sq.-ft. warehouse (Premier 370)
- **H&M** clothing retailer at Mid Rivers Mall

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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.

Amortization – The paying off of debt over time using a fixed repayment schedule.

Anticipated Expenditures and Revenues – The expenditures or revenues that are expected by the close of the budget year.

Appropriation – The act of allocating money to a specific purpose.

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.

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.

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Glossary

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.

Full-Time Equivalent (FTE) – The number of working hours that represents one full-time employee during a fixed time period, such as one month or one year. FTE simplifies work measurement by converting work load hours into the number of people required to complete that work. The City of St. Peters bases FTE calculations on 2,080 hours per year.

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.

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.

Major Funds – Funds whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget.

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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.

Nonmajor Funds – Funds whose revenues or expenditures, excluding other financing sources and uses, constitute less than 10% of the revenues or expenditures of the appropriated budget.

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.

Proprietary Funds – These funds are used to account for activities that are similar to those found in the private sector. The City of St. Peters has only one type of proprietary fund, the enterprise funds.

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 & Environmental Services work group.

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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 – 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.

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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.

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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.

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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 2019/20 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.

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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.

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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.

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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.

DRAFT

BILL NO. _____

ORDINANCE NO._____

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, 2019 AND ENDING SEPTEMBER 30, 2020.

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:

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SECTION NO. 1 – General Fund Budget

(a) That the budget for the General Fund of the City prepared as presented for fiscal year 2020 including anticipated revenues, transfers in, and unencumbered fund balance of $46,935,509, anticipated expenditures, reserve transfers, and transfers out of $39,608,280, and an anticipated ending unencumbered fund balance of $7,327,229, 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:

MPS - Police	$	14,640,185
PGS - Parks-General	$	5,528,810
RCS - Cultural Arts Centre	$	230,320
SSS - Administration	$	7,290,260
SSS - Communications	$	1,359,095
SSS - Community & Economic Development	$	599,025
SSS - Governmental	$	1,348,650

SSS - Municipal Court	$	442,470
SSS - Prosecutor's Office	$	153,500
TDS - Engineering	$	2,065,480
TDS - Facilities Management	$	972,660
TDS - Health	$	841,685
TDS - Streets Department	$	2,445,200
WES - Vehicle & Equipment Maintenance	$	970,240
Subtotal	$	38,887,580
Transfer to Debt Service Fund	$	426,200
Transfer to Recreation Fund	$	180,000
Transfer to Trust – Post Retirement Benefits	$	637,000
Transfer to (from) Reserves	$	(532,500)
Transfer to Contingency Reserve	$	10,000
TOTAL	$	39,608,280

SECTION NO. 2 – Debt Service Budget

(a) That the budget for the Debt Service Fund of the City prepared and presented for fiscal year 2020 including anticipated revenues, transfers from other funds, and unencumbered fund balance of $6,541,514, anticipated expenditures of $4,347,500, and an anticipated unencumbered fund balance of $2,194,014, 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	$	1,500
Distribution Fees	$	4,500
2010 St. Peters Lakeside Business Park Refunding (2002)	$	340,500
2012 Storm Water/Creek Stabilization	$	250,000
2014 Storm Water/Creek Stabilization	$	655,000
2015 Justice Center/Public Works Refunding (2007)	$	726,500
2016 Justice Center Refunding (2008)	$	627,500
2016 Storm Water/Creek Stabilization	$	510,000
2017 Parks & Recreation	$	801,000
2018 Storm Water/Creek Stabilization	$	271,000
2019 Storm Water/Creek Stabilization Refunding (2010B)	$	110,000
TOTAL	$	4,347,500

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 2020 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:

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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 2020 including anticipated revenues and unencumbered fund balance of $109,804, anticipated expenditures of $60,000, and an anticipated ending unencumbered fund balance of $109,804, 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	$	55,000
TOTAL	$	60,000

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 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $9,237,763, anticipated expenditures and reserve transfers of $9,000,565, and an anticipated ending unencumbered fund balance of $237,198, 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	$	665,110
Parks Department	$	966,500
Storm Water/Creek Stabilization	$	2,113,560
Debt Service for Park Projects (2010C COPs)	$	168,000
Debt Service for Park Projects (2018 COPs)	$	208,000
Subtotal	$	4,121,170
Overhead/Fleet Allocation	$	252,200
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	$	271,000
Transfer to Debt Service Fund for 2019 G.O. Bonds	$	110,000
Transfer to 370 Lakeside Park Fund	$	262,800
Transfer to Golf & Banquet Center Fund	$	259,395
Transfer to Recreation Fund	$	2,175,000
Transfer to (from) Reserves	$	100,000
Transfer to Trust – Post Retirement Benefits	$	34,000
TOTAL	$	9,000,565

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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 2020 including anticipated revenues and unencumbered fund balance of $1,170,041, anticipated expenditures of $732,000, and an anticipated ending unencumbered fund balance of $438,041, 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	$	132,000
Sewer Lateral Repairs	$	600,000
TOTAL	$	732,000

SECTION NO. 7 – Transportation Trust Fund Budget

(a) That the budget for the Transportation Trust Fund of the City prepared and presented for fiscal year 2020 including anticipated revenues, transfers from other funds, and unencumbered fund balance of $11,050,129, anticipated expenditures and transfers to other funds of $10,694,500, and an anticipated unencumbered fund balance of $355,629, 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 7(a) of this Ordinance are hereby for expenditures as follows:

Road Construction & Traffic Signal Installation	$	3,056,110
Street Maintenance	$	4,335,775
Traffic Management	$	2,327,015
Contingency	$	50,000
Subtotal	$	9,768,900
Debt Service	$	740,500
Transfer to Trust – Post Retirement Benefits	$	18,000
Administration Overhead	$	167,100
TOTAL	$	10,694,500

SECTION NO. 8 – 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 2020 including anticipated revenues and unencumbered fund balance of $73,580, anticipated expenditures of $229,800, and an anticipated ending unencumbered fund balance of $62,780, 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 8(a) of this Ordinance are hereby appropriated for expenditure as follows:

Administration	$	34,800
Water Line Repairs	$	195,000
TOTAL	$	229,800

SECTION NO. 9 – 370 Lakeside Park Fund Budget:

(a) That the budget for the 370 Lakeside Park Fund of the City prepared as presented for fiscal year 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $1,137,100, anticipated expenditures and transfers out of $1,137,100, 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 9(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

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SECTION NO. 10 – Central Materials Processing Facility (CMPF) Fund Budget:

(a) That the budget for the CMPF Fund of the City prepared as presented for fiscal year 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $6,403,500, anticipated expenditures and transfers out of $4,897,465, and an anticipated ending unencumbered fund balance of $1,506,035, 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 10(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

SECTION NO. 11 – 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 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $1,602,395, anticipated expenditures and transfers out of $1,602,395, 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 11(a) of this Ordinance are hereby appropriated for operating expenses of the Fund.

SECTION NO. 12 – Recreation Fund Budget:

(a) That the budget for the Recreation Fund of the City prepared as presented for fiscal year 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $8,723,154, anticipated expenditures, reserve transfers, and transfers out of $8,707,750, and an anticipated ending unencumbered fund balance of $15,404, 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 12(a) of this Ordinance are hereby appropriated for expenditure as follows:

Rec-Plex Expense	$	6,680,330
General Recreation Expense	$	622,920
Subtotal	$	7,303,250
Debt Service	$	1,350,500
Transfer to Trust – Post Retirement Benefits	$	54,000
TOTAL	$	8,707,750

SECTION NO. 13 – Solid Waste Fund Budget:

(a) That the budget for the Solid Waste Fund of the City prepared as presented for fiscal year 2020 including anticipated revenues, transfers from other funds and unencumbered fund balance of $7,696,226, anticipated expenditures and transfers out of $6,385,520, and an anticipated ending unencumbered fund balance of $1,310,706, 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 13(a) of this Ordinance are hereby appropriated for expenditures related to solid waste collection.

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SECTION NO. 14 – Water/Sewer Fund:

(a) That the budget for the Water/Sewer Fund of the City prepared and presented for fiscal year 2020 including anticipated revenues of $13,431,300, a beginning Interest Reserve Fund Balance of $500,000, a beginning Contingency Fund balance of $2,478,096, anticipated expenses, reserve transfers, and transfers out of $14,331,675, and an ending anticipated Interest Reserve Fund balance of $500,000, and an ending Contingency Fund balance of $1,577,721, 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 14(a) of this Ordinance are hereby appropriated as follows:

Operating Expenses	$	9,348,145
Capital Expenditures	$	1,200,380
Transfer to (from) Bond Reserves	$	7,250
Debt Service	$	2,602,500
Subtotal	$	13,158,275
Administration/Fleet Overhead	$	768,400
Transfer to (from) Reserves	$	300,000
Transfer to Trust – Post Retirement Benefits	$	105,000
TOTAL	$	14,331,675

SECTION NO. 15 – That the funds shall be expended in substantially the same manner as presented to the Board of Aldermen in the details of the 2019/20 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. 16 – 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. 17 – This Ordinance shall be in full force and effect as of the date of its final passage and approval.

SECTION NO. 18. 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. 19. 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.

DRAFT

Read two times, passed and approved this 22nd day of August, 2019.

_____

As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: _____
Patricia E. Smith, City Clerk

DRAFT

BILL NO. _____

ORDINANCE NO.

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, 2019, shall be imposed on each dwelling unit and residential property as follows:

Standard City solid waste container	$24.58 per month
Special City solid waste container for physically disabled or handicapped	$22.45 per month
Special City solid waste container for each dwelling unit in multiple housing facilities	$15.70 per month
Each additional standard/special solid waste container (excluding bulk container)	$15.82 per month
Special bulk containers for each dwelling unit in multiple housing facilities	$11.49 per month

   b. In addition, service charges billed on or after April 14, 1997, shall be imposed on each dwelling unit and residential property for weekly curbside recycling as follows:

Curbside recycling service	$0.00 per two (2) months ($0.00 per week)

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.

DRAFT

Read two (2) times, passed and approved this 22nd day of August, 2019.

_____
As Presiding Officer and as Mayor
Len Pagano, Mayor

Attest: _____
Patricia E. Smith, City Clerk

DRAFT

BILL NO._____

ORDINANCE NO._____

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)	$	20.14	
	Next 6,000 Gallons	$	3.64	/M
	Next 10,000 Gallons	$	2.81	
	All over 20,000 Gallons	$	2.38	/M
1"	First 20,000 gallons (Minimum)	$	70.08	
	All over 20,000 Gallons	$	2.38	/M
1 1/2"	First 40,000 gallons (Minimum)	$	117.68	
	All over 40,000 gallons	$	2.38	/M
2"	First 60,000 gallons (Minimum)	$	165.28	
	All over 60,000 gallons	$	2.38	/M
3"	First 100,000 gallons (Minimum)	$	260.48	
	All over 100,000 gallons	$	2.38	/M
4" and Larger	First 200,000 gallons (Minimum)	$	498.48	
	All over 200,000 gallons	$	2.38	/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 of this Ordinance, which is on file in the City offices.) The minimum bi-monthly charge shall be $4.42 of which $1.82 is for billing and collection and $2.60 is for treatment of Infiltration and Inflow. In addition, each contributor shall pay a user charge rate of $2.92 per 1,000 gallons of water (or wastewater) as determined in Section 6 of Appendix A to this Ordinance, of which $1.84 is for operation and maintenance and $1.08 is for debt service.

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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:

$.46.....per pound BOD
$.26.....per pound SS
$.23.....per pound COD

SECTION NO. 4 - This Ordinance shall be in full force and effect for bills issued after October 1, 2019.

SECTION NO. 5. 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. 6. 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 22nd day of August, 2019.

DRAFT

_____

As Mayor and as Presiding Officer
Len Pagano, Mayor

Attest:_____
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	240,855	271,451	0	512,306
Administrative	383,369	375,297	730	759,396
Utilities (Electric, Gas, Telephone)	452,900	291,300	600	744,800
Labor (Incl. Fringe Benefits)	2,076,122	1,992,573	207,948	4,276,643
Material Costs	147,300	1,299,380	8,770	1,455,450
Replacement Costs	932,515	538,455	8,320	1,479,290
Debt Service	2,147,003	439,748	0	2,586,750
Purchase of Equipment	743,610	477,570	0	1,221,180
Other	527,766	388,861	19,732	936,360
Sub-Total	7,651,440	6,074,635	246,100	13,972,175

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%) = 2,213,137

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%) = 1,721,329

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%) = 983,616

3. Loadings:

The hydraulic loading is estimated to be 1,979,100,000 gal/year
The BOD loading is estimated to be 3,782,600 pounds/yr
The SS loading is estimated to be 3,789,400 pounds/yr

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4. Unit Costs:

Initial unit cost for Debt Service in $/Gals =

Annual Debt Service	2,147,003	=	1.08 /M
Est. Annual Hydraulic Loading	1,979,100,000		

Initial unit cost for Flow in $/Gals =

Annual Cost to Treat Annual Flow	2,213,137	=	1.12 /M
Est. Annual Hydraulic Loading	1,979,100,000		

Initial unit cost for BOD in $/Pound =

Annual Cost to Treat Annual BOD	1,721,329	=	0.46 /lb
Est. Annual BOD Loading	3,782,600		

Initial unit cost for SS in $/Pound =

Annual Cost to Treat Annual SS	983,616	=	0.26 /lb
Est. Annual SS Loading	3,789,400		

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	240,855
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	345,500
Total Annual Minimum Cost	586,355
Minimum Charge/User/Billing Period (621,991/22,100/6)	4.42

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	1.08/M
Residential unit charge = unit flow charge	1.12/M
+ (unit BOD charge) (BOD_{ND})200(0.00834)	.46/M
+ (unit SS charge) (SS_{ND})225(.00834)	.26/M
	$ 2.92/M gal.

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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

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BILL NO. _____

ORDINANCE NO._____

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, 2019 TO DECEMBER 31, 2019

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 2019 of Seventy-Seven Cents per One Hundred Dollars of assessed valuation broken down as follows:

City General Fund	$ .5903
Debt Service Fund	$ .1797
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.

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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 $.5903 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.

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Read two times, passed and approved this 26th day of September, 2019.

_____

As Mayor and as Presiding Officer
Len Pagano, Mayor

Attest:_____
Patricia E. Smith, City Clerk