



FLORISSANT CITY COUNCIL AGENDA

City Hall

955 rue St. Francois

Monday, November 23rd, 2015

7:30 PM

Karen Goodwin, MMC/MRCC



I. PLEDGE OF ALLEGIANCE

II. ROLL CALL OF MEMBERS

III. APPROVAL OF MINUTES

- Meeting Minutes for November 9, 2015
- Budget Meeting Minutes for November 16, 2015

IV. HEARING FROM CITIZENS

(Speaker cards are available at the entrance to the Council Chambers)

V. COMMUNICATIONS

1. Letter dated November 6th, 2015 from Rose Marie Bucher regarding breed specific legislation.

VI. PUBLIC HEARINGS

15-10-025 (Ward 7) Application Staff Rpt Plans	Request to authorize a Special Use Permit to Amigo Food LLC, d/b/a Rubio's Fresh Mexican Grill to allow for the operation of a restaurant/grocery store for the property located at 758 S. New Florissant Rd. (Planning and Zoning recommended denial on October 5, 2015)(Postponed on 10/26/15 and on 11/9/15 to this date)	Marko Felix
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15-11-027 (Ward 3) Application Staff Rpt Plans	Request to authorize a Special Use Permit to Charles Lawshe d/b/a Glory to God Kingdom Fellowship Hall to allow for the operation of a child day care for the property located at 8428 N. Lindbergh. (Planning and Zoning recommended approval on 11/2/15)	Charles Lawshe
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VII. OLD BUSINESS

A. SECOND READINGS

S9137 Proposed Budget	Ordinance adopting the budget for the city of Florissant for the fiscal year commencing on December 1, 2015 and ending on November 30, 2016 and providing for its effective date.	Council as a whole
9138 Minutes	Ordinance Amending Chapter 240 "Emergency Management" Subsection 240.010 "Establishment" of the Florissant City Code by adding a provision for a temporary commissioner.	Eagan
S9139	Ordinance repealing ordinance #7929 and #7966 establishing a new compensation plan for part-time employees of the City of Florissant and containing an effective date clause.	Council as a whole
9140	Ordinance repealing ordinance #7928, #8106 and #8014 which established the compensation plan for the seasonal part-time employees of the City of Florissant and containing an effective date clause.	Council as a whole
S9141 Memo	Ordinance authorizing a transfer of \$20,000 from account no. 4055 "Insurance, Fire & Liability" to account no 4023 "Postage and Printing" to cover anticipated shortfall in postage for the balance of the fiscal year.	Eagan
S9142 Fee Changes	Ordinance to amend Title II, Chapter 245 "Parks & Recreation" Of The Florissant City Code, Section 245.180 "Fees For Use", by deleting the section in its entirety and replacing it with a new section.	Eagan

VIII. NEW BUSINESS

IX. BOARD APPOINTMENTS

X. BILLS FOR FIRST READING

9143 Application Staff Rpt Plans	Ordinance authorizing a Special Use Permit to Charles Lawshe d/b/a Glory to God Kingdom Fellowship Hall to allow for the operation of a child day care for the property located at 8428 N. Lindbergh.	Eagan
9144	Ordinance submitting to the qualified voters of the City of Florissant, Missouri, for their approval at the General Municipal Election to be held in the City on the 5 th day of April, 2016, a proposition to authorize the City to continue applying and collecting the local sales tax on the titling of motor vehicles, trailers, boats, and outboard motors that were purchased from a source other than a licensed Missouri dealer.	Council as a whole
E9145 Memo Agreement	Ordinance authorizing the Mayor of the City of Florissant to enter into a supplemental agreement for federal funding for Project Number Stp-5595(614) known as the N. Lafayette Street Reconstruction Project.	Council as a whole
E9146 Memo	Ordinance authorizing an appropriation of \$16,000 from the General Revenue fund to account no. 0610 "Salaries-Golf Course" and an appropriation of \$1,500 to account no. 0626 "Utilities-Golf" for end of year balancing for the golf course.	Eagan
E9147 Memo	Ordinance authorizing an appropriation of \$10,000 from the General Revenue Fund to account no. 4059 "Election Expense" for the purpose of funding additional election expenses.	Eagan
E9148 Memo	Ordinance authorizing an appropriation of \$5,500 from the General Revenue Fund to Account no. 5626 "Utilities-Koch Aquatic Center" for yearend balancing.	Eagan
E9149	Ordinance amending Chapter 125.065.a by deleting selected job classifications and adding new job classifications as necessary.	Eagan

XI. MOTION TO CANCEL THE DECEMBER 28TH CITY COUNCIL MEETING DUE TO THE HOLIDAYS.

XII. COUNCIL ANNOUNCEMENTS

XIII. MESSAGE FROM THE MAYOR

XIV. ADJOURNMENT

THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL ON NOVEMBER 20TH, 2015 AT 12:00 PM ON THE BULLETIN BOARD OUTSIDE THE COUNCIL CHAMBERS. ANY ONE WISHING TO ATTEND THE COUNCIL MEETING WHO HAS SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK'S OFFICE AT 839-7630 OR TDD 839-5142 BY NOON ON MONDAY, NOVEMBER 23RD, 2015.

CITY OF FLORISSANT



COUNCIL MINUTES

November 9, 2015

The Florissant City Council met in regular session at Florissant City Hall at 955 rue St. Francois on Monday, November 9, 2015 at 7:30 p.m. with Council President Joe Eagan presiding. The Chair asked everyone in attendance to stand and join in the Pledge of Allegiance.

On Roll Call the following were present: Pagano, Schmidt, Siam, Lee, Jones, Eagan, Caputa, Schildroth and Henke. Also present was Mayor Thomas P. Schneider, City Attorney John Hessel and City Clerk Karen Goodwin. A quorum being present the Chair stated that the Council meeting was in session for the transaction of business.

Councilman Lee moved to approve the Meeting Minutes of 10/26/2015 and Budget Meeting Minutes from 10/17/2015, seconded by Siam. Motion carried.

The next item on the agenda was Hearing from Citizens.

Rita Powers, 110 Seville, Ct., stated that she lived behind the newly constructed Wal-Mart. She stated that Wal-Mart has not held up to the agreement that they made at the Council Meetings. She stated that she had structural and geological engineers visit her property and they both agreed that the land was subsiding. She is concerned about safety issues. Also, there are often people working in her backyard and she would like to know what they are doing. Ms. Powers stated that Wal-Mart is very "confidential" about it. She asked who is responsible for the deterioration of her property and would like the city to respond.

Todd Allen Signs, 1125 Boulder Dr., stated that he would be playing Santa Clause at Shriner's Hospital and asked for donations of toys or funds to a worthy cause.

The next item on the Agenda was Communications of which there were none.

33 The next item on the Agenda was Public Hearings.

34 The City Clerk reported that continued Public Hearing #15-10-025, A request to
35 authorize a Special Use Permit to Amigo Food, LLC d/b/a Rubio's Fresh Mexican Grill
36 to allow for the operation of a restaurant/grocery store for the property located at 758 S.
37 New Florissant Rd. had been advertised in substantially the same form as appears in the
38 foregoing publication and by posting the property. The Chair declared the Public
39 Hearing to be re-opened and invited those who wished to be heard to come forward.
40 Councilwoman Pagano stated that she had not heard from Mr. Felix in order to visit the
41 site prior to the meeting. Since Mr. Felix was not in present, Councilwoman Pagano
42 moved to postpone Public Hearing #15-10-025 to 11/23/15, seconded by Schmidt.
43 Motion carried.

44 Councilman Siam moved that Bill No. 9136 An Ordinance granting a Special
45 Use Permit to New York Grill, Inc. d/b/a New York Grill for the location and operation
46 of a carry-out restaurant for the property located at 540 N. Hwy. 67 be read for a second
47 time, seconded by Henke. Motion carried and Bill No. 9136 was read for a second time.
48 Councilman Henke moved that Bill No. 9136 be read for a third time, seconded by
49 Schildroth. Motion carried and Bill No. 9136 was read for a third and final time and
50 placed upon its passage. Before the final vote all interested persons were given an
51 opportunity to be heard. Seeing none, on roll call the Council voted: Pagano yes,
52 Schmidt yes, Siam yes, Lee yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and
53 Henke yes. Whereupon the Chair declared Bill No. 9136 to have passed and said Bill
54 became Ordinance No. 8179.

55 Mayor Schneider requested the appointment of Larry Link, 180 Lynn Meadows,
56 to the Senior Commission as a member from Ward 7 for a term expiring on 10-8-2018.
57 Councilman Schildroth made a motion to accept the appointment, seconded by Jones.
58 Motion carried.

59 Mayor Schneider requested the appointment of Diane Shayne, 4 St. Rose Ct., to
60 the Senior Commission as a member from Ward 5 for a term expiring on 10-24-2018.
61 Councilman Schildroth made a motion to accept the appointment, seconded by Jones.
62 Motion carried.

64 Councilman Pagano moved to re-appointment Tineen Hinton, 210 Gerald, to the
65 Citizens Participation Committee as a member from Ward 3 for a term expiring
66 12/12/2016, seconded by Schmidt. Motion carried.

67 Councilman Caputa moved to re-appointment Judy Huskey, 1485 Keeven, to the
68 Citizens Participation Committee as a member from Ward 3 for a term expiring
69 6/11/2016, seconded by Lee. Motion carried.

70 Council as a Whole introduced Resolution No. 983 A Resolution authorizing the
71 Mayor of the City of Florissant to make application under the Municipal Parks Grant for
72 planning services at Manion Park for an inclusive playground and said Resolution was
73 read for the first time. Councilwoman Pagano moved that Resolution No. 983 be read
74 for a second time, seconded by Jones.

75 Councilman Eagan moved to suspend the rules, seconded by Schildroth. Motion
76 carried. Councilman Schmidt asked for clarification on the Resolution. Todd Schmidt,
77 Director of Parks and Recreation, appeared before the Council and explained that this
78 was the first time the city had applied for a “planning” grant. A specialist will design
79 the architectural plans for a fully accessible playground at Manion Park. St. Louis
80 County will provide the grant based upon an 80-20 reimbursement scale if awarded.

81 On the motion for a second reading, motion carried and Resolution No. 983 was
82 read for a second time. Councilman Jones moved that Resolution No. 983 be read for a
83 third time, seconded by Schmidt. On roll call the Council voted: Pagano yes, Schmidt
84 yes, Siam yes, Lee yes, Jones yes, Eagan yes, Caputa yes, Schildroth yes and Henke yes.
85 Having received the unanimous vote of all members present Resolution No. 983 was
86 read for the third and final time and placed upon its passage.

87 Before the final vote all interested persons were given an opportunity to be
88 heard. Being no persons who wished to be heard, on roll call the Council voted:
89 Pagano yes, Schmidt yes, Siam yes, Lee yes, Jones yes, Eagan yes, Caputa yes,
90 Schildroth yes and Henke yes. Whereupon the Chair declared Resolution No. 983 to
91 have been adopted.

92 Council as a Whole introduced Bill No. 9137 An Ordinance adopting the budget
93 for the City of Florissant for the fiscal year commencing on December 1, 2015 and

ending on November 30, 2016 and providing for its effective date and said Bill was read for the first time by title only.

Council as a Whole introduced Bill No. 9138 An Ordinance amending Chapter 240 “Emergency Management,” Subsection 240.010 “Establishment” of the Florissant City Code by adding a provision for a temporary commissioner and said Bill was read for the first time by title only.

Councilman Eagan introduced Bill No. 9139 An Ordinance repealing Ordinance #7929 and #7966 establishing a new compensation plan for part-time employees of the City of Florissant and containing an effective date clause and said Bill was read for the first time by title only.

Council as a Whole introduced Bill No. 9140 An Ordinance repealing Ordinance #7928, #8106, and #8014 which established the compensation plan for the seasonal part-time employees of the City of Florissant and containing an effective date clause.

Councilman Eagan introduced Bill No. 9141 An Ordinance authorizing a transfer of \$15,000 from Acct. No. 4055 “Insurance, Fire, & Liability” to Acct. No. 4023 “Postage and Printing” to cover anticipated shortfall in postage for the balance of the fiscal year and said Bill was read for the first time by title only.

Councilman Eagan introduced Bill No. 9142 An Ordinance to amend Title II, Chapter 245 “Parks & Recreation” of the Florissant City Code, Section 245.180 “Fees for Use,” by deleting the section in its entirety and replacing it with a new section and said Bill was read for the first time by title only.

The next item on the Agenda was Council Announcements.

Councilman Henke thanked everyone who turned out for the Veterans Day Parade on Sunday and thanked all Veterans for their service. He cautioned residents to be wary of anyone who comes to their door selling goods or services.

Councilman Caputa warned residents, especially the elderly, of the scam involving concrete work. He wished all the Veterans a Happy Veterans Day on Wednesday and Happy Birthday to the Marine Corp.

Councilman Jones asked everyone to donate to the T.E.A.M. Food Pantry on St. Catherine. He thanked all residents, especially those in Ward 2, who voted in the Proposition “S” election.

Councilman Schildroth also thanked the residents for supporting Proposition S, and also thanked Mayor Schneider, Councilman Caputa and his fellow Councilmembers, administration and volunteers who worked hard to implement its passage and “get the word out.” The construction project on St. Ferdinand is an MSD emergency sewer line repair and will take approximately 2 months to complete. He welcomed “Dollar Tree,” a new store, to the neighborhood. He congratulated Pat Stinnett on being honored as “Veteran of the Year.”

Council President Eagan stated that *Guns and Hoses* will be held on 11/25 with all proceeds going to Back Stoppers - please contact him if interested in purchasing tickets. He too, congratulated all veterans and thanked them for their service to our country.

The next item on the Agenda was Mayor Announcements.

Mayor Schneider stated that he was proud, honored and grateful to the City Council and the residents of Florissant for supporting and voting in favor of Proposition S to improve the streets. Consequently, Florissant will remain the “Beautiful City” and leader in North County. He thanked all the residents for turning out to vote.

The Mayor stated that the Veterans Day Parade was spectacular with a great turnout. He thanked all the individuals involved in volunteering to organize the event. The Mayor gave a brief overview of the history of Veterans Day. He added that the Vietnam Veterans have donated a plaque to the City to be placed at the Vietnam Memorial. The ceremony will be held on Veterans Day.

A DVD of Florissant’s “Historic Treasure” movie, shown recently at the Civic Center Theatre showcased the City’s landmarks, historic and preserved sites and is available for purchase for \$10.

The Mayor congratulated Tony Maldonado, Florissant resident, who was the recipient of the “Hispanic Businessman of the Year” Award. He also congratulated former Mayor’s Secretary, Rosemary Maddock, for celebrating her 100th Birthday.

Florissant Police Officers: Steven Beckman, Amel Topcagic and Eric Schluter were recently honored at the “Medal of Valor” ceremony for their courageous service. The Mayor has information on the City’s website regarding the Westlake Landfill. The

Mayor and the city engineer monitor the situation and will keep residents informed on changing events.

The city will be sponsoring "Letters from Santa." Please drop off or mail your requests to the JFK Center on Howdershell Rd. They will be delivered to the North Pole. The Tree Lighting at City Hall will be held on December 5th, with "Project Liftoff" holding their 27th Annual Event afterwards. "Winter Break Camp" will be held December 21-28 for children off from school during the holidays.

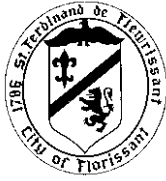
The next City Council Meeting is scheduled for Monday, November 23, 2015 at 7:30 pm.

Councilman Siam moved to adjourn the meeting, seconded by Schmidt. Motion carried. The meeting was adjourned at 8:04 p.m.

Karen Goodwin City Clerk

The following Bills were signed by the Mayor:

9136 Ord 8179



CITY OF FLORISSANT
BUDGET MINUTES
NOVEMBER 16, 2015



The City Council met on Monday, November 16th, 2015 for a budget work session on the FY 2015-16 proposed budget at 7:00pm in the Council Chambers at 955 rue St. Francois.

Council members in attendance included: Schildroth, Henke, Pagano, Schmidt, Siam, Lee, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel and City Clerk Karen Goodwin. Council President Eagan stated that a quorum was present and the meeting was brought to order.

Council President Eagan asked for a moment of silence for the terrorist attack in Paris.

Council President Eagan stated that the first item on the agenda was a report from the Golf Course Sub-Committee.

Councilman Lee distributed a summary and recommendations from the Golf Committee. Council discussed the recommendations. Councilman Eagan asked what the net savings would be from the changes at the golf course. Councilman Lee stated that the net savings would be around \$150,000. Council discussed empowering the new staff to find additional ways to save money. Council also discussed the level of tolerance for the operations at the golf course and the responsibilities of the remaining staff. Councilman Lee stated that the golf course would now be reporting to the Parks Director Todd Schmidt. Councilwoman Pagano stated that she feels that the Golf sub-committee should be kept intact and report back in 3 or 6 months. Council agreed.

Councilman Lee moved to accept the proposed changes for the golf course personnel as listed on the "Discussion Items 2016" prepared by Mr. McDaniel and attached to this document. Seconded by Henke, motion carried unanimously.

Salary Sub-Committee

Councilman Henke gave a brief overview of the committee. He stated that the committee decided not to recommend raises for department heads at this time due to the support received for Proposition S. He clarified that the two are not connected but they felt that the perception

would not be positive. He stated that no changes are being proposed at this time, however, they would revisit the subject at mid-year.

Rental Sub-Committee

Councilwoman Pagano stated that the Rental Sub-Committee met a couple of times. They have been working to streamline the code enforcement efforts. Some of the committee members took a trip to Belleville, IL to meet with them about their “Crime Free” ordinance. They are planning to have another meeting on November 24th to discuss how this can be applied to the City of Florissant. Councilman Jones stated that there was a landlord at the meeting in Belleville. He stated that the program pays for itself. Councilman Eagan asked about adjusting the fee for rental licenses. Councilwoman Pagano stated that the details are being reviewed by Mr. Hessel. Councilman Caputa asked how long Bellville has had this program in place, Councilwoman Pagano answered two years.

Councilwoman Pagano stated that the committee has no recommendations with regard to the budget at this time.

Council Budget Discussion

Council President Eagan stated that since the election was over, the Street Sub-Committee would be closed at this time.

Council President Eagan appointed a sub-committee to research and discuss the plans for the Municipal Court Building development. The committee will consist of Councilwoman Pagano as the chair, Councilman Henke and Councilman Eagan.

Mr. McDaniel began the review of the proposed budget adjustment list.

Housing Resource Center

Council discussed the proposed changes to the housing resource center as recommended by the Mayor. Councilman Lee moved to accept the proposal to remove the full time position

that is now vacant and add a part time position. Seconded by Schildroth, motion carried 7-2 with Henke and Eagan voting no.

Human Resources Department

Councilman Lee moved to accept the Mayor's recommendation to remove the part-time position of Human Resources Specialist and replace it with a Full-time Human resource specialist. Seconded by Caputa, motion carried 7-2 with Henke and Eagan voting no.

Senior Services

Councilman Caputa moved to accept the Mayor's recommendation to increase the advertising budget by adding \$1,500 to account no. 3954 "Publicity" for Senior Services. Seconded by Jones, motion carried unanimously.

Theater

Mr. McDaniel explained that the Theater Director, Gary Gaydos plans to retire. Mr. Gaydos has agreed to stay on as a contractor for three months to help the new director through the transition. The Mayor recommended adding \$3000 to the budget for consulting services. Councilman Schmidt made motion to accept the Mayor's recommendation, seconded by Lee, motion carried 7-2 with Henke and Caputa voting no.

Outdoor Pools

Council discussed the changes in seasons for the outdoor pools and the demolition and removal of the waterslide structure at Koch Pool.

Councilman Eagan moved to increase the budget for Bangert Pool by \$10,758 for wages and benefits as recommended by the administration, seconded by Caputa, motion carried unanimously.

Councilman Eagan moved to decrease the budget for Koch Park as a result of the decrease in season by 7 days by \$54,440, seconded by Lee, motion carried unanimously.

Councilman Eagan moved to increase the budget for the outdoor pools by \$20,000 to cover the demolition of the waterslide at Koch Pool, seconded by Caputa, motion carried unanimously.

Golf Course

Councilman Henke moved to add \$6840 to Account no. 0610/0613 Golf Wages and benefits for the balance of accrued vacation paid off in December for the General Manager and Asst. General Manager positions, seconded by Schildroth, motion carried unanimously.

Councilwoman Pagano moved to reduce the golf course uniform allowance by \$500, seconded by Henke, motion carried unanimously.

Councilwoman Pagano moved to reduce the merchandise account by \$500 as recommended by the administration due to a duplication in the budget, seconded by Caputa, motion carried unanimously.

Councilwoman Pagano moved to decrease the budget for pro shop merchandise by \$1,125 as recommended, seconded by Siam, motion carried unanimously.

Councilman Eagan moved to increase the pro-shop revenue by \$7,500 as recommended by the general manager, seconded by Pagano, motion carried unanimously.

Councilman Caputa moved to reduce the Golf Travel Budget account no. 0642 by \$1,500 as recommended, seconded by Schildroth, motion carried unanimously.

Councilwoman Pagano moved to reduce the amount budgeted for oscillating fans by \$8,800 as recommended by staff, seconded by Henke, motion carried unanimously.

Public Works

Council discussed the request for \$3,400 for uniforms for the clerical staff in the Public Works Department. After significant discussion, Council directed the City Clerk to research the cost of providing shirts for City Hall staff.

Council took a 10 minute break.

Council resumed and briefly discussed the Streets Sub-Committee and it was decided that the committee would remain open.

Police Department

Councilman Lee moved to increase the Community Outreach budget by \$4,000 in account no. 4942, seconded by Schildroth, motion carried unanimously.

Capital Improvement Fund

Councilman Henke moved to reduce the revenue from Grants and Reimbursement in account no. 0350 as recommended by staff, seconded by Schmidt, motion carried unanimously.

Park Improvement Fund

Councilman Eagan moved to increase the amount for budget acct. 0961 for funding for the Korean War Monument and an increase in Miscellaneous Revenue to reflect anticipated grant funds for the Korean War Monument. Seconded by Jones, motion carried unanimously.

Full Time Job Classifications

Council discussed the Superintendent of Health position. Councilman Lee moved to eliminate the Superintendent position in the proposed budget and restore the Foreman Position, seconded by Schildroth, motion carried 7-2 with Eagan and Henke voting no.

Councilman Lee moved to remove the increase for the IT Support Tech, seconded by Caputa, motion carried 5-3 with Schmidt, Eagan, Caputa and Henke voting no.

Councilman Henke moved to remove the Full time position of Human Resources Specialist from the proposed budget and restore the Part time position, seconded by Jones motion fails 6-3 with Schmidt, Pagano, Eagan, Caputa, Lee and Schildroth voting no.

Councilman Lee moved to eliminate all additional positions in the proposed budget for the Public Works Department, this item to be revisited in 6 months, seconded by Schmidt, motion carried unanimously.

Councilman Lee moved to add a summer intern position for the Engineering Department as recommended, seconded by Schmidt, motion carried unanimously.

Park Improvement Fund

Councilman Lee moved to move all part time maintenance workers from the Park Improvement Fund to the General fund. Council discussed the history of the use of the Park Improvement fund. Seconded by Caputa, motion carries 7-2 with Eagan and Henke voting no.

Councilman Lee moved to add \$35,000 to election expenses to cover an anticipated election for the vehicle tax in April of 2016. Seconded by Pagano, motion carried unanimously.

Councilman Jones discussed some of the issues with pools and potential maintenance issues. They will be working on an estimate to bring back to the Council.

Councilman Henke mentioned the Bockraith Wiese House noting that they may have someone who would want to take over the house.

There being no further discussion, Councilman Henke moved to adjourn the meeting, seconded by Jones, meeting adjourned at 9:11 pm.

Karen Goodwin
City Clerk

227 North Western Avenue
Macomb, IL 61455
November 6, 2015

Florissant City Council and Mayor
955 Rue St. Francois
Florissant, MO 63031

To the Florissant City Council and Honorable Mayor:

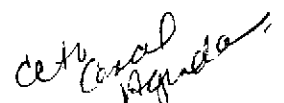
You probably noticed that I don't have a local address so, I will introduce myself so that you don't think I'm an outsider with no real interest in Florissant. I grew up in neighboring Ferguson and my mom was raised in Florissant with local ancestry dating back to the 1700s. Her father owned a business in Florissant for many years (Schroeder's Tavern, now known as Henke's). I attended McCluer High and my family spent time in Florissant visiting relatives and shopping local businesses. Several times a year I still visit relatives in Ferguson and we never fail to go to Florissant to visit our family historical sites, and (still) shop local businesses. In other words, although I don't currently live in Florissant, I have strong emotional ties to the town and even hope to be able to retire there some day!

I'm writing because I understand Florissant has enacted Breed Specific Legislation ("BSL"). The Staffordshire Terrier, also known as Pit Bull, is the breed in this case so, that means this breed of dog is not allowed in city limits. I encourage Florissant to remove this restriction and hope the information I give will assure you that doing so is in the best interest of the town, community and the dogs themselves.

I've sent many enclosures and the easiest reading is probably the article: "Six More States May Outlaw Breed-Specific Legislation, Making Everything Better for Pit Bulls" by Arin Greenwood from the February, 2014, Huffington Post. He states, *"Opposition to BSL comes from sources as diverse as the American Bar Association, animal rescue groups, the Center for Disease Control and even President Barack Obama who said in August [2013] that the laws are largely ineffective while doing nothing to improve public safety, and are often a 'waste of public resources.'*" Greenwood also notes that BSL is *"...forcing people to choose between their pets and their homes."* This statement is true: I know of one long-time Florissant resident who recently had to make that choice. The individual moved to neighboring Hazelwood where there is no BSL. It should be noted that this person took with them many tax and consumer dollars, and a large portion of good will that would have benefitted Florissant.

Below I have taken excerpts from the enclosed articles (and high-lighted these in the articles themselves) to show:

1. This type of legislation does not lessen the chance of dog bites in a community
2. Determining breed is extremely difficult which makes it almost impossible to outlaw the targeted breed



3. Breed Specific Legislation is difficult if not impossible to uphold in a court of law
4. One breed of dog is not more likely than another to bite
5. Staffordshire terriers do not live up to the misconceptions of the breed
6. Responsible Ownership is key to keeping a community safe from dog bites

For #1: Breed Specific Legislation doesn't lessen dog bites. In the paper "Dog Bites: Problems and Solutions – A Policy Paper," by Janis Bradley of the Animals & Society institute, Bradley presents evidence of factors that are more prevalent than a dog's breed in dog bite cases. And, on pages 13 & 14, she gives examples of organizations who recognize the ineffectiveness of BSL on reducing dog bites including, *"...Centers for Disease Control, the American Veterinary Medical Association, National Animal Control Association, and the American Bar Association, all of which have affirmed the long-standing positions of all the major national animal welfare organizations."*

She also states:

"As a result of the considerable cumulative data demonstrating the ineffectiveness of this approach, the institution and continuation of breed-specific legislation (BSL) is quickly decreasing; municipalities have been rejecting and repealing BSL much more often than they are enacting it."

And as an example of the last statement:

"The Netherlands repealed its 15-year "pit bull" ban in 2008, having concluded that it had done nothing to reduce dog bites. Denver, Colorado, continues to record a higher rate of hospitalizations from dog bite-related injuries since it enacted a breed ban in 1989 than do breed-neutral Colorado counties."

For #2: Difficulty determining breed. From the article, "A Community Approach to Dog Bite Prevention" in the Journal of the American Veterinary Medical Association, it states on pages 1736-7:

"Breed-specific ordinances imply that there is an objective method of determining the breed of a particular dog, when in fact, there is not at this time." And: "...breed is often identified by individuals who are not familiar with breed characteristics and who commonly identify dogs of mixed ancestry as if they were purebreds."

The article also notes that some towns have tried to create a description of a breed the ordinance is intended for. But these are *"...usually vague, rely on subjective visual observation, and result in many more dogs than those of the intended breed being subject to the restrictions of the ordinance."*

In summary, there is no way to know a dog's breed by strictly visual means, the only way to know for certain is a DNA test that most owners can't afford or feel no need to do.

For #3: Breed Specific Legislation is difficult/impossible to uphold in a court of law. Considering that law enforcement does not have scientific means for determining breed that can withstand a legal challenge is important because if a dog owner were to bring a legal challenge against a town for this legislation, the ordinance would not stand up in court and could be very costly to the town in legal fees.

An explanation for this is given on page 1737 of the JAVMA article:

"Breed-specific ordinances, however, raise constitutional questions concerning dog owners' fourteenth amendment rights of due process and equal protection. When a specific breed of dog is selected for control, two constitutional questions are raised: first, because all types of dogs may inflict injury to people and property, ordinances addressing only one breed of dog appear to be underinclusive and, therefore, violate owners' equal protection rights; and second, because identification of a dog's breed with the certainty necessary to impose sanctions on the dog's owner is impossible, such ordinances have been considered unconstitutionally vague and, therefore, to violate due process."

As stated, lawsuits are costly. Another loss of revenue occurs when owners of these breeds move away, no longer providing taxes or supporting local business. This effect is magnified by their relatives and friends who often choose to boycott business in that town.

For #4: Is one dog breed more likely to bite than another? The answer is "no." The National Canine Research Council states on page 2 of their paper, "National Canine Research Council Preliminary 2013 Update on Dog Bite-Related Fatalities,": *"In December 2013, JAVMA [Journal of the American Veterinary Medical Association] published the most comprehensive multifactorial study of DBRFs [dog bite related fatalities] to be completed since the subject was first studied in the 1970's. ... The study, as had DBRF studies published previously, found no evidence that one kind of dog is more likely to injure a human being than another kind of dog."*

For #5: Staffordshire terriers do not live up to their misconceptions. Below are results of temperament testing for Staffordshire terriers and how they compare to dozens of other breeds. I only included the page with Staffordshire results. As mentioned above, breeds are not accurately identified unless by DNA testing and it's probable that not all the dogs tested as Staffordshire terriers had their breed confirmed by such testing. It's more likely they were identified the same way as when filling out a city's typical dog license form: by visual means or the word of the person they purchased the dog from. But, these results

give a good indication of the temperament of dogs likely to be identified as Staffordshire terriers and who would be the target of Breed Specific Legislation. These tests are ongoing and complete results can be found at:

<http://atts.org/breed-statistics/>



American Temperament Test Society, Inc.

"A sound mind in a sound body"

Home | About ATTS | Test Locations | Test Procedures | Test Results | Breed Statistics | Contact Us | Privacy Policy

Search | 2012-2013

American Temperament Test Society, Inc.

Please BEWARE! ATTS tests are NEVER offered to individual dogs at the owner's home. If someone approaches you to test your dog at home, this person is NOT associated with ATTS. ALL official ATTS tests are sponsored by recognized dog clubs and organizations and are listed on the ATTS website. Please contact ATTS for more information if you are unsure if an event or individual is legitimately associated with our organization.

Welcome to the website of the American Temperament Test Society, Inc. (ATTS). We hope that you will be able to find the answers here to many of your questions about our organization and the TT (Temperament Tested) title for dogs.

Test listings last updated 8/28/2015

2012-2013 Breed Statistics updated 2/19/2013

ADDRESS

American Temperament Test Society, Inc.

P.O. Box 691279

Houston, TX 77269

PHONE
ATTS Operations: 832-982-2887

Email: info@atts.org

Breed Name	Total # tested	Passed	Failed	Percentage
SCOTTISH DEERHOUND	34	29	5	85.3%
SCOTTISH TERRIER	33	21	12	63.6%
SEALYHAM TERRIER	1	1	0	100.0%
SHEPHERD SHEEPDOG	502	343	159	68.3%
SHIBA INU	26	17	9	65.4%
SHIH TZU		35	10	77.8%
SHILOH SHEPHERD	25	20	5	80.0%
SIBERIAN HUSKY	299	260	39	87.0%
SILKEN WINDHOUND	3	3	0	100.0%
SILKY TERRIER	19	14	5	73.7%
SKYE TERRIER	8	3	5	37.5%
SLOUGHI	1	1	0	100.0%
SMOOTH FOX TERRIER	56	43	13	76.8%
SOFT COATED WHEATEN TERRIER	37	27	10	73.0%
SPINONE ITALIANO	6	3	3	50.0%
STAFFORDSHIRE BULL TERRIER	129	117	12	90.7%
STANDARD POODLE	253	219	34	86.6%
STANDARD SCHNAUZER	67	47	20	70.1%
SUSSEX SPANIEL	4	4	0	100.0%
SWEDISH VALLHUND	4	4	0	100.0%

For #6: Keeping a community safe through Responsible Dog Ownership. I think it's important to offer suggestions that will help Florissant deal with dogs that may be a problem. Many of the articles I enclosed show evidence of irresponsible pet ownership as a major factor in dog bites. Since Breed Specific Legislation does not work to deal with that problem, the more successful approach is to encourage Responsible Pet Ownership for all dogs. The American Veterinary Medical Association article is a great source for guidelines a town can use to promote responsible pet ownership, they begin on page 1739. Recommendations include educational options for promoting responsible dog ownership, responsible ownership guidelines, as well as steps a city government can take if a dog bite occurs, how to follow up on bite incidents and, identifying and regulations for dangerous animals. Also of great importance, it suggests ways to "Identify potential partners, allies, support, and funding sources" (page 1734).

I appreciate that you took time to read my letter because I think it's important to provide facts why Breed Specific Legislation is ineffective to keep a community safe and, just as important, to provide suggestions for promoting Responsible Pet Ownership. I hope one day to retire in Florissant and think it will be a better city if it no longer has Breed Specific Legislation.

Yours truly,

A handwritten signature in cursive script that reads "Rose Marie Bucher".

Rose Marie L. Bucher

CITY OF FLORISSANT

Public Hearing

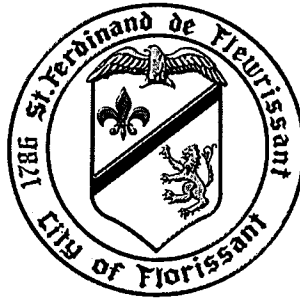


In accordance with 405.310 of the Florissant Zoning Code a Public Hearing will be held by the City Council of Florissant, MO. in the Council Chambers, 955 rue St. Francois, on Monday, October 26, 2015 at 7:30 p.m. on the following proposition:

To authorize a Special Use Permit to Amigo Food LLC, d/b/a Rubio's Fresh Mexican Grill to allow for the operation of a restaurant/grocery store for the property located at 758 S. New Florissant Road (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.

CITY OF FLORISSANT, Karen Goodwin, City Clerk

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works
314-839-7648

Application is hereby made to the Building Commissioner of the Department of Public works Office at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission

Please Print or Type The Following Information

Property Address: 758 S. NEW FLORISSANT
Property Owners Name: JOE'S SPH. LLC Phone # (314) 495 8686
Property Owners Address: 6 GARDEN LAKE WARDLAND HEIGHTS 63043
Business Owners Name: MARIA SALINAS Phone # (314) 482-8759
Business Owners Address: 7361 NAPLES DR HAZELWOOD MO 63042
DBA (Doing Business As) KUBONOB
Authorized Agents Name: MARCO FELIX CO. Name: _____
(Authorized Agent to Appear Before The Commission)
Agents Address: 7361 NAPLES DR HAZELWOOD MO 63042 Phone # (314) 548 5353
Request BUSSINES LICENSE FOR A TO GO MEXICAN
RESTAURANT AND GROCERY STORE SPECIAL USE PERMIT

State complete request (print or type only).

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

Applicant's Signature: [Signature]

Date

02/23/2015

Received by: al Receipt # 70059 OFFICE USE ONLY Amount Paid: 125.00 Date: 2/26/15

STAFF REMARKS: see staff report

DATE APPLICATION REVIEWED: 3/12/15

SIGNATURE OF STAFF WHO REVIEWED APPLICATION

COMMISSION ACTION TAKEN:

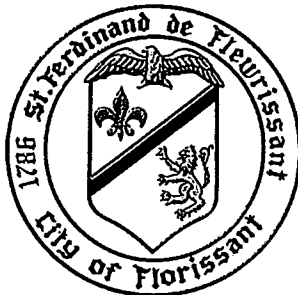
RECOMMEND DENIAL
PLANNING & ZONING
CHAIRMAN

SIGN.

[Signature]

DATE: 10-5-15

**SPECIAL USE PERMIT APPLICATION
TO THE CITY OF FLORISSANT
PLANNING AND ZONING COMMISSION**



City Of Florissant – Public Works
314-839-7648

PLANNING & ZONING ACTION

RECOMMEND DENIAL
PLANNING & ZONING

CHAIRMAN

SIGN.

DATE: 10-5-15

Council Ward 7 Zoning B-3

Initial Date Petitioner Filed 2/23/15

Building Commissioner to complete
ward, zone & date filed

SPECIAL PERMIT FOR

RUBIO'S FRESH MEXICAN GRILL

Statement of what permit is being sought. (i.e., special permit for operation of a restaurant.

AMEND SPECIAL PERMIT #-

TO ALLOW FOR

ordinance #

Statement of what the amendment is for.

LOCATION

758 S NEW FLORISSANT

Address of property.

1) Comes Now

MARIA SALINAS DBA AMIGO FOODS LLC

Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, as described on page 3 of this petition.

Legal interest in the Property)

LEASE

State legal interest in the property. (i.e., owner of property, lease.

Submit copy of deed or lease or letter of authorization from owner to seek a special use.

2) The petitioner(s) further state(s) that the property herein described is presently being used for EMPTY and that the deed restrictions for the property do not prohibit the use which would be authorized by said Permit.

3) The petitioner(s) further states (s) that they (he) (she) are submitting a detailed site plan of the proposed or existing development showing location and use of all structures, off-street parking, and all other information required by the Zoning Ordinance or determined necessary by the Building Commissioner.

4) The petitioner(s) further state(s) that (he) (she) (they) can comply with all of the requirements of the City of Florissant, including setback lines and off-street parking.

- 5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.
- 6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, List in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and / or site plans (preliminary and / or final), plan approval for sign, etc.):
- 7) The petitioner (s) state (s) the following factors and reason to justify the permit:
(If more space is needed, separate sheets may be attached)

Maria Salinas Amia Salinas 2-23-15
PRINT NAME SIGNATURE

FOR AMIAO FOODS LLC
(company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or a PARTNER. NOTE: Corporate officer is an individual named in corporate papers.

- 8) I (we) hereby certify that (indicate one of the following):

(☒) I (we) have a legal interest in the herein above described property.

(☒) I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Petitioner may assign an agent to present petition to the Commission and Council. The agent must sign the petition in below, and provide address and telephone number

SIGNATURE Amia Salinas

ADDRESS 7361 NAPLES DR HAWTHOOD MO 63042
STREET CITY STATE ZIP CODE

TELEPHONE NUMBER _____
BUSINESS

I (we) the petitioner (s) do hereby appoint MARCO FELIX as
Print name of agent.
my (our) duly authorized agent to represent me (us) in regard to this petition.

[Signature]
Petitioner or authorized agent's signature

NOTE: When the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and to make a presentation, the same individuals must also appear before the City Council at the Public Hearing to make the presentation and no one else will be permitted to make the presentation to the City Council.

IF DESCRIPTIONS OF PLATS OR SURVEYS ARE INCORRECT, OR IF THE PETITION FORM IS NOT CORRECTLY AND COMPLETELY FILLED OUT, IT WILL BE RETURNED FOR ADDITIONS OR CORRECTIONS AND WILL HAVE TO BE RE-SUBMITTED.

REQUIRED INFORMATION

Please mark an "X" in the appropriate type of operation then fill in applicable section (a), (b) or (c). Corporations are to submit copy of Missouri corporate papers with registration papers.

1) Type of Operation:
Individual LLC Partnership _____ Corporation _____

(a) If an individual:

- (1) Name and Address MIRIA SALINAS
- (2) Telephone Number 314 482 8759
- (3) Business Address 758 S NEW FLOISSANT
- (4) Date started in business _____
- (5) Name in which business is operated if different from (1) _____
- (6) If operating under a fictitious name, provide the name and date registered with the State of Missouri, and a copy of the registration.

(b) If a partnership:

- (1) Names & addresses of all partners _____
- (2) Telephone numbers 314 548 5358 / 314 482 8759
- (3) Business address _____
- (4) Name under which business is operated _____
- (5) If operating under fictitious name, provide date the name was registered with the State of Missouri, and a copy of the registration.

(c) If a corporation:

- (1) Names & addresses of all partners _____
- (2) Telephone numbers _____
- (3) Business address _____
- (4) State of Incorporation & a photocopy of incorporation papers _____
- (5) Date of Incorporation _____
- (6) Missouri Corporate Number _____
- (7) If operating under fictitious name, provide the name and date registered with the State of Missouri, and a copy of registration. _____
- (8) Name in which business is operated _____
- (9) Copy of latest Missouri Anti-Trust. (annual registration of corporate officers) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping Information.

Please fill in applicable information requested. If the property is located in a strip center, give the dimensions of your space under square footage and do not give landscaping information.

Name RUBIO'S FRESH MEXICAN GRILL

Address 758 S NEW FLORISSANT

Property Owner PAUL PATEL DBA JOES SPH LLC

Location of property 758 S NEW FLORISSANT

Dimensions of property _____

Property is presently zoned _____ Requests Rezoning To _____

Proposed Use of Property MEXICAN RESTAURANT & GROCERY STORE

Type of Sign _____ Height _____

Type of Construction _____ Number Of Stories 1

Square Footage of Building 3,050 SQFT Number of Curb Cuts _____

Number of Parking Spaces _____ Sidewalk Length _____

Landscaping: No. of Trees _____ Diameter _____

No. of Shrubs _____ Size _____

Fence: Type _____ Length _____ Height _____

PLEASE SUBMIT THE FOLLOWING:

1. Plan or drawing showing zoning of adjoining properties.
2. Plan or drawing showing location of property in relation to major streets and all adjoining properties.
3. Drawing showing measurement of tract and overall area of tract.
4. Plan or drawing showing proposed parking layout, landscaping, parking lighting and trash enclosure.
5. If Special Permit is for a sign show location of sign on plot plan.

PROVIDE LEGAL DESCRIPTION OF PROPERTY PERTAINING TO THIS PETITION

(Close legal description with acreage to the nearest tenth of an acre).

Provide a legal description of the property. If part of a shopping center list address and state part of what shopping center (i.e.: 351 N. Highway 67 part of Florissant Meadows Shopping Center). If property is a single lot, list full written legal description with bearings and distances.

PROVIDE LOCATION MAP SHOWING AREA INVOLVING THIS PETITION

Provide a drawing of a location map showing the nearest major intersection.

FAMILY DOLLAR 750 S.N.FLO	VET CLINIC	D E E H A K E
	758 S.N.F	
	RUBIO'S	

NEW FLORISSANT

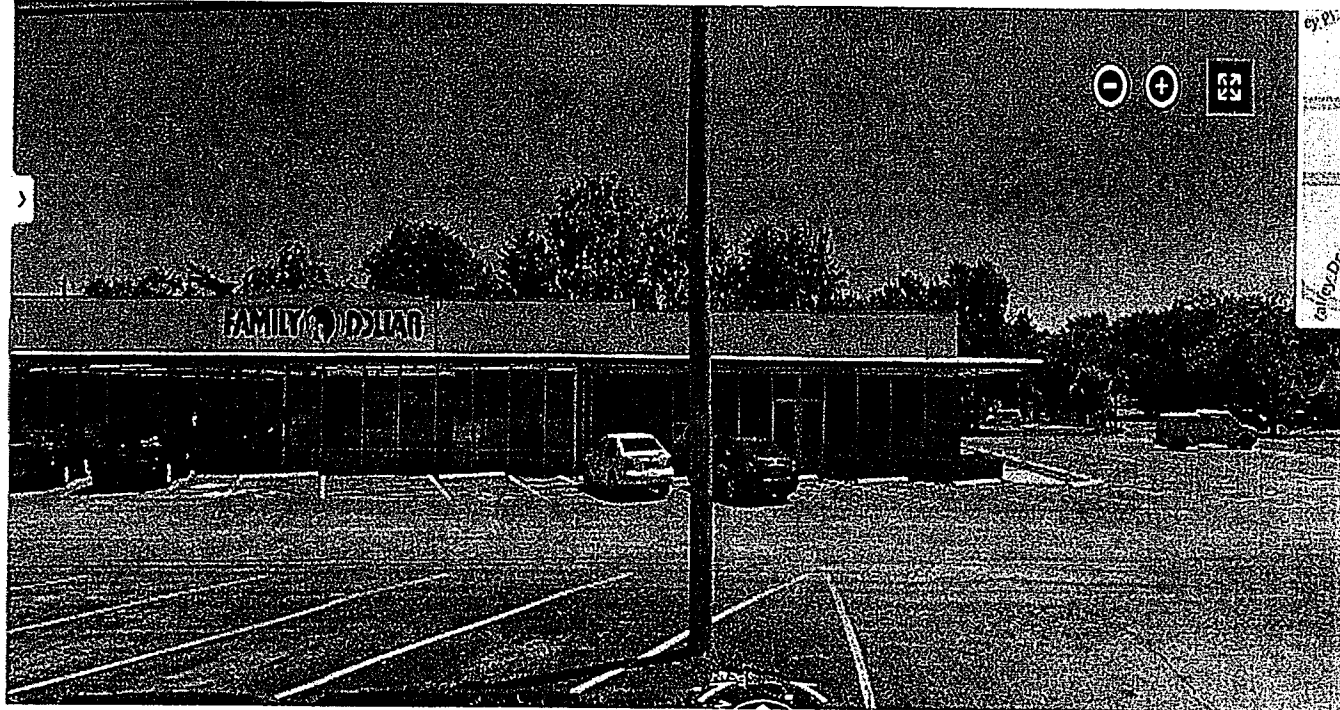
OFFICE USE ONLY

Date Application reviewed _____

STAFF REMARKS: _____

Building Commissioner or Staff Signature

Print
this
page
in

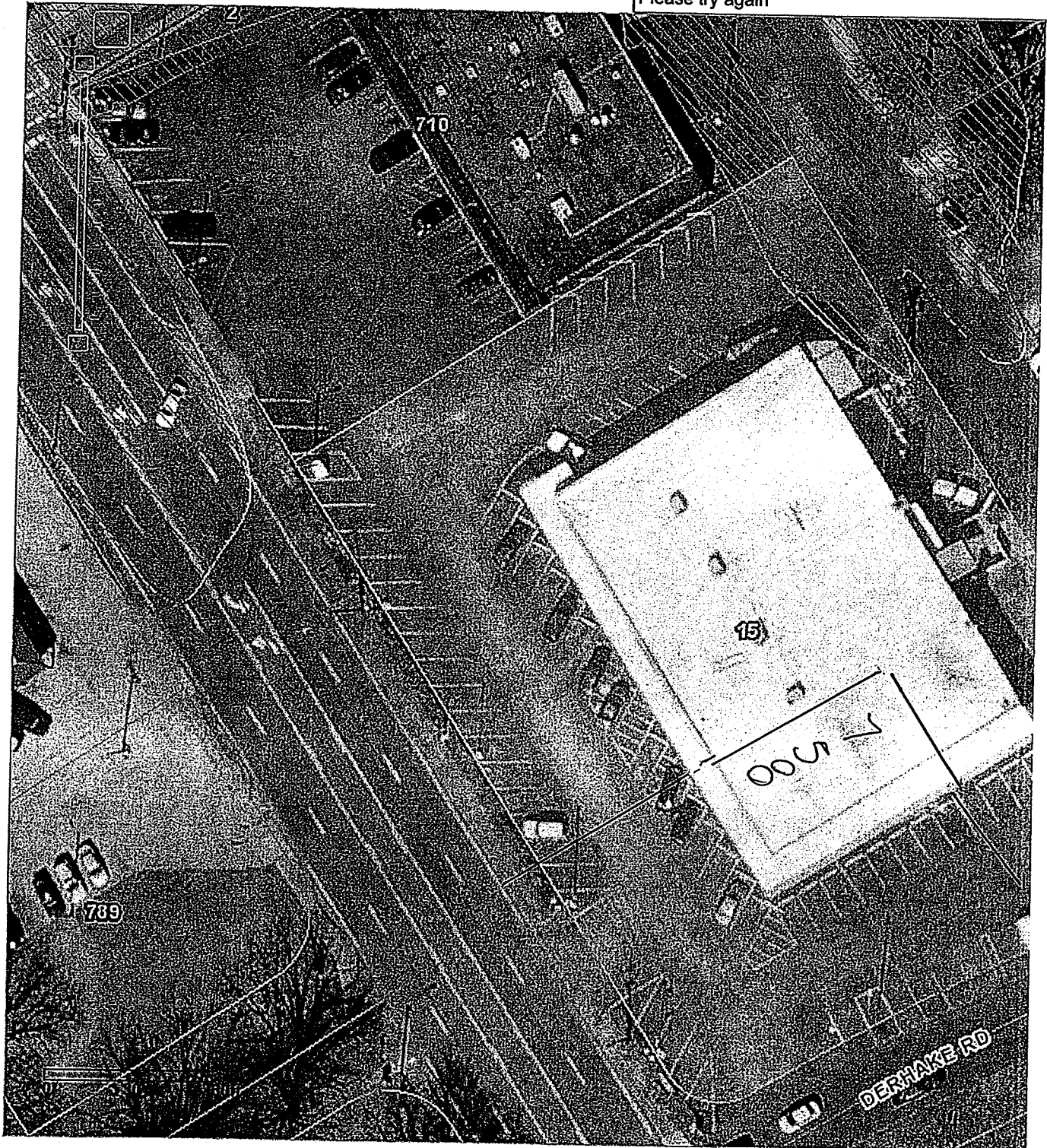




St. Louis County Parcel Viewer

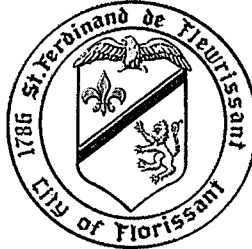
750 n new florissant 63031

Please try again



1

MEMORANDUM



2
3
4
5
6
7

CITY OF FLORISSANT

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

8 To: Planning and Zoning Commissioners Date: March 12, 2015 rev. 9/16/15

9
10 From: Philip E. Lum, AIA-Building Commissioner cc: Louis B. Jearls, Jr. P.E.-
11 Director of Public Works
12 Applicant
13 File
14

15 Subject: 758 So. New Florissant (Rubio's Fresh Mex) - Request recommended
16 approval of a Special Use, for a grocery and carry out restaurant, in a B-3
17 District.
18

19
20
21

STAFF REPORT CASE NUMBER PZ-031615-4

22 I. PROJECT DESCRIPTION:
23

24 This is a request recommended approval of a Special Use, for a grocery and carry out
25 restaurant, in a B-3 District.
26

27 II. EXISTING SITE CONDITIONS:
28

29 The existing property at 758 So. New Florissant is owned by Joes Sph LLC (Prassand
30 'Paul' Patel). The existing building was built in 1956 and a separate retail space and new
31 address at 758 was recently created when Family Dollar was constructed at 750 S. New
32 Florissant.
33

34 III. SURROUNDING PROPERTIES:
35

36 The adjacent to the tip of the property to the North is 710 So. New Florissant in a 'B-3'
37 District. The adjacent properties to the West, South and East are the street rights-of-way
38 for So. New Florissant, Derhake Road and Judith La.
39

40 IV. STAFF ANALYSIS:

The application is accompanied by a County Parcel viewer image and this proposed change. The current status of the space is vacant. Staff has the following review comments:

Signage

1. There is no sign proposal so all signs would need to conform to city code.

Code impact

2. There are a few code issues to review under the proposed changes which relate to the occupant load of the building and in-turn will affect zoning issues.
3. Occupant load based on 3050 s.f. shown on the application. **Preliminary floor plan is presented which shows check out counter by the front door and one preparation line surrounded by cases. About 1600 s.f. of retail space and 800 s.f. of storage space. There are no dine-in seating shown, therefore, only bench seating for waiting will be permitted. Any number of occupants in excess of 15 results in a need for 2 ADA restrooms for the public. Only one restroom is shown. A pathway (through the cooler?) must be shown to allow access to the restroom for public access to an ADA restroom. The occupant load is calculated as follows from table 1004.1.1 of the 2009 IBC:**

Mercantile Space: $1600/60=26$

Storage: $800/300=3$

Kitchen: $560/200=3$

Office: 1

Total Occupant Load Max.= 33

4. There is a steel side door on the building, ~~but it is not known if this is a delivery door.~~
5. **Food Service plan results in a hood which may be visible and would need a screen.**
6. Mechanical/Electrical upgrades **will require permits.**

The building exterior was previously approved by the Commission and consists of a front entry in the stone wall, aluminum and glass storefront and building canopy.

VI. STAFF RECOMMENDATIONS:

1. Elevation Changes: None assumed.
2. Signage. None proposed
3. Occupant load is 40 assumed, including staff.
4. Parking: The building contains approximately 14,500 s.f. of space and 71 parking with no landscaping. According to parking regulations for the B-3 district, 4/1000 s.f. parking are required The parking required for the building is therefore:
 - a. Retail Space $10,500/1000 \times 4=$ 40
 - b. Food Market $3.3/1000 \times 3=$ 10
 - c. Veterinarian +/- 1000 s.f.= 3
 - d. Total parking required assumed= 53

- 87 5. Since Parking exceeds the number required, the City may approach the owner to
88 consider greenspace and landscaping since the site is 100% paved.
89 6. The current zoning allows for a restaurant if a Special Use is granted by City
90 Council. If the Special Use Permit is approved, staff recommends that the
91 applicant obtain the necessary permits for remodeling.
92
93
94
95

96 **Suggested Motion for 758 S. Florissant (Rubio's Fresh Mex)**
97

98 I move to recommend approval of a Special Use for the remodeling into a grocery
99 and carry out restaurant 758 S. Florissant, with the following stipulations:
100

- 101 1. Any trash container over 90 cubic feet shall be screened and screen shall be
102 constructed compatible with the construction of the building as approved by the
103 Building Commissioner. The enclosure should have gates that are solid metal,
104 reinforced solid vinyl or metal picket type fence with pickets spaced for
105 screening.
106 2. No tables for sit-down dining.
107 3. No Alcoholic beverages sold.
108 4. **Provide 2 accessible restrooms, men and women.**
109 5. **Screen hood exhaust and any mechanical or electrical equipment from view**
110 **from the right-of-way or residentially zoned property.**
111
112

113 **PROJECT COMPLETION.**

114 Construction shall start within 60 days of the issuance of building permits, and
115 the structure shall be completed in accordance with the plans within 120 days
116 of start of construction.

117 (end of Suggested Motion)
118
119
120
121

(end report)

CITY OF FLORISSANT

Public Hearing

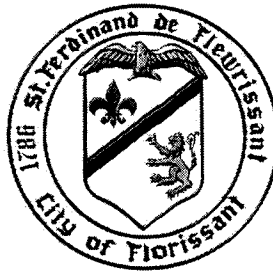


In accordance with 405.310 of the Florissant Zoning Code a Public Hearing will be held by the City Council of Florissant, MO. in the Council Chambers, 955 Rue St. Francois, on Monday, November 23, 2015 at 7:30 P.M. on the following proposition:

To authorize a Special Use Permit to Charles Lawshe d/b/a Glory to God Kingdom Fellowship Hall to allow for the operation of a child day care for the property located at 8428 N Lindbergh (legal description to govern). Citizens will have an opportunity to be heard. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.

CITY OF FLORISSANT, Karen Goodwin, City Clerk

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works 314-839-7648

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

Application is hereby made to the Building Commissioner, Department of Public Works at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission.

Please Print neatly or Type the Following Information:

Property Address: 8428 N LINDBERGH

Property Owners Name: JEFF KEEVAN Phone/email: 314 504 4384

Property Owners Address: 8400 N LINDBERGH

Business Owners Name: CHARLES LAWSHE Phone/email: 314 249 7053

Business Owners Address: 8400 N LINDBERGH glorytogo.com

DBA (Doing Business As) GLORY TO GOD KINGDOM FELLOWSHIP CHURCH

Authorized Agents Name: CHARLES LAWSHE Co. Name: _____
(Authorized Agent to Appear Before The Commission)

Agents Address: _____ Phone/email: _____

Request APPROVAL FOR ALLOWED CHURCH / day care

State complete request (print or type only).

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

Charles Lawshe
Applicant's Signature

10/19/2015
Date

Received by: d. Receipt # 591196 OFFICE USE ONLY Amount Paid: 125.00 Date: 10/19/15

STAFF REMARKS: _____

COMMISSION ACTION TAKEN:

DATE APPLICATION REVIEWED: _____

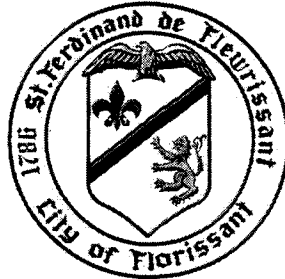
SIGNATURE OF STAFF WHO REVIEWED APPLICATION
Planning & Zoning Application
Page 1 of 1 – Revised 7/15/15

RECOMMENDED APPROVAL
PLANNING & ZONING
CHAIRMAN

SIGN

DATE: 11-2-2015

**SPECIAL USE PERMIT APPLICATION
TO THE CITY OF FLORISSANT
PLANNING AND ZONING COMMISSION**



City Of Florissant – Public Works
314-839-7648

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

PLANNING & ZONING ACTION

Council Ward _____ Zoning _____

RECOMMENDED APPROVAL
PLANNING & ZONING
CHAIRMAN

Initial Date Petitioner Filed _____
Building Commissioner to complete
ward, zone & date filed

SIGN. _____

DATE: 11-2-2015

SPECIAL PERMIT FOR CHILD DAY CARE

Statement of what permit is being sought. (i.e., special permit for operation of a restaurant).

AMEND SPECIAL PERMIT # _____ TO ALLOW FOR CHILD DAY CARE
ordinance # _____ Statement of what the amendment is for.

LOCATION 8428 N LINDBERGH
Address of property.

1) Comes Now CHARLES LAWSHE DBA GLORY TO GOD KINGDOM FELLOWSHIP HALL
Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As)

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, as described on page 3 of this petition.

Legal interest in the Property) LEASE TO BUY
State legal interest in the property. (i.e., owner of property, lease).
Submit copy of deed or lease or letter of authorization from owner to seek a special use.

2) The petitioner(s) further state(s) that the property herein described is presently being used for VACANT and that the deed restrictions for the property do not prohibit the use which would be authorized by said Permit.

3) The petitioner(s) further states (s) that they (he) (she) are submitting a detailed site plan of the proposed or existing development showing location and use of all structures, off-street parking, and all other information required by the Zoning Ordinance or determined necessary by the Building Commissioner.

- 4) The petitioner(s) further state(s) that (he) (she) (they) shall comply with all of the requirements of the City of Florissant, including setback lines and off- street parking.
- 5) The petitioner (s) further (represent (s) and warrants (s) that they (he) (she) has (have) not made any arrangement to pay any commission gratuity or consideration, directly or indirectly to any official, employee or appointee of the City of Florissant, with respect to this application.
- 6) The petitioner(s) further state (s) that the Special Use Permit is sought for the following purposes, and no other, as listed in detail, all activities sought to be covered by the permit (i.e.; operation of a business, approval of building and/or site plans (preliminary and / or final), plan approval for signage, etc.):
- 7) The petitioner (s) state (s) the following factors and reason to justify the permit:
(If more space is needed, separate sheets maybe attached)

CHARLES LAWSHE Charles W. Lawshe 314 249 7053
PRINT NAME SIGNATURE email and phone glorytogodonline@yahoo.com

FOR GLORY TO GOD KINGDOM FELLOWSHIP CHURCH
(company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership signature must be a CORPORATE OFFICER or a PARTNER. NOTE: Corporate officer is an individual named in corporate papers.

- 8) I (we) hereby certify that, as applicant (circle one of the following):

- ☒ 1. I (we) have a legal interest in the herein above described property.
2. I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Permission granted by the Petitioner assigning an agent (i.e. Architect) to present this petition in their behalf, to the Commission and/or Council. The petitioner must sign below, and provide contact information:

PRESENTOR SIGNATURE CHARLES LAWSHE Charles W. Lawshe

ADDRESS 8400 N LINDBERGH FLORISSANT MO 63033
STREET CITY STATE ZIP CODE

TELEPHONE / EMAIL 314 249 7053 / glorytogodonline@yahoo.com
BUSINESS

I (we) the petitioner (s) do hereby appoint _____ as

Print name of agent.

my (our) duly authorized agent to represent me (us) in regard to this petition.

Signature of Petitioner authorizing an agent

NOTE: When the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and to make a presentation, the same individuals must also appear before the City Council at the Public Hearing to make the presentation and no one else will be permitted to make the presentation to the City Council without authorized approval.

IF DESCRIPTIONS, PLATS OR SURVEYS ARE INACCURATE, OR IF THE PETITION APPLICATION IS NOT CORRECT OR COMPLETE, IT WILL BE RETURNED FOR ADDITIONS OR CORRECTIONS.

REQUIRED INFORMATION

Please mark an "X" in the appropriate type of operation, then fill in applicable section (a), (b) or (c).
Corporations are to submit copy of Missouri corporate papers with registration papers.

1) Type of Operation:
Individual _____ Partnership _____ Corporation X

(a) If an individual:

(1) Name and Address _____

(2) Telephone Number _____

(3) Business Address _____

(4) Date started in business _____

(5) Name in which business is operated if different from (1) _____

(6) If operating under a fictitious name, provide the name and date registered with the State of Missouri, and a copy of the registration.

(b) If a partnership:

(1) Names & addresses of all partners _____

(2) Telephone numbers _____

(3) Business address _____

(4) Name under which business is operated _____

(5) If operating under fictitious name, provide date the name was registered with the State of Missouri, and a copy of the registration.

(c) If a corporation:

(1) Names & addresses of all partners NONE

(2) Telephone numbers 314 249 7053

(3) Business address 8400 N LINDBERGH

(4) State of Incorporation & a photocopy of incorporation papers MISSOURI

(5) Date of Incorporation 2009±

(6) Missouri Corporate Number N00970489

(7) If operating under fictitious name, provide the name and date registered with the State of Missouri, and a copy of registration. GLORY TO GOD KINGDOM FELLOWSHIP CHURCH

(8) Name in which business is operated _____

(9) Copy of latest Missouri Anti-Trust. (annual registration of corporate officers) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping information.

Please fill in applicable information requested. If the property is located in a shopping center, provide the dimensions of the tenant space under square footage and landscaping information may not be required.

Name CHARLES LAWSHE DBA GLORY TO GOD KINGDOM FELLOWSHIP CHURCH

Address 8400 N LINDBERGH FLORENCE, MO 63033

Property Owner JEFF KEEVAN

Location of property 8428 N LINDBERGH

Dimensions of property 274' / 281' x 97'

Property is presently zoned B3 Requests Rezoning To SAME

Proposed Use of Property CHURCH / CHILD DAY CARE

Type of Sign POLE Height 22 FT

Type of Construction 3B Number Of Stories 1

Square Footage of Building 3630 SQ FT Number of Curb Cuts 1

Number of Parking Spaces 28 Sidewalk Length _____

Landscaping: No. of Trees _____ Diameter _____

No. of Shrubs _____ Size _____

Fence: Type NONE Length _____ Height _____

PLEASE SUBMIT THE FOLLOWING INFORMATION ON PLANS OR DRAWINGS:

1. Zoning of adjoining properties.
2. Show location of property in relation to major streets and all adjoining properties.
3. Show measurement of tract and overall area of tract.
4. Proposed parking layout and count, parking lighting.
5. Landscaping and trash screening.
5. Location, sizes and elevations of signage.

**PROVIDE LEGAL DESCRIPTION OF PROPERTY PERTAINING TO THIS
PETITION**

(Close legal description with acreage to the nearest tenth of an acre).

Provide a legal description of the property. If part of a shopping center, list address and show part of what shopping center (i.e.: 351 N. Highway 67 part of Florissant Meadows Shopping Center). If property is a single lot, list full written legal description with metes and bounds bearings and dimensions.

PROVIDE LOCATION MAP SHOWING AREA INVOLVING THIS PETITION

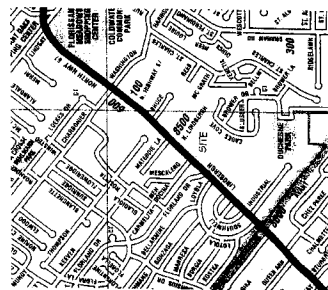
Provide a drawing of a location map showing the nearest major intersection.

OFFICE USE ONLY

Date Application reviewed _____

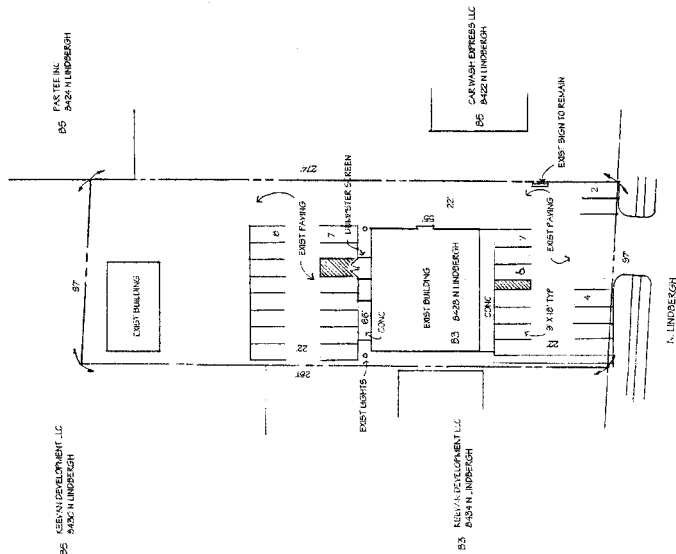
STAFF REMARKS: _____

Building Commissioner or Staff Signature

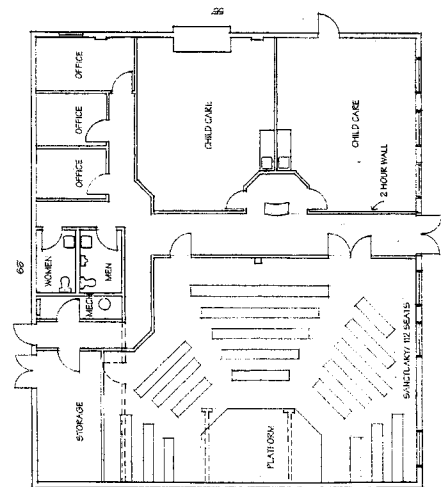


LOCATION MAP

ZONING DATA
 ADDRESS: 8420 N LINDBERGH
 LOCATION: 0266078C
 SIZE: 66,000 SQ. FT.
 ALLOWED USE: CHURCH
 SPECIAL USE: CHILD DAY CARE
 LEASE / OWNER DATA:
 GLORY TO GOD KINGDOM FELLOWSHIP CHURCH
 PASTOR CHARLES LAMME
 8420 N LINDBERGH, SUITE 4A
 FORT WORTH, TX 76116
 817-344-2875
 314-248-7055
 PARKING DATA:
 CHURCH: 12 SEATS + 25 PARKING SPACES (1 ADA)
 CHILD DAY CARE: 1500 SQ. FT. + 4 PARKING SPACES (NOT USED CONCURRENTLY)
 ADVERTISED DATA:
 PRATT PARTNERSHIP
 1500 MENARD SUITE 200
 FORT WORTH, TX 76104
 817-344-2875
 817-344-2875



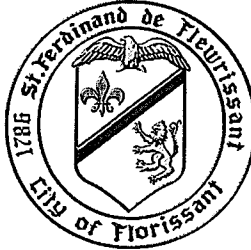
1" = 30'-0"



1/8" = 1'-0"

1

MEMORANDUM



8

9

CITY OF FLORISSANT

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14

"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."

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To: Planning and Zoning Commissioners

Date: October 27, 2015

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From: Philip E. Lum, AIA-Building Commissioner cc:

Louis B. Jearls, Jr.- P.E.
Director of Public Works
Applicant
File

Subject: Request recommended approval of a Special Use to allow for a church and Child Daycare Center (**Glory to God Kingdom Fellowship Church**) at **8428 North Lindbergh** in a 'B-3' Zoning District.

STAFF REPORT
CASE NUMBER PZ-110215-1

I. PROJECT DESCRIPTION:

This is a request for recommended approval of a Special Use to allow for a church and Child Daycare Center (**Glory to God Kingdom Fellowship Church**) at **8428 North Lindbergh** in a 'B-3' Zoning District.

II. EXISTING SITE CONDITIONS:

The existing property at 8428 North Lindbergh is located adjacent and south of Meadow Park Plaza shopping center. The main building occupied is proposed to house a single owner with multiple uses. The site is 100% paved.

There are 2 subject buildings on the property. One contains a total of 3575 square feet and an accessory structure of 1152 square feet according to records. The main building is brick with aluminum/glass storefront and canopy with signage.

40
41 The previous use for the property was for a Medical Supplies store.
42

43 **III. SURROUNDING PROPERTIES:**
44

45 The adjacent property to the South is 8422 a Car Wash in a 'B-3' District owned by Car
46 Wash Express LLC. Property to North is Meadow Park Plaza shopping center in a 'B-3'
47 District and to the East is 8430 Par-Tee also owned by Keeven Family Partnership.
48

49 **IV. STAFF ANALYSIS:**
50

51 The application is accompanied by a floor plan indicating 112 seating and 2 Day Care
52 Classrooms equaling 1500 s.f.
53

54 The building in the rear of the property of 1152 s.f. is an accessory structure used for
55 storage by the owner and is unoccupied.
56

57 Plans indicate a restroom for men and women.
58

59 The current zoning allows for a Child Daycare Center as a Special Use if granted by City
60 Council. The definition of Child Day Care Center restricts locations from being within a
61 shopping center under definitions 405.035:
62

62 **CHILD DAY CARE CENTER**

63 A facility, other than the provider's permanent residence or separate from
64 the provider's living quarters, where any person advertises or holds
65 themselves out as providing care for more than four (4) children for any
66 part of the twenty-four (24) hour day, for compensation or otherwise,
67 except those operated by a school system or in connection with a
68 business establishment as a convenience for its customers or for its
69 employees. But such facilities shall not be allowed in a "shopping center".
70

70 **SHOPPING CENTER**

71 Two (2) or more businesses located under a common roof and conducted
72 by different owners or managers.
73

74 Since the single operator of the Church and Child Day Care Center are proposed as one in
75 the same, the Special Use may be considered.
76

77 Parking: According to the proposal, there are 28 parking spaces and is required to have
78 107. Parking is evenly spaced in front and rear parking lots with a van accessible sized
79 space in the rear.
80

81 **VI. STAFF RECOMMENDATIONS:**
82

83 No playground is shown on site plan per state regulations, 700 s.f. min.
84

85
86 **Suggested Motion for a Child Daycare Center (Glory to God Kingdom**
87 **Fellowship Church) at 8428 North Lindbergh:**
88

89 I move to recommend approval to allow for a Child Daycare Center (**Glory to**
90 **God Kingdom Fellowship Church) at 8428 North Lindbergh** in a 'B-3'
91 Zoning District as depicted by the Preliminary Plans presented in the application,
92 which indicate plans for a church and Child Daycare Center, subject to
93 the regulations of the 'B-3' Extensive Business District, (and the following
94 additional requirements):
95

- 96 1. A minimum 700 s.f. playground as required by the State regulatory agency
97 shall be included with fencing and bollards @ 5' o.c. if abutting traffic or
98 within a parking area.
99 2. Landscape requirements (to be included or not included):
100 a. 3- 180 s.f. landscaped parking islands within the parking area.
101 b. 2- frontage trees.
102 c. 22 shrubs.
103 d. All landscaping along Lindbergh must meet the standard LINCOR
104 design (burning bushes and thornless honey locusts along Lindbergh,
105 per requirements of the City Engineer.
106
107

108 **PROJECT COMPLETION.**
109

110 Construction shall start within 60 days of the issuance of building permits, and
111 the structure shall be completed in accordance with the plans within 180 days
112 of start of construction.
113

1 INTRODUCED BY COUNCIL AS A WHOLE
2 NOVEMBER 23, 2015

3
4 SUBSTITUTE BILL NO. 9137

ORDINANCE NO.

5
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**
8 **DECEMBER 1, 2015 AND ENDING ON NOVEMBER 30, 2016 AND**
9 **PROVIDING FOR ITS EFFECTIVE DATE.**

10
11 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
12 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

13
14 Section 1: The Budget for the City of Florissant commencing on December 1, 2015 and
15 ending November 30, 2016, a copy of which is attached hereto and by this reference
16 incorporated herein and made a part hereof, is hereby adopted and approved.

17 Section 2: This ordinance shall become in force and effect as of December 1, 2015.

18
19 Adopted this ____ day of _____, 2015.

20
21
22 _____
23 Joseph Eagan
24 President of the Council
25 City of Florissant
26

27
28
29 Approved this ____ day of _____, 2015.

30
31
32 _____
33 Thomas P. Schneider
34 Mayor, City of Florissant

35 ATTEST:

36
37 _____
38 Karen Goodwin, MMC/MRCC
39 City Clerk
40
41

1 INTRODUCED BY COUNCIL AS A WHOLE
2 NOVEMBER 9, 2015

3
4 BILL NO. 9137

ORDINANCE NO.

5
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25 City of Florissant
26

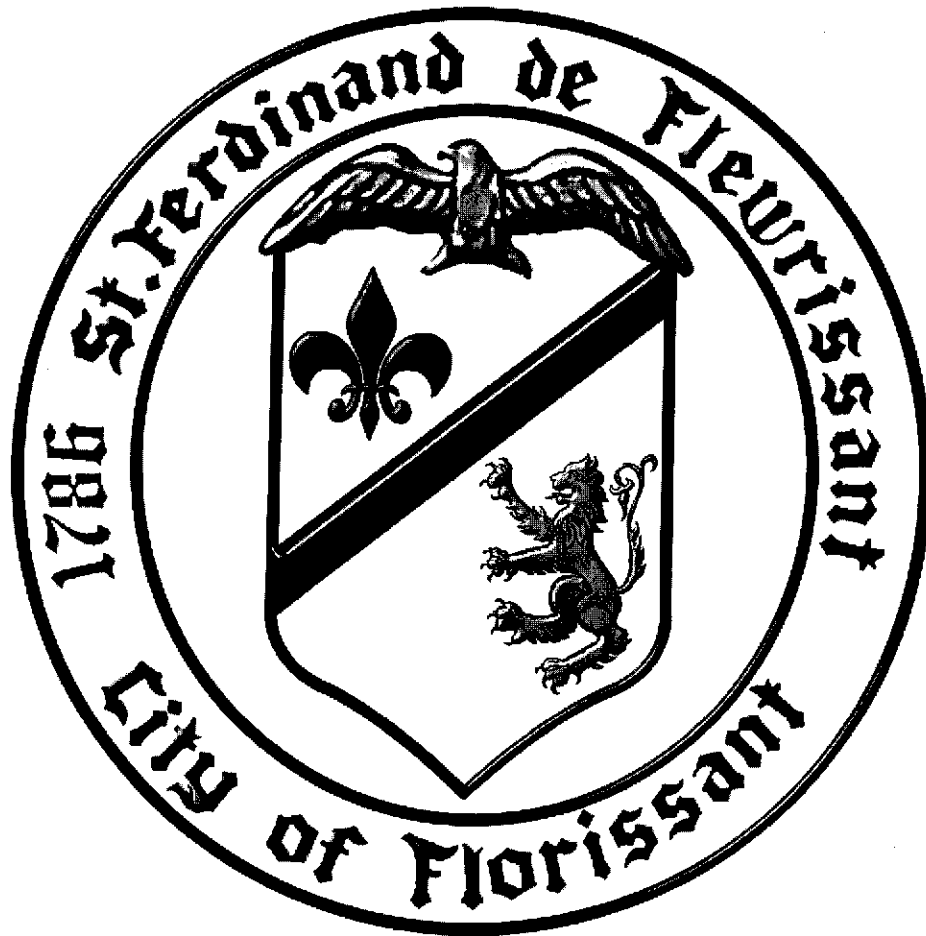
27
28
29 Approved this ____ day of _____, 2015.

30
31
32 _____
33 Thomas P. Schneider
34 Mayor, City of Florissant

35 ATTEST:

36
37 _____
38 Karen Goodwin, MMC/MRCC
39 City Clerk
40
41

City of Florissant, Missouri Adopted Budget 2015



955 rue St. Francois
Florissant, Missouri 63031
314-921-5700
www.florissantmo.com



CITY OF FLORISSANT

Honorable Thomas P. Schneider, Mayor

December 1, 2015

Honorable Mayor Schneider, Council President Eagan and members of the City Council:

The 2016 adopted budget presents a framework outlining revenues and expenditures necessary to provide the programs and services the Mayor and City Council deem necessary to the residents of the City of Florissant. The budget is not designed to establish budgetary policy or to institute departmental goals and objectives. Those objectives are best discussed and refined in forums apart from the budget document.

The budget complies in all material respects with applicable City and state statutes governing the City's budget, including Article VI, Section 6.6 of the Florissant Charter, Article VI, Section 24 of the Missouri State Constitution and Title VI, Chapter 67 of the Revised Statutes of Missouri and complies with generally accepted accounting practices for municipal budgeting. The budget is a balanced budget wherein budgeted revenue plus the estimated beginning fund balance are greater than or equal to budgeted expenditures. That is the case for all funds.

The City utilizes governmental fund accounting to organize City finances and the budget is presented in that format. In fund accounting, City finances are divided into subsets or "funds," each with its own self-balancing set of accounts which reflect estimated revenues, expenditures and fund balances. Each fund has a designated purpose and associated revenue sources. The budget provides a one year budgetary plan for the following funds:

- *General Fund:* This is the general operating fund of the City. It is used to account for all financial resources of the City except those which are restricted and required to be accounted for in another fund. The general fund includes the following departments; legislative, administration, senior services, media, municipal court, information technology, housing, culture and recreation, public safety, public works, and health.
- *Capital Improvement Fund:* This fund is used to account for the acquisition, improvement and maintenance of capital assets. The $\frac{1}{2}\%$ capital improvement sales tax, a restricted revenue source, is specifically set aside for this fund.
- *Park Improvement Fund:* This fund is used to account for the acquisition, improvement and maintenance of property, building and assets throughout the City's parks and park facilities. The $\frac{1}{2}\%$ park improvement sales tax, a restricted revenue source, is specifically set aside for this fund.

CITY HALL	POLICE DEPARTMENT	PARKS DEPARTMENT	HEALTH DEPARTMENT	MUNICIPAL COURT
955 Rue St. Francois Florissant, MO 63031 314 / 921-5700 Fax: 314 / 921-7111 TDD: 314 / 839-5142	1700 North Highway 67 Florissant, MO 63033 314 / 831-7000 Fax: 314 / 830-6045	#1 James J. Eagan Drive Florissant, MO 63033 314 / 921-4466 Fax: 314 / 839-7672	#1 St. Ferdinand Drive Florissant, MO 63031 314 / 839-7654 Fax: 314 / 839-7656	1055 Rue St. Francois Florissant, MO 63031 314 / 921-3322 Fax: 314 / 839-7663

www.florissantmo.com

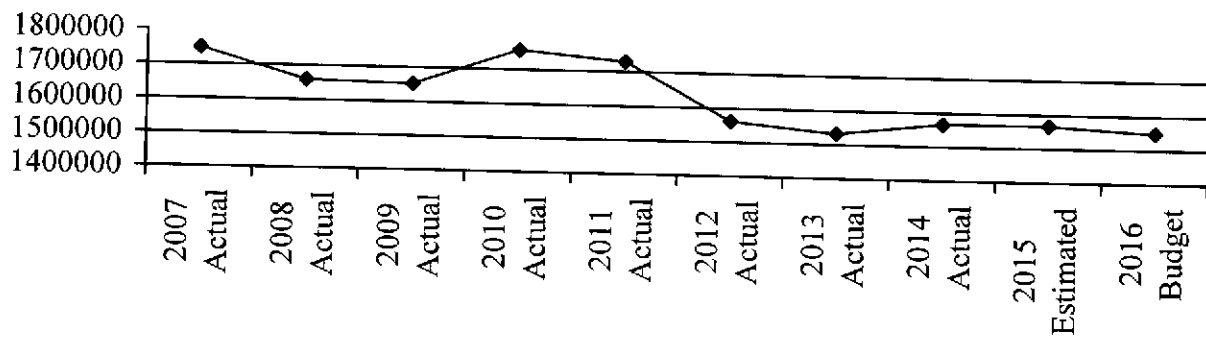
- *Sewer Lateral Fund:* This fund is used to account for special assessments utilized for the maintenance of residential sewer lateral lines within the City. A voter approved special assessment not to exceed \$50 per covered property per year is specifically set aside for this fund. The assessment rate reflected in the 2015 budget is \$28 per covered property.
- *Property Revitalization Fund:* This fund was created by the City Council in fiscal year 2014 to provide a mechanism to address issues with the local housing market.
- *Court Building Fund:* This fund was created by the City Council in 2015 to account for costs associated with the purchase of a new court building. HB 1231 as approved by the Missouri State legislature in 2014 authorized the City of Florissant to impose an additional court cost of up to \$10 for each municipal ordinance violation case filed before a Municipal Division Judge or Associate Circuit Judge. The funds can be used for the land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse. In March, 2015 the City purchased the former Dick Weber Lanes at 4575 Washington Street to be used as a new court facility.

Revenues Highlights

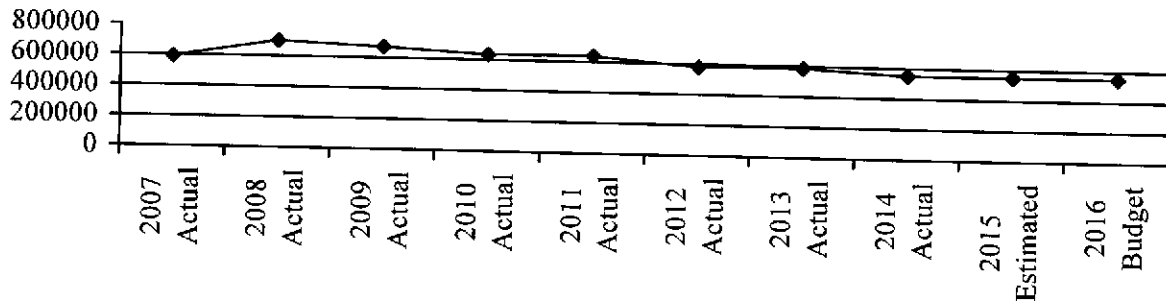
Three sources of tax revenue, the gasoline tax, sales tax and utility tax, account for 66.8% of all revenue budgeted in the general fund and 72.1% of revenue budgeted for all funds combined when the capital improvement sales tax and the park improvement sales tax are included in with total sales tax. Total budgeted revenue for the 2016 fiscal year is \$22,982,300 for the General Fund, \$3,536,662 for the Capital Improvement Fund, \$3,426,400 for the Park Improvement Fund, \$505,000 for the Sewer Lateral Fund, and \$132,000 for the Court Building Fund. Total revenue for all funds combined is \$30,582,362. General fund budgeted revenue is down \$395,700 or 1.7% from 2015. Capital Improvement fund budgeted revenue is up \$240,462 or 7.3% from 2015. \$140,462 of this is from grant revenue which can vary significantly from one year to the next. Park Improvement fund budgeted revenue is up \$15,000 or 0.4%. Park improvement sales tax is up \$275,000 while grant revenue is down \$260,000. Sewer Lateral fund budgeted revenue is unchanged.

Highlights for selected revenue sources are as follows:

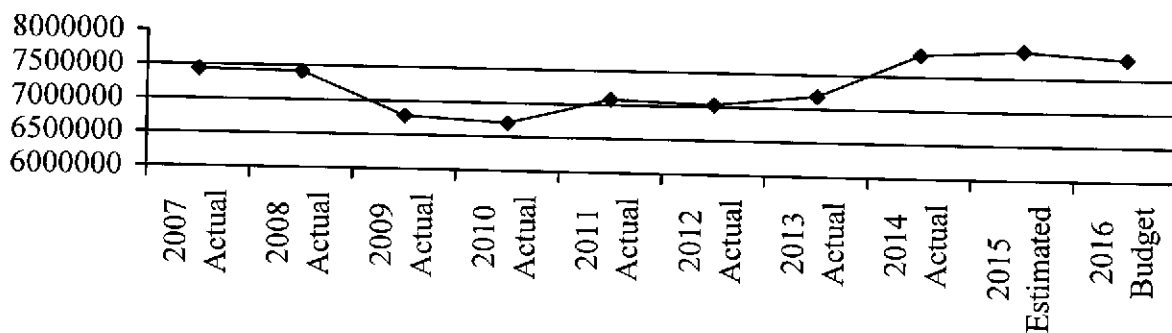
- *Gasoline Tax (Motor Vehicle Fuel Tax and Motor Vehicle Fee Increases):* The gasoline tax budget of \$1,550,000 is unchanged from the 2015 budget and represents 6.7% of total general fund budgeted revenues. The following chart shows that gasoline tax revenues peaked in 2010 and 2011. In 2012 the new census numbers went into play and revenue dropped by \$170,000. Since 2012 revenues have been relatively flat. Projections for 2016 do not reflect any significant change in this pattern.



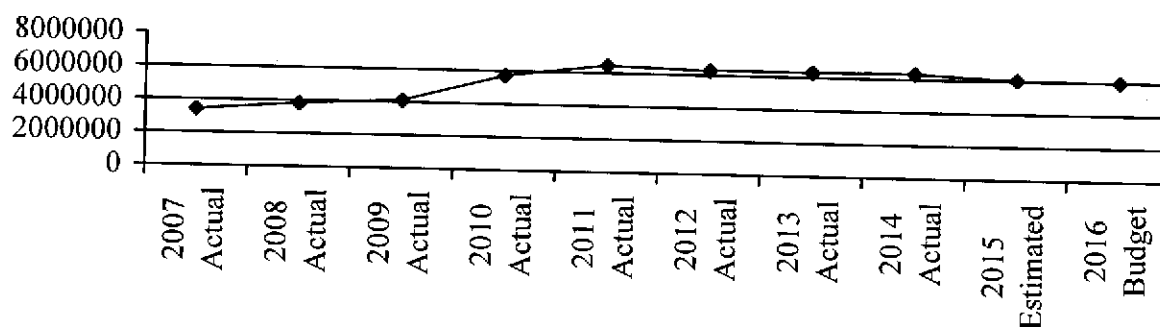
- **Road and Bridge Tax:** The road and bridge tax budget of \$550,000 is unchanged from the 2015 budget and represents 2.4% of general fund budgeted revenues. Road and bridge tax receipts follow the rise and fall of the city's overall assessed value which peaked in 2007 and has dropped 22.4% since. 2015 assessed valuations are down 1.9%. The following chart follows the history of road and bridge tax collections since 2007.



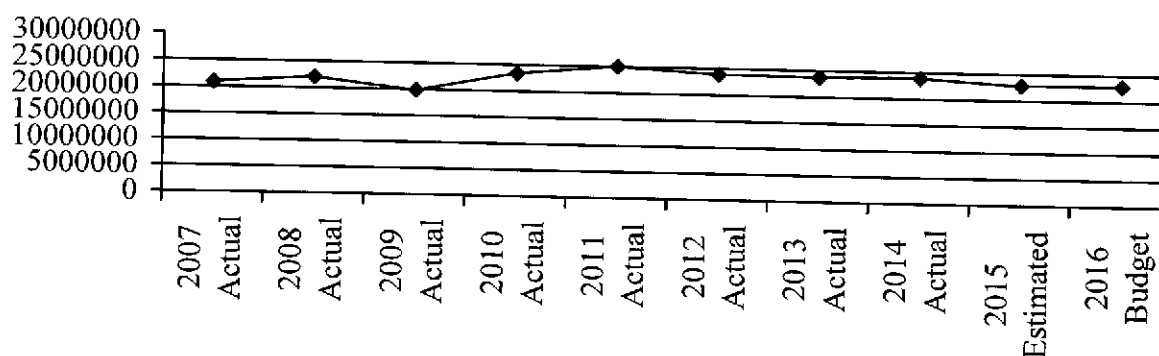
- **Sales Tax:** The sales tax budget of \$7,800,000 is up \$300,000 from the 2015 budget and represents 33.9% of the general fund revenue budget. Revenue for 2015 has been holding on to the gains from 2014 and is projected to finish at \$7,894,675. The budget for 2016 at \$7,800,000 anticipates retaining the majority of this increase but due to the track record of the sales tax room has been left for sales tax revenue to fall back slightly. The following chart shows the recent history of the sales tax which reflects a very gradual increase beginning in 2011.



- **Utility Tax:** The utility tax budget of \$6,000,000 is down \$400,000 from the 2015 budget and represents 26.1% of general fund budgeted revenues. The following chart shows the recent history of the utility tax. The significant increase in receipts between 2009 and 2010 is due to an increase in the underlying tax rate from 5% to 7%. Receipts fluctuated in the \$6,300,000 to \$6,400,000 range between 2011 and 2014. However, during this time the telephone utility license tax has steadily declined. In 2012 telephone receipts were down \$80,850. In 2013 receipts were down an additional \$134,823 followed by an additional drop of \$132,184 in 2014. 2015 is projected to drop an additional \$220,000. The total decline since 2011 is projected to be about \$567,000. This decline is now having a significant effect on combined utility tax revenue.

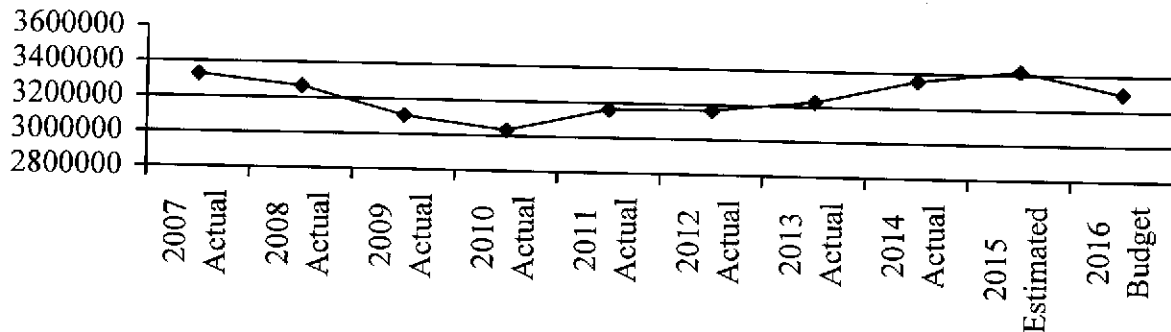


- **Total General Fund Revenue:** Total General Fund budgeted revenue of \$22,982,300 is down \$395,700 from the 2015 budget. The following chart shows the recent history of total General Fund revenues. Between 2009 and 2011 there was some revenue growth but since that time revenue has been relatively flat. The majority of growth in that time period can be attributed to the increase in utility tax receipts resulting from an increase in the tax rate from 5% to 7%.

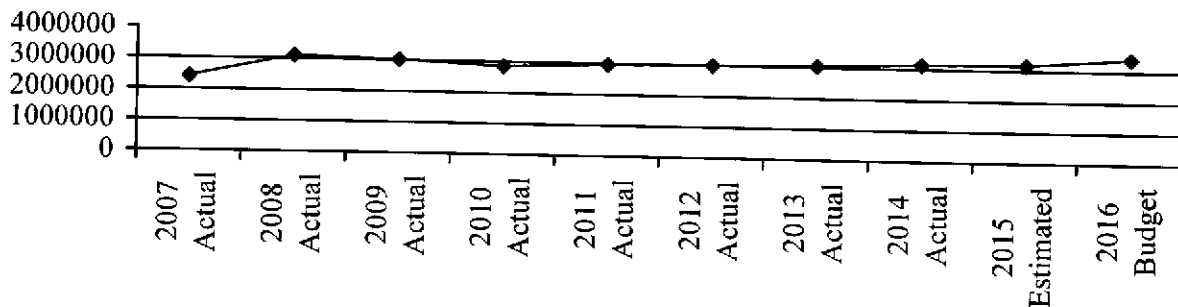


- **½% Capital Improvement Sales Tax:** The capital improvement sales tax budget of \$3,300,000 is up \$100,000 from the 2015 budget. Actual revenue for 2015 is projected to finish very strong at \$3,418,922. Should that happen, it would denote the high water mark for capital improvement sales tax receipts. The budget of \$3,300,000 reflects a conservative position due to past experience. In the past, when the capital improvement sales tax peaked,

the following year's revenue would drop back. Gains have been difficult to hold on to over time.



- **½% Park Improvement Sales Tax:** The park improvement sales tax revenue budget of \$3,400,000 is up \$275,000 from the 2015 budget. The following chart shows that tax revenues have been slowly and steadily increasing since 2010, trending right at the \$3,000,000 mark. This pattern is expected to change with the addition of the new Wal-Mart retail development at the corner of New Halls Ferry and Lindbergh which will have a significant impact on Park Improvement sales tax receipts. This sales tax is the City's only sales tax received on a point-of-sale basis rather than from a pool so a major retail development such as Wal-Mart can have a significant impact on revenue.



Expenditures Highlights

Expenditure highlights include the following:

- All full-time employees are eligible, subject to a positive merit review, to advance to the next step within their pay grade on the anniversary of their date-of-hire. Each step represents an increase of 2.0%. Those employees currently at step 15 or the top step within their pay grade will not receive any additional increase without an adjustment to the scale by the City Council. As of December 1, 2015 there will be 8 employees at step 15, 26 employees at step 14 and 19 employees at step 13.
- A 2% increase in the hourly rate for all part-time positions.

- The City pays 100% of employee medical premiums and 25% of dependent medical premiums. The budget reflects an increase of 4% for medical premiums which will take premiums to \$674.61 per month per employee (\$8,095.32 annually) and \$661.11 per month for dependent coverage. The City will pay 25% or \$165.28 per month per employee (\$1,983.36 annually) for those employees electing dependent coverage leaving the employee to pay \$495.83 per month (\$5,949.96 annually) for dependent medical coverage. The total budget allocation for medical premiums is \$2,058,682.
- \$14,810,320 of the general fund budget has been allocated for wages and \$5,046,739 for employee benefits for a total of \$19,857,059 which represents 78.6% of the general fund budget. Benefits include social security, pension, medical insurance, dental insurance, long-term disability, and life insurance. An additional \$913,159 has been allocated for wages and \$373,152 for benefits in the park improvement fund for a total of \$1,286,311 or 39.7% of the park improvement fund budget. Total wages and benefits for all funds combined is \$21,143,370.
- \$931,000 has been allocated for insurance coverage's other than medical insurance in the general fund. These include general liability, automobile liability, employment practices liability, errors and omissions liability, law enforcement liability, property and inland marine, workers compensation, flood, accident and sickness, professional liability, and pollution liability. The two most expensive insurance coverage's include general liability budgeted at \$268,000 and worker's compensation budgeted at \$475,000.
- In 2011 the City re-financed the 2003 Certificates of Participation (COPS) bonds to take advantage of historically low interest rates. The issue included \$1.5 million in new money to provide funding for HVAC improvements to City buildings, improvements to the aquatic center and upgrades to the bandstand in St. Ferdinand Park. \$328,000 is allocated in the Capital Improvement Fund and \$577,000 is allocated in the Park Improvement Fund for a total of \$905,000 to cover principal and interest payments.
- At \$10,778,648, the police department has the largest single budget in the general fund. This represents 42.7% of total general fund expenditures. There are 111 full-time employees in the police department which represents 47.7% of the City's total proposed full-time work force. An additional \$419,000 is allocated in the capital improvement fund for capital addition items for the police department which includes the purchase of ten new vehicles.
- \$530,000 is allocated in public works for street lighting. \$490,000 of this total is allocated for the monthly street light bills. \$40,000 is allocated for street light repairs and installation of new and replacement street lights.
- \$2,318,828 has been allocated in the capital improvement fund for street repairs and related activities. This includes \$850,000 for slurry seal maintenance work, \$500,000 for concrete pavement replacement work, \$300,000 for major street repairs and asphalt overlay, \$309,635 for design work, \$150,000 for sidewalk repairs, \$110,000 for street materials and supplies, and \$60,000 for bridge repair and maintenance.

- The sewer lateral fund assessment is budgeted at \$28 per covered property which is that same as the 2015 assessment and is expected to generate \$500,000 in revenue.
- \$826,900 has been allocated in the capital improvement fund for capital additions. This includes \$137,000 for computers and related software and equipment, \$489,000 for vehicles and related equipment, \$15,100 for mowers, \$86,000 for furniture and office remodeling, and \$80,800 for building repairs.
- \$475,350 has been allocated in the Park Improvement Fund for capital additions. This includes \$117,000 for vehicles and related equipment, \$30,000 for mowers, \$110,000 for new pavilions, \$17,000 to improve drainage on various fields, \$32,000 to laser level ball fields, and \$24,000 to replace backstops.

Personnel

On July 14, 2014 the City Council adopted Ordinance #8059 which provided a new wage schedule for all full-time employees. The new schedule has 14 grade levels with 15 fixed steps for each grade. Each step represents an increase of 2%. The proposed 2016 budget includes a step increase for each eligible full-time employee as of their date-of-hire. A 2% increase is proposed for all part-time positions. The following table provides information on past wage adjustments for full-time positions.

Year	Percent	Description
2005	2.0%	Across-the-board.
2006	0.0%	No wage increase.
2007	4.0%	Across-the-board.
2008	3.0%/4.0%	Across-the-board 3% for non-uniformed, 4% for uniformed.
2009	0.0%	3% one time lump sum pay adjustment.
2010	-3.0%	Across-the-board wage reduction for full-time and part-time
2011	2.0%	Wage increase on date-of-hire. New pay plan adopted.
2012	0.0%	No wage increase.
2013	2.0%/1%	2% across-the-board increase on 12/01/12 for all full-time and part-time employees. Additional 1% increase on anniversary of date-of-hire for all full-time employees.
2014	0.0%/1.0%	No wage increase initially given. New pay plan adopted July 14, 2014. 1% across-the-board increase effective 07/14/14.
2015	2.0%	Employees eligible for a 2% step increase effective on their date-of-hire.
2016	2.0%	Employees eligible for a 2% step increase effective on their date-of-hire.

The following table provides information on staffing levels for full-time positions followed by a brief explanation of changes from one year to the next.

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Information Technology	2	2	2	2	2	2	2	2	2
Housing Center	1	1	1	1	1	1	1	1	1
Senior Services	2	2	2	2	2	2	2	2	2
Administration	16	16	16	16	16	16	16	16	17
Court	5	5	5	6	6	6	6	6	6
Health	8	8	8	7	7	7	7	9	9
Theater	3	3	3	3	3	3	3	3	3
Centers	12	13	13	11	11	12	12	12	12
Parks	4	4	0	0	3	3	3	3	3
Golf Course	5	5	0	0	0	0	6	6	3
Public Works	39	39	38	40	40	40	41	45	45
Police	107	112	112	114	111	111	111	111	111
Media	2	2	2	2	2	2	2	2	2
Park Imp.	16	16	20	20	17	17	17	17	17
Sewer Lateral	<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	225	231	225	224	221	222	229	235	233

- 2009 Added 1 Custodian to the Centers; added 1 Captain, 3 Patrol Officers and 1 Clerk Typist to the Police Dept.
- 2010 Moved 4 park positions to the Park fund; outsourced 5 golf course employees to Billy Casper Golf; eliminated 1 Code Enforcement Officer from Public Works.
- 2011 Transferred 1 Clerk Typist from Police dept. to Court; eliminated the Health dept. Superintendent; eliminated the Center Ranger and 1 Recreation Specialist from the Centers; moved 1 "A" Person, 1 "B" Person, 1 Permit Inspection Clerk and .5 City Engineer from Sewer Lateral to Public Works; eliminated 1 Multi-Building Inspector from Public Works; added 2 Police Officers and 1 Service Officer under grant programs to Police dept.
- 2012 Moved 3 positions from the Park Improvement fund to the Park Department in the general fund, eliminated 2 Police Officer positions and 1 Service Officer from the Police dept. The Police Officer positions were budgeted with the hope that a federal grant would be approved which would fund these two positions. The grant was not approved and the positions were never filled. The Service Officer position was eliminated due to the expiration of a federal grant funding this position.
- 2013 Eliminated the Assistant Director of Parks and Recreation position and added a Superintendent of Recreation position and a second Recreation Specialist position.

- 2014 Eliminated the second Class "A" Foreman in Health and replaced with a Class "A" person. Deputy Building Commissioner position eliminated and replaced with a Plan Reviewer position. Add a second Building Maintenance position. Six golf course positions were returned to City control.
- 2015 Addition of 1 Class "C" Person and 1 Clerk Typist to the Health Department, 1 Civil Engineer I, 2 Multi-Building Inspectors and 1 Permit Inspection Clerk to the Public Works Department.
- 2016 Addition of a Human Resource Specialist to the Administration Department and the elimination of 3 golf course positions.

Summary

The 2016 budget provides a reasonable spending plan designed to provide a high level of programs and services to the residents of the City of Florissant as well as to address specific needs and issues facing the city over the course of the next fiscal year.

Respectfully submitted,

R. J. McDaniel

Randal J. McDaniel
Director of Finance

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

FUND SUMMARIES

	<u>Page</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
General Fund - 01					
Revenues	2	23,979,745	23,378,000	22,957,000	22,982,300
Expenditures					
Information Technology	4	201,722	218,766	354,904	352,118
Housing Resource Center	7	56,932	88,296	60,952	44,639
Legislative	9	154,308	160,760	156,535	156,535
Senior Services	11	173,200	195,884	196,517	198,017
Administrative	15	2,615,008	2,939,506	3,000,556	3,035,556
Municipal Court	20	666,385	807,394	710,266	710,266
Health	22	658,062	876,984	910,374	906,619
Recreation-Theater	26	320,463	358,132	362,344	365,344
Recreation-Centers	29	1,696,472	1,963,778	1,963,835	1,963,835
Recreation-Playground	32	120,242	141,207	151,951	151,951
Recreation-Bangert	34	147,534	177,579	174,631	185,389
Recreation-Koch Aquatic	34	272,011	308,322	306,268	251,808
Recreation-Parks	37	732,461	592,827	479,993	625,831
Recreation-Golf Course	39	1,219,701	949,068	945,834	786,607
Public Works	43	4,181,315	4,580,004	4,596,910	4,527,814
Police	48	10,388,485	10,935,318	10,776,648	10,778,648
Media	66	<u>214,798</u>	<u>215,312</u>	<u>215,064</u>	<u>215,064</u>
Total General Fund Expenditures		23,819,099	25,509,137	25,363,582	25,256,041
Capital Improvement Fund - 03	68	3,897,672	3,413,875	3,916,428	3,916,428
Park Improvement Fund - 09	76	3,447,322	3,822,834	3,348,168	3,240,287
Sewer Lateral Fund - 04	88	569,648	797,908	700,683	700,683
Property Revitalization Fund - 10	91	350,858	158,559	30,000	30,000
Court Building Fund - 14	93	0	1,170,000	252,000	252,000
Total - All Funds		32,084,599	34,872,313	33,610,861	33,395,439
Expenditure Forecast	95	Estimate of future expenditures and personnel.			

City of Florissant Operating Budget
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GENERAL FUND - REVENUES

	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
<u>TAXES</u>				
Cigarette	134,106	125,000	125,000	125,000
Gasoline	1,566,458	1,550,000	1,550,000	1,550,000
Road & Bridge Taxes	551,289	550,000	550,000	550,000
Sales Tax	7,824,297	7,500,000	7,800,000	7,800,000
Utility Tax	<u>6,348,324</u>	<u>6,400,000</u>	<u>6,000,000</u>	<u>6,000,000</u>
Total Taxes	16,424,474	16,125,000	16,025,000	16,025,000

<u>LICENSES</u>				
Business	714,185	700,000	800,000	800,000
Liquor & Other Licenses	<u>57,041</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Licenses	771,226	750,000	850,000	850,000

<u>PERMITS</u>				
Building	438,405	275,000	250,000	250,000
Minimum Housing	239,135	225,000	230,000	230,000
Signs & Other Permits	<u>42,813</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total Permits	720,353	540,000	520,000	520,000

<u>RECREATION</u>				
Green Fees	164,111	234,000	200,000	200,000
Cart Fees	165,391	266,000	220,000	220,000
Pro Shop Sales	28,158	35,000	30,000	30,000
Concession Sales and Fees	72,236	120,000	90,000	90,000
Other Miscellaneous	<u>142,546</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Golf	572,442	665,000	550,000	550,000

City of Florissant Operating Budget
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GENERAL FUND - REVENUES

	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
<u>RECREATION (CONTINUED)</u>				
Nature Lodge	13,385	10,000	15,000	15,000
Classes	86,734	90,000	90,000	0
Center Activity	0	0	0	219,500
Gym Rental	9,910	10,000	10,000	10,000
Rink	68,978	60,000	60,000	60,000
Swimming Pool-J.J.E.	113,026	100,000	100,000	65,000
Swimming Pool-Bangert	53,962	55,000	55,000	55,000
Swimming Pool-Koch	91,063	120,000	120,000	120,000
Miscellaneous J.J.E.	275,983	275,000	275,000	180,500
Playground Program	57,522	62,000	62,000	87,300
Theater	108,220	110,000	120,000	120,000
Concession Sales	<u>60,887</u>	<u>55,000</u>	<u>70,000</u>	<u>70,000</u>
Total Recreation	<u>939,670</u>	<u>947,000</u>	<u>977,000</u>	<u>1,002,300</u>
Total Golf & Recreation	1,512,112	1,612,000	1,527,000	1,552,300
<u>MISCELLANEOUS</u>				
Interest Income	12,446	10,000	10,000	10,000
Municipal Court	2,589,988	2,550,000	2,250,000	2,250,000
Other Miscellaneous	919,927	816,000	750,000	750,000
Cable TV	707,954	700,000	750,000	750,000
Senior Citizen Luncheon	25,401	25,000	25,000	25,000
Grants & Reimbursement	<u>295,864</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Total Miscellaneous	4,551,580	4,351,000	4,035,000	4,035,000
Total Budgeted Revenue	23,979,745	23,378,000	22,957,000	22,982,300
Less Total Budgeted Expenditure			<u>(25,363,582)</u>	<u>(25,256,041)</u>
Equal Revenue Over/(Under) Expenditure			(2,406,582)	(2,273,741)
Plus Estimated Beginning Fund Balance			<u>7,455,013</u>	<u>7,455,013</u>
Equal Estimated Ending Fund Balance			5,048,431	5,181,272

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

INFORMATION TECHNOLOGY DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
3610-Salaries	86,980	90,800	94,575	92,321
3613-Employees' Benefits	38,104	42,475	41,329	40,797
3621-Uniforms	0	0	300	300
3624-Telephone	0	0	120,000	120,000
3632-Office Supplies & Maint.	8,044	18,400	13,800	13,800
3633-Materials & Supplies	10,416	7,000	10,200	10,200
3642-Dues, Travel, Training	2,340	2,291	4,700	4,700
3650-Professional Services	<u>55,838</u>	<u>57,800</u>	<u>70,000</u>	<u>70,000</u>
Total	201,722	218,766	354,904	352,118

PERSONNEL SERVICES

Full-time	90,800	94,575	92,321
Part-time	0	0	0
Overtime	<u>0</u>	<u>0</u>	0
Total Personnel Services	90,800	94,575	92,321

PERSONNEL SCHEDULE

IT Manager	1.0
IT System Support Technician	1.0
Total	2.0

Full-time 2.0

Total Personnel 2.0

Full-time Equivalent (Part-time) 0.0

Information Technology Department Budget: 2016

2015 2016

Account 3610 - Salaries		
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Full-time Employees

Information Technology Manager

1 1

IT System Support Technician

1 1

Total full-time employees

2 2

Account 3621 - Uniforms		
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City logo/Uniform shirts for IT Department

0 300

0 300

Account 3624 - Telephone	Total	0	120,000
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Telephone service for all City facilities including both local and long distance calling and mobile tablet devices

0 40,000

Lease and maintenance costs for the City's Inter-Tel telephone system

0 38,000

Cellular telephone service

0 32,000

Purchase of IP phones

0 10,000

Account 3632 - Office Supplies	Total	18,400	13,800
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Miscellaneous Office Supplies and Software

2,500 2,500

Software Renewal:

Anti-Virus Protection

5,000 2,400

Jatheon Email Mail Archiving

4,500 2,500

Baracuda Web Filter

1,200 1,200

Baracuda Spam Filter

1,200 1,200

E-Gov Website/CRM Support

4,000 4,000

Account 3633 - Materials & Supplies	Total	7,000	10,200
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Equipment Repair

7,000 7,000

Yearly Maintenance and Repair for Security Cameras at City Hall and Government Building

0 3,200

Account 3642 - Dues, Travel & Training	Total	2,291	4,700
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Mileage

600 600

Training

1,000 2,000

GMIS International conference

591 2,000

Dues - GMIS International

100 100

Information Technology Department Budget: 2016

		<u>2015</u>	<u>2016</u>
Account 3650 - Professional Services	Total	57,800	70,000
Internet Access		3,200	3,500
Local Area Network- Charter Communications fiber optic connectivity at \$5,250 per month. Additional cost for increased speed to accommodate security cameras.		51,600	63,000
Outside Consultant		2,000	2,000
Network Security Audit		0	1,500
Additional cable to improve network in Public Works Department		1,000	0

Account 0361 - Capital Additions	Total	41,000	41,000
Replace computers, laptops, tablets and monitors in various departments. Approx 30 devices on 4 year replacement cycle @ 600.00 each plus monitors as needed			20,000
Replace two network switches purchased in 2008			9,000
Replace Parks & Finance servers on a 5 year replacement cycle			12,000
Prior year capital additions		41,000	0

City of Florissant Operating Budget
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HOUSING RESOURCE CENTER DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
3710-Salaries	37,003	55,510	38,842	30,274
3713-Employees' Benefits	17,489	29,136	19,660	11,915
3721-Uniforms	450	450	450	450
3732-Office Supplies & Maint.	1,000	1,000	1,000	1,000
3742-Dues, Travel, Training	<u>990</u>	<u>2,200</u>	<u>1,000</u>	<u>1,000</u>
Total	56,932	88,296	60,952	44,639

PERSONNEL SERVICES

Full-time	55,510	38,842	21,060
Part-time	0	0	9,214
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	55,510	38,842	30,274

PERSONNEL SCHEDULE

Administrative Assistant	0.5
Secretary p/t	0.4
Total	0.9

Full-time 0.5

Total Personnel 0.9

Full-time Equivalent (Part-time) 0.4

Note: 50% of the salary for one full-time Administrative Assistants and 50% of the salary for one part-time Secretary are paid out of Community Development Block Grant Funds.

Housing Resource Center Department Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 3710 - Salaries		
Full-time Employees		
Administrative Assistant - wage split with Community Development Fund	1.0	0.5
Administrative Assistant - wage split with Community Development Fund	<u>0.5</u>	<u>0.0</u>
Total full-time employees	1.5	0.5
Part-time Employees		
Secretary: 1 each x 52 weeks x 29 hours per week = 1,508 hours	0.0	0.4
50% of wage paid by Community Development Fund		
Total part-time employees	0.0	0.4
Account 3721 - Uniforms		
	Total	450
Uniform shirts for Housing Center employees	450	450
Account 3732 - Office Supplies		
	Total	1,000
Miscellaneous office supplies	1,000	1,000
Account 3742 - Dues, Travel & Training		
	Total	1,000
Mileage reimbursement	1,000	1,000

City of Florissant Operating Budget
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LEGISLATIVE DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2014</u>	<u>Budget</u> <u>2015</u>	<u>Proposed</u> <u>2016</u>	<u>Adopted</u> <u>2016</u>
3810-Salaries	105,612	105,612	105,612	105,612
3813-Legislative Benefits	28,146	28,148	23,923	23,923
3842-Dues, Travel, Training	<u>20,550</u>	<u>27,000</u>	<u>27,000</u>	<u>27,000</u>
Total	154,308	160,760	156,535	156,535

PERSONNEL SERVICES

Full-time	0	0	0
Part-time	105,612	105,612	105,612
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	105,612	105,612	105,612

PERSONNEL SCHEDULE

Councilmember's	9.0	
Total	9.0	Full-time 0.0
		Full-time Equivalent (Part-time) 0.0
Total Personnel	9.0	Elected Officials 9.0

Legislative Department Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 3810 - Salaries		
Elected Officials		
Council members	9	9

Account 3842 - Dues, Travel & Training	Total	27,000	27,000
Mailings, news letters, printing, business cards, seminars, conferences, meetings, mileage, city logo jackets and shirts, and other miscellaneous items.		27,000	27,000

City of Florissant Operating Budget
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SENIOR SERVICES DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
3910-Salaries	85,435	92,063	94,832	94,832
3913-Employees' Benefits	36,924	39,646	38,385	38,385
3921-Uniforms	0	200	200	200
3926-Utilities	4,339	6,600	6,600	6,600
3929-Bldg., Maint. & Supply	18,647	9,500	9,500	9,500
3932-Office Supplies & Maint.	1,530	2,200	2,700	2,700
3942-Dues, Travel & Training	264	500	500	500
3950-Professional Services	8,495	13,800	15,200	15,200
3951-Senior Citizen Lunches	17,566	31,375	28,600	28,600
3954-Publicity	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,500</u>
Total	173,200	195,884	196,517	198,017

PERSONNEL SERVICES

Full-time	74,525	76,045	76,045
Part-time	17,538	18,787	18,787
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	92,063	94,832	94,832

PERSONNEL SCHEDULE

Senior Citizen Coordinator	1.0	<u>Dining Center</u>	
Clerk Typist	<u>1.0</u>	Meal Helper p/t	0.7
Total	2.0	Custodian p/t	<u>0.3</u>
		Total	1.0
		Full-time	2.0
Total Personnel	3.0	Full-time Equivalent (Part-time)	1.0

Senior Services Department Proposed Budget: 2016

2015 2016

Account 3910 - Salaries			
Full-time Employees			
Senior Citizen Coordinator		1	1
Clerk Typist		<u>1</u>	<u>1</u>
Total full-time employees		2	2
Part-time Employees			
Part-Time Meal Helper: 2 x 12.5 hrs/week x 52 weeks	hours	1,300	1,300
Part-Time Meal Helper: trips, 2 x 10 trips x 6 hours per trip	hours	120	120
Custodian: 1 x 10 hrs/week x 52 weeks	hours	<u>520</u>	<u>520</u>
Total part-time hours		1,940	1,940

Account 3921 - Uniforms			
	Total	200	200
Uniform shirts for Dining Center Employees		200	200

Account 3926 - Utilities			
	Total	6,600	6,600
Sewer		900	900
Ameren		2,400	2,400
Water		260	260
Laclede Gas		2,500	2,500
Trash		540	540

Account 3929 - Building, Maintenance & Supplies			
	Total	9,500	9,500
Pest Control (\$600) & Termite Protections (\$100) at Dining Center		700	700
Window Restoration on windows in Dining Center		2,500	0
Door Replacement		0	2,500
Regular Maintenance - Dining Center		1,500	1,500
Janitorial Supplies for Dining Center - cleaning supplies, batteries, air freshener refills, trash bags, light bulbs, etc.		700	700
Catering Supplies - Serving utensils, plates, trays, napkins, etc.		2,300	2,300
Food Purchases for Dining Center - birthday cakes, diabetic desserts, tea, coffee, lemon juice, sugar, creamer, etc.		750	750
Serving Equipment for Dining Center - tea dispenser, coffee pot, sterno, serving cart, microwave.		300	300
Mat & Mat Cleaning for Lobby & Kitchen		550	550
Decorations and Entertainment for Dining Center		200	200

Account 3932 - Office Supplies & Maintenance			
	Total	2,200	2,700
Golden Age Booklets		0	500
Office Supplies (\$700), film development (\$200), & computer supplies (\$500)		1,400	1,400
Florissant Wii League & North County Gala Expenses		100	100
Paper supplies - Golden Age Book Cover, New Years Eve Brochures, tickets, special paper for events, flyers for parties, dances, etc.		700	700

Senior Services Department Proposed Budget: 2016		<u>2015</u>	<u>2016</u>
Account 3942 - Dues, Travel, Training	Total	500	500
Mileage - in town		500	500
Account 3950 - Professional Services	Total	13,800	15,200
Speakers & Program Expenses		500	600
Trips & Tours		13,300	14,600
Account 3951 - Senior Citizen Lunches	Total	31,375	28,600
250 days Monday - Friday, approximately 22 meals per day			
150 days @ \$5.00 per meal (per contract) for the period December 2015 through			
June 2016. 100 days @ \$5.50 to reflect potential price increase from June 2016			
through November 2016.		31,375	28,600
Account 3954 - Publicity	Total	13,800	1,500
Senior citizen events and activities to be printed in the City of Florissant Parks			
and Recreation Guide		0	1,500

Senior Services Department Proposed Budget: 2016

Explanation of Funding: Funding for Senior Citizen Events and Programs are provided through the cooperation of the City of Florissant Senior Office and the Florissant Senior Commission. The Senior Coordinator attends monthly Commission Meetings and is a signatory on the Commission bank account along with three Commission members. All Commission bank statements and Commission treasury reports are kept for City review. The Senior Coordinator negotiates all contracts for bands, entertainers, speakers, and caterers which are funded out of the Commission bank account. The Senior Coordinator also plans and negotiates 6 Silver Words Club trips funded by the Silver Words Club account. In 2016, the Senior Office will plan and execute the following events: 5 Themed Parties, 5 Dances, the Mayor's Town Hall Meeting, the North County Gala, the North County Card Party, Senior Citizen Club Activities, 3 Speaking Events, the Senior Citizen Resource Fair, Dining Center Activities, and 13 Senior Citizen Trips. To defray the costs of some of the events, the Senior Office solicits donations and attendance prizes from local businesses.

Account 3951: Senior Citizen Lunches: The funds requested in the budget for Senior Citizen Lunches are reimbursed in full in Revenue Account #3480 as diners pay the full cost of their lunch.

Account 3950: Professional Services: Trips/Tours, Speakers and Program Expenses
The funds for Trips/Tours are totally reimbursed in Revenue Account #3481 as guests pay the ticket price for the Trip/Tour. All trips are based on taking 50 guests using two 25 passenger buses; however the total cost of the trip is divided by 49 paying guests which allows for the staff ticket. Listed below are the Trips/Tours planned for 2016.

<u>2016 Trips & Tours</u>		
February	History Museum/Lunch	\$1,900
	\$38 per person – tour \$10, staff \$2, lunch \$20, bus \$6	
March	Shriner's Circus/Lunch	2,000
	\$40 per person – circus \$12, staff \$2, lunch \$20, bus \$6	
May	Fox Theatre, Sound of Music/Lunch	2,900
	\$58 per person – show \$30, staff \$2, lunch \$20, bus \$6	
June	Kimmswick Strawberry Festival	500
	\$10 per person – parking \$3, staff \$1, bus \$6	
August	Theatre Production/Lunch	3,100
	\$62 per person – theatre \$35, staff \$1, lunch \$20, bus \$6	
October	Spirit of Peoria Paddlewheel/Pere Marquette/Lunch	2,300
	\$46 per person – riverboat \$20, staff \$2, lunch \$18, bus \$6	
December	Our Lady of Snows Way of Lights/Buffer & Tilles Park	<u>1,900</u>
	\$38 per person – Lights \$10, staff \$2, dinner \$20, bus \$6	
Trips & Tours Total		14,600
2016 Speaking Events & Programs – April, July and November		<u>600</u>
Total amount requested for Professional Services Account for 2016		\$15,200

City of Florissant Operating Budget
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ADMINISTRATIVE DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
4010-Salaries	932,133	962,971	994,305	994,305
4013-Employees' Benefits	367,504	397,871	397,766	397,766
4014-Residency Incentive Program	107,700	114,000	120,000	120,000
4015-Unempl. Claim Reserve	5,046	15,000	15,000	15,000
4021-Uniforms	5,009	200	0	0
4023-Postage & Printing	41,745	45,000	45,000	45,000
4031-Supplies - City Functions	0	5,500	5,500	5,500
4032-Office Supplies & Maint.	41,428	50,300	49,300	49,300
4033-Copy Equip. Rental & Supplies	42,915	46,500	46,500	46,500
4041-Mayor's Expense	9,999	10,000	10,000	10,000
4042-Travel & Training	7,848	10,057	9,300	9,300
4050-Professional Services	308,406	344,820	326,720	326,720
4053-Legal Notices & Advertising	3,929	15,000	12,000	12,000
4054-Service Awards	3,188	12,000	12,000	12,000
4055-Insurance, Fire & Liability	705,050	855,000	931,000	931,000
4056-Organization Dues	22,818	23,287	24,165	24,165
4058-Boards & Commissions	1,301	2,000	2,000	2,000
4059-Election Expense	<u>8,989</u>	<u>30,000</u>	<u>0</u>	<u>35,000</u>
Total	2,615,008	2,939,506	3,000,556	3,035,556

PERSONNEL SERVICES

Full-time	918,895	973,397	973,397
Part-time	39,076	15,908	15,908
Overtime	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Personnel Services	962,971	994,305	994,305

PERSONNEL SCHEDULE

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.0	City Clerk/Legislative Assistant	1.0
Executive Assistant to the Mayor	<u>1.0</u>	Deputy City Clerk	1.0
Total	2.0	Receptionist	1.0
<u>Finance Department</u>		Mailroom/Printing Clerk	1.0
Director of Finance	1.0	Duplicating Equipment Operator p/t	0.5
Assistant Director of Finance	1.0	Document Scanning Intern p/t	<u>0.3</u>
Accounting Clerk	4.0	Total	4.8
Cashier	<u>1.0</u>	<u>Economic Development Department</u>	
Total	7.0	Economic Dev. Coordinator	1.0
<u>Human Resources</u>		<u>Community Development Office</u>	
Director of Human Resources	1.0	Comm. Dev. Coordinator	1.0
Human Resource Specialist	<u>1.0</u>		
Total	2.0		
Total Personnel	17.8	Full-time	16.0
		Full-time Equivalent (Part-time)	0.8
		Full-time Elected Official	1.0

Administration Budget: 2016

2015 2016

Account 4010 - Salaries

Full-time Employees

Mayor	1	1
Executive Assistant to the Mayor	1	1
Director of Finance	1	1
Assistant Director of Finance	1	1
Accounting Clerk	4	4
Cashier	1	1
Director of Human Resources	1	1
Human Resource Specialist - additional position	0	1
Economic Development Coordinator	1	1
Community Development Coordinator	1	1
City Clerk/Legislative Assistant	1	1
Deputy City Clerk	1	1
Receptionist	1	1
Mailroom/Printing Clerk	<u>1</u>	<u>1</u>

Total full-time employees 16 17

Part-time Employees

Human Resource Specialist: 0 ea x 52 wks x 29 hrs/wk	hours	1,508	0
Duplicating Equipment Operator: 1 ea x 52 wks x 20 hrs/wk	hours	1,040	1,040
Intern for Document Scanning: 1 ea x 30 wks x 20 hrs/wk	hours	<u>600</u>	<u>600</u>
Total part-time hours		3,148	1,640
Overtime: Audit, Month and Year End Reports, Other	dollars	5,000	5,000

Account 4013 - Employees' Benefits

FICA, Pension, Medical, Dental, Life Insurance, Long-term disability

Account 4014 - Residency Incentive Program

Total 114,000 120,000

Program to reward city employees for choosing to live in the City of Florissant:

100 employees x \$100 per month x 12 months (96 as of July, 2015)

Account 4015 - Unemployment Claim Reserve

Total 15,000 15,000

1993 state law requires the city to pay all unemployment claims regardless of fault.

2011 \$38,594, 2012 \$6,978, 2013 \$13,439, 2014 \$5,046, 2015 \$11,278 for 3 quarters

Account 4021 - Uniforms

Total 200 0

City logo shirts for Human Resources department

200 0

Account 4023 - Postage & Printing

Total 45,000 45,000

Lease contract on postage machine and scale (\$250/mo x 12 months)	3,000	3,000
Supplies for Postage Machine	1,000	1,000
Fees for Bulk Rate Permit #65	14,500	14,500
Forms and supplies, postage supplies, ink cartridges	1,500	1,500
Postage	25,000	25,000

Administration Budget: 2016

		2015	2016
Account 4031 - Supplies - City Functions	Total	5,500	5,500
Materials & supplies for various ceremonies and receptions (flag retiring, etc.)		1,500	1,500
Miscellaneous: frames, safe repair, food, safe deposit box, Sam's Club membership (\$45), photos, pins, etc.		4,000	4,000
Account 4032 - Office Supplies & Maintenance	Total	50,300	49,300
Finance (01): \$5,000 misc. office supplies, \$500 envelopes, \$1,600 letterhead & envelopes, \$1,000 receipt forms, \$1,000 office chairs, \$1,000 toner		10,100	10,100
Software support for accounting software (includes Business License package)		29,200	29,200
City Clerk (02): Office supplies (includes microfilm)		6,500	6,500
Software support for aXs document management software		1,000	1,000
Human Resources (03): Office Supplies		1,500	1,500
Testing/ID Station - table, computer, software		1,000	0
Economic Development (04): \$500 office supplies, \$500 real estate package		1,000	1,000
Account 4033 - Copy Equipment & Supplies	Total	46,500	46,500
Monthly Copier Rental/Maintenance. Includes Public Works, Administration, Government Building, Print Room, and the Park Department.		42,300	42,300
Paper Supplies		4,200	4,200
Account 4041 - Mayor's Expense	Total	10,000	10,000
Discretionary in town expenses, Rotary, auto, travel, and misc.			
Account 4042 - Travel & Training	Total	10,057	9,300
In town expenses and out of town travel for Department Heads and staff			
Director of Finance and Purchasing (11)		3,500	3,500
Director of Human Resources (12)		1,816	1,800
City Clerk (13)		3,241	2,500
Economic Development Director (14)		1,500	1,500
Account 4050 Professional Services	Total	344,820	326,720
Audit - \$18,300 annual audit, \$1,000 GASB 45 OPEB (01)		22,000	19,300
City Attorney - \$16,000 x 12 mo. (01)		192,000	192,000
Annual maintenance fee for the city codebook (01)		2,500	2,500
Miscellaneous professional services (01)		4,000	4,000
Flexible Spending Account - exposure for un-reimbursed medical (01)		3,000	3,000
Flexible spending account fees - \$600 x 12 mo. (01)		6,600	7,200
Historic book restoration - restoring old minute and ordinance books (01)		2,500	2,500
Liquor license record checks - \$11 x 20 (01)		220	220
Legislative consulting services - Missouri legislature (01)		24,000	24,000
Employee service, recognition and cost saving suggestion awards (01)		5,000	5,000
Public Relations consultant (01)		12,000	12,000
Consulting services in relation to population distribution (01)		10,000	0

Administration Budget: 2016

	2015	2016
Liens: File and release liens and easements with St. Louis County (01)	500	500
Bank Fees - \$500 x 12 mo. (02)	12,000	6,000
Human Resources: \$2,000 drug & alcohol testing, \$5,500 new employment physicals, drug, psychological and written testing, \$3,000 hepatitis vaccinations, \$500 employee seminars and training, employee record checks \$4,500, health and wellness \$1,000 (05)	16,500	16,500
Advertising (062)	32,000	32,000
Account 4053 - Legal Notices and Advertising	Total	15,000 12,000
City Clerk - public hearing ads (50 ads at \$50 each)	2,500	2,500
Purchasing - bid ads (125 ads at \$20 each)	2,500	2,500
Human Resources - help wanted ads for full and part-time positions	10,000	7,000
Account 4054 - Service Awards	Total	12,000 12,000
\$5,000 Boards & Commissions Appreciation Dinner, \$5,000 employee service awards, \$2,000 employee appreciation event		
Account 4055 - Insurance, Fire, & Liability	Total	855,000 931,000
General Liability - general, liquor, employee benefits, law enforcement, employment practices, auto liability & physical damage, and crime.	200,000	200,000
Deductible - general liability coverage	75,000	68,000
Excess Auto Liability	38,000	40,000
Property and Inland Marine - buildings, vehicles, boiler and machinery	115,000	132,000
Workers Compensation Insurance	411,000	475,000
Flood Insurance	3,000	3,000
Accident & Sickness Policy	1,000	1,000
Pollution Liability - Fuel Storage Tanks	4,000	4,000
Public Officials Liability Bond: Mayor, Director of Finance, City Clerk	1,000	1,000
Cyber Liability	7,000	7,000
Account 4056 - Organization Dues	Total	23,287 24,165
<u>General</u>	Sub	21,100 21,625
North County, Inc. (2% standard increase every year)	8,000	8,325
Florissant Old Town Partners	50	50
Greater North County Chamber of Commerce	350	350
Missouri Municipal League	5,500	5,700
St. Louis County Municipal League	7,200	7,200
National League of Cities (\$4,500)	0	0
<u>Mayor Thomas P. Schneider</u>	Sub	540 540
Metro Mayors of St. Louis	350	350
Engineers Club of St. Louis	190	190

Administration Budget: 2016

		<u>2015</u>	<u>2016</u>
<u>Randal J. McDaniel: Director of Finance, Purchasing & Risk Mgmt.</u>	Sub	<u>742</u>	<u>760</u>
Government Finance Officers Association of the US & Canada (\$595)		0	0
Association for Financial Professionals		450	450
Missouri Association of Public Employee Retirement Systems		100	100
Government Finance Officers Association of Missouri		100	100
Florissant Valley Kiwanis		92	110
Missouri Notary Public Commission (Expires January 28, 2018)		0	0
<u>Sonya Brooks-White: Director of Personnel</u>	Sub	<u>190</u>	<u>450</u>
International Public Management Association for Human Resources (IPMA-HR)		150	150
IPMA-HR Greater St. Louis Chapter		40	0
Human Resource Management Association		0	300
<u>Karen Goodwin: City Clerk</u>	Sub	<u>465</u>	<u>490</u>
International Institute of Municipal Clerks		275	300
Missouri City Clerks & Finance Officers Association		65	65
Municipal Clerks & Finance Officers of Missouri Eastern Chapter		35	35
National Association of Parliamentarians		90	90
<u>Bob Russell: Director of Economic Development</u>	Sub	<u>250</u>	<u>300</u>
International Council of Shopping Centers		100	100
Missouri Economic Development Council		150	200
Account 4058 - Boards & Commissions	Total	2,000	2,000
Travel & expenses for boards and commissions, name plates		1,000	1,000
Subscriptions and publications		500	500
Planning & Zoning in-town training		500	500
Account 4059 - Election Expense	Total	30,000	35,000
No municipal elections scheduled for 2016. Countywide election on sales tax for out-of-state automobile sales.			35,000

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

MUNICIPAL COURT DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
4110-Salaries	451,755	536,885	504,762	504,762
4113-Employees' Benefits	133,203	154,359	131,154	131,154
4132-Office Supplies & Maint.	9,294	10,800	8,300	8,300
4142-Dues, Travel, Training	2,987	3,250	5,250	5,250
4150-Professional Service	<u>69,146</u>	<u>102,100</u>	<u>60,800</u>	<u>60,800</u>
Total	666,385	807,394	710,266	710,266

PERSONNEL SERVICES

Full-time	249,556	254,017	254,017
Part-time	287,329	250,745	250,745
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	536,885	504,762	504,762

PERSONNEL SCHEDULE

Municipal Court

Court Clerk	1.0
Assistant Court Clerk	5.0
Assistant Court Clerk p/t	0.7
Reserve Police Officer p/t	<u>0.7</u>
Total Personnel	7.4

Elected Positions

Judge 1.0

Appointed Positions

Provisional Judge

Prosecuting Attorney

Assistant Prosecuting Attorney

Public Defender

Full-time 6.0

Full-time Equivalent (Part-time) 1.4

Total Personnel 8.4

Elected Officials 1.0

Municipal Court Budget: 2015

2015 2016

Account 4110 - Salaries			
Full-time Employees			
Court Clerk		1	1
Assistant Court Clerk		<u>5</u>	<u>5</u>
	Total full-time employees	6	6
Part-time Employees			
Provisional Judge			
29 regular court sessions	court	29	29
12 trial court sessions	court	12	12
4 red light camera sessions per month x 12 months	court	48	48
12 DWR/DWS court sessions	court	12	12
4 housing court sessions	court	4	4
Prosecuting Attorney			
15 regular court sessions	court	15	15
12 trial court sessions	court	12	12
Office hours: 22.81 hours per month x 12 months	hours	274	274
Asst. Prosecuting Attorney			
18 housing court sessions	court	18	18
15 regular court sessions	court	15	15
18 trial court sessions	court	18	18
Office hours: 5.12 hours per month x 12 months	hours	61	61
Public Defender			
	hours	10	10
Reserve Police Officer (Bailiff): 1 x 29 hours x 52 weeks	hours	3,016	1,508
Assistant Court Clerk: 1 x 29 hours x 52 weeks	hours	1,508	1,508
Account 4132 - Office Supplies		Total	10,800 8,300
Printing supplies		1,500	2,000
Office machine maintenance		300	300
Office chairs		4,000	0
General office supplies		5,000	6,000
Account 4142 - Dues, Travel and Training		Total	3,250 5,250
Judges Association dues/conferences/seminar training (in-state)		2,000	2,000
Court Clerk Association dues/conferences/seminar training (in-state)		1,250	1,250
Prosecutors Association dues/conference/seminar training (in-state)		0	2,000
Account 4150 - Professional Services		Total	102,100 60,800
Maintenance support, communications and network access fees		3,200	3,200
Shared server license, interface, software maintenance		50,000	50,000
Bank fees - \$200 per month x 12 mo.		28,800	2,400
Confinement		15,000	0
Court ordered tests and expenses		1,000	1,000
Records destruction		900	900
Interpreter for the deaf as needed		200	300
Mental Health Court fees		3,000	3,000

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

HEALTH DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
4210-Salaries	423,679	547,451	569,257	566,220
4213-Employees' Benefits	130,161	191,633	187,917	187,199
4221-Uniforms & Allowance	2,794	3,600	3,600	3,600
4226-Utilities	8,579	9,800	11,000	11,000
4227-Gasoline & Oil	42,801	44,000	45,000	45,000
4229-Building & Equip.	17,041	24,000	31,600	31,600
4232-Office Supplies & Maint.	3,205	7,000	7,000	7,000
4233-Materials & Supplies	24,328	28,000	33,000	33,000
4242-Dues, Travel, Training	604	1,500	2,000	2,000
4250-Professional Service	<u>4,870</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Total	658,062	876,984	910,374	906,619

PERSONNEL SERVICES

Full-time	338,961	348,907	345,870
Part-time	188,490	192,350	192,350
Overtime	<u>20,000</u>	<u>28,000</u>	<u>28,000</u>
Total Personnel Services	547,451	569,257	566,220

PERSONNEL SCHEDULE

<u>Health Department</u>		<u>Transportation</u>	
Class "A" Foreman	1.0	FLERT Bus Driver	2.0
Class "A" Person	1.0	FLERT Bus Drivers p/t	0.9
Class "B" Person	1.0	Senior Citizen Bus Drivers p/t	<u>1.5</u>
Class "C" Person	2.0	Total	4.4
Clerk Typist	2.0		
Kennelman p/t	2.9		
Summer Laborers p/t	<u>2.5</u>		
Total	12.4		
Total Personnel 16.8		Full-time 9.0	
		Full-time Equivalent (Part-time) 7.8	

Health Department Budget: 2016

2015 2016

Account 4210 - Salaries

Full-time employees

Class "A" Foreman	1	1
Class "A" Person	1	1
Class "B" Person	1	1
Class "C" Person	2	2
Clerk Typist	2	2
FLERT Bus Driver	<u>2</u>	<u>2</u>
Total full-time employees	9	9

Part-time employees

4 ea. Part-time Kennelmen: 52 weeks @ 29 hrs/week	6,032	6,032
4 ea. Part-time Summer Help: 32 weeks @ 40 hrs/week	<u>5,120</u>	<u>5,120</u>
S/T Total hours	11,152	11,152

Flert Bus Drivers

1 ea. Part-time Bus Driver: 52 weeks @ 20 hrs/week	1,040	1,040
Weekend (Sat. & Sun.) 2 days @ 7 hrs/day x 52 weeks	<u>728</u>	<u>728</u>
S/T Total Hours	1,768	1,768

Senior Citizen Buses

Kids Summer Program: 1 man x 6 hrs. x 11 weeks = 66 MH's	66	66
Fish Program: 1 man x 2 hrs. x 7 weeks = 14 MH's	14	14
Club Meetings (Mon & Wed): 2 days x 2 men x 4 hrs x 52	832	832
Sunday Church Services: 1 man x 4 hrs x 50 weeks	200	200
Trips: 2 men x 146 trips x 7 hrs.	2,044	2,044
Valley of Flowers: 2 men x 1 days x 7 hrs.	<u>14</u>	<u>14</u>
S/T Total Hours	3,170	3,170
Total Part-time hours	16,090	16,090

Overtime Total 20,000 28,000

Court appearances, emergency Police call-outs, fire damaged structures, mosquito control and fogging, dog bite cases, storm damage events, foreclosures (clean-up junk at curb), Valley of Flowers, Fall Festival, Electronic Recycling Event, Document Shredding Event, EQC Commission, etc.

Account 4213 - Employees' Benefits

FICA, Pension, Medical, Dental, Life Insurance, Long-term disability

Acct. #01-5-42-21000 - Uniform & Safety Shoes	Total	3,600	3,600
Clothing allowance for 9 Full-time @ \$300 each		2,700	2,700
Purchase T-shirts for Part-time and Summer Help		900	900

Health Department Budget: 2016

		2015	2016
Acct. #01-5-42-26000 – Utilities	Total	9,800	11,000
Electric, natural gas, water, sewer, trash collection, phone			

Acct. #01-5-42-27000 – Health/Buses Gasoline	Total	44,000	45,000
Fuel for pickup trucks, vehicle ULV's, foggers, hand fogger, lawn mowers, walk-behinds, weed eaters, and other related equipment			
Oil for pickups, ULV's, Grizzly foggers, mowers and weed eaters			
Bus-1, Bus-2, Bus-3, Bus-4, and ADA Van-1			
Gasoline, tires, fluids, lubricants, maintenance, parts, supplies, etc.			

Acct. #01-5-42-29000 – Building Maintenance & Supplies	Total	24,000	31,600
Radio repairs and maintenance for base, mobile and walkie/talkie units			
ULV's repairs and maintenance for motors and blowers, as needed			
Weed Eaters: parts for repairs, raccoon cages as needed			
Raccoon cages as needed			
Related small equipment repairs (hoses, tubing, tune-up kits, etc.)			
Building maintenance, repairs, supplies and materials including paint, solvents, etc. Janitorial supplies and materials.			
\$4,000 - materials to build storage shed			
\$1,000 - 2 replacement chainsaws at \$500 each			
\$1,800 - 4 replacement weed eaters at \$450/each			
\$850 - 2 replacement hand-held blowers at \$425/each			
\$650 - 1 telescoping pole chain saw			
\$550 - 1 gas hedge trimmer			
\$1,200 - 1 floor buffer			
\$1,100 - 2 backpack blowers at \$550 each			

Acct. #01-5-42-32000 - Office Supplies / Printing	7,000	7,000
Printing, office supplies, forms, typewriter and adding machine, cameras, computers, printers and copy machine maintenance, operating supplies and maintenance		

Acct. #01-5-42-33000 – Materials & Supplies	Total	28,000	33,000
Anvil for ULV's mosquito fogging, flushing solvent for cleaning ULV's, Altoside or Aqua/Bac briquettes to treat stagnate water for mosquito control			
Round-Up #5 for weed control. Pine-O-Lene disinfectant for kennel area.			
Liqui-zyme Odor Eliminator, Bacterial/Enzyme Action			
Rompum, Ketaset & Meticorton chemical used in animal control			
Dog & cat food, traps, rodent cakes for baiting residential and commercial properties, creeks and sewers. Insecticide chemicals for roach, wasp spider, etc.			

Health Department Budget: 2016

		<u>2015</u>	<u>2016</u>
Acct. #01-5-42-42000 – Dues/Travel/Training	Total	1,500	2,000

Flyers, publications and office training manuals

Pesticide license renewals and animal control training certification

Mileage, trip lunches, seminars, etc.

Acct. #01-5-42-50010 – Professional Services	Total	20,000	20,000
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Rat/rodent control in creeks and resident rodent control by contractor

Veterinarian treatment of injured animals and possible court cases, as needed

Veterinarian rabies shots for new adoptions

Trash/debris/junk removal, eviction cleanup, tree/brush/vegetation removal,
grass/weed cutting on residential/commercial properties as needed ... by the City
and/or by Contractor

Educational handouts and promotions for Recycling

Animal Disposal through St. Louis County

Electronic Recycling (spring) and Shredding (fall) Events

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

RECREATION DEPARTMENT-THEATER

<u>Account</u>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
4310-Salaries	146,154	153,435	156,535	156,535
4313-Employees' Benefits	52,638	66,567	64,115	64,115
4321-Uniforms & Allowance	248	250	250	250
4329-Bldg. Maint. & Supplies	10,044	12,200	7,700	7,700
4332-Office Supplies & Maint.	11,203	12,640	12,640	12,640
4342-Dues, Travel, Training	3,793	3,800	3,800	3,800
4350-Professional Services	4,049	6,000	6,000	9,000
4352-Theater Workshop	85,776	89,690	97,154	97,154
4354-Publicity	<u>6,558</u>	<u>13,550</u>	<u>14,150</u>	<u>14,150</u>
Total	320,463	358,132	362,344	365,344

PERSONNEL SERVICES

Full-time	139,094	141,907	141,907
Part-time	14,341	14,628	14,628
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	153,435	156,535	156,535

PERSONNEL SCHEDULE

Theater Manager	1.0
Assistant Theater Manager	1.0
Administrative Assistant	1.0
Clerk Typist p/t	<u>0.7</u>
Total	3.7

Full-time 3.0

Total Personnel 3.7

Full-time Equivalent (Part-time) 0.7

FCC Theater Budget: 2016

2015 2016

Account 4310 - Salaries			
Full-time Employees			
Theater Manager		1	1
Assistant Theater Manager		1	1
Administrative Assistant		<u>1</u>	<u>1</u>
	Total full-time employees	3	3
Part-time Employees			
Clerk-Typists: 29 hrs/wk x 52 weeks x 2nd year rate	hours	1,508	1,508
	Total part-time hours	1,508	1,508

Account 4321 - Uniforms			
	Total	250	250
Dry Cleaning of sport coats		50	50
Replacement of sport coats and uniform shirts		200	200

Account 4329 - Theater Building Maintenance and Supplies			
	Total	12,200	7,700
General maintenance, repair and supplies for sound system		800	800
Bulbs, gel, light instrument repair and maintenance		3,100	3,100
Miscellaneous repair and hardware items		1,850	1,850
Light board service call contract		850	850
Floor care products		300	300
House and lobby carpet cleaning		800	800
Purchase of 12 ETC Ellipsoidal Spotlights		4,500	0

Account 4332 - Office Supplies/Printing			
	Total	12,640	12,640
Books, subscriptions, and memberships		400	400
Paper and printing		3,000	3,000
Mailing supplies		3,000	3,000
Small office supplies		1,200	1,200
ThunderTix programming fees for twelve months		5,040	5,040
Ticket stock - purchase on a two year cycle		0	0

Account 4342 - Travel & Training			
	Total	3,800	3,800
Showcase of Performing Arts for Young People - Montreal, QC		1,300	1,300
Arts Midwest Conference - Milwaukee, WI		1,300	1,300
Outside expenses for Missouri Arts Council and MACAA		500	500
Mileage for local business calls and related functions		300	300
Dues/registration - Intl. Assoc. of Performing Arts for Young People		400	400

FCC Theater Budget: 2016

		<u>2015</u>	<u>2016</u>
Account 4350 - Professional Services			
	Total	6,000	9,000
Bank fees, charge card fees, service fees - \$500 per month		6,000	6,000
Theater consultant		0	3,000
Account 4352 - Theatre Workshop			
	Total	89,690	97,154
Contemporary outdoor concerts including technical needs (Butch Wax & Hollywoods, SmashBand, Bob Kuban, etc.)		12,500	13,750
Summer playground "Creative Dramatics Workshop" and Arts Assembly Program		16,500	16,500
Thanksgiving children's special		5,000	5,000
Valley of Flowers Festival		45,000	49,000
Missouri Association of Community Arts Agencies (MACAA) membership		250	250
Matching funds: grant from the Missouri Arts Council for the Valley of Flowers Children's Arts Program		6,740	8,954
Entertainment for the Fall Festival		2,500	2,500
"Poetry Out Loud" regional competition (reimbursable)		1,200	1,200
Account 4354 - Publicity			
	Total	13,550	14,150
FCC Theatre schedules		4,200	4,200
Special PR, mailing list, box office PR		2,600	2,600
St. Louis Visitors & Convention Comm. and Arts & Education Council		450	450
Discover Florissant display ads around Metro St. Louis		1,500	1,500
Postage for four Theater mailings - Calendar of Events (3) and Valley of Flowers brochure (1) at \$1,350 per mailing		4,800	5,400
Account 096143 - Capital Additions			
	Total	6,000	2,850
Q-Lab Pro Audio software for live show control, Mac book computer with OS 10.8 wireless router and I-Pad mini 3 with 128 GB that is WIFI and cellular capable of running for same		0	2,850
Prior year capital additions		6,000	0

City of Florissant Operating Budget
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RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
4410-Salaries	1,162,723	1,314,277	1,325,534	1,325,534
4413-Employees' Benefits	253,537	296,701	285,501	285,501
4426-Utilities	<u>280,212</u>	<u>352,800</u>	<u>352,800</u>	<u>352,800</u>
Total	1,696,472	1,963,778	1,963,835	1,963,835

PERSONNEL SERVICES

Full-time	500,826	498,055	498,055
Part-time	795,451	809,479	809,479
Overtime	<u>18,000</u>	<u>18,000</u>	<u>18,000</u>
Total Personnel Services	1,314,277	1,325,534	1,325,534

PERSONNEL SCHEDULE

Superintendent of Recreation	1.0	Recreation Leaders II & III p/t	8.3
Center Director I	2.0	Receptionists p/t	5.9
Recreation Specialist	2.0	Custodians p/t	4.9
Clerk Typist	3.0	Park Rangers p/t	3.2
Custodian I	<u>4.0</u>	Rink Mgrs, Guards, Cashiers p/t	2.9
Total	12.0	JJE Pool Manager, Head Guard p/t	1.9
		JJE Pool Lifeguards p/t	4.1
		Concession Stand Manager p/t	1.0
		Concession Stand Cashiers p/t	1.5
		Instructors	
		ADA Compliance	
		Total	33.7
		Full-time	12.0
Total Personnel	45.7	Full-time Equivalent (Part-time)	33.7

Civic and Community Centers Budget: 2016

2015 2016

JJE/JFK Building Hours for the General Public
Daily (Sunday - Saturday): 8:00am - 9:00pm

Summer Hours: Memorial Day weekend to Labor Day
Monday through Friday: 8:00am - 9:00pm Saturday/Sunday: 8:00am - 5:00pm

The Community Centers will be closed to the public in observance of the following holidays:
Christmas Eve Easter Labor Day Independence Day
Christmas Day Memorial Day Thanksgiving Day New Years Day

Account 4410 - Salaries	2015	2016
Full-time Employees		
Superintendent of Recreation	1	1
Center Director I	2	2
Recreation Specialist	2	2
Clerk Typist	3	3
Custodian	4	4
Total full-time employees	12	12
Part-time Employees		
Recreation Leader III	JJE Pool Manager	Park Rangers
Recreation Leader II - Fitness Center	JJE Pool Head Guards	Instructors
Concession Managers and Cashiers	JJE Pool Lifeguards	Rink Managers
Receptionists	Custodians	Rink Guards
ADA Compliance		Rink Cashiers

Overtime: \$18,000

Recreation Leader III (Supervisors)

JJE/JFK: 2,790 hours x 2 facilities = 5,580 hours x 2nd year rate hours 5,580 5,580
Theater: 1 x 25 hours/week x 52 weeks plus 1 x 12 hours/week x 52 weeks = 1,924 hours x 2nd year rate hours 1,924 1,924

Recreation Leader II

JJE / JFK Fitness Center: 4,878 hours x 2 facilities = 9,756 hours x 2nd year rate hours 9,756 9,756

Receptionists

Customer Service Desk:

JFK: 4,500 hours x 2nd year rate hours 4,500 4,500
500 hours (special events/training) x 1st year rate hours 500 500
JJE: 6,655 x 2nd year rate (2,000 hours to fill Center Ranger hours) hours 6,655 6,655
700 hours (special events/training) x 1st year rate hours 700 700

	<u>2015</u>	<u>2016</u>
1. <u>Operating income</u>	100	100
2. <u>Operating expenses</u>	80	80
3. <u>Operating income before taxes</u>	20	20
4. <u>Taxes</u>	4	4
5. <u>Operating income after taxes</u>	16	16
6. <u>Non-operating income</u>	0	0
7. <u>Non-operating expenses</u>	0	0
8. <u>Non-operating income before taxes</u>	0	0
9. <u>Taxes</u>	0	0
10. <u>Non-operating income after taxes</u>	0	0
11. <u>Total income after taxes</u>	16	16
12. <u>Dividends</u>	0	0
13. <u>Retained earnings</u>	16	16

JJE / JFK: 3,228 hours x 2 facilities = 6,456 hours x 2 nd year rate	hours	6,456	6,456
1,750 hours (special events / training) x 2 nd year rate	hours	1,750	1,750
Theater: 2,080 hours x 2 nd year rate	hours	2,080	2,080

JFK (Rentals): 240 hours x Park Ranger Supervisor II 2 nd year rate	hours	240	240
896 hours x Park Ranger x 2 nd year rate	hours	896	896
JJE: Weekdays - 2,259 hours			
Weekends - 2,080 hours			
Special Events/Rink - 700 hours			
City Hall - 500 hours			
Total - 5,539 hours			
4,529 hours x Park Ranger x 2 nd year rate	hours	4,529	4,529
1,010 hours x Park Ranger Supervisor II 2 nd year rate	hours	1,010	1,010

Rink Managers: 1,700 hours x 2 nd year rate	hours	1,700	1,700
Rink Guards: 2,600 hours x 2 nd year rate	hours	2,600	2,600
Rink Cashiers: 1,800 hours x 2 nd year rate	hours	1,800	1,800

JJE Pool Managers: 1,560 hours x 2 nd year rate	hours	1,560	1,560
Head Guards: 2,340 hours x 2 nd year rate	hours	2,340	2,340
JJE Lifeguards: Public Sessions: 3,588 hours x LG/SI 2 nd year rate	hours	3,588	3,588
Classes/Rentals: 5,000 hours x LG 2 nd year rate	hours	5,000	5,000

Managers:	St. Ferdinand: 500 hours x 2 nd year rate	hours	500	500
	Koch: 751 hours x 2 nd year rate	hours	751	751
	Bangert: 751 hours x 2 nd year rate	hours	751	751
Cashiers:	St. Ferdinand (includes Koch Cart Attendant):			
	900 hours x 2 nd year rate	hours	900	900
	KPFAC: 1,502 hours x 2 nd year rate	hours	1,502	1,502
	Bangert: 751 hours x 2 nd year rate	hours	751	751

Instructors:	\$80,000	\$80,000
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Account 4426 - Utilities	Total	352,800	352,800
Centers		347,300	347,300
Nature Lodge		5,500	5,500

City of Florissant Operating Budget
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RECREATION DEPARTMENT - PLAYGROUND

<u>Account</u>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
4510-Salaries	111,697	131,172	141,153	141,153
4513-F.I.C.A.	<u>8,545</u>	<u>10,035</u>	<u>10,798</u>	<u>10,798</u>
Total	120,242	141,207	151,951	151,951

PERSONNEL SERVICES

Full-time	0	0	0
Part-time	131,172	141,153	141,153
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	131,172	141,153	141,153

PERSONNEL SCHEDULE

Directors p/t	0.5
Assistant Directors p/t	0.6
Playground Recreation Leaders p/t	<u>6.5</u>
Total	7.6

Total Personnel	7.6	Full-time 0.0
		Full-time Equivalent (Part-time) 7.6

Summer Playground Budget: 2016

2015 2016

Program Dates: June 6 - July 15, 2016

Program dates subject to change based on local school district schedules

The summer playground program is a six week program. There is no camp on July 4th and 5th.

Account 4510 - Part-time Seasonal

Directors

320 hours + 9 orientation hours = 329 hours

329 hours x 3 Directors = 987 hours x 2nd year rate hours 987 987

Assistant Directors

264 hours + 9 orientation hours = 273 hours

273 hours x 4 Assistant Directors = 1,092 hours x 2nd year rate hours 1,092 1,092

Playground Recreation Leaders

187.5 hours + 15 orientation & training hours = 202.5 hours

202.5 hours x 48 Playground Recreation Leaders =

9,720 hours x 2nd year rate hours 9,072 9,720

202.5 hours x 13 Playground Recreation Leaders =

2,632 hours x 1st year rate hours 2,457 2,632

Special Needs Recreation Leaders

187.5 hours + 15 orientation & training hours = 202.5 hours

202.5 hours x 2 Special Needs Recreation Leaders =

405 hours x 2nd year rate hours 378 405

“BEFORE AND AFTER CARE” PROGRAM

Monday - Friday, 7:30am - 9:00am and 3:00pm - 5:30pm, 6 weeks

Assistant Directors

120 hours x 2 Assistant Directors = 240 hours x 2nd year rate hours 240 240

Playground Recreation Leaders

120 hours x 6 Playground Recreation Leaders =

720 hours x 2nd year rate hours 720 720

Total part-time hours 14,946 15,796

The Summer Playground Program is held 9am - 3pm each weekday for a six week period.

Beginning in 2016, we will be requiring staff to arrive 15 minutes earlier (8:45am) each day, in addition to scheduling a one hour in-service staff training session each week. There is also a nine hour orientation session for the entire staff before the program begins.

City of Florissant Operating Budget
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RECREATION DEPARTMENT - BANGERT POOL

<u>Account</u>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
4610-Salaries	120,750	146,381	138,998	148,991
4613-F.I.C.A.	8,480	11,198	10,633	11,398
4626-Utilities	<u>18,304</u>	<u>20,000</u>	<u>25,000</u>	<u>25,000</u>
Total	147,534	177,579	174,631	185,389

PERSONNEL SERVICES

Full-time	0	0	0
Part-time	146,381	138,998	148,991
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	146,381	138,998	148,991

PERSONNEL SCHEDULE

Pool Manager p/t	0.4		
Head Guard p/t	0.4		
Lifeguards p/t	4.9		
Cashiers p/t	<u>0.7</u>		
Total	6.4		Full-time 0.0
Total Personnel	6.4		Full-time Equivalent (Part-time) 6.4

RECREATION DEPARTMENT - KOCH AQUATIC CENTER

<u>Account</u>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
5610-Salaries	214,997	239,965	224,123	173,533
5613-F.I.C.A.	16,388	18,357	17,145	13,275
5626-Utilities	<u>40,626</u>	<u>50,000</u>	<u>65,000</u>	<u>65,000</u>
Total	272,011	308,322	306,268	251,808

PERSONNEL SERVICES

Full-time	0	0	0
Part-time	239,965	224,123	173,533
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	239,965	224,123	173,533

PERSONNEL SCHEDULE

Pool Manager p/t	0.3		
Head Guard p/t	0.6		
Lifeguards p/t	6.3		
Cashiers p/t	<u>0.8</u>		
Total	8.0		Full-time 0.0
Total Personnel	8.0		Full-time Equivalent (Part-time) 8.0

Bangert Pool Budget: 2016

2015 2016

Pool Season: May 28 - August 7, 2016 (72 days of operation)
 Weekends Only: August 8 - September 5, 2016 (9 days of operation)
 Hours of operation: Daily 12:30 - 7:30pm Holidays 12:30 - 5:00pm
 Total Days of Operation in 2016: 81 (2015: 81 Days of Operation)

Account 4610 Salaries - Part-time Seasonal
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Pool Manager

9.5 hours x 81 days = 770 hours x 2 nd year rate	hours	770	770
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Head Guard

9.5 hours x 81 days = 770 hours x 2 nd year rate	hours	770	770
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Lifeguards

9.5 hours x 81 days = 770 hours x 11 Lifeguards = 8,470 hours

8,470 hours x Lifeguard 2 nd year rate	hours	8,470	8,470
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Cashiers (Admission)

9.5 hours x 81 days = 770 hours x 2 Cashiers = 1,540

1,540 hours x 2 nd year rate	hours	1,540	1,540
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Swim Team

4 hours x 35 days = 140 hours

140 hours x Pool Manager 2 nd year rate	hours	140	140
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4 hours x 35 days = 140 hours x 4 Lifeguards = 560 hours

560 hours x Lifeguard 2 nd year rate	hours	560	560
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Swim Team Coaches Salaries:		\$9,000	\$9,000
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Swim Lessons (youth)

2 hours x 24 days = 48 hours x 16 Lifeguards = 768 hours

768 hours x Lifeguard 2 nd year rate	hours	768	768
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Swim Lessons (adult)

1 hour x 16 days = 16 hours x 2 Lifeguards =

32 hours x 2nd year rate	hours	32	32
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Playground Swim

2 hours x 12 days = 24 hours x 11 Lifeguards = 264 hours

264 hours x Lifeguard 2 nd year rate	hours	264	264
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Total part-time hours		13,314	13,314
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Pre-season training, prep-work and post-season winterizing:		\$5,000	\$5,000
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Special events, programs and rentals:		\$2,500	\$2,500
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Account 4626 Utilities	Total	20,000	25,000
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Koch Park Family Aquatic Center Budget: 2016

2015 2016

Pool Season: June 4 - August 7, 2016 (65 days of operation)

Hours of Operation: Monday - Friday 12:00 - 6:00pm

Saturday/Sunday 12:00 - 7:00pm

Holidays 12:00 - 5:00pm

Total Days of Operation in 2016: 65 (2015: 79 Days of Operation)

Account 5610 Salaries - Part-time Seasonal
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Pool Manager

8.5 hours x 45 days = 383 hours x 2nd year rate

9.5 hours x 20 days = 190 hours x 2nd year rate

573 hours x 2nd year rate

hours	830	573
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Head Guard

8.5 hours x 45 days = 383 hours

9.5 hours x 20 days = 190 hours

573 hours x 2 Head Guards = 1,146 hours x 2nd year rate

hours	1,660	1,146
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Lifeguards

8.5 hours x 45 days = 383 hours

9.5 hours x 20 days = 190 hours

573 hours x 22 Lifeguards = 12,606 hours x 2nd year rate

hours	18,260	12,606
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Cashiers (Admissions)

8.5 hours x 45 days = 383 hours

9.5 hours x 20 days = 190 hours

573 hours x 3 Cashiers = 1,719 hours x 2nd year rate

hours	2,490	1,719
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Playground Swim

2 hours x 12 days = 24 hours x 22 Lifeguards = 528 hours

528 hours x Lifeguard 2nd year rate

hours	528	528
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Total part-time hours	23,768	16,572
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Pre-season training, prep-work and post-season winterizing:	\$7,500	\$7,500
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Special events, programs and rentals:	\$2,500	\$2,500
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Account 5626 Utilities

Total	50,000	65,000
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City of Florissant Operating Budget
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RECREATION DEPARTMENT - PARKS

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
4710-Salaries	328,543	353,453	251,438	386,220
4713-Employees' Benefits	78,641	85,174	74,355	85,411
4726-Utilities	83,013	114,200	114,200	114,200
4750-Professional Services	36,414	40,000	40,000	40,000
4761-Capital Additions	<u>205,850</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	732,461	592,827	479,993	625,831

PERSONNEL SERVICES

Full-time	163,132	167,290	171,946
Part-time	187,321	81,148	211,274
Overtime	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Personnel Services	353,453	251,438	386,220

PERSONNEL SCHEDULE

<u>Office of the Director</u>		<u>Park Rangers</u>	
Director of Parks & Recreation	1.0	Senior Park Ranger	1.0
Administrative Assistant	<u>1.0</u>	Park Rangers p/t	<u>2.8</u>
Total	2.0	Total	3.8
		<u>Part-time and Seasonal Staff</u>	
		Park Maint. p/t	1.5
		Park Maint. - Summer Laborers p/t	4.1
		Umpires and Referees - contract	<u>0.0</u>
			5.6
		Full-time	3.0
Total Personnel	11.4	Full-time Equivalent (Part-time)	8.4

Parks Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 4710 - Salaries		

Full-time Employees

Director of Parks and Recreation	1	1
Administrative Assistant	1	1
Senior Park Ranger	<u>1</u>	<u>1</u>
Total full-time employees	3	3

Overtime: \$3,000

Part-time Employees

Park Maintenance (Part-time):

29 hours x 52 weeks = 1,508 hours x 2 Laborers = 3,016 hours

3,016 hours x 2nd year rate

hours	0	3.016
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Park Maintenance (Seasonal):

$$40 \text{ hours} \times 15 \text{ weeks} = 600 \text{ hours} \times 13 \text{ Laborers} = 7,800 \text{ hours}$$

6,600 hours x 2nd year rate

hours	7,800	6,600
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$$32 \text{ hours} \times 30 \text{ weeks} = 960 \text{ hours} \times 2 \text{ Laborers} = 1,920 \text{ hours}$$

1,920 hours x 2nd year rate

hours	1,920	1,920
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Park Rangers:

All Parks: 35 hours x 52 weeks = 1,820 hours

1,820 hours x 2nd year rate

hours	1,820	1,820
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All Parks: 45.5 hours x 20 weeks (peak season) = 910 hours

910 hours x 2nd year rate

hours	910	910
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St. Ferdinand & Koch Parks: 45.5 hours x 22 weeks x 2 Rangers =

2,002 hours x 2nd year rate

2,002 2,002

Nature Lodge: 832 hours x 2nd year rate

Hours of operation: 10:00am - 2:00pm, 4 days x 4 hours =

$$16 \text{ hours} \times 52 \text{ weeks} = 832 \text{ hours}$$

hours	832	832
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Special Activities and Rentals: 310 hours x 2nd year rate

hours	310	310
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Total part-time hours	15,594	17,410
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Umpires and Referees:

dollars	20,000	20,000
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Account 4726 - Utilities	Total	114,200	114,200
Parks		114,200	114,200

Account 4750 - Professional Services	Total	40,000	40,000
Umpires contracted through the ASA		40,000	40,000

City of Florissant Operating Budget
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RECREATION DEPARTMENT - GOLF COURSE

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
0610-Salaries	378,127	374,784	391,942	290,200
0613-Employees' Benefits	122,816	132,771	128,946	73,586
0621-Uniforms & Allowance	196	1,000	1,500	1,000
0623-Postage & Printing	0	1,696	1,696	1,696
0626-Utilities	63,124	67,200	67,200	67,200
0627-Gasoline	19,710	20,000	20,000	20,000
0628-Merchandise	70,804	114,750	112,375	110,750
0629-Bldg., Maint., & Supplies	116,957	118,000	105,000	105,000
0630-Equipment Repairs	16,980	17,000	17,000	17,000
0632-Office Supplies & Maint.	3,822	4,500	3,500	3,500
0642-Dues, Travel, Training	2,664	3,367	4,170	4,170
0650-Professional Services	83,127	91,000	91,005	91,005
0654-Publicity	1,695	3,000	1,500	1,500
0661-Capital Additions	<u>339,679</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,219,701	949,068	945,834	786,607

PERSONNEL SERVICES

Full-time	258,527	262,961	140,138
Part-time	116,257	128,981	150,062
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	374,784	391,942	290,200

PERSONNEL SCHEDULE

<u>Course Operations</u>		<u>Course Maintenance</u>	
Golf Course General Manager	0.0	Golf Course Superintendent	1.0
Asst. to Golf Course Manager	0.0	Golf Course Asst. Supt.	0.0
Golf Clubhouse Manager	1.0	Golf Course Mechanic	1.0
Pro Shop Staff p/t	1.1	Groundskeeper I, II and III p/t	<u>3.3</u>
Cart Attendants p/t	1.2	Total	5.3
Food & Beverage Manager p/t	0.5		
Food & Beverage Workers p/t	<u>1.0</u>		
Total	4.8		

Total Personnel 10.1

Full-time 3.0
Full-time Equivalent (Part-time) 7.1

Golf Course Budget: 2016

	<u>2015</u>	<u>2016</u>
Revenue	665,000	550,000
Account 12010 - Green Fees	234,000	200,000
Account 12210 - Cart Fees	266,000	220,000
Account 12500 - Pro Shop Sales	35,000	30,000
Account 12600 - Concession Sales and Fees	120,000	90,000
Account 12910 - Other Miscellaneous	10,000	10,000

Expenditures

Account 0610 - Salaries		
Full-time Employees		
Golf Course General Manager	1	0
Assistant to the General Manager	1	0
Golf Clubhouse Manager	0	1
Golf Shop Attendant	1	0
Golf Course Superintendent	1	1
Assistant to the Golf Course Superintendent	1	0
Golf Course Mechanic	<u>1</u>	<u>1</u>
Total full-time employees	6	3

Part-time Employees

	Total hours	<u>12,176</u>	<u>14,668</u>
Pro Shop Manager: 1 emp. x 30 hours x 29 weeks	hours	0	1,508
Pro Shop Staff: 1 emp. x 30 hours x 29 weeks	hours	1,440	870
Cart Attendants: 6 emp. x 15 hours x 27 weeks	hours	2,160	2,430
Starters & Marshalls - all volunteers	hours	0	0
Groundskeeper I: 6 emp. x 30 hours x 26 weeks	hours	5,040	4,680
Groundskeeper II: 1 emp. x 30 hours x 24 weeks	hours	720	720
Groundskeeper III: 1 emp. x 29 hours x 52 weeks	hours	0	1,508
Food & Beverage Manager: 1 emp. x 28 hours x 34 weeks	hours	896	952
Food & Beverage: 4 emp. x 20 hours x 25 weeks	hours	1,920	2,000

Account 0613 - Employee Benefits

F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability

Account 0621 - Uniforms and Allowances	Total	1,000	1,000
Full-time and part-time employees		1,000	1,000

Account 0623 - Postage & Printing	Total	1,696	1,696
Postage		96	96
Printing scorecards, signage, others		1,600	1,600

Golf Course Budget: 2016

		2015	2016
Account 0626 - Utilities			
	Total	67,200	67,200
Electric		12,000	12,000
Gas/Propane		2,500	2,500
Water		45,000	45,000
Sewer		1,000	1,000
Cable TV		3,500	3,500
Trash		1,200	1,200
Alarm		2,000	2,000
Account 0627 - Gas and Oil			
	Total	20,000	20,000
Gasoline, oil, tires, fluids, lubricants, maintenance, parts, supplies, etc. for golf course vehicles and equipment.		20,000	20,000
Account - 0628 Merchandise			
	Total	114,250	110,750
Pro Shop merchandise for resale: includes balls, tees, shirts, hats, gloves, etc. (01)		29,250	30,750
Concession supplies: includes beer, liquor, food, snacks, soda, etc. (02)		85,000	80,000
Account 0629 - Building Maintenance and Supplies			
	Total	118,000	105,000
<u>00 Building Maintenance/Building Supplies</u>	Sub	<u>33,000</u>	<u>30,000</u>
Includes materials and supplies such as portable outhouse rental, pest control, minor maintenance supplies such as hardware, paint, caulk, plumbing, electrical materials and supplies, cleaning supplies, linens, backflow preventer inspection, and various other supplies. Includes replacement banquet tables as needed.			
<u>01 Building Maintenance/Course Supplies</u>	Sub	<u>85,000</u>	<u>75,000</u>
Includes materials and supplies such as sand, top soil, sod, seed, flags, ball washers, bag stand, cups, pesticides, fungicides, herbicides, fertilizers, and other supplies. Also includes materials and supplies such as pipe, fittings and other items necessary to maintain the course irrigation system. Includes soil testing and small equipment repairs and maintenance.			
Account 0630 - Equipment Repairs			
	Total	17,000	17,000
Maintenance of course vehicles and equipment, including miscellaneous parts and supplies, tools, tire repairs, small engine parts and service, batteries, lights, radio work, upholstery, glass, etc.		17,000	17,000
Account 0632 - Office Supplies and Printing			
	Total	4,500	3,500
Pens, paper and various office supplies.		4,500	3,500

Golf Course Budget: 2016

		2015	2016
Account 0642 - Dues, Travel and Training			
	Total	3,367	4,170
PGA dues		230	250
GCSA dues & GCSAA Show - Golf Course Superintendent		0	0
GCSA dues - Golf Course Superintendent		365	375
MVGCSA dues		350	365
General Manager: PGA Show in Orlando, Florida.		616	0
Course Supt.: PGA Show in Orlando, Florida.		616	1,500
Greater North County Chamber of Commerce		250	250
Northwest Chamber of Commerce		240	80
Certification expenses		200	200
Mileage for in-town travel		500	500
VGM Club - purchasing cooperative membership		0	500
Metropolitan Amateur Golf Association		0	150
Account 0650 - Professional Services			
	Total	91,000	91,005
<u>01 Miscellaneous</u>	Sub	9,400	9,405
Handicap Fees		250	255
Electric repair as needed		1,800	1,800
Tree removal		2,500	2,500
Hepatitis "A" Vaccinations		150	150
Operating Permits		1,500	1,500
Ice machine rental		3,200	3,200
<u>02 Bank Fees</u>	Sub	6,800	6,800
Bank and charge card fees		6,800	6,800
<u>06 Cart Lease and Rentals</u>	Sub	74,800	74,800
Cart Lease: Ord. #8034 for 80 carts (45 electric, 25 gas, 7 utility, 1 shuttle, 2 bar)		69,800	69,800
Term: 44 month agreement dated April, 2014. Annual Payment: \$69,795.56 - third of four annual payments. Final payment due June 1, 2017. Amount financed: \$368,397.86			
Cart Rentals		5,000	5,000
Account 0654 - Publicity			
	Total	3,000	1,500
Advertising in newspaper, magazine, radio, and other media.		3,000	1,500
Account 0961 - Capital Additions (Park Improvement Fund)			
	Total	15,500	23,500
<u>Golf Course Equipment</u>	Sub	0	8,000
Oscillating Fans		0	8,000
Prior year capital additions		0	0
<u>Golf Course Improvements</u>	Sub	15,500	15,500
Various tee, bunker, fairway renovations		0	15,500
Prior year capital additions		15,500	0

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

PUBLIC WORKS DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2014</u>	<u>Budget</u> <u>2015</u>	<u>Proposed</u> <u>2016</u>	<u>Adopted</u> <u>2016</u>
4810-Salaries	2,153,211	2,404,518	2,502,499	2,450,829
4813-Employee's Benefits	848,103	1,014,425	990,476	973,050
4821-Uniforms & Allowance	7,945	9,700	9,900	9,900
4826-Utilities	86,556	96,000	100,000	100,000
4827-Gasoline	60,729	81,000	80,000	80,000
4832-Office Supplies & Maint.	17,644	19,000	21,000	21,000
4839-Ice/Snow Removal	181,250	276,000	217,320	217,320
4842-Dues, Travel, Training	41,315	36,361	37,715	37,715
4850-Professional Service	55,972	68,000	83,000	83,000
4851-Street Lighting	446,185	550,000	530,000	530,000
4852-Street Contracts	250,000	0	0	0
4861-Capital Additions	25,000	0	0	0
4875-Gasoline Control Account	<u>7,405</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Total	4,181,315	4,580,004	4,596,910	4,527,814

PERSONNEL SERVICES

Full-time	2,170,209	2,228,337	2,197,199
Part-time	109,309	139,162	118,630
Overtime	<u>125,000</u>	<u>135,000</u>	<u>135,000</u>
Total Personnel Services	2,404,518	2,502,499	2,450,829

PERSONNEL SCHEDULE

<u>Office of the Director</u>		<u>Engineering Division</u>	
Director of Public Works	1.0	City Engineer	1.0
Executive Assistant	<u>1.0</u>	Civil Engineer I	1.0
Total	2.0	Engineering Intern	0.3
<u>Street Division</u>		Permit/Inspection Clerk	1.0
Street Superintendent	1.0	Custodian	2.0
Permit/Inspection Clerk	1.0	Custodian p/t	0.7
Class "A" Foreman	1.0	Chief Engineer	1.0
Class "A" Person	2.0	Building Maintenance	<u>2.0</u>
Class "B" Person	2.0	Total	9.0
Class "C" Person	4.0	<u>Building Division</u>	
Street Sweeper	1.0	Building Commissioner	1.0
Equipment Maintenance Supv.	1.0	Plan Reviewer	1.0
Equipment Maint. Mechanic	2.0	Multi-Building Inspector	7.0
Summer Laborers p/t	<u>1.2</u>	Permit/Inspection Clerk	7.0
Total	16.2	Permit/Inspection Clerk p/t	0.7
<u>Sewer Lateral</u>		Housing Inspector p/t	<u>1.5</u>
Permit/Inspection Clerk	1.0	Total	18.2
Class "A" Person	1.0	Full-time 45.0 Full-time Equivalent (Part-time) 4.4	
Class "B" Person	1.0		
Class "C" Person	<u>1.0</u>		
Total	4.0		
Total Personnel	49.4		

Public Works: Building/Engineering/Street Budget 2016

2015 2016

Account 4810 - Salaries

Full-time employees

Director of Public Works	1	1
Executive Assistant	1	1
City Engineer	1	1
Civil Engineer I	1	1
Building Commissioner	1	1
Plan Reviewer	1	1
Multi-Building Inspector	7	7
Permit Inspection Clerk	10	10
Street Superintendent	1	1
Class "A" Foreman	1	1
Class "A" Person	3	3
Class "B" Person	3	3
Street Sweeper	1	1
Class "C" Person	5	5
Equipment Maintenance Supervisor	1	1
Equipment Maintenance Mechanic	2	2
Chief Engineer	1	1
Building Maintenance	2	2
Custodian I	<u>2</u>	<u>2</u>
Total full-time employees	45	45

Part-time employees

Bldg./Housing Inspector: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Permit Inspection Clerk: 1 ea. @ 52 weeks @ 29 hrs/week	1,508	1,508
Summer Laborer: 4 ea. @ 15 weeks @ 40 hrs/week	2,400	2,400
Engineering Summer Intern: 1 ea. @ 15 weeks @ 40 hours	0	600
Custodian: 1 ea. @ 52 weeks @ 29 hrs/week	<u>1,508</u>	<u>1,508</u>
Total Part-time hours	8,432	9,032

Overtime

Street Department: snow removal, storm damage, tree removal, street flooding, some street work, Saturday mechanics, special projects, emergencies, festivals, etc.

Building Division: inspections, Boards and Commission meetings, public hearings, additional scheduling and data entry duties by clerical staff; Police and Fire call outs, night & weekend inspections, office work in general, and emergencies.

Engineering Division: 1) Street work surveying, layout, contractor supervision, commission meetings, office work in general and emergencies and 2) Start up and shut down of pools, ice and roller rink, special events/festivals, HVAC emergency call outs, electric power outages and managing construction projects.

Total Overtime Amount 125,000 135,000

Public Works: Building/Engineering/Street Budget 2016

2015 2016

Account 4813 – Employees' Benefits

FICA, Pension, Medical, Dental, Life Insurance, Long-term disability

Account 4821 – Uniforms & Safety Shoes

Total 9,700 9,900

Allowance for 29 Full-Time @ \$300 each

8,700 8,700

Shirts and Tee Shirts for Part-Time and Summer Employees

600 600

City logo shirts for City Engineer, Building Commissioner, & Plan
Reviewer

400 600

Account 4826 - Utilities

Total 96,000 100,000

Electric, natural gas, water, sewer, phone, trash collection, etc.

Includes City Hall, Government Building, Sign Shop and City Garage

Account 4827 – Gasoline

Total 81,000 80,000

Major/Minor Construction Equipment, trucks, vehicles and tools in Public
Works Department ... Fuel, oil, lubrication, and hydraulic fluids costs are
forecasted to remain high ... plus inspector vehicles added to fleet ...
Pump and tank repairs and maintenance

Account 4832 – Printing & Office Supplies - City Hall & Garage

Total 19,000 21,000

Photos, film and developing

Printing, copy paper, printer ink cartridges, drafting supplies, supply closet

Printing of new residential "Welcome" packages

Printing of educational flyers for permits, residential and commercial guides

Code books/code update subscription services/NFPA

Equipment repairs and replacement (file cabinets, lamps, chairs, copier, computers,
monitors, printers, cameras, typewriters, tables, etc.)

Miscellaneous batteries, computer supplies, software, publications, etc.

County real estate records

Inspection sheets, permits, door tags

Minimum housing letters/envelopes, etc.

Computer software and software updates

Acct. #01-5-48-39000 – Ice/Snow Removal

Total 276,000 217,320

Salt: 3,000 Tons @ \$68.19/Ton = \$204,570

204,570

Calcium Chloride: 15,000 Gals. @ \$0.85/Gal.= \$12,750

12,750

Public Works: Building/Engineering/Street Budget 2016

	2015	2016
Acct. #01-5-48-42000 – Dues/Travel/Training		
<u>Dues</u>	<u>Total</u>	<u>36,361</u>
	<u>Sub</u>	<u>37,715</u>
Director: Missouri Society of Prof. Engineers (\$212), Engineers Club (\$180), APWA Local & International (\$169) ...	515	561
City Engineer: Engineers Club (\$180), APWA Local & International (\$169), ...	346	349
Civil Engineer I: Engineer's Club (\$180), CESSWI (Certified Erosion, Sediment and Storm Water Inspector \$90)	1,000	270
Building Commissioner: ICC (\$240), MABOI (\$40), SLACE (\$35), AIA (\$551)	846	866
Building Inspectors: MABOI (10 @ \$40), ICC (10 @ \$35), SLACE (10 @ \$35)	770	1,100
Plan Reviewer: MABOI (\$40), IAIE (\$120), SLACE (\$35), ICC (\$35)	230	230
Street Superintendent: APWA Local & International (\$169), ISSA (\$130)	260	299
Chief Engineer: Asbestos Certification Renewal, Stationary Engineer's License Fee	300	300
<u>Travel</u>	<u>Sub</u>	<u>20,000</u>
Plan Reviewer, P/T Inspector, Bldg. Commissioner, Director, City Engineer, and others ... less Inspector vehicles ...		
<u>Training</u>	<u>Sub</u>	<u>12,094</u>
Director: Area Conferences and Seminars ...	400	400
APWA Conference and Equipment Show in Minneapolis, Minnesota ...	861	1,800
City Engineer: GIS, APWA and Area Seminars ...	1,000	1,000
Civil Engineer I: Local Seminars and Area Conferences ...	0	500
Building Commissioner: Area Code Conferences/Seminars, MABOI Fall Conference ...	1,500	1,500
Plan Reviewer: Area Code Conferences and Seminars, MABOI Fall Conference ...	1,800	1,500
Chief Engineer & Staff: Area Seminars, Conferences and Asbestos Classes/Certifications	800	800
Street Superintendent: Area Seminars	400	400
Street Personnel/Mechanics: Area Conferences	400	800
Building Inspectors: MABOI Fall Conference (3 @ \$680)	2,040	2,040
Area Code Seminars (3 @ \$400)	1,200	1,200
P/T Inspectors: Area Seminars	400	400
Exec. Asst. & Clerical Staff: Personal development classes	400	600
Computer & iPad Classes/Training	893	800

Public Works: Building/Engineering/Street Budget 2016

	2015	2016
Account 4850 – Professional Services	Total	68,000 83,000

Materials Testing

Traffic Consultation

Miscellaneous Public Works projects - design services

Testing of fire sprinkler systems and backflow preventers

Computer Consultant for PW File Maker Data-base and iPads

Weather Service for Winter Storms

Pedestrian Traffic Signal Maintenance and Repair by St. Louis County

\$15,000 - trimming city trees around street lights

Acct. #01-5-48-51010 – Street Lighting	Total	550,000	530,000
Average annual usage		490,000	490,000
New and Replacement Streetlights in areas as needed		20,000	20,000
Decorative Streetlight Repair/Replacement – N. Lindbergh, N. Hwy. 67, Old Town, Paddock Estates, and other areas		40,000	20,000

Account 4875 – Gasoline Control Account	Total	25,000	25,000
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City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

POLICE DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2014</u>	<u>Budget</u> <u>2015</u>	<u>Proposed</u> <u>2016</u>	<u>Adopted</u> <u>2016</u>
4910-Salaries	6,737,430	6,935,205	7,096,937	7,096,937
4913-Employee's Benefits	2,619,615	2,770,413	2,654,711	2,654,711
4921-Uniforms & Allowance	75,782	79,500	84,700	84,700
4924-Telephone	148,199	172,000	0	0
4926-Utilities	51,881	62,500	62,500	62,500
4927-Gasoline	224,332	256,500	256,500	256,500
4929-Bldg., Maint., & Supplies	59,308	72,000	72,000	72,000
4930-Equip. Repair-Vehicle	19,586	27,500	27,800	27,800
4932-Office Supplies & Maint.	28,670	35,500	41,000	41,000
4933-Copy Equip. Rental & Supply	9,364	11,000	11,500	11,500
4934-Communication Service	272,925	286,300	296,900	296,900
4935-Armory Supplies & Guns	20,756	24,200	28,700	28,700
4942-Dues, Travel, Training	54,103	71,700	78,400	80,400
4961-Capital Additions	59,383	66,000	0	0
4975-Gasoline Control Account	<u>7,151</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	10,388,485	10,935,318	10,776,648	10,778,648

PERSONNEL SERVICES

Full-time	6,205,342	6,294,612	6,294,612
Part-time	204,244	248,699	248,699
Overtime	283,000	305,000	305,000
Holiday Pay	<u>242,619</u>	<u>248,626</u>	<u>248,626</u>
Total Personnel Services	6,935,205	7,096,937	7,096,937

PERSONNEL SCHEDULE

<u>Office of the Chief</u>		<u>Bureau of Field Operations</u>	
Chief of Police	1.0	Captain	1.0
Administrative Assistant	<u>1.0</u>	Lieutenant	4.0
Total	2.0	Sergeant	7.0
<u>Bureau of Support Services</u>		Police Officer	58.0
Major	1.0	Reserve Officer p/t	2.9
Sergeant	1.0	Clerk Typist	<u>1.0</u>
Police Officer	2.0	Total	73.9
Law Enforcement IT Specialist	1.0	<u>Bureau of Investigations</u>	
Dispatcher	9.0	Captain	1.0
Dispatcher p/t	2.2	Sergeant	2.0
Clerk Typist	4.0	Police Officer	10.0
Custodian	1.0	Corrections Officers	<u>6.0</u>
Custodian p/t	<u>0.7</u>	Total	19.0
Total	21.9		

Total Personnel 116.8

Full-time 111.0
Full-time Equivalent (Part-time) 5.8

FLORISSANT POLICE DEPARTMENT FISCAL 2016 BUDGET

ACCOUNT 491001: SALARIES

2015	2016	LINE ITEM
\$ 6,447,961	\$ 6,543,238	Full-time Salaries (including holidays)
\$ 433,000	\$ 305,000	Overtime
\$ 204,244	\$ 248,699	Part-time Salaries
\$ 7,085,205	\$ 7,096,937	TOTAL

FULL-TIME EMPLOYEES

2015	2016	
1	1	Chief of Police
1	1	Major
2	2	Captains
4	4	Lieutenants
10	10	Sergeants
70	70	Police Officers
0	0	Police Officer Grant Positions (Unfilled)
1	1	Information Technology Administrator
1	1	Administrative Assistant
5	5	Clerks
1	1	Custodian
6	6	Corrections Officers
9	9	Dispatchers
111	111	TOTAL FULL-TIME EMPLOYEES

PART-TIME EMPLOYEES

Reserve Officers: The City has hired part-time Police Officer/Rangers to patrol the city parks. These part-time Officers are fully commissioned police officers working 29 hours a week. The Officers will patrol the city parks, recreation centers and nature lodge enforcing the ordinances and keeping the peace. One Reserve Officer budgeted in the Municipal Court budget for the prior fiscal year (FY) has been moved to the Police Department budget for 2016.

Part-time Dispatchers: Allows for better scheduling and helps save overtime paid to full-time dispatchers. These hours help to reduce the amount of paid overtime needed to cover vacations, illnesses, training, and other uncovered shifts in the schedule. The budget reflects the total number of hours requested without limiting the number of actual part-time dispatchers needed in order to maximize the utility of the part-time dispatchers.

2015	2016	
3	-	Dispatchers: 87 hours/week x 52 weeks = 4,524 hours
1	1	Custodian: 1 x 29 hours/week x 52 weeks = 1,508 hours
3	4	Reserve Officers (Police Park Rangers): 4 x 29 hours/week x 52 weeks = 6,032 hours

**FLORISSANT POLICE DEPARTMENT
FISCAL 2016 BUDGET**

PART-TIME EMPLOYEES (con't)

2015	2016	
4,524	4,524	Dispatcher hours
1,508	1,508	Custodian hours
<u>4,525</u>	<u>6,032</u>	Reserve Officer (Police Park Ranger) hours
10,557	12,064	TOTAL PART-TIME HOURS

ACCOUNT 491002: OVERTIME

2015	2016	LINE ITEM
\$ 230,000	\$ 230,000	General Overtime
\$ 20,000	\$ 20,000	DEA Reimbursed Overtime
\$ -	\$ 20,000	FBI Reimbursed Overtime
\$ 33,000	\$ 35,000	Grant Reimbursed Overtime
<u>\$ 150,000</u>	<u>-</u>	Mid-Year Appropriation
\$ 433,000	\$ 305,000	TOTAL

Overtime funding for 2016 needs to be adjusted for each line item as detailed below.

General Overtime: This overtime includes court appearances and court security; investigation of serious crimes; unusual occurrences; holiday foot patrols; surveillances; special details including the Valley of Flowers Festival, Fourth of July Program, Old Town Fall Festival, the Veteran's Parade; and staffing vacation and sick-time relief, especially in communications. We will continue to utilize compensatory time in lieu of overtime where possible.

DEA Reimbursed Overtime: The Department has one detective assigned to the U. S. Drug Enforcement Administration's St. Louis Drug Task Force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the DEA. This item is adjusted based on the salary of the officers assigned

FBI Reimbursed Overtime: The Department was able to place one Detective in this violent crime task force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the FBI. This item is adjusted based on the salary of the officers assigned

Grant Reimbursed Overtime: The Department has received traffic grant awards for overtime projects for 2016.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2016 BUDGET**

ACCOUNT 4921: UNIFORMS

2015	2016	LINE ITEM
\$ 15,000	\$ 17,200	Uniform Cleaning & Repair
\$ 45,000	\$ 48,000	Uniform Purchase & Replacement
\$ 16,000	\$ 16,000	Detective Clothing Allowance
\$ 3,500	\$ 3,500	Badge Replacement and Repair
\$ 79,500	\$ 84,700	TOTAL

Uniform Cleaning & Repair: The department provides dry cleaning of uniforms and detective clothing. There is an increase expected in both of these contracts.

Uniform Purchase & Replacement: This covers the cost of replacing uniforms and body armor. A United States Department of Justice BVP 50/50 match grant was awarded in 2015 but no funds have been awarded to the Department for 2016. New grants have been applied for. However, it is unknown as to whether the department will receive those.

Detective Clothing Allowance: No increase is requested for 2016.

Badge Replacement and Repair: These funds provide for the repair and replacement of badges.

ACCOUNT 4924: TELEPHONE

2015	2016	LINE ITEM
\$ 95,000	\$ -	AT&T Service
\$ 38,000	\$ -	Telephone System Lease & Maintenance
\$ 29,000	\$ -	Cellular Telephone Service
\$ 10,000	\$ -	IP Phones
\$ 172,000	\$ -	TOTAL

This account has been moved to the Information Technology Department budget for 2016.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2016 BUDGET**

ACCOUNT 4926: UTILITIES

2015	2016	LINE ITEM
\$ 42,000	\$ 42,000	Electricity
\$ 11,000	\$ 11,000	Natural Gas
\$ 5,000	\$ 5,000	Water
\$ 2,500	\$ 2,500	Sewer
\$ 2,000	\$ 2,000	Trash
\$ 62,500	\$ 62,500	TOTAL

Utilities: This account reflects the various utilities used by the police department. No significant changes are anticipated during 2016.

ACCOUNT 4927: GASOLINE

2015	2016	LINE ITEM
\$ 255,000	\$ 255,000	Gasoline
\$ 1,000	\$ 1,000	Pump Repair
\$ 500	\$ 500	Pump Inspections
\$ 256,500	\$ 256,500	Total

Gasoline: The cost of regular unleaded gasoline fluctuates wildly. The average cost is currently around \$2.80 for 2015. At this time it is anticipated that current funding is sufficient.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4929: BUILDING and JAIL MAINTENANCE

2015	2016	LINE ITEM
\$ 1,500	\$ 1,500	Rug Rental
\$ 500	\$ 500	Fire Extinguisher Service
\$ 21,500	\$ 21,500	Prisoner Supplies
\$ 8,000	\$ 8,000	Janitorial Supplies
\$ 500	\$ 500	Pest Control
\$ 37,500	\$ 37,500	Building Repairs (HVAC/ Electrical/Plumbing)
\$ 2,500	\$ 2,500	Furniture and Fixtures
\$ 72,000	\$ 72,000	Total

Rug Rental: This item reflects the rental cost of runners and rugs for slip and fall protection. No increase for 2016.

Fire Extinguisher Service: This item reflects the annual inspection, service and if necessary, replacement of fire extinguishers in the police department headquarters. It will be unchanged in 2016.

Prisoner Supplies: This item covers the cost of prisoner meals and medications as well as the periodic replacement of jumpsuits, mattresses and blankets. No increase for 2016.

Janitorial Supplies: This item includes the supplies necessary to clean and maintain the police building including janitorial supplies, paint, hardware, and miscellaneous small repair parts. Based on the increasing level of maintenance required to maintain an aging building.

Pest Control: This item covers the cost of our monthly pest control service and will be unchanged for 2016.

Building Repairs: These funds cover the costs associated with both routine and emergency maintenance of electrical, mechanical, plumbing, and the heating and cooling systems of the 32 year old police building. There is constant maintenance, painting, replacing of flooring, ceiling tiles and a number of light fixtures throughout the building.

Furniture and Fixtures: This item covers the cost of miscellaneous furniture and fixtures of a minor nature that require replacing as needed.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4930: VEHICLE MAINTENANCE & REPAIRS

2015	2016	LINE ITEM
\$ 4,500	\$ 4,800	Vehicle Washes
\$ 12,000	\$ 12,000	Vehicle Repair
\$ 800	\$ 800	First Aid Supplies
\$ 600	\$ 600	Fire Extinguisher Service
\$ 2,000	\$ 2,000	Flares
\$ 600	\$ 600	Inspections & Licenses
\$ 7,000	\$ 7,000	Miscellaneous Vehicle Parts
\$ 27,500	\$ 27,800	TOTAL

Vehicle Washes: This line covers the cost of regular washes and periodic detailing of police vehicles. It also covers decontamination of blood or other biohazards that occur. An increase of \$300 for 2016.

Vehicle Repair: This line covers the cost to repair vehicles resulting from crashes, including repairs to windshields and other repairs not normally made by the City garage. Repairs to the newly acquired motorcycle are included in this account.

First Aid Supplies: This item covers the cost of first aid supplies including bandages, rubber gloves, breathing airways, and hand sanitizers.

Fire Extinguisher Service: This item covers the recharging or replacement of fire extinguishers carried in the police vehicles.

Flares: This covers the cost of flares used for controlling traffic at crashes and road closures.

Inspections & Licenses: This is the cost of titling all department vehicles as well as the inspection and licensing of unmarked vehicles.

Miscellaneous Vehicle Parts: The item covers the cost of replacing graphics on cars, replacing lost wheel covers, replacement weapons racks or radio mounts, and other miscellaneous repair parts for vehicles and bicycles. We found this year that none of the prior radio mounting equipment, computer mounts or gun racks fit in the new police vehicles, forcing the department to purchase these items for every new vehicle.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4932: OFFICE AND EVIDENCE SUPPLIES

2015	2016	LINE ITEM
\$ 3,000	\$ 3,000	Citations and Mobile Printer Paper
\$ 5,000	\$ 8,000	Computer/Server/Printer Parts and Repairs
\$ 1,500	\$ 1,500	Crime Prevention Supplies
\$ 9,000	\$ 10,000	Evidence Supplies
\$ 1,000	\$ 1,000	Microfilm Reader Maintenance Agreement
\$ 500	\$ 500	Drug Test Kits
\$ 14,000	\$ 15,000	Office Supplies
\$ 500	\$ 1,000	Intoxilyzer Repair and Supplies
\$ 1,000	\$ 1,000	Printing Services
\$ 35,500	\$ 41,000	TOTAL

Citations and Mobile Printer Paper: This reflects the cost of having citations and warning books printed to state requirements. Most citations are now generated on the mobile computers and this item also covers the cost of thermal printer paper used to print the violator's copy of citations on the mobile computers.

Computer/Printer Parts and Repairs: This covers the cost of repairing or purchasing replacement parts for computers, printers and other small office machines. I request an increase of \$3,000 for 2016.

Crime Prevention Supplies: This line funds the cost of public relations, educational materials and promotional items for the department.

Evidence Supplies: This covers the cost of crime scene processing supplies such as fingerprinting materials, photographic media and replacement of filters and parts on technical equipment in the processing room. I am requesting an increase of \$1,000 for 2016.

Microfilm Reader Maintenance Agreement: This is an annual maintenance and service agreement for the Record Room microfilm reader.

Office Supplies: There have been increases in supply costs. We carefully monitor consumption and I request an increase of \$1,000 for 2016.

Intoxilyzer Repair and Supplies: This includes the costs of maintenance and equipment for the alcohol breath testing instrument. Increase of \$500 for 2016.

Printing Services: This includes the costs for printing flyers and brochures that cannot be printed in-house.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4933: COPIER EQUIPMENT AND SUPPLIES

2015	2016	LINE ITEM
\$ 9,000	\$ 9,000	Copier Lease
<u>\$ 2,000</u>	<u>\$ 2,500</u>	Paper and Toner
\$ 11,000	\$ 11,500	TOTAL

Copier Lease: This item covers the cost of leasing and maintaining the department's one copying machine and all of the computer printers located throughout the department.

Paper and Toner: This item covers the cost of toner for the copier and paper used for the department's one copying machine and all of the computer printers located throughout the department. Increase of \$500 for 2016.

FLORISSANT POLICE DEPARTMENT**FISCAL 2016 BUDGET****ACCOUNT 4934: COMMUNICATIONS SERVICES**

2015	2016	LINE ITEM
\$ 5,500	\$ 7,500	CCTV Maintenance Agreement
\$ 14,000	\$ 14,000	Radio Repair & Maintenance
\$ 2,000	\$ 2,000	Existing Federal Requirements 2 factor authentication
\$ 135,000	\$ 135,000	REJIS Subscription & Network Charges
\$ 2,000	\$ 2,000	REJIS Record Checks for Human Resources
\$ 20,000	\$ 20,000	REJIS Wireless Service
\$ 4,000	\$ 4,000	REJIS Professional Services
\$ 58,000	\$ 58,000	Global and Computer Services
\$ 2,000	\$ 2,000	Audiolog Maintenance Agreement
\$ 13,000	\$ 13,000	Live Scan System Maintenance Agreement
\$ 6,000	\$ 7,000	Speed Warning Systems Data Package
\$ 900	\$ 1,000	Liberty Interview Systems
\$ 5,000	\$ 5,000	Dictation System Maintenance Agreement
\$ 4,000	\$ 4,000	Investigative Databases
\$ 7,500	\$ 7,500	Evidence-On-Q Software Maintenance Agreement
\$ 2,200	\$ 2,200	Oceans Systems Maintenance Agreement
\$ 2,000	\$ 2,000	Walkie-Talkie Battery Replacement
\$ 1,000	\$ 1,000	CellBrite Investigation Maintenance Agreement
\$ 2,200	\$ 2,200	Illegal Sign Project support software and auto dialer
\$ -	\$ 7,500	RCCEG Forensic Computer Analysis
\$ 286,300	\$ 296,900	TOTAL

Closed Circuit TV Maintenance Agreement: This item covers the 12 month service agreement that includes the server, software, monitors, and cameras for the police department's closed circuit TV system used to monitor the safety and security of the holdover and the perimeter of the building. Recommend increase of \$2,000 for 2016.

Radio Repair and Maintenance: This item covers the cost of repair and service for the base radio system, mobile radios, emergency lighting, radar equipment, and the like. The department has a service agreement. No increase for 2016.

REJIS Subscription and Network Services: This is the cost for the Regional Justice Information Services (REJIS) used by the department to input and query arrest histories including the NCIC database, the Missouri Department of Revenue license and registration files and the regional mug shot system. The total budget request for REJIS is \$161,000. REJIS does not anticipate a cost increase for 2016.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)

Global and Computer Services: This covers the maintenance and support of the Global Software for our computer aided dispatch and records management and maintenance and support of our Dell window server on which the software operates.

Audiolog Communications Recorder Maintenance and Support: This covers the cost of the department's service agreement to provide maintenance and support for the digital recorder and software used to record, archive and playback all radio and telephone lines in the communications center.

Live Scan Maintenance and Support: This is the annual maintenance agreement for the digital fingerprinting system that links the department with state and national fingerprint files.

Speed Warning Systems: The department has four speed warning units. These units are portable and can be moved to various locations throughout the city. The units provide the traffic unit with important data regarding speed and traffic volume. The data service/warranty for these units is \$1,500 each for a total cost of \$6,000 per year. Request \$1,000 increase to cover misc parts and batteries.

Dictation System Maintenance and Support: This is the cost of the maintenance agreement for the dictation system used for the dictation and transcription of police reports. Based on the current agreement, this will be unchanged in 2016.

Investigative Databases: The Bureau of Investigation utilizes several investigative databases. The Accurant and Leads-on-Line services are priced based on investigative transactions.

Evidence-On-Q Software Maintenance Agreement: This covers the cost of maintaining the software used to barcode and track evidence and property. This cost also covers the department inventory tracking system.

Oceans Systems Software and Maintenance and Support: This covers the cost of maintaining the software used to enhance and copy security videos to better identify suspects when video taped at crime scenes.

Walkie Talkie Battery Replacement: This covers the cost of periodically replacing batteries for officer's portable radios. No increase for 2016.

CellBrite Investigative Maintenance and Support: Investigative equipment used for cell phone down loading.

Illegal Sign Project Support: This is the computer software and dialing support needed for the illegal sign removal project.

RCCEEG: Regional Computer Crimes Education and Enforcement Group: Used for the forensic analysis of computers for criminal investigations

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4935: ARMORY SUPPLIES & GUNS

2015	2016	LINE ITEM
\$ 12,000	\$ 12,000	Ammunition, Targets & Firearms Repairs
\$ 3,000	\$ 5,000	Less Lethal Munitions
\$ 1,000	\$ 1,000	Range Maintenance
\$ 7,600	\$ 10,100	Replacement of ten (10) Tasers
\$ 600	\$ 600	Replacement of shot gun
\$ 24,200	\$ 28,700	TOTAL

Ammunition, Targets, and Firearms Repairs: This item covers the cost of ammunition used for both duty and semi-annual firearms training. It includes .40 caliber duty ammunition, .40 caliber practice ammunition, .223 caliber rifle ammunition, and 12 gauge shotgun ammunition. It also covers the cost of targets and range supplies as well as the small arms parts necessary to maintain the weaponry.

Less Lethal Munitions: This item includes the on-duty and training cartridges for the Taser Electronic Control Devices, Oleoresin Capsicum (pepper spray) and the .12 gauge "bean bag" munitions. Recommend increase of \$2,000 for 2016.

Range Maintenance: This covers the annual cost to replace the backstop in the range trailer at Koch Park as well as any small parts necessary to maintain the trailer.

Tasers: The departments tasers are starting to run out of warranty and useful-life. I request that we start to replace ten of these tasers a year at a cost \$1,010 per taser.

Shotgun: The department has three shotguns manufactured in 1974 which need to be replaced. I recommend replacing 1 per year at a cost of \$600. The shot gun taken out of service will be retained and used for training.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4942: DUES, TRAVEL, & TRAINING

2015	2016	LINE ITEM
\$ 15,000	\$ 16,000	St. Louis County & Municipal Academy
\$ 1,500	\$ 2,000	Police Canine Training
\$ 10,000	\$ 12,000	Training Seminars/Travel Expenses
\$ -	\$ 7,500	MOPCA Command College
\$ 5,000	\$ 6,000	Organizational Memberships
\$ 1,000	\$ 1,000	Special/Liquor Investigations
\$ 7,700	\$ 8,000	Training Materials and Computer Based Training
\$ 1,000	\$ 1,000	Chief's Expense Account
\$ 1,000	\$ 1,000	Miscellaneous Petty Cash
\$ 2,500	\$ 3,000	Canine Expenses
\$ 1,400	\$ 1,400	Major Case Squad Training
\$ 1,500	\$ 1,500	Random Drug Testing
\$ 1,600	\$ 1,600	Lab Testing for DWI and Forensic investigative cases
\$ 500	\$ 500	Valley of Flowers Festival Expense
\$ 1,000	\$ 1,000	Explorer Post
\$ 1,800	\$ 2,000	Polygraph Certification Conference
\$ 1,800	\$ 1,800	CALEA Conference
\$ 1,800	\$ 2,000	IACP Conference
\$ 4,100	\$ 4,100	Accreditation Fees
\$ 500	\$ 500	Citizens Emergency Response Team, CERT
\$ 9,000	\$ -	Polygraph Training Course
\$ 1,500	\$ 2,000	Police Fitness Trainer Recertification/Training
\$ 500	\$ 500	SRO program supplies
\$ -	\$ 4,000	Community Outreach
\$ 71,700	\$ 80,400	TOTAL

St. Louis County & Municipal Police Academy: The department is a member of the County & Municipal Police Academy (CMPA) which provides recruitment and in-service training programs.

Police Canine Training: This covers the cost of in-service training for our four canine teams.

Training Seminars/Travel Expenses: This funds the training of officers and staff at locations other than the academy as well as the cost of transportation and lodging for out of town travel.

Missouri Police Chiefs Association Command College (MOPCA): I propose that we send a Commander to the MOPCA Command College in Jefferson City, Missouri.

Organizational Memberships: This line item includes the cost of memberships for our officers and staff in organizations that benefit the agency and the community.

Special Investigations Fund: These funds cover the cost of narcotics and liquor investigations as well as informant funds.

FLORISSANT POLICE DEPARTMENT
FISCAL 2016 BUDGET

ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)

Training Materials and Computer Based Training: This item provides funding for computer based legal training. The city's liability insurance carrier recognizes the value of this each year with premium rebates that offset much of the cost of the training.

Chief's Expense Account: This line is used to fund meetings and various incidental expenses relative to my position.

Canine Expenses: The department has four canine teams and this item covers food, equipment and supplies necessary to insure the care and training of the four animals.

Major Case Squad Training: The funding covers the membership and training of our officers in the Major Case Squad of Greater St. Louis.

Random Drug Testing: The city contracts for random drug screening of all sworn officers and civilian employees as well as reserve officers. In addition to the actual testing, the contractor arranges the random draw.

Laboratory Testing for DWI and Forensic Investigative Cases: The department has an agreement with a local provider for the forensic analysis of samples in investigations.

Valley of Flowers Festival Expenses: This expenditure is the cost of meals for officers working the fair grounds during the Valley of Flowers festival.

Explorer Post: This amount, combined with their fund raisers, covers the cost of our Explorer Scouts to attend the national conference.

Polygraph Certification Conference: The department has two certified polygraph examiners who must attend bi-annual certification by the American Polygraph Association. One examiner attends each year.

CALEA & IACP Conference: These conferences provide valuable information on new technology, legal issues and training on many issues concerning law enforcement and the community.

Accreditation Fees: The department received it's fifth consecutive three year accreditation by CALEA in 2012. Accreditation has resulted in a discount in our liability insurance premium, more than offsetting the accreditation fees.

CERT Training: This expenditure is the cost of training materials and equipment necessary for the Citizen Emergency Response Team (CERT).

Training for Polygraph Examiner: This training is to certify a member of the department as a certified Polygraph Examiner.

SRO Program Supplies: This expenditure covers miscellaneous materials and supplies for the School Resource Officers.

Community Outreach: This item will be used for community outreach programs that will foster positive law enforcement relationships with the youth and general public.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 4961: CAPITAL ADDITIONS (General Fund)

2015	2016	LINE ITEM
\$ 66,000	\$ -	Asset Forfeiture Funds
\$ 66,000	\$ -	TOTAL

This is the account used to reflect expenditures utilizing asset forfeiture funds which are not part of the regular budget.

ACCOUNT 4975: GASOLINE CONTROL ACCOUNT

2015	2016	LINE ITEM
\$ 65,000	\$ 65,000	Unleaded Gasoline Control Account
\$ 65,000	\$ 65,000	TOTAL

This is the account used only by the Finance Department to conduct internal transactions or cross charges between each department using the unleaded gasoline supply at the police department. All gasoline ultimately used by the police department is purchased under account 4927.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 0361: CAPITAL IMPROVEMENTS (Capital Improvement Fund)

Vehicles:

2015	2016	
\$ -	\$ 224,000	Purchase of eight new vehicles and related equipment at \$28,000 each
	\$ 60,000	Purchase of two new police canine vehicles and related equipment at 30,000 each
\$ -	\$ 16,000	Radio/Emergency equipment installation at \$1,600 each for ten new vehicles.
\$ -	\$ -	Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be retained and utilized in other departments
\$ 224,800	\$ 300,000	Net Cost of New Police Vehicles

Vehicle Replacement: The department has a fleet of 43 automobiles ranging in age from 2006 to 2014. In 2016 we need to replace eight Police vehicles.

Canine Vehicles: Two of the department's police canine vehicles were purchased in 2008. Both of these vehicle have repetitive problems and they need to be replaced.

Radio/Emergency Equipment: I am requesting \$16,000 to cover the cost of installation of the radios and emergency equipment.

Trade-in Value: The eight vehicles taken out of service will not be disposed of unless they are deemed to be in extremely poor condition. The vehicles will be transferred to other city departments in an effort to maximize the city's investment in these vehicles.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 0361: CAPITAL IMPROVEMENTS (con't)

Miscellaneous Capital Items:

2015	2016	
\$ -	\$ 6,000	Evidence Unit large format printer
\$ -	\$ 2,000	Police Classroom Video Projector
\$ -	\$ 15,000	Office reconfigure and work station update
\$ -	\$ 40,000	Replacement of mobile car computers/printers/devices and related equipment.
\$ -	\$ 10,000	Replacement of desktop computers and related items
\$ -	\$ 10,000	Five additional video security cameras
\$ -	\$ 11,000	Power DMS Document System-CALEA
\$ -	\$ 5,000	Replace servers/laptops and related equipment.
\$ -	\$ 12,000	Computer systems backup
\$ -	\$ 8,000	Continue the Access door locks and proximity cards
\$ 87,500	\$ 119,000	Total Miscellaneous Items

Replace Large Format Printer: The Department needs to replace the large format printer in the Evidence Technician Unit. The printer is in excess of 13years old and is not repairable. It is used for all photographic printing needs and large print items such as court presentations.

Video Projector: The video projector in the classroom of the police station is very old and unreliable. The classroom is used for various classes that the police department offers to the community, police department training, emergency operations center, police department meetings, and community programs. The projector is used during many of these functions.

Police Building Offices: Several offices need to be reconfigured and the work stations updated.

Replacement Mobile Car Computers: The annual replacement of mobile car computers, printers, electronic devices, and related equipment.

Replacement of Desk Top Computers: The department utilizes 65 desk top personal computers and small servers through the station. These are used for everything from operating maps and radios, tracking evidence and storing photographs, to transcribing and retrieving reports. It is necessary to periodically update the computers and operating systems. To avoid a mass purchase of hardware and software in any one year, I propose a regular replacement cycle of one fifth of these computers each year.

CALEA Power Document Management System: This system is required by CALEA for all agencies starting in January 2016.

FLORISSANT POLICE DEPARTMENT

FISCAL 2016 BUDGET

ACCOUNT 0361: CAPITAL IMPROVEMENTS (con't)

NAS (Network Attached Storage) Server: The department needs a pair of self-replicating storage servers to locally backup multiple databases, video surveillance, user files, and police reports. This will help with the burden of users being responsible for their own backups as well as strengthen the frequency and redundancy of our databases.

Video Security Cameras: Currently, the police station has insufficient video monitoring coverage in and outside the building. I propose an additional five cameras that will provide greater security for our employees and guests both inside and outside the building .

Access Control Door Lock System: Continue the Access Control door lock system project for four additional doors in the basement of the police building.

Replace Computer Servers: Replace File-on-Q evidence server and related equipment.

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

MEDIA DEPARTMENT

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
7010-Salaries	110,734	130,274	132,062	132,062
7013-Employees' Benefits	42,050	45,488	43,752	43,752
7030-Equipment Repair	2,048	3,000	3,000	3,000
7032-Office Supplies & Maint.	674	2,000	2,000	2,000
7033-Materials & Supplies	728	2,500	2,500	2,500
7042-Dues, Travel, Training	139	3,000	3,000	3,000
7050-Professional Service	28,425	28,750	28,750	28,750
7056-Organization Dues	0	300	0	0
7061-Capital Additions	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	214,798	215,312	215,064	215,064

PERSONNEL SERVICES

Full-time	89,854	91,642	91,642
Part-time	35,420	35,420	35,420
Overtime	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Personnel Services	130,274	132,062	132,062

PERSONNEL SCHEDULE

Media/TV Station Manager	1.0
Video Specialist	1.0
Contract Employees	
Total	2.0

Full-time 2.0

Full-time Equivalent (Part-time) 0.0

Total Personnel 2.0

Media Department Budget: 2016

2015 2016

Account 7010 - Salaries		
Full-time Employees		
Media/TV Station Manager	1	1
Video Specialist	<u>1</u>	<u>1</u>
Total full-time employees	2	2
Contract employees		
	35,420	35,420
Council Meetings	Total	5,040 5,040
Director - \$50 @ 24 productions	1,200	1,200
Assistant Director - \$40 @ 24 productions	960	960
2 Camera Persons - \$35 @ 24 productions	1,680	1,680
Host - \$50 @ 24 productions	1,200	1,200
Council Action	Total	3,720 3,720
Director - \$30 @ 24 productions	720	720
Assistant Director - \$25 @ 24 productions	600	600
2 Camera Persons - \$25 @ 24 productions	1,200	1,200
Host - \$50 @ 24 productions	1,200	1,200
Valley of Flowers	Total	660 660
3 Cameras - @ \$80 each	240	240
Director - @ \$100	100	100
Asst. Director @ \$90	90	90
Audio Engineer @ \$90	90	90
2 Prod. Assistants @ \$70	140	140
Additional Contract Help As Needed	Total	26,000 26,000
Location Camera	7,000	7,000
Contract Editor	7,000	7,000
Contract Producer - special programs	12,000	12,000
Account 7010 - Salaries - overtime		
	5,000	5,000
Account 7030 - Equipment Repair		
	Total	3,000 3,000
Account 7032 - Office Supplies and Maintenance		
	Total	2,000 2,000
Account 7033 - Materials and Supplies		
	Total	2,500 2,500
Account 7042 - Dues, Travel and Training		
	Total	3,000 3,000
Account 7050 - Professional Services		
	Total	28,750 28,750
Mailing costs for "Florissant Focus" - \$1,500 x 5 issues	7,500	7,500
Postage for 5 issues of the "Florissant Focus" x \$4,250 per issue	21,250	21,250
Account 7056 - Organization Dues		
	Total	300 0
Account 0361 - Capital Additions		
	Total	0 0
Prior year capital additions	0	0

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

CAPITAL IMPROVEMENT FUND

	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
<u>REVENUE</u>				
Capital Improvement Sales Tax	3,356,500	3,200,000	3,300,000	3,300,000
Interest	0	0	0	0
Grants & Reimbursements	<u>80,471</u>	<u>96,200</u>	<u>244,662</u>	<u>236,662</u>
Total Budgeted Revenue	3,436,971	3,296,200	3,544,662	3,536,662
Less Total Budgeted Expenditure			<u>(3,916,428)</u>	<u>(3,916,428)</u>
Equal Revenue Over/(Under) Expenditure			(371,766)	(379,766)
Plus Estimated Beginning Fund Balance			<u>1,364,317</u>	<u>1,364,317</u>
Equal Estimated Ending Fund Balance			992,551	984,551
<u>EXPENDITURES</u>				
0329-Building Maint. & Supplies	68,755	66,150	58,600	58,600
0330-Equip. Repairs - Vehicles	133,628	132,000	130,000	130,000
0333-Materials & Supplies	86,123	111,000	110,000	110,000
0334-Street Markings	10,898	14,000	13,000	13,000
0350-Professional Service	233,705	381,525	589,928	589,928
0352-Street Contracts	1,785,000	1,650,000	1,650,000	1,650,000
0353-Bridge Repair & Maint.	63,776	65,000	60,000	60,000
0354-Sidewalk Repairs	294,000	150,000	150,000	150,000
0355-Debt Payment	314,478	324,000	328,000	328,000
0361-Capital Additions	<u>907,309</u>	<u>520,200</u>	<u>826,900</u>	<u>826,900</u>
Total	3,897,672	3,413,875	3,916,428	3,916,428

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS

	Proposed <u>2016</u>	Adopted <u>2016</u>
Information Technology		
Replace computers, laptops, monitors, tablets, printers and related software	20,000	20,000
Replace two network switches	9,000	9,000
Replace Finance and Park Department servers	<u>12,000</u>	<u>12,000</u>
Information Technology Total	41,000	41,000
 Administrative		
No items requested	<u>0</u>	<u>0</u>
Administrative Total	0	0
 Court		
No items requested	<u>0</u>	<u>0</u>
Court Total	0	0
 Media		
No items requested	<u>0</u>	<u>0</u>
Media Total	0	0
 Health		
One pickup truck with bedliners and hazard lights	32,000	32,000
New roof replacement	34,000	34,000
New office furniture, desks, chairs, remodeling, etc.	23,000	23,000
One 48" zero turn riding mower	7,500	7,500
One Quick Track 48" walk-behind mower	7,600	7,600
Two two-way radios	<u>11,000</u>	<u>11,000</u>
Health Total	115,100	115,100

CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS

	<u>Proposed 2016</u>	<u>Adopted 2016</u>
Public Works		
Streets		
One 2.5 ton dump truck with snow plow, salt spreader, calcium chloride tank, and hazard lights for dump truck	132,000	132,000
One 1/2 ton pick-up truck with bed liner and hazard lights	<u>25,000</u>	<u>25,000</u>
Streets Sub-Total	157,000	157,000
Building		
Public Works counter and office remodeling at City Hall	<u>48,000</u>	<u>48,000</u>
Building Sub-Total	48,000	48,000
Engineering		
Bockrath-Wiese House hazard mitigation and repairs	<u>46,800</u>	<u>46,800</u>
Engineering Sub-Total	<u>46,800</u>	<u>46,800</u>
Public Works Total	251,800	251,800
 Police		
Vehicles		
Eight Police vehicles with related equipment at \$28,000 each	224,000	224,000
Two new police canine vehicles and related equipment	60,000	60,000
Radio/Emergency equipment installation on new vehicles	<u>16,000</u>	<u>16,000</u>
Police Vehicle Sub-Total	300,000	300,000
Miscellaneous Items		
Evidence unit large format printer	6,000	6,000
Police classroom video projector	2,000	2,000
Office reconfiguration and update to work stations	15,000	15,000
Replace mobile computers/printers and related equipment	40,000	40,000
Replace desktop computers and related equipment	10,000	10,000
Five additional video security cameras	10,000	10,000
Power DMS document system - CALEA	11,000	11,000
Replace servers/laptops and related equipment	5,000	5,000
Computer system backup	12,000	12,000
Continue Access door locks and proximity cards	<u>8,000</u>	<u>8,000</u>
Police Miscellaneous Sub-Total	<u>119,000</u>	<u>119,000</u>
Police Total	419,000	419,000
Grand Total	826,900	826,900

Capital Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Account 0329 - Building Maintenance & Supplies	Total	66,150	58,600

Janitorial Supplies for City Hall, Government Building and City Garage ...

HVAC maintenance and repairs at City Hall, Government Building and City Garage buildings: includes furnace filters, belts, dryers, Freon, compressors, motors, bearings, replace emergency light batteries, roof repairs, etc. ...

Overhead door maintenance and repairs at City Garage, as needed

Garage hoist maintenance and repairs, fuel pump maintenance and repairs, waste disposal, as needed yearly ...

Carpet cleaning and new entryway mats; elevator maintenance contract ...

Miscellaneous building maintenance materials: lumber, nails, paint, glass, sealants, electrical and plumbing supplies, Christmas / Seasonal Decorations ...

\$600 - Vacuum Cleaner for City Hall

Account 0330 – Equipment Repairs – Vehicles	Total	132,000	130,000
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Includes maintenance of major equipment and trucks for the Street Department, minor pieces of equipment for the Street Department, Police Department cars, motorcycles, and equipment, Health Department, Park Department, and Golf Course vehicles and equipment ... also old police vehicles that are now PW Inspector vehicles ...

Miscellaneous automotive parts and supplies, brakes, tune-up kits, tools, etc.

Tire repairs, purchase, service; dealer parts & service; small engine parts & service; heavy equipment parts, service & supplies; street sweeper parts & supplies; transmission parts, service & supplies; radiator and A/C service ...

Miscellaneous: mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing, etc. ...

Major equipment and vehicle repairs, accident repairs ...

Emission testing per Department of Natural Resources Clean air Regulations

Diagnostic equipment and software system updates ...

Capital Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Acct. #03-5-03-33000 - Materials & Supplies		Total	
Concrete Pavement Replacement: Ready mix, rock, expansion joint material, reinforcing steel, wire mesh, curing compound, plastic, dowels, etc. ...		70,000	70,000
Mudjacking: Portland Cement and Aggregate Lime ...		3,000	3,000
Asphalt Pavement Replacement: 200 tons surface mix, 200 tons curb mix, 150 tons black-crete, 1,500 gallons SS1H asphalt emulsion, other asphalt products ...		18,000	18,000
Crack sealing: 10,000 gallons Asphalt emulsion, 100 tons rock ...		5,000	5,000
Replacement chain saws, vibrators, minor tools and equipment ...		1,000	1,000
Miscellaneous: grass seed, fertilizer and sod; sand for sandblasting, lumber, nails, plastic, concrete saw blades and drill bits, traffic safety flagging, lights, rain gear, batteries, etc., barricades, barrels, lights, hand tools (brooms, shovels, rakes, etc.), ice (summer water coolers), fence materials, concrete form materials, pins, tie-rods, etc.; equipment and tool rental ...		14,000	13,000
Account 0334 – Street Markings		Total	
Channel posts, street name posts, die cutters for numbers		14,000	13,000
Sign faces - reflective material, sign blanks – aluminum, sign brackets			
Street marking paint, reflective marking beads			
Construction/traffic control signs			
Miscellaneous materials (delineators, batteries, tape, keel, traffic count tape, spray traffic paint for marking)			
Seasonal (Christmas/Spring/Summer/Fall) decorations & banners on North Lindbergh, rue St. Francois, Civic Centers and other locations ...			
Adopt-A-Street Program ...			
Account 0350 – Professional Services		Total	
Audit		381,525	589,928
Bank Fees		1,925	2,000
REJIS Commission GANet Subscription & Service		600	600
GIS (Geographic Information System) Web-Based Mapping Project ...		4,000	4,000
General Engineering and Design Services		60,000	60,000
St. Anthony Lane Bridge over Fountain Creek (replacement) – Right-Of-Way Acquisition		20,000	20,000
RFP's for Redevelopment Projects		80,000	10,000
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		0	5,000
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing ...		5,000	5,000
I-270 Mowing		50,000	60,000
East-West Gateway Grant Applications		20,000	25,000
		10,000	10,000

Capital Improvement Fund Budget: 2016

2015 2016

Account 0350 – Professional Services (con't)

Troubleshooting & repairs to Electrical & HVAC Energy Controls at various city buildings (service, upgrades, repairs, inspections)	27,500	25,000
Emergency Asbestos Removal by Contractor (all City buildings)	15,000	15,000
Plaques for "Walk Through History"	3,000	3,000
Consulting services: PW special projects, etc. ...	2,000	4,000
Cleanup, repair and/or demolition of derelict/dangerous residential/commercial properties, including graffiti removal, trash/debris/junk removal, grass/weed cutting, tree/brush/vegetation removal, various landscaping/building repairs/work as needed ... by the City and/by Contractor (i.e. Annual Handyman Services contractor, Annual Tree Services contractor, etc.) ...	25,000	35,000
Repairs to Paddock Estates Subdivision monument	27,500	0
Design of St. Anthony Lane bridge replacement	30,000	0
Records & Document Destruction ... NEW	0	500
North Lafayette Street Reconstruction - Phase I DESIGN ONLY project ... this is an 80% grant reimbursement project ... (\$112,605 grant/\$28,151 city)	0	140,756
North Lafayette Street Reconstruction - Phase II DESIGN ONLY project ... this is an 80% grant reimbursement project ... (\$111,103 grant/\$27,776 city)	0	138,879
Pedestrian Signal Replacement on Derhake at Robinwood Elementary School ... this is an 80% grant reimbursement project ... (\$12,954 grant/\$3,239 city)	0	16,193
Bike & Pedestrian Master Plan ... this is a joint project with Trailnet as the grantee... (\$40,000 Trailnet/\$10,000 city - no reimbursement to city)	0	10,000

Account 0352 – Street Contracts

Total 1,650,000 1,650,000

Slurry Seal Maintenance Work	850,000	850,000
Concrete Pavement Replacement Work	500,000	500,000
Major Street Repairs and Asphalt Overlay	300,000	300,000

Account 0353 – Bridge Repair & Maintenance

Total 65,000 60,000

Miscellaneous Bridge Repairs by Contractor	50,000	50,000
Bridge Repairs/Maintenance by City	15,000	10,000

Account 0354 – Sidewalk Replacement

Total 150,000 150,000

Sidewalk Program by Contractor	145,000	145,000
Tree Removals	5,000	5,000

Account 0355 – Debt Payment

Total 324,000 328,000

Principal and Interest on the 2011 COPS Bond Issue

Capital Improvement Fund Budget: 2016

		2015	2016
Account 0361 Capital Additions	Total	520,200	826,900
Account 036136 – Capital Additions/Information Technology	Total	41,000	41,000
Replace computers, laptops, monitors, tablets, printers and related software in various departments		0	20,000
Replace two network switches		0	9,000
Replace Parks and Finance department servers		0	12,000
Prior year capital additions		41,000	0
Account 036140 – Capital Additions/Administration	Total	17,000	0
Prior year capital additions		17,000	0
Account 036141 – Capital Additions/Court	Total	0	0
Prior year capital additions		0	
Account 036170 – Capital Additions/Media	Total	0	0
Prior year capital additions		0	0
Account 036142 – Capital Additions/Health Department	Total	58,700	115,100
1 ea. 48 inch Zero Turn Riding Mower		0	7,500
Roof replacement		0	34,000
New office furniture, desks, chairs, remodeling, etc.		0	23,000
1 Pickup Truck to replace either H-6 (2008 Ford, 104,000 miles) or H-8 (2005 Chevy, 75,000 miles), to include bed liners and hazard light bars		0	32,000
1 Quick Track 48 inch Mower Walk Behind		0	7,600
2 Two-Way Radio's, new generation at \$5,500 each		0	11,000
Prior year capital additions		58,700	0
Account 036148 – Capital Additions/Public Works	Total	83,000	251,800
<u>Streets</u>	<u>S/T</u>	<u>33,000</u>	<u>157,000</u>
1 2.5 Ton Dump Truck with salt spreader, calcium chloride tanks, snow plow and frame with hazard lights ... to replace S-18.		0	132,000
1 Pick-up Truck, ½ ton, w/bedliner and hazard lights to replace S-14 (1998 GMC w/92,215 miles) ...		0	25,000
Prior year capital additions		33,000	0
<u>Engineering</u>	<u>S/T</u>	<u>50,000</u>	<u>46,800</u>
Bockrath - Wiese House hazard mitigation and repairs (include removal of standing water in the basement, mold remediation, cleaning/sand blasting the interior stone foundation wall, re-grout foundation wall, waterproof foundation wall, install an interior drainage system and sump-pump) ...			46,800
Prior year capital additions		50,000	0

Capital Improvement Fund Budget: 2016

	<u>2015</u>	<u>2016</u>
<u>Building</u>	<u>S/T</u>	
Public Works counter and office remodeling at City Hall ...	<u>0</u>	<u>48,000</u>
Prior year capital additions	<u>0</u>	<u>0</u>

Account 036149 – Capital Additions/Police	Total	320,500	419,000
<u>Vehicles</u>	<u>S/T</u>	<u>224,800</u>	<u>300,000</u>
Eight Police vehicles at \$28,000 each		0	224,000
Two new Police canine vehicles and related equipment at \$30,000 each		0	60,000
Radio/emergency equipment installation for ten vehicles at \$1,600 each		0	16,000
Prior year capital additions		224,800	0
<u>Miscellaneous</u>	<u>S/T</u>	<u>95,700</u>	<u>119,000</u>
Evidence unit large format printer		0	6,000
Police classroom video projector		0	2,000
Police building office reconfigure and update work stations		0	15,000
Replace mobile computers/printers and related equipment		0	40,000
Replace desktop computers and related items		0	10,000
Five additional video security cameras		0	10,000
Power DMS Document System from CALEA		0	11,000
Replace servers, laptops and related equipment		0	5,000
Computer systems backup		0	12,000
Access door locks and proximity cards		0	8,000
Prior year capital additions		95,700	0

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

PARK IMPROVEMENT FUND

	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
<u>REVENUE</u>				
Park Improvement Sales Tax	3,141,740	3,125,000	3,400,000	3,400,000
Interest	0	0	0	0
Miscellaneous Revenue	<u>259,023</u>	<u>286,400</u>	<u>6,400</u>	<u>26,400</u>
Total Budgeted Revenue	3,400,763	3,411,400	3,406,400	3,426,400
Less Total Budgeted Expenditure			<u>(3,348,168)</u>	<u>(3,240,287)</u>
Equal Revenue Over/(Under) Expenditure			58,232	186,113
Plus Estimated Beginning Fund Balance			<u>550,768</u>	<u>550,768</u>
Equal Estimated Ending Fund Balance			609,000	736,881
<u>EXPENDITURES</u>				
0910-Salaries	862,883	889,460	1,027,685	897,559
0913-Employee Benefits	365,368	390,924	383,108	373,153
0914-Residency Incentive Program	14,400	15,600	15,600	15,600
0921-Uniforms & Allowances	15,257	19,125	19,125	19,125
0927-Gas & Oil	61,117	64,000	64,000	64,000
0928-Merchandise	39,253	79,250	67,250	67,250
0929-Bldg., Maint., & Supplies	123,257	169,400	140,900	140,900
0930-Maintenance/Supplies	81,951	112,850	121,950	121,950
0931-Recreation Supplies	37,977	38,000	37,500	37,500
0932-Office Supplies & Maint.	28,032	35,800	40,800	40,800
0933-Materials & Supplies	100,616	125,350	131,950	131,950
0942-Dues, Travel, Training	11,945	13,660	13,660	13,660
0950-Professional Services	188,296	242,115	242,190	242,190
0951-Pavement Repairs	141,466	37,000	10,000	10,000
0954-Publicity	7,740	12,300	12,300	12,300
0955-Debt Payment	572,334	582,000	577,000	577,000
0961-Capital Additions	<u>795,430</u>	<u>996,000</u>	<u>443,150</u>	<u>475,350</u>
Total	3,447,322	3,822,834	3,348,168	3,240,287

PERSONNEL SERVICES

Full-time	839,460	847,559	847,559
Part-time	0	130,126	0
Overtime	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Personnel Services	889,460	1,027,685	897,559

PERSONNEL SCHEDULE

<u>Park Maintenance - full-time</u>	
Park Superintendent	1.0
Class "A" Foreman	1.0
Forester I	1.0
Class "A" Person (5)	5.0
Class "B" Person (3)	4.0
Class "C" Person (6)	<u>5.0</u>
Total	17.0

Total Personnel 17.0

Full-time 17.0

Full-time Equivalent (Part-time) 0.0

PARK IMPROVEMENT FUND CAPITAL ADDITIONS

	<u>Proposed 2016</u>	<u>Adopted 2016</u>
Theater		
Q-Lab Pro Audio software for live show control	<u>2,850</u>	<u>2,850</u>
Theater Total	2,850	2,850
Golf Course		
Golf Course Equipment		
Oscillating fans	<u>16,800</u>	<u>8,000</u>
Total Golf Course Equipment	16,800	8,000
Golf Course Improvements		
Various tee, bunker and fairway renovations	<u>15,500</u>	<u>15,500</u>
Total Golf Course Improvements	15,500	15,500
Total Golf Course Equipment and Improvements	32,300	23,500
James J. Eagan Center		
Portable swimming pool lift for ADA compliance	9,000	9,000
Swimsuit dryer for women's locker room	2,000	2,000
Office renovations	<u>6,000</u>	<u>6,000</u>
James J. Eagan Center Total	17,000	17,000
John F. Kennedy Center		
Replace outdoor sign	<u>12,000</u>	<u>12,000</u>
John F. Kennedy Center Total	12,000	12,000
Bangert Pool		
Replace outdoor metal lockers with plastic lockers	13,000	13,000
Portable air conditioner for concession stand	<u>6,000</u>	<u>6,000</u>
Bangert Pool Total	19,000	19,000

PARK IMPROVEMENT FUND CAPITAL ADDITIONS

	Proposed <u>2016</u>	Adopted <u>2016</u>
Koch Park Aquatic Center		
Replace broken Funbrella	4,000	4,000
Demolition and removal of the waterslide structure, flumes, support steel, and stair tower	<u>0</u>	<u>20,000</u>
Koch Park Aquatic Center Total	4,000	24,000
Parks Equipment		
Replace 4 half-ton pick-up trucks with accessories and radio install	100,000	100,000
Replace 3 mowers with new 72" zero-turn mowers	30,000	30,000
Stump grinder attachment for Bobcat	7,000	7,000
Replace Gator	7,000	7,000
Boom sprayer for Gator	4,000	4,000
Pulverizor for ball field maintenance	3,000	3,000
Salt spreader and calcium tank for plow truck	<u>6,000</u>	<u>6,000</u>
Parks Equipment Total	157,000	157,000
Parks Improvements		
Replace pavilion #2 at both St. Ferdinand and Bangert parks	110,000	110,000
Concrete tee pads for Disc Golf Course at Dunegant Park	7,000	7,000
Install drainage systems on field #2 and #6 at St. Ferdinand Park, and on the Eagan Center soccer field	17,000	17,000
Lazer level field at Koch Park and field at St. Ferdinand Park	32,000	32,000
Replace soccer goal posts on fields #1 and #2 at Koch Park	9,000	9,000
Replace 2 ball field backstops at Koch Park and 2 ball field backstops at St. Ferdinand Park	24,000	24,000
St. Louis County Municipal Park Grant to construct a Korean War Veterans Monument and Memorial at St. Ferdinand Park	<u>0</u>	<u>21,000</u>
Parks Improvements Total	<u>199,000</u>	<u>220,000</u>
Parks Equipment and Improvements Total	356,000	377,000
Grand Total	443,150	475,350

Park Improvement Fund Budget: 2016

	2015	2016
<u>Account 0910 - Salaries</u>		
<u>Full-time employees</u>		
Park Superintendent	1	1
Class "A" Foreman	1	1
Forester I	1	1
Class "A" Person	5	5
Class "B" Person - additional "B" person	3	4
Class "C" Person - one less "C" person	<u>6</u>	<u>5</u>
Total full-time employees	17	17
 Overtime	 \$50,000	 \$50,000
<u>Account 0913 - Employee Benefits</u>		
F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability		
<u>Account 0914 - Residency Incentive Program</u>		
Total	15,600	15,600
Thirteen employees at \$100 per month		
<u>Account 0921 - Uniforms and Allowances</u>		
Total	19,125	19,125
<u>44 Centers</u>	Sub	<u>3,950</u>
Full-time Custodial Uniforms (4 employees @ \$300)	1,200	1,200
Staff T-Shirts/Polo Shirts	2,000	2,000
JJE Lifeguard T-Shirts and Swimsuits	750	750
 <u>45 Summer Playground</u>	Sub	 <u>975</u>
Staff T-Shirts	975	975
 <u>46 Bangert Pool</u>	Sub	 <u>2,000</u>
Staff T-Shirts	700	700
Swimsuits	1,300	1,300
 <u>56 Koch Pool</u>	Sub	 <u>3,500</u>
Staff T-Shirts	900	900
Swimsuits	2,600	2,600
 <u>47 Parks</u>	Sub	 <u>8,700</u>
Full-time Park Uniforms (17 employees @ \$300)	5,100	5,100
Staff T-Shirts (seasonal staff)	1,650	1,650
Ranger Uniforms	1,950	1,950
<u>Account 0927 - Gas and Oil</u>		
Total	64,000	64,000
<u>44 Centers</u> - Propane for Zamboni and gasoline/diesel for various equipment	3,000	3,000
<u>47 Parks</u>	61,000	61,000

Park Improvement Fund Budget: 2016

		2015	2016
Account - 0928 Merchandise	Total	79,250	67,250
40 Skate Shop - Resale of skate and pro shop items	Sub	500	500
44 Centers	Sub	35,750	23,750
Resale items for Customer Service Desk		1,000	1,000
Refreshments for theatre performances		1,500	0
Beer for facility functions and concessions		2,000	1,000
Beverages for Rink concessions and vending machines		26,500	20,000
Special city sponsored or theatrical events		4,000	1,000
Miscellaneous supplies		750	750
47 Parks	Sub	43,000	43,000
St. Ferdinand Park and Koch Park Cart operations		5,000	5,000
Bangert Park and Pool		9,000	9,000
Koch Park and Pool		29,000	29,000
Account 0929 - Building Maintenance and Supplies	Total	169,400	140,900
Water treatment and cooling-tower treatment		10,000	10,000
Backflow preventer inspection and repair for JJE and JFK		1,200	1,200
Elevator inspection, service and maintenance		2,500	2,500
Electrical and plumbing maintenance and supplies		4,500	4,500
Miscellaneous building maintenance and hardware		5,000	5,000
Pool and spa chemicals and supplies		5,000	5,000
HVAC maintenance		5,000	5,000
Fire extinguisher equipment, replacement & maintenance		2,000	2,000
Dowtherm, paint, custodial supplies, pest control		8,300	8,300
Spectator shielding and dasher board equipment for Rink		2,000	2,000
Wind tarps for Rink		2,000	2,000
Repair, replacement and service on windows and window accessories		5,000	5,000
Zamboni supplies and blade sharpening/replacement		2,000	2,000
Water softener materials		1,000	1,000
Replacement tables and chairs for JJE and JFK		10,000	10,000
Hydro flushing of sanitary lines at JJE and JFK		2,500	2,500
Replacement of broken and damaged pool filter elements and covers		6,000	2,000
Fitness Center equipment, maintenance and supplies		10,000	10,000
Gymnasium equipment, repairs and supplies		1,600	1,600
Roof repair and maintenance		10,000	7,500
Repair, troubleshoot and service fire alarm system		4,000	4,000
Security Video system maintenance, materials and supplies		0	2500
Nature Lodge maintenance, repairs and supplies		4,000	4,000
Asbestos abatement		25,000	25,000
Replace existing Recumbent Bike Machine in JFK Fitness Center		0	3,800
Replace existing Stepper/Stride Machine in JFK Fitness Center		0	6,800
Back Extension Machine for Fitness Center		0	1,200

Park Improvement Fund Budget: 2016

	2015	2016
Basketball hoop adjusters	0	1,500
Relocating existing surveillance camera from JJE to the Nature Lodge	0	3,000
Fitness Center equipment	14,600	0
Flooring	11,500	0
Various equipment	14,700	0

Account 0930 - Maintenance and Supplies	Total	112,850	121,950
46 Bangert Pool	Sub	24,675	35,725
Miscellaneous hardware, paint, caulk		1,600	1,600
Plumbing maintenance materials & supplies		1,200	1,200
Hydro flushing of sanitary lines		750	750
Electrical maintenance and supplies		1,250	1,250
Janitorial supplies, locker maintenance, pest control		1,325	1,325
First-aid supplies		400	400
Pool equipment and supplies, test kits, deep water bracelets		1,900	1,900
Rescue and staff training supplies		600	600
Office supplies		100	100
Pool deck lounges		2,400	2,400
Pump and chemical feeding system maintenance		1,400	1,400
Swim Team supplies		500	500
U.V. system maintenance and supplies		2,500	2,500
Supplies and maintenance for filtration and chlorination systems		4,000	4,000
Replace broken control valves and repair leaks on filtration system		0	14,000
Water wheelchair for ADA compliance		0	1,800
Life vests (required)		750	0
Replace broken filter gauges and valves		3,000	0
Replace and repair underwater lighting system		1,000	0

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
<u>56 Koch Pool</u>	Sub	<u>31,775</u>	<u>36,825</u>
Miscellaneous hardware, paint, caulk		2,000	2,000
Plumbing maintenance and supplies		1,200	1,200
Hydro flushing of sanitary lines		750	750
Backflow preventer inspection and repair		1,000	1,000
Electrical maintenance and supplies		500	500
Miscellaneous janitorial supplies		1,950	1,950
First-aid supplies		400	400
Locker maintenance		200	200
Pool test kits		500	500
Pest control		125	125
Pool equipment and supplies		1,200	1,200
Rescue and staff training supplies		900	900
Office supplies		100	100
Deep water bracelets		1,000	1,000
Pool deck lounges		2,400	2,400
Pump and chemical feeding system maintenance		1,400	1,400
Otter Slide maintenance		500	500
Water feature maintenance		1,000	1,000
Lily Pad Area maintenance and supplies		3,400	3,400
Lazy River tube replacement		1,000	1,000
Supplies and maintenance for filtration and chlorination systems		5,000	5,000
Replace broken filter baskets		2,500	2,500
Repair and replace broken and unsafe original hand rails		0	4,000
Replace sight-obstructing, high maintenance vegetation with landscaping rock		0	2,000
Water wheelchair for ADA compliance		0	1,800
Life vests (required)		750	0
Replace and repair underwater lighting system		2,000	0
 <u>47 Parks</u>	Sub	 <u>56,400</u>	 <u>49,400</u>
Equipment repair and various supplies		35,000	35,000
Backflow preventer inspection and repair for Parks and Trail		1,400	1,400
Maintenance and repairs for 2001 Showmobile		2,000	10,000
Water feature repairs and maintenance at St. Ferdinand Lake		17,000	2,000
Fire extinguisher equipment, replacement & maintenance		1,000	1,000
Account 0931 - Recreation Supplies	Total	38,000	37,500
<u>44 Centers</u>	Sub	<u>32,500</u>	<u>32,000</u>
Splish-Splash Summer Bash		1,000	1,000
Project Lift-Off		1,000	1,000
Halloween Event		1,000	1,000
Party on the Ice Event		1,000	1,000
Lifeguard Competition		500	0
Supplies for city sponsored leagues		15,000	15,000

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Miscellaneous supplies for classes, programs, activities and special events		6,000	6,000
Miscellaneous athletic and recreation equipment		2,000	2,000
Replace damaged and unusable rental ice skates		5,000	5,000
<u>45 Summer Playground</u>	Sub	<u>5,500</u>	<u>5,500</u>
<hr/>			
Account 0932 - Office Supplies and Printing	Total	35,800	40,800
<u>44 Centers</u>	Sub	<u>10,800</u>	<u>10,800</u>
Printing and office supplies		2,200	2,200
RecPro software subscription service		7,000	7,000
Parks & Recreation receipts		1,600	1,600
<u>47 Parks</u>	Sub	<u>25,000</u>	<u>30,000</u>
Printing and office supplies		7,000	7,000
Photo ID supplies		18,000	18,000
Video server surveillance software upgrade		0	5,000
<hr/>			
Account 0933 - Materials and Supplies	Total	125,350	131,950
<u>46 Bangert Pool</u>	Sub	<u>20,300</u>	<u>20,300</u>
Sodium Hypochloride		13,000	13,000
Co2		4,000	4,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochloride		800	800
Algacide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		150	150
<u>47 Parks</u>	Sub	<u>83,900</u>	<u>90,500</u>
Dirt for ball fields		6,500	6,500
Sports equipment		1,000	1,000
Playground and pavilion parts and equipment		20,000	20,000
Playground and landscaping mulch		0	10,000
Field marking supplies		3,000	3,000
Field and pavilion lighting supplies		2,000	2,000
Top caps for outfield fencing		1,500	1,500
Building and construction materials		17,000	12,000
Park Maintenance building maintenance materials and supplies		0	5,000
Sand for ball fields and volleyball pits		4,000	4,000
Landscaping supplies		4,000	4,000
Chemical and cleaning supplies		4,500	4,500
Metal products		3,000	3,000
Calcium Chloride		3,000	3,000

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Fish for stocking St. Ferdinand lake		4,000	4,000
Trash cans and lids		500	500
Picnic table and park bench parts and materials		500	500
Park restroom supplies		1,000	1,000
Memorial trees		2,000	2,000
Miscellaneous materials, supplies and small tools		3,000	3,000
Equipment storage box for Field #1 at Koch Park		2,200	0
Batters box set		1,200	0
<u>56 Koch Pool</u>	Sub	<u>21,150</u>	<u>21,150</u>
Sodium Hypochloride		12,000	12,000
Co2		5,000	5,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochloride		800	800
Algaecide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Other chemicals and supplies as needed		1,000	1,000
Account 0942 - Dues, Travel and Training	Total	13,660	13,660
<u>44 Centers</u>	Sub	<u>7,500</u>	<u>7,500</u>
Auto allowance		3,500	3,500
Aquatic Facility Operator and Certified Pool/Spa Operator certification fees and additional aquatic professional courses		1,200	1,200
Municipal Swim League membership dues		800	800
Miscellaneous dues, training, and re-certifications		2,000	2,000
<u>45 Summer Playground</u>	Sub	<u>960</u>	<u>960</u>
<u>47 Parks</u>	Sub	<u>5,200</u>	<u>5,200</u>
Missouri Park and Recreation Assn. membership dues and convention fee		3,500	3,500
Certified Park and Recreation Professional (CPRP) certification fees		900	900
Pesticide applicator's license		100	100
Metro Park and Recreation Directors and Board meetings/seminars		700	700
Account 0950 - Professional Services	Total	242,115	242,190
<u>01 Miscellaneous</u>	Sub	<u>13,925</u>	<u>14,000</u>
Tree Planting		7,500	7,500
Audit		1,925	2,000
Inclusion Coordinator		4,500	4,500
<u>02 Bank Fees</u>	Sub	<u>10,000</u>	<u>10,000</u>

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
<u>44 Centers</u>	Sub	<u>21,290</u>	<u>21,290</u>
Liquor licenses - all facilities		3,500	3,500
Operating Permits - St. Ferdinand, Bangert, Koch, JJE		800	800
Beer Cooler Lease (JJE, Koch, St. Ferdinand)		2,000	2,000
Ice Machine Rental - St. Ferdinand, Bangert, Koch		2,150	2,150
Hepatitis "A" Vaccinations (for employees)		1,700	1,700
JJE Pool Operational Safety Audit		1,200	1,200
Charter converter boxes for fitness centers		1,440	1,440
Professional fees for pool operation		1,500	1,500
Contracts for DJ services		2,000	2,000
RecPro IP Charge Card processing annual fee		800	800
Contracts for program instructors and services		4,200	4,200
 <u>46 Bangert Pool</u>	Sub	 <u>2,400</u>	 <u>2,400</u>
Operational Safety Audit		900	900
Professional fees for pool operation		1,500	1,500
 <u>56 Koch Pool</u>	Sub	 <u>2,400</u>	 <u>2,400</u>
Operational Safety Audit		900	900
Professional fees for pool operation		1,500	1,500
 <u>47 Parks</u>	Sub	 <u>192,100</u>	 <u>192,100</u>
Grinding service and mulch/chip removal from Koch Park		20,000	20,000
Tree trimming and tree removal		75,000	75,000
Ash tree service due to Emerald Ash Borer blight		25,000	25,000
Tree trimming at the golf course		2,500	2,500
Electric repair and lighting for pavilions and ball fields		15,000	15,000
Fireworks and related items		28,000	28,000
Rental and service of portable toilets		5,000	5,000
Music copyright fees (ASCAP, SESAC, etc.)		2,200	2,200
Monitoring service for remote alarm devices in the parks		1,000	1,000
Service and Product Maintenance Agreement on surveillance cameras		8,000	8,000
Band concerts		900	900
St. Ferdinand Park lake pump cleaning		500	500
Boom-truck inspection		1,000	1,000
St. Louis County Municipal Park Planning Grant: Reimbursed at 80% up to \$6,400 for the first \$8,000.		8,000	8,000
 Account 0951 - Parking Lot, Driveway, and Walkway Repairs	Total	 37,000	 10,000
Miscellaneous concrete repairs on dangerous and hazardous areas		0	10,000
JFK/Koch Park - Replace concrete sections around dumpster and front entrance		25,000	0
JJE - Replace concrete sections around front plaza area, sidewalks, and curbing		12,000	0

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Account 0954 - Publicity	Total	12,300	12,300
Seasonal Brochures		9,000	9,000
Rink and Aquatic Brochures		3,300	3,300
Account 0955 - Debt Service	Total	582,000	577,000
Principal and interest on the 2011 COPS Bond Issue			
Account 0961 - Capital Additions	Total	996,000	475,350
<u>Florissant Civic Center Theater</u>	Sub	<u>6,000</u>	<u>2,850</u>
Audio software for live show control			2,850
<u>44 James J. Eagan Center</u>	Sub	<u>76,000</u>	<u>17,000</u>
Portable swimming pool lift for ADA compliance			9,000
Swimsuit dryer for women's locker room			2,000
Office renovations to improve customer service & provide safer working environment			6,000
<u>44 John F. Kennedy Center</u>	Sub	<u>7,500</u>	<u>12,000</u>
Replace destroyed outdoor sign (illuminated, double-sided, changeable)			12,000
<u>46 Bangert Pool</u>	Sub	<u>18,000</u>	<u>19,000</u>
Portable air conditioner for concession stand			6,000
Replace original metal lockers with plastic lockers			13,000
<u>56 Koch Park Aquatic Center</u>	Sub	<u>61,000</u>	<u>24,000</u>
Demolition and removal of the waterslide structure, flumes, support steel, and stair tower			20,000
Replace broken and un-repairable Funbrella			4,000
<u>06 Golf Course Equipment</u>	Sub	<u>0</u>	<u>8,000</u>
Oscillating fans			8,000
<u>06 Golf Course Improvements</u>	Sub	<u>15,500</u>	<u>15,500</u>
Various tee, bunker and fairway renovations			15,500

Park Improvement Fund Budget: 2016

	<u>2015</u>	<u>2016</u>
<u>47 Parks Equipment</u>		
Sub	<u>116,000</u>	<u>157,000</u>
Replace 1999 (P-20) pickup truck, including accessories and radio install		25,000
Replace 1999 (P-22) pickup truck, including accessories and radio install		25,000
Replace 2001 (P-6) pickup truck, including accessories and radio install		25,000
Replace 2001 (P-23) pickup truck, including accessories and radio install		25,000
Replace 2009 mower (PT-17) with new 72" zero-turn mower		10,000
Replace 2008 mower (PT-29) with new 72" zero-turn mower		10,000
Replace 2008 mower (PT-10) with new 72" zero-turn mower		10,000
Stump grinder attachment for Bobcat		7,000
Replace 1999 Gator		7,000
Boom sprayer for Gator		4,000
Pulverizor for ball field maintenance		3,000
Salt spreader and calcium tank for plow truck (P-10)		6,000
 <u>47 Park Improvements</u>		
Sub	<u>696,000</u>	<u>220,000</u>
Replace Pavilion #2 at St. Ferdinand Park		55,000
Replace Pavilion #2 at Bangert Park		55,000
Install concrete tee pads for Disc Golf Course at Dunegant Park		7,000
Install drainage system on ball field #2 at St. Ferdinand Park		7,000
Install drainage system on ball field #6 at St. Ferdinand Park		6,000
Install drainage system on Eagan Center soccer field		4,000
Laser level ball fields (Koch Park - 3, St. Ferdinand Park - 5) - \$4,000 each		32,000
Replace 1970's hand-made soccer goal posts on field #1 and #2 at Koch Park		9,000
Replace ball field backstops (Koch Park - 2, St. Ferdinand Park - 2) - \$6,000 each		24,000
St. Louis County Municipal Park Grant - \$21,000: To construct a Korean War Veterans Monument and Memorial at St. Ferdinand Park. Project includes a concrete walkway, monument, flag poles, lighting, electric, and landscaping. Project funds are reimbursed by the Park Grant Commission up to \$20,000.		21,000

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

SEWER LATERAL FUND

	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
<u>REVENUE</u>				
Revenue	507,122	500,000	500,000	500,000
Interest	5,027	5,000	5,000	5,000
Miscellaneous Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	512,149	505,000	505,000	505,000
Less Total Budgeted Expenditure			<u>(700,683)</u>	<u>(700,683)</u>
Equal Revenue Over/(Under) Expenditure			(195,683)	(195,683)
Plus Estimated Beginning Fund Balance			<u>1,779,972</u>	<u>1,779,972</u>
Equal Estimated Ending Fund Balance			1,584,289	1,584,289
<u>EXPENDITURES</u>				
8021-Uniforms	900	900	900	900
8027-Gasoline	10,193	12,000	15,000	15,000
8030-Equipment Repair	11,618	14,000	14,000	14,000
8032-Office Supplies & Maint.	1,262	2,500	2,500	2,500
8033-Materials and Supplies	31,932	38,500	38,500	38,500
8042-Dues, Travel & Training	1,703	2,300	2,000	2,000
8050-Professional Service	488,305	577,708	577,783	577,783
8055-Insurance, Fire & Liability	14,735	20,000	25,000	25,000
8061-Capital Additions	<u>9,000</u>	<u>130,000</u>	<u>25,000</u>	<u>25,000</u>
Total	569,648	797,908	700,683	700,683

SEWER LATERAL FUND CAPITAL ADDITIONS

	Proposed <u>2015</u>	Adopted <u>2015</u>
Sewer Lateral Equipment		
1 Pickup truck with bedliner and hazard lights to replace SL-2	<u>25,000</u>	25,000
Sewer Lateral Total	25,000	25,000

Sewer Lateral Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Account 8021 - Uniforms	Total	900	900
3 Sewer Lateral Employees @ \$300/yr.		900	900
Account 8027 - Gasoline	Total	12,000	15,000
Gasoline cross charges for SLIP equipment		12,000	15,000
Account 8030 - Equipment Repair	Total	14,000	14,000
Includes maintenance equipment, miscellaneous automotive parts and supplies; brakes, tune-up kits, etc., tire repairs, purchase and service; dealer parts and service; small engine parts and service; heavy equipment parts, service and supplies; transmission parts, service and supplies; radiator and a/c service mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing, etc.			
Account 8032 - Printing & Office Supplies	Total	2,500	2,500
Miscellaneous office supplies (paper, printer cartridges, printing, etc.)		2,000	2,000
Misc. replacement of office equipment/furniture/cameras/video tapes ...		500	500
Account 8033 - Materials & Supplies	Total	38,500	38,500
Concrete pavement and sidewalk replacement		10,000	10,000
Asphalt pavement replacement		10,000	10,000
Various small tools & supplies ...		500	500
Miscellaneous - top soil, grass seed, sod, lumber, sand, rock, small tools, forms, etc.		18,000	18,000
Account 8042 - Dues, Travel, Training	Total	2,300	2,000
City Engineer: Dues: Association of State Flood Plain Managers (ASFPM) - \$110, American Society of Civil Engineers - \$225 ...		504	335
Civil Engineer-1: Dues: APWA Local and International - \$169 ...		504	169
Travel - Mileage for use of personal vehicle		1,292	1,496
Account 8050 - Professional Services	Total	577,708	577,783
Audit		1,925	2,000
Bank Fees		1,000	1,000
Sewer Lateral Repairs by Contractor		90,000	100,000
Video inspection fee reimbursement		42,000	32,000
Tree Removal		10,000	10,000
Computer Consultant/Maintenance/Upgrades/Supplies (CAD Programs)		5,000	5,000
Administrative Cross Charge		427,783	427,783

Sewer Lateral Fund Budget: 2016

2015 2016

Account 8055 - Insurance	Total	20,000	25,000
General Liability, Workers Compensation, Property, etc.		20,000	25,000

Account 8061 - Capital Additions/Improvements	Total	130,000	25,000
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1 Pickup Truck with bedliner and hazard lights to replace SL-2 (2001 Dodge with 100,892 miles)

25,000

Acct. 04-5-80-50010 - Professional Services: Breakdown of Administrative Cross Charges						
Sewer Lateral Fund Administrative Cross Charge: December 1, 2015 to November 30, 2016						
Position	Wage	Benefits	Total	Percent	Cross Charge	Notes
Director of Public Works	100,965	45,434	146,399	3.13%	4,575	est. 1/4 hour per day
Administrative Assistant	41,169	18,526	59,695	6.25%	3,731	est. 1/2 hour per day
City Engineer	70,576	31,759	102,335	6.25%	6,396	est. 1/2 hour per day
Civil Engineer I	50,150	22,568	72,718	100.00%	72,718	assigned to program
Permit Inspection Clerk	39,624	17,831	57,455	100.00%	57,455	assigned to program
Permit Inspection Clerk	31,756	14,290	46,046	6.25%	2,878	est. 1/2 hour per day
Permit Inspection Clerk	39,929	17,968	57,897	6.25%	3,619	est. 1/2 hour per day
Multi-Inspector	55,822	25,120	80,942	6.25%	5,059	est. 1/2 hour per day
Street Superintendent	67,659	30,447	98,106	12.50%	12,263	est. 1 hour per day
Class "A" Foreman	56,657	25,496	82,153	12.50%	10,269	est. 1 hour per day
Equip. Maint. Supr.	56,330	25,349	81,679	6.25%	5,105	est. 1/2 hour per day
Equip. Maint. Mechanic	52,219	23,499	75,718	6.25%	4,732	est. 1/2 hour per day
Equip. Maint. Mechanic	52,749	23,737	76,486	6.25%	4,780	est. 1/2 hour per day
Class "A" Person	52,723	23,725	76,448	100.00%	76,448	assigned to program
Class "A" Person	52,373	23,568	75,941	2.50%	1,899	est. 1 hour per week
Class "A" Person	47,955	21,580	69,535	2.50%	1,738	est. 1 hour per week
Class "B" Person	48,958	22,031	70,989	100.00%	70,989	assigned to program
Class "B" Person	47,776	21,499	69,275	2.50%	1,732	est. 1 hour per week
Street Sweeper	47,695	21,463	69,158	2.50%	1,729	est. 1 hour per week
Class "C" Person	36,289	16,330	52,619	100.00%	52,619	assigned to program
Class "C" Person	36,349	16,357	52,706	2.50%	1,318	est. 1 hour per week
Class "C" Person	42,653	19,194	61,847	2.50%	1,546	est. 1 hour per week
Director of Finance	85,580	38,511	124,091	1.25%	1,551	est. 1/2 hour per week
Assistant Dir. of Finance	64,855	29,185	94,040	2.50%	2,351	est. 1 hour per week
Accounting Clerk	43,348	19,507	62,855	1.25%	786	est. 1/2 hour per week
Accounting Clerk	42,957	19,331	62,288	2.50%	1,557	est. 1 hour per week
Accounting Clerk	43,170	19,427	62,597	2.50%	1,565	est. 1 hour per week
Overtime	10,000	2,500	12,500	100.00%	12,500	
Residency Incentive	3,600	275	3,875	100.00%	3,875	3 assigned to program
			Total		427,783	

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

PROPERTY REVITALIZATION FUND

	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
<u>REVENUE</u>				
Revenue	6,900	0	0	0
Interest	<u>2,517</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	9,417	0	0	0
Less Total Budgeted Expenditure			<u>(30,000)</u>	<u>(30,000)</u>
Equal Revenue Over/(Under) Expenditure			(30,000)	(30,000)
Plus Estimated Beginning Fund Balance			<u>30,000</u>	<u>30,000</u>
Equal Estimated Ending Fund Balance			0	0
<u>EXPENDITURES</u>				
1050-Professional Service	<u>350,858</u>	<u>158,559</u>	<u>30,000</u>	<u>30,000</u>
Total	350,858	158,559	30,000	30,000

Property Revitalization Fund Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 1050 - Professional Services	158,559	30,000
01 - Homeowner Assistance Program	125,616	0

The Homeownership Assistance Program provided forgivable loans to be used toward the down payment on the purchase of a residence in the City of Florissant. Applicants who purchased a home as their primary residence within the City limits were eligible to receive a matching loan equal to the amount of their down payment up to a maximum of \$6,000. If the applicant lives in the single-family residence for five years, the loan will be forgiven. This program is closed to new applicants.

02 - Property Acquisition Program	Total	32,943	30,000
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The Property Acquisition Program allows the City to accept assignment of certain properties within the City limits that are delinquent in real estate property taxes and have been offered for sale by the St. Louis County Collector of Revenue at least three times and the property was not sold. The City will stabilize the properties and seek to find buyers that will bring the properties up to code compliance and occupancy standards. This program is intended to foster greater community stability and strengthen the tax base of the City by preserving and improving single-family home values. Any proceeds from the sale of properties will be returned to this fund.

City of Florissant Operating Budget
December 1, 2015 through November 30, 2016

COURT BUILDING FUND

	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>2016</u>
<u>REVENUE</u>				
Revenue	0	0	132,000	132,000
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	0	0	132,000	132,000
Less Total Budgeted Expenditure			<u>(252,000)</u>	<u>(252,000)</u>
Equal Revenue Over/(Under) Expenditure			(120,000)	(120,000)
Plus Estimated Beginning Fund Balance			<u>120,000</u>	<u>120,000</u>
Equal Estimated Ending Fund Balance			0	0
<u>EXPENDITURES</u>				
1420-Debt Service	0	0	252,000	252,000
1450-Professional Service	0	34,060	0	0
1461-Capital Additions	<u>0</u>	<u>1,135,940</u>	<u>0</u>	<u>0</u>
Total	0	1,170,000	252,000	252,000

Court Building Fund: 2016

		2015	2016
Account 1420 - Debt Service	Total	0	252,000

Debt service payments utilizing the available balance from the imposition of a court cost authorized by HB 1231 and approved by Governor Nixon on July 9, 2014. HB 1231 amended RSMo 488.2245 and authorized the imposition of a court cost for each municipal ordinance violation case filed before the Municipal Division Judge or Associate Circuit Judge. Proceeds can be used for the land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse.

Account 1450 - Professional Services	Total	34,060	0
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Account 1461 - Capital Additions	Total	1,135,940	0
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Article I. Section 105.070 - Estimates of future expenditures and personnel needs.

GENERAL FUND REVENUE

	2017	2018	2019	2020
Income	23,301,355	23,650,875	24,005,638	24,365,723
Reserve	2,492,530	2,494,738	2,498,222	2,503,028
Total	25,793,885	26,145,613	26,503,860	26,868,751

GENERAL FUND EXPENDITURES

	2017			2018			2019			2020		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Legislative	0	0	160,760	0	0	160,760	0	0	160,760	0	0	160,760
Administration	16	0	3,024,420	16	0	3,048,721	16	0	3,073,468	16	0	3,098,670
Municipal Court	6	0	795,285	6	0	808,153	6	0	821,262	6	0	834,619
Health	9	0	923,638	9	0	937,149	9	0	950,911	9	0	964,929
Senior Services	2	0	199,249	2	0	201,576	2	0	203,945	2	0	206,358
Recreation	24	0	4,428,430	24	0	4,487,602	24	0	4,547,900	24	0	4,609,345
Public Works	45	0	4,656,755	45	0	4,717,810	45	0	4,779,985	45	0	4,843,304
Police	111	0	10,943,134	111	0	11,114,724	111	0	11,289,478	111	0	11,467,456
Media	2	0	220,698	2	0	223,860	2	0	227,080	2	0	230,359
Information Tech.	2	0	357,209	2	0	359,556	2	0	361,945	2	0	364,378
Housing Center	<u>1</u>	<u>0</u>	<u>84,308</u>	<u>1</u>	<u>0</u>	<u>85,704</u>	<u>1</u>	<u>0</u>	<u>87,126</u>	<u>1</u>	<u>0</u>	<u>88,574</u>
Total	218	0	25,793,885	218	0	26,145,613	218	0	26,503,860	218	0	26,868,751

CAPITAL IMPROVEMENT FUND

	2017			2018			2019			2020		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			3,250,000			3,250,000			3,250,000			3,250,000
Cap Imp. Exp.	0	450,000	3,916,428	0	450,000	3,916,428	0	450,000	3,916,428	0	450,000	3,916,428

PARK IMPROVEMENT FUND

	2017			2018			2019			2020		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			3,400,000			3,400,000			3,400,000			3,400,000
Park Imp. Exp.	17	400,000	3,413,226	17	400,000	3,438,187	17	400,000	3,463,607	17	400,000	3,489,496

SEWER LATERAL FUND

	2017			2018			2019			2020		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			500,000			500,000			500,000			500,000
Sewer Lateral Exp.	0	0	679,453	0	0	686,248	0	0	693,110	0	0	700,041

Assumptions: 2% annual wage growth, 1% annual growth in benefits, 0% growth for all other expense

INTRODUCED BY COUNCILMAN EAGAN
NOVEMBER 9, 2015

BILL NO. 9138

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 240 “EMERGENCY MANAGEMENT” SUBSECTION 240.010 “ESTABLISHMENT” OF THE FLORISSANT CITY CODE BY ADDING A PROVISION FOR A TEMPORARY COMMISSIONER.

WHEREAS, The Citizen Corp Council Emergency Management Commission is concerned about the ability to keep the Commission fully staffed in the event there is no volunteer available in a specific ward; and

WHEREAS, The Citizen Corp Council Emergency Management Commission has recommended the addition/appointment of a Temporary Commissioner to fill a vacant commissioner position with certain conditions; and

WHEREAS, The City Council feels it would be in the best interest of the residents to support the Commission and respond to this request; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Chapter 240 “Emergency Management”, subsection 240.010 “Establishment” is hereby amended by adding a new subsection as follows:

- a. Temporary Commissioner - A temporary commissioner may be appointed for a term of one year to fill a vacancy in a ward with no representation with the following provisions:
 1. A temporary commissioner shall be nominated by the commission and recommended to the Mayor for approval.
 2. The appointment is made by the Mayor with the approval of the City Council.
 3. No more than two commissioners from one ward can serve on the commission at the same time.
 4. If an opening becomes available in the home ward of the temporary commissioner, they may either serve a full term of the one year temporary appointment or may resign the temporary appointment to become commissioner of their home ward.
 5. The Temporary Commissioner shall have full voting rights.

Section 2: This ordinance shall be in full force and effect immediately upon its passage and approval as provided by law.

Adopted this _____ day of _____, 2015.

Joseph Eagan
President of the Council

Approved this _____ day of _____, 2015.

Thomas P. Schneider
Mayor

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk

Florissant Citizens Corps Emergency Management Commission

Meeting #136 – August 27, 2015

FCCEMC ATTENDEES

Alan Kennedy	Ward 3
Robert Smith	Ward 4 (Chairman)
Vacant	Ward 5
Vacant	Ward 6
Mary Janis	Ward 7
Karl Reinagel	Ward 8
Robert Shoemaker	Ward 9
Craig DeHart	Police Dept. Liaison

FCCEMC ABSENTEES

Travis Ham	Ward 1
Toni Gist	Ward 2 (Vice Chairman)

CITIZENS PRESENT

Ron Avery
Virginia Avery
Tom Baird
Eric Thomas
Ray Stephens
Peggy Smith

CALL TO ORDER AND APPROVAL OF MINUTES

The meeting was called to order at 7:06p.m. by Robert Smith, Chairman. Roll call listed the above members were present. The minutes from July 2015 were presented. A motion was made by Robert Smith to approve the minutes and the motion was seconded by Mary Janis.

OLD BUSINESS

Train the Trainer Schedule. At least 10 participants will be needed to have the class. Tentative dates are October 10th, 17th, and 24th. Prerequisite classes are ICS 100, 200, 700, and 300 if

possible. People should have teaching skills and will need to hold audience attention. As of today's date no one has replied to the emails if they are interested. Anyone who is interested will need to reply to Robert Smith by the end of September.

Cert Supplies:

Tom is ordering CERT supplies total cost is \$18.00 for a waterproof pen and book. Please see him if you would like to order one.

NEW BUSINESS

Discussion began on changing the by-laws to let someone from a different ward become a commissioner in another ward if it was vacant and no one expressed an interest in being the commissioner. This would help to keep Florissant Citizen Corps Emergency Management Commission (FCC EMC) fully staffed. If approved it would have to go to the city council for final approval. Some discussions occurred over if a person from a different ward would have as much interest in another ward if not their own ward. If that person would be able to reach their ward in case of an emergency. It was decided to go forward with changing the by-laws. Following some discussions the following ideas for the by-laws were discussed:

- First choice will always be someone from their home ward.
- Take CERT course and to complete the ICS courses within a year.
- Limit number of commissioners to no more than 2 per ward.
- Assign the person to an adjacent ward to their home ward if available.
- If someone from another ward becomes a commissioner in a different ward they would hold that position for three years even if during that time someone from that ward expressed an interest in becoming the commissioner.
- The FCC EMC commission should approve the person and recommend them to the Mayor for approval.

Robert Smith and Craig DeHart will set up a meeting time and send it out for anyone who can attend to create the new criteria for the by-laws. They will be voted on at the next meeting in September.

FALL Festival is Sunday October 11, 2015. Craig DeHart is looking for about 5 volunteers to work from 10:00 o'clock to 3:00 o'clock at the child identification table. FCC EMC will be having two tables if enough people sign up to work. Robert Smith will be sending out an email.

FCC EMC now has an annual budget of \$500. It was suggested to order some pens or pencils with the FCC EMC name and email on them or to get some type of reusable tote bag or chip clips. Craig DeHart said he would find out where the Police Department orders their pens from and get some prices. This would help to draw people to the table and get information on FCC EMC and hopefully become a member.

ADJOURNMENT

UNCLASSIFIED

Robert Smith made a motion that we adjourn at 7:38 p.m. Rob Shoemaker seconded the motion, and the motion was carried by a unanimous vote.

NEXT MEETING

The next FCCMC meeting is scheduled for September 24, 2015 at 7:00 p.m. at the Florissant Police Department.

UNCLASSIFIED

INTRODUCED BY COUNCIL AS A WHOLE
NOVEMBER 23, 2015

SUBSTITUTE BILL NO. 9139

ORDINANCE NO.

**AN ORDINANCE REPEALING ORDINANCE #7929 AND #7966
ESTABLISHING A NEW COMPENSATION PLAN FOR PART-TIME
EMPLOYEES OF THE CITY OF FLORISSANT AND CONTAINING AN
EFFECTIVE DATE CLAUSE.**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Ordinance No. 7929 and No. 7966 are hereby repealed.

Section 2: The wage range for various part-time employees of the City of
Florissant is hereby established as follows:

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATE</u>	
	<u>START</u>	<u>AFTER 12 MONTHS</u>
Multi-building Inspector	18.94	21.84
Dispatcher	16.75	17.76
Building Inspector	16.13	18.33
Pool Manager - Indoor Pool	12.68	13.75
Recreation Leader III (Centers)	12.68	13.75
Park Ranger Supervisor II	12.68	13.75
Golf Course Pro-Shop Manager	12.31	13.35
Engineering Technician/HVAC Technician	11.85	12.68
Street, Health, Parks Laborer, Truck Driver	10.30	11.28
Bus Driver	11.16	12.33
Head Lifeguard - Indoor Pool	11.16	12.33
Accounting Clerk	11.16	12.22
City Hall Cashier I	11.16	12.22
Secretary	11.16	12.22
Assistant Court Clerk	11.16	12.22
Health Kennel person	11.16	12.22
Golf Course Groundskeeper III	9.69	11.00
Life Guard/Swimming Instructor - Indoor Pool	10.10	10.41
Park Ranger	10.10	10.41
Lifeguard - Indoor Pool	9.71	10.01
Clerk Typist, File Clerk, Receptionist, Permit Inspection Clerk, Duplicating Equip. Operator, & Senior Office Support Staff	9.05	9.71
Custodian	8.98	9.64

HOURLY RATE

<u>JOB CLASSIFICATION</u>	<u>START</u>	<u>AFTER 12 MONTHS</u>
Cashier I/Rink/Pool Duties - Indoor Pool	7.98	8.78
Recreation Leader II (Centers)	7.98	8.78
	Rate not to exceed	
Reserve Police Officer/Park Police/Bailiff	25.50	

Section 3: This Ordinance shall become in force and effect as of December 1, 2015.

Adopted this ____ day of _____, 2015.

Joe Eagan
President of the Council
City of Florissant

Approved this ____ day of _____, 2015.

Thomas P. Schneider
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk

INTRODUCED BY COUNCIL AS A WHOLE
NOVEMBER 9, 2015

BILL NO. 9139

ORDINANCE NO.

**AN ORDINANCE REPEALING ORDINANCE #7929 AND #7966
ESTABLISHING A NEW COMPENSATION PLAN FOR PART-TIME
EMPLOYEES OF THE CITY OF FLORISSANT AND CONTAINING AN
EFFECTIVE DATE CLAUSE.**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Ordinance No. 7929 and No. 7966 are hereby repealed.

Section 2: The wage range for various part-time employees of the City of
Florissant is hereby established as follows:

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATE</u>	
	<u>START</u>	<u>AFTER 12 MONTHS</u>
Multi-building Inspector	18.94	21.84
Dispatcher	16.75	17.76
Building Inspector	16.13	18.33
Video Specialist	14.96	15.89
Human Resource Specialist	14.96	15.89
Pool Manager - Indoor Pool	12.68	13.75
Recreation Leader III (Centers)	12.68	13.75
Park Ranger Supervisor II	12.68	13.75
Engineering Technician/HVAC Technician	11.85	12.68
Street, Health, Parks Laborer, Truck Driver	10.30	11.28
Bus Driver	11.16	12.33
Head Lifeguard - Indoor Pool	11.16	12.33
Accounting Clerk	11.16	12.22
City Hall Cashier I	11.16	12.22
Secretary	11.16	12.22
Assistant Court Clerk	11.16	12.22
Health Kennel person	11.16	12.22
Golf Course Groundskeeper III	9.69	11.00
Life Guard/Swimming Instructor - Indoor Pool	10.10	10.41
Park Ranger	10.10	10.41
Lifeguard - Indoor Pool	9.71	10.01
Clerk Typist, File Clerk, Receptionist, Permit Inspection Clerk, Duplicating Equip. Operator, & Senior Office Support Staff	9.05	9.71
Custodian	8.98	9.64

HOURLY RATE

<u>JOB CLASSIFICATION</u>	<u>START</u>	<u>AFTER 12 MONTHS</u>
Cashier I/Rink/Pool Duties - Indoor Pool	7.98	8.78
Recreation Leader II (Centers)	7.98	8.78
	Rate not to exceed	
Reserve Police Officer/Park Police/Bailiff	25.50	

Section 3: This Ordinance shall become in force and effect as of December 1, 2015.

Adopted this ____ day of _____, 2015.

Joe Eagan
President of the Council
City of Florissant

Approved this ____ day of _____, 2015.

Thomas P. Schneider
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk

INTRODUCED BY COUNCIL AS A WHOLE
NOVEMBER 9, 2015

BILL NO. 9140

ORDINANCE NO.

**AN ORDINANCE REPEALING ORDINANCE #7928, #8106 AND
#8014 WHICH ESTABLISHED THE COMPENSATION PLAN FOR
THE SEASONAL PART-TIME EMPLOYEES OF THE CITY OF
FLORISSANT AND CONTAINING AN EFFECTIVE DATE
CLAUSE.**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Ordinance No. 7928, No. 8106 and No. 8014 are hereby repealed.

Section 2: The wage range for various seasonal part-time employees of the City of
Florissant is hereby established as follows:

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATE</u>	
	<u>START</u>	<u>AFTER 12 MONTHS</u>
Rink Manager	12.31	13.35
Pool Manager - Outside Pool	12.31	13.35
Playground Director	12.31	13.35
Head Lifeguard - Outdoor Pool	10.83	11.96
Concession Stand Manager	10.83	11.96
Asst. Playground Director	10.30	11.28
Street, Health, Parks Laborer, Truck Driver	10.30	11.28
Life Guard/Swimming Instructor - Outdoor Pool	9.80	10.10
Life Guard - Outdoor Pool	9.42	9.72
Parks Beverage Cart Attendant	9.42	9.72
Ice Rink Guard	7.95	8.71
Playground Recreation Leader	7.81	8.52
Cashier II/Rink/Pool/Concession - Outdoor Pool	7.81	8.52
Golf Course Pro-Shop Manager	12.31	13.35
Golf Course Food & Beverage Manager	10.71	11.73
Golf Course Pro-Shop Attendant	9.53	10.01
Golf Course Groundskeeper II	9.08	10.61
Golf Course Groundskeeper I	8.67	10.20
Golf Course Food & Beverage Attendant	8.16	8.67
Golf Course Cart Attendant	7.81	8.52
Golf Course Beverage Cart Attendant	7.81	8.52

Section 3: This Ordinance shall become in force and effect as of December 1,
2015.

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Adopted this ____ day of _____, 2015.

Joe Eagan
President of the Council
City of Florissant

Approved this ____ day of _____, 2015.

Thomas P. Schneider
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015

3
4 SUBSTITUTE BILL NO. 9141

ORDINANCE NO.

5
6 **AN ORDINANCE AUTHORIZING A TRANSFER OF \$20,000 FROM**
7 **ACCOUNT NO. 4055 "INSURANCE, FIRE & LIABILITY" TO ACCOUNT**
8 **NO 4023 "POSTAGE AND PRINTING" TO COVER ANTICIPATED**
9 **SHORTFALL IN POSTAGE FOR THE BALANCE OF THE FISCAL**
10 **YEAR.**

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12 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
13 COUNTY, MISSOURI, AS FOLLOWS:

14
15 Section 1: There is hereby authorized a transfer of \$20,000 from account no. 4055
16 "Insurance, Fire & Liability" to account no 4023 "Postage and Printing" to cover anticipate
17 shortfall in postage for the balance of the fiscal year.

18 Section 3: This ordinance shall become in force and effect immediately upon its passage
19 and approval.

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21 Adopted this _____ day of _____, 2015.

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25 Joseph Eagan
26 President of the Council
27 City of Florissant
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29 Approved this _____ day of _____, 2015.

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33 Thomas P. Schneider
34 Mayor, City of Florissant
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36 ATTEST:

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38 _____
39 Karen Goodwin, MMC/MRCC
40 City Clerk
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1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 9, 2015

3
4 BILL NO. 9141

ORDINANCE NO.

5
6 **AN ORDINANCE AUTHORIZING A TRANSFER OF \$15,000 FROM**
7 **ACCOUNT NO. 4055 "INSURANCE, FIRE & LIABILITY" TO ACCOUNT**
8 **NO 4023 "POSTAGE AND PRINTING" TO COVER ANTICIPATED**
9 **SHORTFALL IN POSTAGE FOR THE BALANCE OF THE FISCAL**
10 **YEAR.**

11
12 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
13 COUNTY, MISSOURI, AS FOLLOWS:

14
15 Section 1: There is hereby authorized a transfer of \$15,000 from account no. 4055
16 "Insurance, Fire & Liability" to account no 4023 "Postage and Printing" to cover anticipate
17 shortfall in postage for the balance of the fiscal year.

18 Section 3: This ordinance shall become in force and effect immediately upon its passage
19 and approval.

20
21 Adopted this _____ day of _____, 2015.

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25 Joseph Eagan
26 President of the Council
27 City of Florissant
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29 Approved this _____ day of _____, 2015.

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32 _____
33 Thomas P. Schneider
34 Mayor, City of Florissant
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36 ATTEST:

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39 Karen Goodwin, MMC/MRCC
40 City Clerk
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FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: November 5, 2015

Mayor's Approval:

Agenda Date Requested: November 9, 2015

Description of request: Supplemental transfer request to move \$15,000 from account #4055 Insurance, Fire & Liability to account #4023 Postage & Printing to cover an anticipated shortfall in postage for the balance of the fiscal year. Reflects the anticipated mailings for the balance of the fiscal year, including the Florissant Focus, business license renewals, city calendar, and other mailings.

NOTE NOT RELATED TO PROP 5

Department: Administration

Recommending Board or Commission: N/A

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer	X	Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No	No	3 readings? : Yes / No	Yes

Back up materials attached:	Back up materials needed:
Minutes	Minutes
Maps	Maps
Memo	Memo
Draft Ord.	Draft Ord.

Note: Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: _____

PH Speaker: _____

INTRODUCED BY COUNCILMAN EAGAN
NOVEMBER 23, 2015

SUBSTITUTE BILL NO. 9142

ORDINANCE NO.

AN ORDINANCE TO AMEND TITLE II, CHAPTER 245 “PARKS & RECREATION” OF THE FLORISSANT CITY CODE, SECTION 245.180 “FEES FOR USE”, BY DELETING THE SECTION IN ITS ENTIRETY AND REPLACING IT WITH A NEW SECTION.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Title II, Chapter 245 “Parks and Recreation, Article 1, Section 245.180, “Fees for use”, is here by deleted in its entirety and replaced with the following:

The following fees for use of the recreation facilities and theatre of the City are hereby established:

1. JJE/JFK FACILITY FEES	RESIDENT	NON-RESIDENT
Gymnasium		
3 & under	Free	Free
Youth (4-17)	Free	\$5
Adult	Free	\$8
Senior	Free	\$5
Fitness Center and Indoor Pool		
3 & under	Free	Free
Youth (4-17)	\$2	\$5
Adult	\$4	\$8
Senior	\$2	\$5
Facility Memberships		
3 & Under	Free	Free
Youth (4-17)	\$60	\$225
Adult	\$80	\$275
Senior	\$60	\$225
Family *	\$125	\$350
Family + Outdoor Pool Membership	Add 50% of Outdoor Membership Fee	
* Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
2. Ice Rink		
Daily Fees		
3 & Under	Free	Free
Youth (4-17)	\$2	\$4
Adult	\$3	\$5
Senior	\$2	\$4

Memberships		
3 & Under	Free	Free
Youth (4-17)	\$20	\$35
Adult	\$30	\$50
Senior	\$20	\$35
Family	\$40	\$70
3. Outdoor Pools		
Daily Fees		
3 & Under	Free	Free
Youth (4-17)	\$3	\$8
Adult	\$4	\$10
Senior	\$3	\$8
Memberships		
3 & Under	Free	Free
Youth (4-17)	\$60	\$140
Adult	\$85	\$200
Senior	\$60	\$140
Family *	\$120	\$275
* Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
4. Outdoor Pool Rental (Minimum 2 hour rental)		
Per hour	\$350	\$400
Damage Deposit	\$150	\$150
5. JJE Indoor Pool Rental (per hour)		
Damage Deposit	\$100	\$100
6. JJE Ice Rink Rental (per hour)		
Damage Deposit	\$150	\$150
7. JJE Rink Pavilion Area (Minimum 5 hour rental)		
Per hour rate	\$100	\$160
Damage Deposit	\$300	\$300
8. JJE Rink Warm Up Area (Minimum 5 hour rental)		
Per hour rate	\$25	\$35
Damage Deposit	\$100	\$100
9. JJE Rink Rental for Rolling Skating (per hour)		
Damage Deposit	\$150	\$150
10. JJE (1/2) Arts & Crafts Room or JFK Arts & Crafts Room (5 hour rental)		
Damage Deposit	\$150	\$225
Additional Hourly Rate	\$20	\$40
11. JJE (Entire) Arts & Crafts Room (5 hour rental)		
Damage Deposit	\$275	\$400
Additional Hourly Rate	\$150	\$150
Additional Hourly Rate	\$30	\$60
12. JJE Rooms 1 & 2 or JFK Small Room (3 hour rental)		
Damage Deposit	\$55	\$100
Damage Deposit	\$150	\$150

Additional Hourly Rate	\$15	\$30
13. JJE Gymnasium (7 hour rental)		
1 - 499 people	\$600	\$850
500 - 1,000 people	\$700	\$950
Damage Deposit	\$300	\$300
14. JFK Gymnasium (7 hour rental)		
Damage Deposit	\$300	\$300
15. Athletic Field Rental		
Without lights (per hour)	\$60	\$90
With lights (per hour)	\$100	\$150
Not-for-profit: Per person gate fee	\$0.10	\$0.10
For profit: Per person gate fee	\$0.20	\$0.20
16. Theatre		
a. Rehearsals - 4 hour minimum		
1. Technical	\$112.50	\$168.75
2. Non-technical (no lights or sound)	\$87.50	\$137.50
3. Dance School - 8 hour minimum	\$262.50	\$400
b. Performances - 4 hour minimum *		
1. Regular	\$131.25	\$206.25
2. Lectures	\$112.50	\$168.75
3. Dance Schools - 8 hour minimum	\$262.50	\$400
* Plus twenty percent (20%) of the box office receipts above six hundred dollars (\$600.00) per performance		
c. Deposit	\$200	\$200
d. Top ticket price for City	\$15	\$15
17. Nature Lodge		
a. Top Floor (4 hour rental)		
1. Weekday	\$200	\$400
2. Weekend (Friday - Sunday)	\$200	\$500
b. Bottom Floor (4 hour rental)		
1. Weekday	\$150	\$300
2. Weekend (Friday - Sunday)	\$150	\$350
c. Entire Facility (5 hour rental)		
1. Weekday	\$300	\$600
2. Weekend (Friday - Sunday)	\$300	\$700
Deposit	\$300	\$300
Additional Hourly Rate	\$40	\$80
18. Show mobile (4 hour rental)		
Non-holiday	\$600	\$750
Holiday	\$700	\$850
Additional Hourly Rate	\$50	\$75
19. Craft Show or Special Event		
Rate per table, per day	\$20	\$30
20. Tennis Court		
Daytime (without lights)	Free	\$2
With Lights	Free	\$4

21. Basketball Courts (Outside)	Free	\$2
22. Picnic Permits (Pavilion or Gazebo Rental)		
Monday - Thursday	\$35	N/A
Friday - Sunday or Holiday	\$50	N/A
Damage Deposit	\$50	N/A
23. Classes (maximum hourly charge for session classes)	\$8	\$8
24. Summer Playground (six week program)		
One child	\$120	\$275
Each succeeding child	\$80	\$275
25. Skate Rental	\$1.50	\$1.50
26. Skate Sharpening	\$5	\$5
27. Photo ID Replacement Card	\$5	\$5
28. A maximum discount of twenty-five percent (25%) off of resident rates for admission fees for the golf course, pools, skating rink and recreational classes shall be awarded to any member of a Board or Commission, Police Reserve or Police Volunteer of the City of Florissant.		
29. These fees may not be reduced or waived except as follows:		
a. To facilitate a meeting or event for the City of Florissant or another government agency.		
b. Any 501c3 not-for-profit organization located in the City of Florissant may rent a facility for fifty percent (50%) of the normal rental rate up to two (2) times per year.		

Section 2: Except as herein amended Section 245.180 shall remain in full force and effect.

Section 3: This ordinance shall become in full force and effect immediately upon its passage and approval.

Adopted this _____ day of _____, 2015.

Joseph Eagan
President of the Council
City of Florissant

Approved this _____ day of _____, 2015.

Thomas P. Schneider
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk



CITY OF FLORISSANT
PARKS & RECREATION DEPARTMENT
Interoffice Memorandum

Date: November 19, 2015
To: The Florissant City Council
Thru: Mayor Thomas P. Schneider
From: Todd Schmidt, Director of Parks and Recreation
Subject: Substitute to Bill #9142

Copy: Karen Goodwin, City Clerk
Randy McDaniel, Director of Finance

During the process of updating and entering all the data to amend Section 245.180 "Fees For Use" of the Florissant City Code, some of the original section of the code was inadvertently excluded from the amended version in Bill #9142. In addition, we discovered there are some "typos" that need to be corrected and some general "reorganizing" of some items to make the proposed Bill easier to read and follow.

Therefore, I am respectfully requesting the City Council adopt the attached Substitute to Bill #9142, by deleting Section 245.180 "Fees For Use" in its entirety and replacing it with the corrected version of the Section.

Other than the simple changes that involve moving a fee to a more appropriate line within the section, correcting a spelling error, or re-wording a fee description, the following items are the noteworthy changes that are included in the Substitute to Bill #9142:

- In the Membership category of the Ice Rink section, the Adult fees have been corrected and Family fees have been reestablished.
- In the Outdoor Pools section, Rental fees have been reestablished, and we recommend increasing the Non-Resident fee from \$350 to \$400 per hour.
- In the JJE Ice Rink Rental section, we recommend increasing the Non-Resident fee from \$160 to \$175 per hour.
- We recommend eliminating the Racquetball Court Usage fees.
- In the Showmobile section, we recommend increasing all of the Non-Resident rental fees.
- In the Classes section, we recommend increasing the maximum rate per hour from \$6 to \$8 per hour.
- In the Summer Playground section, it will be necessary to establish a fee for "Each succeeding child" for Non-Residents. We are recommending \$275 each.
- It will be necessary to reestablish the section that provides a "25% discount for members of a Board or Commission, etc." This item was inadvertently excluded from the original Bill.

Thank you in advance for your understanding and consideration on these requests and recommendations. Please do not hesitate to contact me for any questions relating to this Substitute to Bill #9142.

*cc to Council
11/20/15 Agenda*

INTRODUCED BY COUNCILMAN EAGAN
NOVEMBER 9, 2015

BILL NO. 9142

ORDINANCE NO.

AN ORDINANCE TO AMEND TITLE II, CHAPTER 245 “PARKS & RECREATION” OF THE FLORISSANT CITY CODE, SECTION 245.180 “FEES FOR USE”, BY DELETING THE SECTION IN ITS ENTIRETY AND REPLACING IT WITH A NEW SECTION.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Title II, Chapter 245 “Parks and Recreation, Article 1, Section 245.180, “Fees for use”, is here by deleted in its entirety and replaced with the following:

The following fees for use of the recreation facilities and theatre of the City are hereby established:

1. JJE/JFK FACILITY FEES	RESIDENT	NON-RESIDENT
Gymnasium		
3 & under	Free	Free
Youth (4-17)	Free	\$5
Adult	Free	\$8
Senior	Free	\$5
Fitness Center and Indoor Pool		
3 & under	Free	Free
Youth (4-17)	\$2	\$5
Adult	\$4	\$8
Senior	\$2	\$5
Facility Memberships		
3 & Under	Free	Free
Youth (4-17)	\$60	\$225
Adult	\$80	\$275
Senior	\$60	\$225
Family *	\$125	\$350
Family + Outdoor Pool Membership	Add 50%	Add 50%
* Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
2. Photo ID Replacement Cards	\$5	\$5
3. Ice Rink		

Daily Fees		
3 & Under	Free	Free
Youth (4-17)	\$2	\$4
Adult	\$3	\$5
Senior	\$2	\$4
Memberships		
3 & Under	Free	Free
Youth (4-17)	\$20	\$35
Adult	\$40	\$70
Senior	\$20	\$35
4. Rink Rental for Rolling Skating (per hour)	\$75	\$100
Damage Deposit	\$150	\$150
5. Outdoor Pools		
Daily Fees		
3 & Under	Free	Free
Youth (4-17)	\$3	\$8
Adult	\$4	\$10
Senior	\$3	\$8
Memberships		
3 & Under	Free	Free
Youth (4-17)	\$60	\$140
Adult	\$85	\$200
Senior	\$60	\$140
Family *	\$120	\$275
*Family Membership includes 4 persons	Add \$20 per person	Add \$30 per person
6. Skate Rental	\$1.50	\$1.50
7. Skate Sharpening	\$5	\$5
8. JJE Indoor Pool Rental (per hour)	\$75	\$135
Damage Deposit	\$100	\$100
9. JJE Ice Rink Rental (per hour)	\$160	\$160
Damage Deposit	\$150	\$150
10. JJE Rink Pavilion Area (Minimum 5 hour rental)		
Per hour rate	\$100	\$160
Damage Deposit	\$300	\$300
11. Rink Warm Up Area (Minimum 5 hour rental)		
Per hour rate	\$25	\$35
Damage Deposit	\$100	\$100
12. JJE (1/2) Arts & Crafts Room or JFK Arts & Crafts Room (Minimum 5 hour rental)	\$150	\$225

Damage Deposit	\$150	\$150
Additional Hourly Rate	\$20	\$40
13. JJE (Entire) Arts & Crafts Room (Minimum 5 hour rental)	\$275	\$400
Damage Deposit	\$150	\$150
Additional Hourly Rate	\$30	\$60
14. JJE Rooms 1 & 2 or JFK Small Room (Minimum 3 hour rental)	\$55	\$100
Damage Deposit	\$150	\$150
Additional Hourly Rate	\$15	\$30
15. JJE Gymnasium		
1-499 people	\$600	\$850
500 – 1,000 people	\$700	\$950
Damage Deposit	\$300	\$300
16. JFK Gymnasium	\$600	\$850
Damage Deposit	\$300	\$300
17. JFK Racquetball Court Usage		
Daily Individual	\$3	\$5
GAP	\$2	N/A
18. Kennedy Field Rental		
Rate without lights, per hour	\$60	\$90
Rate with lights, per hour	\$100	\$150
Per person fee:		
Not-for-profit; gate fee	\$0.10	\$0.10
For profit; gate fee	\$0.20	\$0.20
19. Theatre		
Rehearsals – 4 hour minimum		
Technical	\$112.50	\$168.75
Non-technical	\$87.50	\$137.50
Dance Schools – 8 hour minimum	\$262.50	\$400
Resident Performances – 4 hour minimum		
Regular	\$131.25	\$206.25
Lectures	\$112.50	\$168.75
Dance Schools - 8 hour minimum Plus 20% of the box office receipts above \$600 per performance.	\$262.50	\$400
Deposit	\$200	\$200
Top ticket price for City	\$15	\$15
20. Nature Lodge		
Top Floor - weekdays	\$200	\$400
Top Floor - weekends	\$200	\$500

Lower Level - weekdays	\$150	\$300
Lower Level - weekends	\$150	\$350
(Minimum 4 hour rental)		
Entire Building - weekdays	\$300	\$600
Entire Building - weekends	\$300	\$700
(Minimum 5 hour rental)		
Deposit	\$300	\$300
Additional Hourly Rate	\$40	\$80
21. Show Mobile (Minimum 4 hour rental)		
Weekdays and Weekends	\$600	\$600
Holidays	\$700	\$700
Additional Hourly Rate	\$50	\$50
22. Craft Show & Special Events		
Rate per table, per day	\$20	\$30
23. Tennis Court		
Daytime	Free	\$2
With Lights	Free	\$4
24. Basketball Courts (Outside)	Free	\$2
25. Picnic Permits (Pavilion)		
Monday – Thursday	\$35	N/A
Friday – Sunday and Holidays	\$50	N/A
Damage Deposit	\$50	N/A
26. Classes – JJE & JFK , per hour, per class (maximum)	\$6	\$6
27. Babysitting, per hour, per class (maximum)	\$5	\$5
28. Summer Playground – six week program	\$120	\$275
Each succeeding child	\$80	N/A
29. These fees may not be reduced or waived except as follows:		
a. To facilitate a meeting or event for the City of Florissant or another government agency.		
b. Any 501c3 not-for-profit organization located in the City of Florissant may rent a facility for fifty percent (50%) of the normal rental rate up to two (2) times per year.		

Section 2: Except as herein amended Section 245.180 shall remain in full force and effect.

Section 3: This ordinance shall become in full force and effect immediately upon its passage and approval.

.

30 Adopted this ____ day of _____, 2015.

31
32
33
34 _____
35 Joseph Eagan
36 President of the Council
37 City of Florissant

38 Approved this ____ day of _____, 2015.

39
40 _____
41 Thomas P. Schneider
42 Mayor, City of Florissant

43 ATTEST:

44 _____
45 Karen Goodwin, MMC/MRCC
46 City Clerk

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015

3
4 BILL NO. 9143

ORDINANCE NO.

5
6 **ORDINANCE AUTHORIZING A SPECIAL USE PERMIT TO CHARLES**
7 **LAWSHE D/B/A GLORY TO GOD KINGDOM FELLOWSHIP HALL TO**
8 **ALLOW FOR THE OPERATION OF A CHILD DAYCARE CENTER**
9 **LOCATED AT 8428 N. LINDBERGH.**

10
11 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of
12 Florissant, by Special Use Permit, after public hearing thereon, to permit the operation of an child
13 daycare center; and

14 WHEREAS, an application has been filed by Charles Lawshe d/b/a Glory to God Kingdom
15 Fellowship Hall for the operation of an Child Day Care center located at 8428 N. Lindbergh.

16 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their meeting
17 of November 2nd, 2015, has recommended that the said Special Use Permit be granted; and

18 WHEREAS, due notice of public hearing no. 15-11-027 on said application to be held on the
19 23rd day of November, 2015 at 7:30 P.M. by the Council of the City of Florissant was duly published,
20 held and concluded; and

21 WHEREAS, the Council, following said public hearing, and after due and careful
22 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided
23 would be in the best interest of the City of Florissant.

24 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
25 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

26
27 Section 1: A Special Use Permit is hereby granted to Charles Lawshe d/b/a Glory to God
28 Kingdom Fellowship Hall for the operation of an Child Day Care center located at 8428 N.
29 Lindbergh in a B-3 Zoning District as depicted by the Preliminary Plans presented in the
30 application, including the revised drawing dated 10/28/2015, which indicate plans for a church and
31 Child Day Care Center, subject to the regulations of the B-3 Extensive Business District and the
32 following stipulations:

- 33
34 1. Upgrading of the landscaping provided by the owner of the property.

35 Project Completion.

36 Construction shall start within 60 days of the issuance of building permits, and the structure
37 shall be completed in accordance with the plans within 180 days of start of construction.

Section 2: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 3: This ordinance shall become in force and effect immediately upon its passage and approval.

Adopted this _____ day of _____, 2015.

Joseph Eagan
President of the Council

Approved this _____ day of _____, 2015.

Thomas P. Schneider
Mayor

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE

2
3 BILL NO. 9144

ORDINANCE NO.

4
5
6 **AN ORDINANCE SUBMITTING TO THE QUALIFIED VOTERS OF THE**
7 **CITY OF FLORISSANT, MISSOURI, FOR THEIR APPROVAL AT THE**
8 **GENERAL MUNICIPAL ELECTION TO BE HELD IN THE CITY ON**
9 **THE 5TH DAY OF APRIL, 2016, A PROPOSITION TO AUTHORIZE THE**
10 **CITY TO CONTINUE APPLYING AND COLLECTING THE LOCAL**
11 **SALES TAX ON THE TITLING OF MOTOR VEHICLES, TRAILERS,**
12 **BOATS, AND OUTBOARD MOTORS THAT WERE PURCHASED FROM**
13 **A SOURCE OTHER THAN A LICENSED MISSOURI DEALER.**
14

15
16 **WHEREAS**, as provided for under the provisions of Section 32.087 RSMo., the City Council
17 believes it is in the best interests of the residents of the city that it propose to the qualified voters
18 of the city to authorize the city to continue applying and collecting the local sales tax on the
19 titling of motor vehicles, trailers, boats, and outboard motors that were purchased from a source
20 other than a licensed Missouri Dealer; and
21

22 **WHEREAS**, rejection of this measure will result in a reduction of local revenue to provide for
23 vital services for the City of Florissant; and
24

25 **WHEREAS**, it will place Missouri dealers of motor vehicles, outboard motors, boats, and
26 trailers at a competitive disadvantage to non-Missouri dealers of motor vehicles, outboard
27 motors, boats, and trailers; and
28

29 **WHEREAS**, pursuant to Section 32.087 RSMo., the City must submit to the qualified voters of
30 the City, the question of continuing or repealing the application of the local sales tax to the titling
31 of motor vehicles, trailers, boats, and outboard motors that were purchased from a source other
32 than a licensed Missouri dealer; and
33

34 **WHEREAS**, the City Council believes that such a proposition be placed on the ballot at the
35 April 5, 2016, General Municipal Election.
36

37
38
39 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF**
40 **FLORISSANT, MISSOURI, AS FOLLOWS:**
41
42

SECTION NO. 1. That as required by the provisions of RSMo., Section 32.087, there shall be submitted to the qualified voters of the City of O'Fallon, Missouri, for their approval, at the general municipal election to be held on April 5, 2016, the ballot submission, which shall contain substantially the following language:

PROPOSITION V

Shall the City of Florissant, Missouri continue applying and collecting the local sales tax on the titling of motor vehicles, trailers, boats, and outboard motors that were purchased from a source other than a licensed Missouri dealer? Rejection of this measure will result in a reduction of local revenue to provide for vital services for the City of Florissant, Missouri and it will place Missouri dealers of motor vehicles, outboard motors, boats, and trailers at a competitive disadvantage to non-Missouri dealers of motor vehicles, outboard motors, boats, and trailers?

YES ()

NO ()

SECTION NO. 2. The City Clerk is hereby directed to submit a certified copy of this Ordinance to the St. Louis County Election Authority, and shall notify it that the City is calling for an election within the City at the general municipal election to be held on the 5th day of April, 2016, specifying the purpose of the election, the date of the election, the legal notice to be published, and the sample ballot language as set forth in Section 1 of this Ordinance.

SECTION NO. 3. Effective Date.

This Ordinance shall be in full force and take effect from and after the date of its final passage and approval.

SECTION NO. 4. Savings.

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.

SECTION NO. 5. Severability.

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 City Council 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 valid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

**PASSED BY THE CITY COUNCIL FOR THE CITY OF FLORISSANT, MISSOURI,
THIS ____ DAY OF _____, 2015.**

Joseph Eagan,
Council President

Approved by :

Thomas P. Schneider,
Mayor

Attest:

Karen Goodwin, MMC/MRCC
City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE
2 NOVEMBER 23, 2015

3
4 BILL NO. 9145

ORDINANCE NO.

5
6 **AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF**
7 **FLORISSANT TO ENTER INTO A SUPPLEMENTAL AGREEMENT**
8 **FOR FEDERAL FUNDING FOR PROJECT NUMBER STP-5595(614)**
9 **KNOWN AS THE N. LAFAYETTE STREET RECONSTRUCTION**
10 **PROJECT.**

11
12 WHEREAS, the Moving Ahead for Progress in the 21st Century Act (MAP-21) 23 U.S.C
13 §133, authorizes a Surface Transportation Program (STP) to fund transportation related projects;
14 and

15 WHEREAS, the City desires construct certain improvements, more specifically described
16 below, using such STP funding; and

17 WHEREAS, those improvements are to be designed and constructed in compliance with
18 the provisions of this Agreement.

19 WHEREAS, this revised program agreement combines Phases I & II of the N. Lafayette
20 Street Reconstruction Project into a single project.

21
22 NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF FLORISSANT AS
23 FOLLOWS:

24
25 SECTION 1. The Mayor is hereby authorized to enter to the Program Agreement for the
26 Federal Funding for project number STP-5595 (614) known as the North Lafayette Street
27 Reconstruction Project, a copy of which is attached hereto, and incorporated by reference herein.

28 Adopted this _____ day of _____, 2015.

29
30 _____
31 Joseph Eagan
32 President of the City Council
33

34 Approved this _____ day of _____, 2015.

35
36 _____
37 Thomas P. Schneider
38 Mayor
39

40 ATTEST:

41 _____
42 Karen Goodwin, MMC/MRCC
43 City Clerk

CCO Form: FS11-SUP
Approved: 05/02 (BDG)
Revised: 01/15 (MWH)
Modified:

St. Louis County
City of Florissant
Project STP-5595(614)

CFDA Number: CFDA #20.205
CFDA Title: Highway Planning and Construction
Award name/number: STP-5595(614)
Award Year: (2015)
Federal Agency: Federal Highway Administration, Department of Transportation

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
STP-URBAN PROGRAM
SUPPLEMENTAL AGREEMENT**

THIS SUPPLEMENTAL AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the City of Florissant (hereinafter, "City").

WITNESSETH:

WHEREAS, on October 8, 2015 the Commission and the City previously entered into a STP-Urban Funds Agreement as to public improvements designated as STP-5595(614), for the construction of North Lafayette Street, (hereinafter, "Original Agreement"); and

WHEREAS, the Commission and the City now desire to revise the Original Agreement as provided in this Supplemental Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the parties agree as follows:

(1) REVISION: Paragraph (2) LOCATION of the Original Agreement is hereby removed and replaced with the following:

North Lafayette Street, from Washington Street to US 67.

(2) REVISION: Paragraph (12) REIMBURSEMENT of the Original Agreement is hereby removed and replaced with the following:

(12) REIMBURSEMENT: The cost of the contemplated improvements will be borne by the United States Government and by the City as follows:

(A) Any federal funds for project activities shall only be available for reimbursement of eligible costs which have been incurred by City. Any costs incurred by the City prior

to authorization from FHWA and notification to proceed from the Commission are **not** reimbursable costs. All federally funded projects are required to have a project end date. Any costs incurred after the project end date are not eligible for reimbursement. The federal share for this project will be 80 percent not to exceed \$2,173,337. The calculated federal share for seeking federal reimbursement of participating costs for the herein improvements will be determined by dividing the total federal funds applied to the project by the total participating costs. Any costs for the herein improvements which exceed any federal reimbursement or are not eligible for federal reimbursement shall be the sole responsibility of the City. The Commission shall not be responsible for any costs associated with the herein improvement unless specifically identified in this Agreement or subsequent written amendments.

(B) The total reimbursement otherwise payable to the City under this Agreement is subject to reduction, offset, levy, judgment, collection or withholding, if there is a reduction in the available federal funding, or to satisfy other obligations of the City to the Commission, the State of Missouri, the United States, or another entity acting pursuant to a lawful court order, which City obligations or liability are created by law, judicial action, or by pledge, contract or other enforceable instrument. Any costs incurred by the City prior to authorization from FHWA and notification to proceed from the Commission are not reimbursable costs.

(3) REVISION: Exhibit A of the Original Agreement is hereby removed and replaced with Exhibit A as attached to this Supplemental Agreement.

(4) ORIGINAL AGREEMENT: Except as otherwise modified, amended, or supplemented by this Supplemental Agreement, the Original Agreement between the parties shall remain in full force and effect and shall extend and apply to this Supplemental Agreement as if fully written in this Supplemental Agreement.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the City this _____ day of _____, 20____.

Executed by the Commission this _____ day of _____, 20____.

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

CITY OF FLORISSANT

By _____

Title: _____

Title: _____

ATTEST:

ATTEST:

Secretary to the Commission

By _____

Title: _____

Approved as to Form:

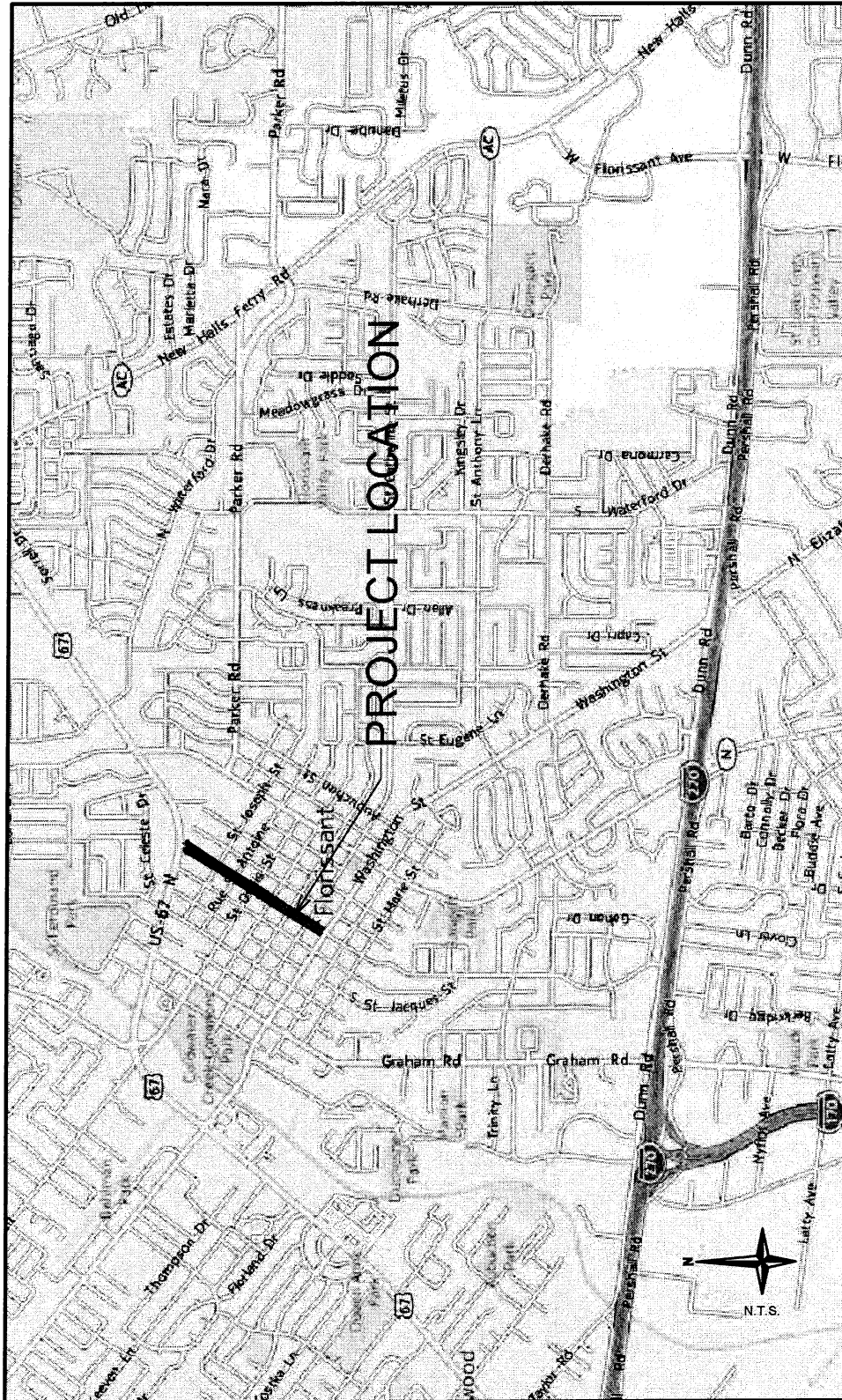
Approved as to Form:

Commission Counsel

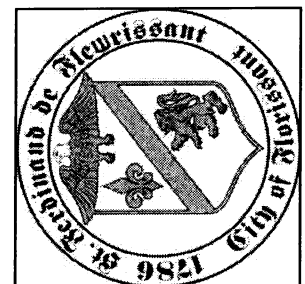
Title: _____

Ordinance No.: _____

Exhibit A



LAFAYETTE STREET IMPROVEMENT PROJECT PHASE II LOCATION MAP



FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: 11/18/15

Mayor's Approval:

Agenda Date Requested:

11/23/2015

Description of request:

Ordinance authorizing the Mayor to enter into a revised program agreement for Federal funding for STP-5595(614) N. Lafayette Street Reconstruction. The revised agreement combines Phases I and II into a single project.

Department:

Public Works

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No		3 readings? : Yes / No	YES

Back up materials attached:

Minutes	
Maps	
Memo	X
Example Ordinance	X

Back up materials needed:

Minutes	
Maps	
Memo	
Draft Ord.	

Note: Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: _____

PH Speaker: _____



**City of Florissant
Engineering Division
Interoffice Memorandum**

016
G.P.L.
11-18-15

Memo To: Mayor Thomas P. Schneider

Date: November 18, 2015

Through: Louis B. Jearls, Jr., P.E.
Director of Public Works

Copy: Karen Goodwin,
City Clerk
Randy McDaniel,
Director of Finance

From: Tim Barrett, P.E., City Engineer

Subject: Federal Aid Program Agreement for the N. Lafayette Street Reconstruction

Mayor,

The City was awarded Surface Transportation Program (STP) grants from the Federal Highway Administration (FHWA) for two projects, N. Lafayette Street Reconstruction Phase I and Phase II. East-West Gateway Council of Governments and the Missouri Department of Transportation (MoDOT) have agreed to allow the City to consolidate these projects into a single project. As such, we will need to execute a revised Federal Aid Program Agreement. An enabling ordinance is required as part of the execution of the Federal Aid Program Agreement. I have attached the previous ordinance for Phase I as an example. We will need three executed copies, one of which with original signatures.

I respectfully request the execution of each of the attached Federal Aid Program Agreement and consideration for passing an enabling ordinance for this project.

Please let me know if you would like to discuss this further.

Thank you,

Timothy J. Barrett, P.E.
City Engineer

Attachments

Example Ordinance No. 8155
Federal Aid Program Agreement
Council Agenda Request Form

1 INTRODUCED BY COUNCIL AS A WHOLE
2 JULY 13, 2015
3

4 BILL NO. 9112

ORDINANCE NO. 8155

5
6
7 **AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF**
8 **FLORISSANT TO ENTER INTO A PROGRAM AGREEMENT FOR**
9 **FEDERAL FUNDING FOR PROJECT NUMBER STP-5595(614) KNOWN**
10 **AS THE N. LAFAYETTE STREET RECONSTRUCTION PHASE I**
11 **PROJECT.**
12

13 WHEREAS, the Moving Ahead for Progress in the 21st Century Act (MAP-21) 23 U.S.C
14 §133, authorizes a Surface Transportation Program (STP) to fund transportation related projects;
15 and
16

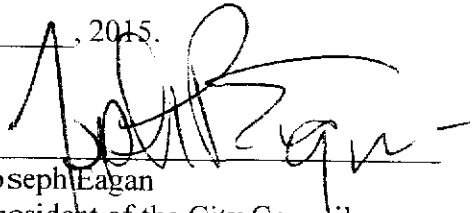
17 WHEREAS, the City desires construct certain improvements, more specifically described
18 below, using such STP funding; and
19

20 WHEREAS, those improvements are to be designed and constructed in compliance with
21 the provisions of this Agreement.
22

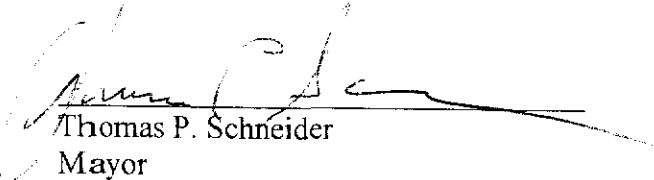
23 NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF FLORISSANT AS
24 FOLLOWS:
25

26 SECTION 1. The Mayor is hereby authorized to enter to the Program Agreement for the
27 Federal Funding for project number STP-5595 (614) known as the North Lafayette Street
28 Reconstruction Project Phase I, a copy of which is attached hereto, and incorporated by reference
29 herein.
30

31
32 Adopted this 27 day of July, 2015.

33
34
35
36 
37 Joseph Eagan
38 President of the City Council

39 Approved this 28 day of July, 2015.

40
41
42
43 
44 Thomas P. Schneider
Mayor

45

46 ATTEST:

47

48

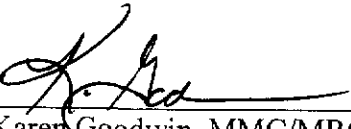
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51

52

53



Karen Goodwin, MMC/MRCC
City Clerk

CCO Form: FS11
Approved: 07/96 (KMH)
Revised: 05/15 (MWH)
Modified:

CFDA Number: CFDA #20.205
CFDA Title: Highway Planning and Construction
Award name/number: STP-5595(614)
Award Year: FY2015
Federal Agency: Federal Highway Administration, Department of Transportation

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
STP-URBAN PROGRAM AGREEMENT**

THIS STP-URBAN AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the City of Florissant, St. Louis County, Missouri (hereinafter, "City").

WITNESSETH:

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (MAP-21) 23 U.S.C. §133, authorizes a Surface Transportation Program (STP) to fund transportation related projects; and

WHEREAS, the City desires to construct certain improvements, more specifically described below, using such STP funding; and

WHEREAS, those improvements are to be designed and constructed in compliance with the provisions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations in this Agreement, the parties agree as follows:

(1) PURPOSE: The purpose of this Agreement is to grant the use of STP funds to the City. The improvement contemplated by this Agreement and designated as Project STP-5595(614) involves:

Cold milling and resurfacing, full depth pavement widening, sidewalks and curb ramps, curb and gutter, concrete driveway approaches, retaining walls, pavement drainage, signing, bicycle share the road signs, street lighting, and pavement marking.

The City shall be responsible for all aspects of the construction of the improvement.

(2) LOCATION: The contemplated improvement designated as Project STP-5595(614) by the Commission is within the city limits of Florissant, Missouri. The general location of the improvement is shown on an attachment hereto marked "Exhibit A" and incorporated herein by reference. More specific descriptions are as follows:

North Lafayette Street, from St. Louis Street to North Route 67.

(3) REASONABLE PROGRESS POLICY: The project as described in this agreement is subject to the reasonable progress policy set forth in the Local Public Agency (LPA) Manual and the final deadline specified in Exhibit B attached hereto and incorporated herein by reference. In the event, the LPA Manual and the final deadline within Exhibit B conflict, the final deadline within Exhibit B controls. If the project is within a Transportation Management Area that has a reasonable progress policy in place, the project is subject to that policy. If the project is withdrawn for not meeting reasonable progress, the City agrees to repay the Commission for any progress payments made to the City for the project and agrees that the Commission may deduct progress payments made to the City from future payments to the City.

(4) LIMITS OF SYSTEM: The limits of the surface transportation system for the City shall correspond to its geographical area as encompassed by the urban boundaries of the City as fixed cooperatively by the parties subject to approval by the Federal Highway Administration (FHWA).

(5) ROUTES TO BE INCLUDED: The City shall select the high traffic volume arterial and collector routes to be included in the surface transportation system, to be concurred with by the Commission, subject to approval by the FHWA. It is understood by the parties that surface transportation system projects will be limited to the said surface transportation system, but that streets and arterial routes may be added to the surface transportation system, including transfers from other federal aid systems.

(6) INVENTORY AND INSPECTION: The City shall:

(A) Furnish annually, upon request from the Commission or FHWA, information concerning conditions on streets included in the STP system under local jurisdiction indicating miles of system by pavement width, surface type, number of lanes and traffic volume category.

(B) Inspect and provide inventories of all bridges on that portion of the federal-aid highway systems under the jurisdiction of the City in accordance with the Federal Special Bridge Program, as set forth in 23 U.S.C. §144, and applicable amendments or regulations promulgated thereunder.

(7) CITY TO MAINTAIN: Upon completion of construction of this improvement, the City shall accept control and maintenance of the improved street and shall thereafter keep, control, and maintain the same as, and for all purposes, a part of

the City street system at its own cost and expense and at no cost and expense whatsoever to the Commission. Any traffic signals installed on highways maintained by the Commission will be turned over to the Commission upon completion of the project for maintenance. All obligations of the Commission under this Agreement shall cease upon completion of the improvement.

(8) INDEMNIFICATION:

(A) To the extent allowed or imposed by law, the City shall defend, indemnify and hold harmless the Commission, including its members and the Missouri Department of Transportation (MoDOT or Department) employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the City's wrongful or negligent performance of its obligations under this Agreement.

(B) The City will require any contractor procured by the City to work under this Agreement:

1. To obtain a no cost permit from the Commission's district engineer prior to working on the Commission's right-of-way, which shall be signed by an authorized contractor representative (a permit from the Commission's district engineer will not be required for work outside of the Commission's right-of-way); and

2. To carry commercial general liability insurance and commercial automobile liability insurance from a company authorized to issue insurance in Missouri, and to name the Commission, and MoDOT and its employees, as additional named insureds in amounts sufficient to cover the sovereign immunity limits for Missouri public entities as calculated by the Missouri Department of Insurance, Financial Institutions and Professional Registration, and published annually in the Missouri Register pursuant to Section 537.610, RSMo. The City shall cause insurer to increase the insurance amounts in accordance with those published annually in the Missouri Register pursuant to Section 537.610, RSMo.

(C) In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitution or law.

(9) CONSTRUCTION SPECIFICATIONS: Parties agree that all construction under the STP for the City will be constructed in accordance with current MoDOT design criteria/specifications for urban construction unless separate standards for the surface transportation system have been established by the City and the Commission subject to the approval of the FHWA.

(10) FEDERAL-AID PROVISIONS: Because responsibility for the performance of all functions or work contemplated as part of this project is assumed by the City, and the City may elect to construct part of the improvement contemplated by this Agreement with its own forces, a copy of Section II and Section III, as contained in the United States Department of Transportation Form Federal Highway Administration (FHWA) 1273 "Required Contract Provisions, Federal-Aid Construction Contracts," is attached and made a part of this Agreement as Exhibit C. Wherever the term "the contractor" or words of similar import appear in these sections, the term "the City" is to be substituted. The City agrees to abide by and carry out the condition and obligations of "the contractor" as stated in Section II, Equal Opportunity, and Section III, Nonsegregated Facilities, as set out in Form FHWA 1273.

(11) ACQUISITION OF RIGHT OF WAY: With respect to the acquisition of right of way necessary for the completion of the project, City shall acquire any additional necessary right of way required for the project and in doing so agrees that it will comply with all applicable federal laws, rules and regulations, including 42 U.S.C. 4601-4655, the Uniform Relocation Assistance and Real Property Acquisition Act, as amended and any regulations promulgated in connection with the Act. However upon written request by the City and the written acceptance by the Commission, the Commission shall acquire right of way for the City. Upon approval of all agreements, plans and specifications by the Commission and the FHWA, the commission will file copies of said plans in the office of the county clerk: and proceed to acquire by negotiation and purchase or by condemnation any necessary right of way required for the construction of the improvement contemplated herein. All right of way acquired by negotiation and purchase will be acquired in the name of City, and the City will pay to grantors thereof the agreed upon purchase prices. All right of way acquired through condemnation proceedings will be acquired in the name of the State of Missouri and subsequently released to the City. The City shall pay into court all awards and final judgments in favor of any such condemnees. The City shall also reimburse the Commission for any expense incurred by the Commission in acquiring said right of way, including but not limited to the costs of surveying, appraisal, negotiation, condemnation, and relocation assistance benefits. Unless otherwise agreed to in writing the Commission shall have the final decision regarding the settlement amount in condemnation.

(12) REIMBURSEMENT: The cost of the contemplated improvements will be borne by the United States Government and by the City as follows:

(A) Any federal funds for project activities shall only be available for reimbursement of eligible costs which have been incurred by City. Any costs incurred by City prior to authorization from FHWA and notification to proceed from the Commission are **not** reimbursable costs. All federally funded projects are required to have a project end date. Any costs incurred after the project end date are not eligible for reimbursement. The federal share for this project will be 80 percent not to exceed \$1,048,799.00. The calculated federal share for seeking federal reimbursement of

participating costs for the herein improvements will be determined by dividing the total federal funds applied to the project by the total participating costs. Any costs for the herein improvements which exceed any federal reimbursement or are not eligible for federal reimbursement shall be the sole responsibility of City. The Commission shall not be responsible for any costs associated with the herein improvement unless specifically identified in this Agreement or subsequent written amendments.

(B) The total reimbursement otherwise payable to the City under this Agreement is subject to reduction, offset, levy, judgment, collection or withholding, if there is a reduction in the available federal funding, or to satisfy other obligations of the City to the Commission, the State of Missouri, the United States, or another entity acting pursuant to a lawful court order, which City obligations or liability are created by law, judicial action, or by pledge, contract or other enforceable instrument. Any costs incurred by the City prior to authorization from FHWA and notification to proceed from the Commission are not reimbursable costs.

(13) PERMITS: The City shall secure any necessary approvals or permits from the Federal Government and the State of Missouri as required to permit the construction and maintenance of the contemplated improvements.

(14) TRAFFIC CONTROL: The plans shall provide for handling traffic with signs, signal and marking in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).

(15) WORK ON STATE RIGHT OF WAY: If any contemplated improvements for Project STP-5595(614) will involve work on the state's right of way, the City will provide reproducible final plans to the Commission relating to such work.

(16) DISADVANTAGED BUSINESS ENTERPRISES (DBEs): At time of processing the required project agreements with the FHWA, the Commission will advise the City of any required goals for participation by DBEs to be included in the City's proposal for the work to be performed. The City shall submit for Commission approval a DBE goal or plan. The City shall comply with the plan or goal that is approved by the Commission and all requirements of 49 C.F.R. Part 26, as amended.

(17) NOTICE TO BIDDERS: The City shall notify the prospective bidders that disadvantaged business enterprises shall be afforded full and affirmative opportunity to submit bids in response to the invitation and will not be discriminated against on grounds of race, color, sex, or national origin in consideration for an award.

(18) PROGRESS PAYMENTS: The City may request progress payments be made for the herein improvements as work progresses but not more than once every two weeks. Progress payments must be submitted monthly. All progress payment requests must be submitted for reimbursement within 90 days of the project completion date for the final phase of work. The City shall repay any progress payments which

involve ineligible costs.

(19) PROMPT PAYMENTS: Progress invoices submitted to MoDOT for reimbursement more than thirty (30) calendar days after the date of the vendor invoice shall also include documentation that the vendor was paid in full for the work identified in the progress invoice. Examples of proof of payment may include a letter or e-mail from the vendor, lien waiver or copies of cancelled checks. Reimbursement will not be made on these submittals until proof of payment is provided. Progress invoices submitted to MoDOT for reimbursement within thirty (30) calendar days of the date on the vendor invoice will be processed for reimbursement without proof of payment to the vendor. If the City has not paid the vendor prior to receiving reimbursement, the City must pay the vendor within two (2) business days of receipt of funds from MoDOT.

(20) OUTDOOR ADVERTISING: The City further agrees that the right of way provided for any STP improvement will be held and maintained inviolate for public highway or street purposes, and will enact and enforce any ordinances or regulations necessary to prohibit the presence of billboards or other advertising signs or devices and the vending or sale of merchandise on such right of way, and will remove or cause to be removed from such right of way any sign, private installation of any nature, or any privately owned object or thing which may interfere with the free flow of traffic or impair the full use and safety of the highway or street.

(21) FINAL AUDIT: The Commission will perform a final audit of project costs. The United States Government shall reimburse the City, through the Commission, any monies due. The City shall refund any overpayments as determined by the final audit.

(22) OMB AUDIT: If the City expend(s) seven hundred fifty thousand dollars (\$750,000) or more in a year in federal financial assistance it is required to have an independent annual audit conducted in accordance with 2 CFR Part 200. A copy of the audit report shall be submitted to MoDOT within the earlier of thirty (30) days after receipt of the auditor's report(s), or nine (9) months after the end of the audit period. Subject to the requirements of 2 CFR Part 200, if the City expend(s) less than seven hundred fifty thousand dollars (\$750,000) a year, the City may be exempt from auditing requirements for that year but records must be available for review or audit by applicable state and federal authorities.

(23) FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT OF 2006: The City shall comply with all reporting requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006, as amended. This Agreement is subject to the award terms within 2 C.F.R. Part 170.

(24) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

(25) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the State of Missouri. The City shall comply with all local, state and federal laws and regulations relating to the performance of this Agreement.

(26) AMENDMENTS: Any change in this Agreement, whether by modification or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representatives of the City and the Commission.

(27) COMMISSION REPRESENTATIVE: The Commission's District Engineer is designated as the Commission's representative for the purpose of administering the provisions of this Agreement. The Commission's representative may designate by written notice other persons having the authority to act on behalf of the Commission in furtherance of the performance of this Agreement.

(28) NOTICES: Any notice or other communication required or permitted to be given hereunder shall be in writing and shall be deemed given three (3) days after delivery by United States mail, regular mail postage prepaid, or upon receipt by personal or facsimile delivery, addressed as follows:

- (A) To the City:
955 Rue St. Francois
Florissant, MO 63031
Facsimile No: 314-839-7646
- (B) To the Commission:
1590 Woodlake Drive
Chesterfield, MO 63017
Facsimile No: 573-522-6480

or to such other place as the parties may designate in accordance with this Agreement. To be valid, facsimile delivery shall be followed by delivery of the original document, or a clear and legible copy thereof, within three (3) business days of the date of facsimile transmission of that document.

(29) NONDISCRIMINATION ASSURANCE: With regard to work under this Agreement, the City agrees as follows:

(A) Civil Rights Statutes: The City shall comply with all state and federal statutes relating to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. §2000d and §2000e, et seq.), as well as any applicable titles of the "Americans with Disabilities Act" (42 U.S.C. §12101, et seq.). In addition, if the City is providing services or operating programs on behalf of the Department or the Commission, it shall comply with all applicable provisions of Title II of the "Americans with Disabilities Act".

(B) Administrative Rules: The City shall comply with the administrative rules of the United States Department of Transportation relative to nondiscrimination in federally-assisted programs of the United States Department of Transportation (49 C.F.R. Part 21) which are herein incorporated by reference and made part of this Agreement.

(C) Nondiscrimination: The City shall not discriminate on grounds of the race, color, religion, sex, disability, national origin, age or ancestry of any individual in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The City shall not participate either directly or indirectly in the discrimination prohibited by 49 C.F.R. §21.5, including employment practices.

(D) Solicitations for Subcontracts, Including Procurements of Material and Equipment: These assurances concerning nondiscrimination also apply to subcontractors and suppliers of the City. These apply to all solicitations either by competitive bidding or negotiation made by the City for work to be performed under a subcontract including procurement of materials or equipment. Each potential subcontractor or supplier shall be notified by the City of the requirements of this Agreement relative to nondiscrimination on grounds of the race, color, religion, sex, disability or national origin, age or ancestry of any individual.

(E) Information and Reports: The City shall provide all information and reports required by this Agreement, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Commission or the United States Department of Transportation to be necessary to ascertain compliance with other contracts, orders and instructions. Where any information required of the City is in the exclusive possession of another who fails or refuses to furnish this information, the City shall so certify to the Commission or the United States Department of Transportation as appropriate and shall set forth what efforts it has made to obtain the information.

(F) Sanctions for Noncompliance: In the event the City fails to comply with the nondiscrimination provisions of this Agreement, the Commission shall impose such contract sanctions as it or the United States Department of Transportation may determine to be appropriate, including but not limited to:

1. Withholding of payments under this Agreement until the City complies; and/or
2. Cancellation, termination or suspension of this Agreement, in whole or in part, or both.

(G) Incorporation of Provisions: The City shall include the provisions of paragraph (29) of this Agreement in every subcontract, including procurements of materials and leases of equipment, unless exempted by the statutes, executive order,

administrative rules or instructions issued by the Commission or the United States Department of Transportation. The City will take such action with respect to any subcontract or procurement as the Commission or the United States Department of Transportation may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided that in the event the City becomes involved or is threatened with litigation with a subcontractor or supplier as a result of such direction, the

City may request the United States to enter into such litigation to protect the interests of the United States.

(30) ACCESS TO RECORDS: The City and its contractors must maintain all records relating to this Agreement, including but not limited to invoices, payrolls, etc. These records must be available at no charge to the FHWA and the Commission and/or their designees or representatives during the period of this Agreement and any extension, and for a period of three (3) years after the date on which the City receives reimbursement of their final invoice from the Commission.

(31) CONFLICT OF INTEREST: The City shall comply with conflict of interest policies identified in 23 CFR 1.33. A conflict of interest occurs when an entity has a financial or personal interest in a federally funded project.

(32) MANDATORY DISCLOSURES: The City shall comply with 2 CFR 200.113 and disclose, in a timely manner, in writing all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the City this ____ day of _____, 20____.

Executed by the Commission this ____ day of _____, 20____.

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

Title _____

ATTEST:

Secretary to the Commission

Approved as to Form:

Commission Counsel

City

By 

Title MAYOR.

ATTEST:

By 

Title City Clerk

Approved as to Form:

By _____

Title _____

Ordinance No: _____

Exhibit B – Project Schedule

Project Description:

Project STP-5595(614) involves cold milling and resurfacing, full depth pavement widening, sidewalks and curb ramps, curb and gutter, concrete driveway approaches, retaining walls, pavement drainage, signing, bicycle share the road signs, street lighting, and pavement marking.

Task	Date
Date funding is made available or allocated to recipient	Aug. 2014
Engineering Services Contract Approved	Feb 2016
Preliminary Plans Submittal	Jun 2016
Right of Way Plans Submittal	Jun 2016
Plans, Specifications & Estimate (PS&E) Submittal	Aug 2017
Plans, Specifications & Estimate (PS&E) Approval	Sep 2017
Advertisement for Letting	Oct 2017
Bid Opening	Nov 2017
Construction Contract Award or Planning Study complete	Apr 2019

*Note: the dates established in the schedule above will be used in the applicable ESC between the sponsor agency and consultant firm.

**Schedule dates are approximate as the project schedule will be actively managed and issues mitigated through the project delivery process. The Award Date or Planning Study Date deliverable is not approximate and requires request to adjust.

REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60.29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under

applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants / Employees with Disabilities: The contractor must be familiar

with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurance Required by 49 CFR 26.13(b):

a. The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

b. The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the contracting agency deems appropriate.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women, and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women.

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA 1301. The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor

will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

1. Minimum wages

a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions

of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. (1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is utilized in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(3) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or

will notify the contracting officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program. Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

2. Withholding

The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and basic records

a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-

Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b.(1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency.

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(i) That the payroll for the payroll period contains the information required to be provided under § 5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under § 5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete.

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3.

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(2) of this section.

(4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and trainees

a. Apprentices (programs of the USDOL).

Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly

rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b. Trainees (programs of the USDOL).

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

d. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

7. Contract termination; debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

c. The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages. The FHWA or the contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;

(2) the prime contractor remains responsible for the quality of the work of the leased employees;

(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and

(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.

2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is

evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project.

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.
2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more -- as defined in 2 CFR Parts 180 and 1200.

1. Instructions for Certification – First Tier Participants:

- a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.
- b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this

covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

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2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which

this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the

department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

**ATTACHMENT A - EMPLOYMENT AND MATERIALS
PREFERENCE FOR APPALACHIAN DEVELOPMENT
HIGHWAY SYSTEM OR APPALACHIAN LOCAL ACCESS
ROAD CONTRACTS**

This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:

a. To the extent that qualified persons regularly residing in the area are not available.

b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.

c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.

3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.

4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.

5. The provisions of 23 CFR 633.207(e) allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.

6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.

Exhibit B – Project Schedule

Project Description:

Project STP-5595(615) involves shifting a school crosswalk slightly to an ADA compliant location, replacing pedestrian signal, upgrading sidewalks and curb ramps, roadway lighting.

Task	Date
Date funding is made available or allocated to recipient	Aug. 2014
Engineering Services Contract Approved	Feb 2016
Preliminary Plans Submittal	Jun 2016
Right of Way Plans Submittal	Jun 2016
Plans, Specifications & Estimate (PS&E) Submittal	Jul 2017
Plans, Specifications & Estimate (PS&E) Approval	Aug 2017
Advertisement for Letting	Oct 2017
Bid Opening	Nov 2017
Construction Contract Award or Planning Study complete	Apr 2019

*Note: the dates established in the schedule above will be used in the applicable ESC between the sponsor agency and consultant firm.

**Schedule dates are approximate as the project schedule will be actively managed and issues mitigated through the project delivery process. The Award Date or Planning Study Date deliverable is not approximate and requires request to adjust.

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015
3

4 BILL NO. 9146

ORDINANCE NO.

5
6 **ORDINANCE AUTHORIZING AN APPROPRIATION OF \$16,000**
7 **FROM THE GENERAL REVENUE FUND TO ACCOUNT NO. 0610**
8 **“SALARIES-GOLF COURSE” AND AN APPROPRIATION OF \$1,500**
9 **TO ACCOUNT NO. 0626 “UTILITIES-GOLF” FOR END OF YEAR**
10 **BALANCING FOR THE GOLF COURSE.**

11
12 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
13 COUNTY, MISSOURI, AS FOLLOWS:
14

15 Section 1: There is hereby appropriated and set apart from the General Revenue Fund of
16 the City of Florissant the sum of \$16,000 to Budget Account No. 0610 “Salaries – Golf” for end
17 of year balancing.

18 Section 2: There is hereby appropriated and set apart from the General Revenue Fund of
19 the City of Florissant the sum of \$1,500 to Budget Account No. 0626 “Utilities - Golf” for end
20 of year balancing.

21 Section 3: This ordinance shall become in force and effect immediately upon its
22 passage and approval.

23
24 Adopted this ____ day of _____, 2015.
25
26

27 _____
28 Joseph Eagan
29 President of the Council
30 City of Florissant
31

32
33 Approved this ____ day of _____, 2015.
34
35

36 _____
37 Thomas P. Schneider
38 Mayor, City of Florissant
39

40 ATTEST:
41

42 _____
43 Karen Goodwin, MMC/MRCC
44 City Clerk
45

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015

3
4 BILL NO. 9147

ORDINANCE NO.

5
6 **AN ORDINANCE APPROPRIATING THE SUM OF \$10,000 FROM THE**
7 **GENERAL REVENUE FUND OF THE CITY OF FLORISSANT TO**
8 **ACCT. NO. 4059 "ELECTION EXPENSE" FOR THE PURPOSE OF**
9 **FUNDING ADDITIONAL ELECTION EXPENSES.**

10
11 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
12 COUNTY, MISSOURI, AS FOLLOWS:

13
14 Section 1: There is hereby appropriated and set apart from the General Revenue Fund of
15 the City of Florissant the sum of \$10,000 to Account No. 4059 "Election Expenses for the
16 purpose of funding additional election expenses billed by the St. Louis County Election Board
17 for the November Municipal Judge election.

18 Section 3: This ordinance shall become in force and effect immediately upon its passage
19 and approval.

20
21 Adopted this _____ day of _____, 2015.

22
23
24 _____
25 Joseph Eagan
26 President of the Council
27 City of Florissant

28
29 Approved this _____ day of _____, 2015.

30
31
32 _____
33 Thomas P. Schneider
34 Mayor, City of Florissant

35
36 ATTEST:

37
38 _____
39 Karen Goodwin, MMC/MRCC
40 City Clerk
41

FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: November 19, 2015

Mayor's Approval:

Agenda Date Requested: November 23, 2015

Description of request: To provide funding for golf course part-time wages and election expense. See attached memo for additional information.

*PM
11/19/15*

Department: Finance

Recommending Board or Commission: N/A

Type of request:

Ordinances	X	Other	X
Appropriation	X	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No	No	3 readings? : Yes / No	Yes

Back up materials attached:

Minutes
Maps
Memo
Draft Ord.

Back up materials needed:

Minutes
Maps
Memo
Draft Ord.

Note: Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: _____
PH Speaker: _____

*cc to Council
11/20/15
Approved*

City of Florissant, Missouri
Memorandum

To: Mayor Thomas P. Schneider
From: Randy McDaniel, Director of Finance
Subject: Supplemental Appropriations – End of Year
Date: November 9, 2015

PM
11/9/15

Upon review of the various budget accounts several accounts appear to be in jeopardy of exceeding their budget allocation. In order to prevent any account from exceeding the appropriated amount I respectfully request a supplemental appropriation to the following accounts at the November 23, 2015 Council meeting.

1. Account #0610 Salaries - Golf Course: This account started the year with actual expenditures very close to forecasted amounts. During the more active part of the season beginning in April the utilization of part-time labor began to increase and expenditures began to exceed forecasted amounts. From July to September the utilization of part-time labor decelerated to such an extent that actual total expenditures were once again back in line with forecasts. However, October expenditures for part-time labor well exceeded the forecast and put this account in a position where actual expenditures exceed forecasted expenditures by \$12,000. To ensure that actual expenditures do not exceed the budget and to fund November activities I respectfully request a supplemental appropriation of \$16,000 to the golf salary account #0610 on an emergency basis at the November 23rd Council meeting.
2. Account #0626 – Utilities – Golf Course: This account has been in good shape for the bulk of the year. Actual monthly expenditures were relatively close but under forecasted amounts. However, the prolonged dry spell in the latter part of the year led to an increased use of water for irrigation. As a result, expenditures for utilities are now over budget. In order to cover utility expenditures for the balance of the fiscal year I respectfully request a supplemental appropriation of \$1,500 to the golf utility account #0626 on an emergency basis at the November 23rd Council meeting.
3. Account #4059 Election Expense – Administration: This account reflects the appropriation of \$30,000 for the election of the Mayor, Council and Municipal Judge in April as well as a supplemental appropriation of \$35,000 for the Proposition S election in November. The cost of these two elections exceeds the combined budget allocation by \$6,530 at this time. The city has yet to receive the follow-up reconciliation from the Board of Election Commission which may result in a refund or an additional billing amount. To cover the current shortfall and to provide for any additional billing I respectfully request a supplemental appropriation of \$10,000 to the administration election expense account #4059 on an emergency basis at the November 23rd Council meeting.

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015
3
4

5 BILL NO. 9148

ORDINANCE NO.

6
7
8 **AN ORDINANCE APPROPRIATING THE SUM OF \$5,500 FROM THE**
9 **GENERAL REVENUE FUND OF THE CITY OF FLORISSANT TO**
10 **BUDGET ACCOUNT NO. 5626 “UTILITIES-KOCH AQUATIC CENTER”**
11 **FOR YEAREND BALANCING.**
12

13 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS
14 COUNTY, MISSOURI, AS FOLLOWS:
15

16 Section 1: There is hereby appropriated and set apart from the General Revenue Fund of
17 the City of Florissant the sum of \$5,500 to Budget Account No. 5626 “Utilities” for the purpose
18 of year end balancing.

19 Section 2: This ordinance shall become in force and effect immediately upon its
20 passage and approval.

21 Adopted this ____ day of _____, 2015.
22
23

24 _____
25 Joseph Eagan
26 President of the Council
27 City of Florissant
28

29 Approved this ____ day of _____, 2015.
30
31

32 _____
33 Thomas P. Schneider
34 Mayor, City of Florissant
35

36 ATTEST:
37
38

39 _____
40 Karen Goodwin, MMC/MRCC
41 City Clerk

FLORISSANT CITY COUNCIL

AGENDA REQUEST FORM

Date: November 19, 2015

Mayor's Approval:

Agenda Date Requested: November 23, 2015

Description of request: Appropriate \$5,500 from the Park Improvement Fund to the Koch Aquatic Center Utilities Acct. (5-56-26000).

Department: Parks and Recreation

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation	X	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			

Public Hearing needed: Yes / No

NO

3 readings? : Yes / No

YES

Back up materials attached:

Minutes

Maps

Memo

Draft Ord.

Back up materials needed:

Minutes

Maps

Memo

Draft Ord.

Note: Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: _____

PH Speaker: _____

1 INTRODUCED BY COUNCILMAN EAGAN
2 NOVEMBER 23, 2015
3
4

5 BILL NO. 9149

ORDINANCE NO.

6
7 **AN ORDINANCE AMENDING CHAPTER 125.065.A BY DELETING**
8 **SELECTED JOB CLASSIFICATIONS AND ADDING NEW JOB**
9 **CLASSIFICATIONS AS NECESSARY.**
10

11
12 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
13 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:
14

15 Section 1: That Chapter 125.065 “Wage Increase and Schedule” subsection A “Job
16 Classification And Grade Level,” is hereby amended by deleting the following job classification
17 as so indicated:
18

<u>Job Classification</u>	<u>Grade Level</u>
Golf Shop Attendant	1
Golf Course Superintendent	8

19
20 Section 2: That Chapter 125.065 “Wage Increase and Schedule,” subsection A “Job
21 Classification And Grade Level,” is hereby amended by adding the following job classifications
22 as so indicated:
23

<u>Job Classification</u>	<u>Grade Level</u>
Golf Clubhouse Manager	3
Human Resource Specialist	5
Forester I	7
Golf Course Superintendent	9

24
25 Section 4: This ordinance shall become in force and effect upon its passage and approval as
26 provided by law.
27

28 Adopted this ____ day of _____, 2015.
29
30

31 _____
32 Joseph Eagan
33 President of the Council
34 City of Florissant
35
36

Approved this _____ day of _____, 2015.

Thomas P. Schneider
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC
City Clerk