

# City of Florissant, Missouri

## Adopted Budget

### 2016



955 rue St. Francois  
Florissant, Missouri 63031  
314-921-5700  
[www.florissantmo.com](http://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 ½% 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 ½% 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	1700 North Highway 67 Florissant, MO 63033	#1 James J. Eagan Drive Florissant, MO 63033	#1 St. Ferdinand Drive Florissant, MO 63031	1055 Rue St. Francois Florissant, MO 63031
314 / 921-5700	314 / 831-7000	314 / 921-4466	314 / 839-7654	314 / 921-3322
Fax: 314 / 921-7111	Fax: 314 / 830-6045	Fax: 314 / 839-7672	Fax: 314 / 839-7656	Fax: 314 / 839-7663
TDD: 314 / 839-5142				

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~ Gold for the Value of Elective Government ~ White for a Clean, Healthy City ~ Green for the Gift of Fertile Land ~

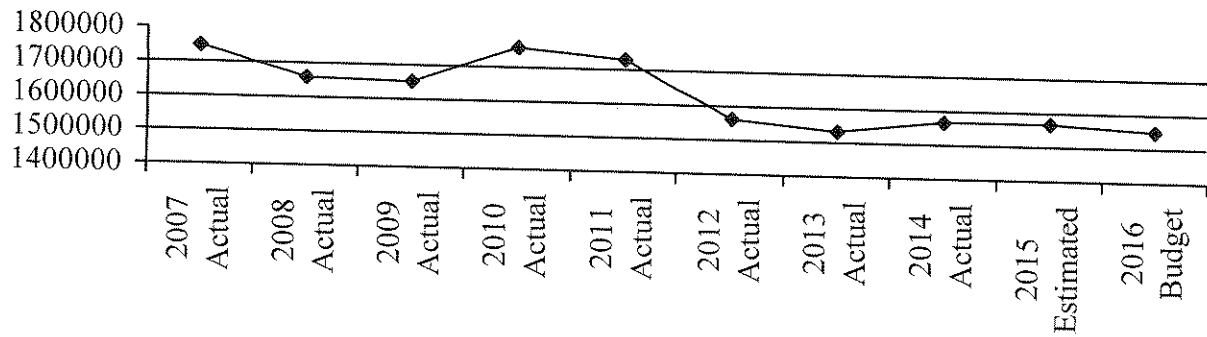
- *Sewer Lateral Fund:* This fund is used to account for special assessments utilized for the maintenance of residential sewer lateral lines within the City. A voter approved special assessment not to exceed \$50 per covered property per year is specifically set aside for this fund. The assessment rate 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

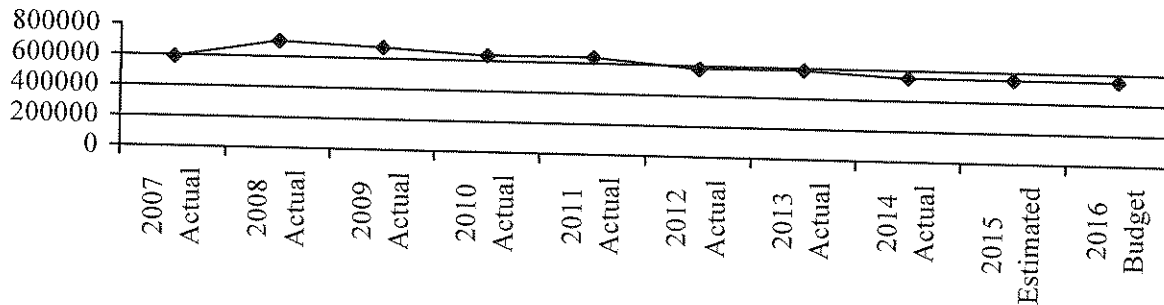
Three sources of tax revenue, the gasoline tax, sales tax and utility tax, account for 66.8% of all revenue budgeted in the general fund and 72.1% of revenue budgeted for all funds combined when the capital improvement sales tax and the park improvement sales tax are included in with total sales tax. 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:

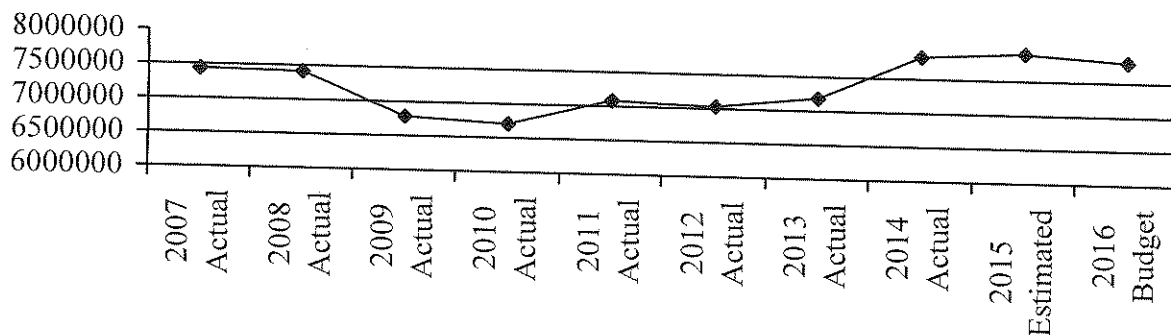
- *Gasoline Tax (Motor Vehicle Fuel Tax and Motor Vehicle Fee Increases):* The gasoline tax budget of \$1,550,000 is unchanged from the 2015 budget and represents 6.7% of total general fund budgeted revenues. The following chart shows that gasoline tax revenues peaked in 2010 and 2011. In 2012 the new 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.



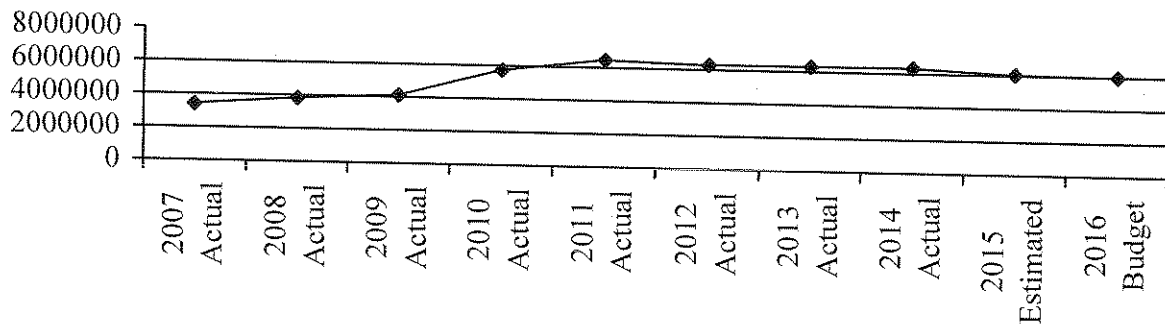
- **Road and Bridge Tax:** The road and bridge tax budget of \$550,000 is unchanged from the 2015 budget and represents 2.4% of general fund budgeted revenues. Road and bridge tax receipts follow the rise and fall of the city's overall assessed value which peaked in 2007 and has dropped 22.4% since.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



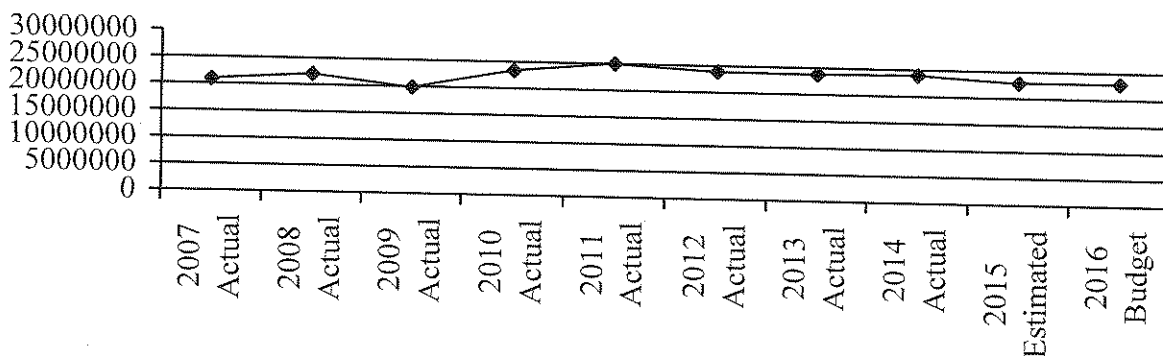
- **Sales Tax:** The sales tax budget of \$7,800,000 is up \$300,000 from the 2015 budget and represents 33.9% of the general fund revenue budget. Revenue for 2015 has been holding on to the gains from 2014 and is projected to finish at \$7,894,675. The budget for 2016 at \$7,800,000 anticipates retaining 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.

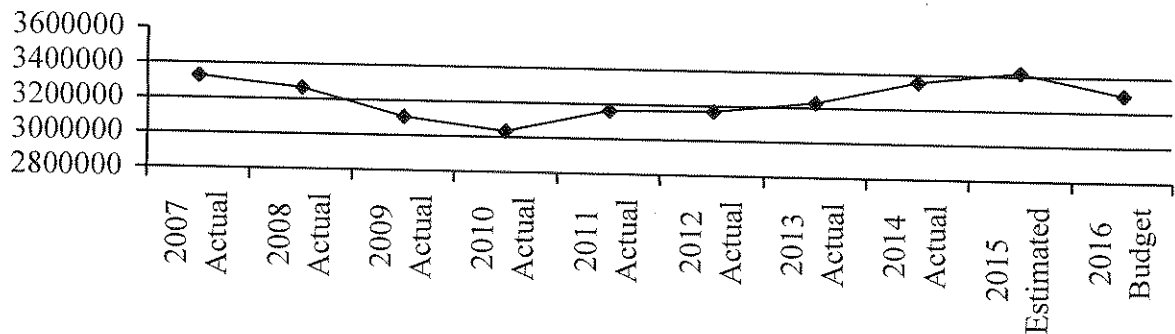


- **Total General Fund Revenue:** Total General Fund budgeted revenue of \$22,982,300 is down \$395,700 from the 2015 budget. The following chart shows the recent history of total General Fund revenues. Between 2009 and 2011 there was some revenue growth but since that time revenue has been relatively 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%.

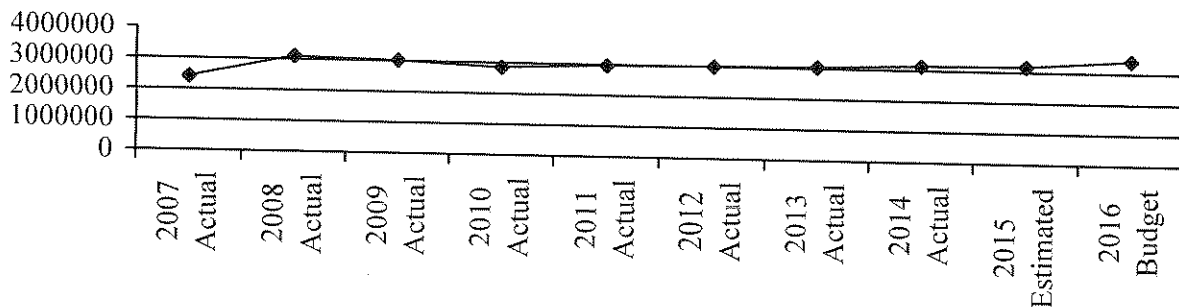


- **½% Capital Improvement Sales Tax:** The capital improvement sales tax budget of \$3,300,000 is up \$100,000 from the 2015 budget. Actual revenue for 2015 is projected to finish very strong at \$3,418,922. Should that happen, it would denote the high water mark for capital improvement sales tax receipts. 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  
December 1, 2015 through November 30, 2016

**GENERAL FUND - REVENUES**

	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
<b><u>TAXES</u></b>				
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

<b><u>LICENSES</u></b>				
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

<b><u>PERMITS</u></b>				
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

<b><u>RECREATION</u></b>				
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

**GENERAL FUND - REVENUES**

	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 2016</u>
<b><u>RECREATION (CONTINUED)</u></b>				
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

**MISCELLANEOUS**

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>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>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>
<b>Total</b>	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
<b>Account 3610 - Salaries</b>		
Full-time Employees		
Information Technology Manager	1	1
IT System Support Technician	<u>1</u>	<u>1</u>
Total full-time employees	2	2
<b>Account 3621 - Uniforms</b>		
City logo/Uniform shirts for IT Department	0	300
	0	300
<b>Account 3624 - Telephone</b>		
Total	0	120,000
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
<b>Account 3632 - Office Supplies</b>		
Total	18,400	13,800
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
<b>Account 3633 - Materials &amp; Supplies</b>		
Total	7,000	10,200
Equipment Repair	7,000	7,000
Yearly Maintenance and Repair for Security Cameras at City Hall and Government Building	0	3,200
<b>Account 3642 - Dues, Travel &amp; Training</b>		
Total	2,291	4,700
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  
December 1, 2015 through November 30, 2016

**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>
<b>Account 3710 - Salaries</b>		
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
<b>Account 3721 - Uniforms</b>		
Total	450	450
Uniform shirts for Housing Center employees	450	450
<b>Account 3732 - Office Supplies</b>		
Total	1,000	1,000
Miscellaneous office supplies	1,000	1,000
<b>Account 3742 - Dues, Travel &amp; Training</b>		
Total	1,000	1,000
Mileage reimbursement	1,000	1,000

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

**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  
December 1, 2015 through November 30, 2016

**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>
<b>Total</b>	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		2015	2016
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 &amp; 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  
December 1, 2015 through November 30, 2016

**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

<b>Account 4010 - Salaries</b>			
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
<b>Account 4013 - Employees' Benefits</b>			
FICA, Pension, Medical, Dental, Life Insurance, Long-term disability			
<b>Account 4014 - Residency Incentive Program</b>			
Program to reward city employees for choosing to live in the City of Florissant:	Total	114,000	120,000
100 employees x \$100 per month x 12 months (96 as of July, 2015)			
<b>Account 4015 - Unemployment Claim Reserve</b>			
1993 state law requires the city to pay all unemployment claims regardless of fault.	Total	15,000	15,000
2011 \$38,594, 2012 \$6,978, 2013 \$13,439, 2014 \$5,046, 2015 \$11,278 for 3 quarters			
<b>Account 4021 - Uniforms</b>			
City logo shirts for Human Resources department	Total	200	0
		200	0
<b>Account 4023 - Postage &amp; Printing</b>			
Lease contract on postage machine and scale (\$250/mo x 12 months)	Total	45,000	45,000
Supplies for Postage Machine		3,000	3,000
Fees for Bulk Rate Permit #65		1,000	1,000
Forms and supplies, postage supplies, ink cartridges		14,500	14,500
Postage		1,500	1,500
		25,000	25,000

# Administration Budget: 2016

		2015	2016
<b>Account 4031 - Supplies - City Functions</b>			
	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
<b>Account 4032 - Office Supplies &amp; Maintenance</b>			
	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
<b>Account 4033 - Copy Equipment &amp; Supplies</b>			
	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
<b>Account 4041 - Mayor's Expense</b>			
	Total	10,000	10,000
Discretionary in town expenses, Rotary, auto, travel, and misc.			
<b>Account 4042 - Travel &amp; Training</b>			
	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
<b>Account 4050 Professional Services</b>			
	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
<b>Account 4053 - Legal Notices and Advertising</b>	<b>Total</b>	<b>15,000 12,000</b>
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
<b>Account 4054 - Service Awards</b>	<b>Total</b>	<b>12,000 12,000</b>
\$5,000 Boards & Commissions Appreciation Dinner, \$5,000 employee service awards, \$2,000 employee appreciation event		
<b>Account 4055 - Insurance, Fire, &amp; Liability</b>	<b>Total</b>	<b>855,000 931,000</b>
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
<b>Account 4056 - Organization Dues</b>	<b>Total</b>	<b>23,287 24,165</b>
<u>General</u>	<b>Sub</b>	<b>21,100 21,625</b>
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>	<b>Sub</b>	<b>540 540</b>
Metro Mayors of St. Louis	350	350
Engineers Club of St. Louis	190	190

# Administration Budget: 2016

		2015	2016
<u>Randal J. McDaniel: Director of Finance, Purchasing &amp; 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
<b>Account 4058 - Boards &amp; Commissions</b>	<b>Total</b>	<b>2,000</b>	<b>2,000</b>
Travel & expenses for boards and commissions, name plates		1,000	1,000
Subscriptions and publications		500	500
Planning & Zoning in-town training		500	500
<b>Account 4059 - Election Expense</b>	<b>Total</b>	<b>30,000</b>	<b>35,000</b>
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**

<u>Municipal Court</u>		<u>Elected Positions</u>	
Court Clerk	1.0	Judge	1.0
Assistant Court Clerk	5.0	<u>Appointed Positions</u>	
Assistant Court Clerk p/t	0.7	Provisional Judge	
Reserve Police Officer p/t	<u>0.7</u>	Prosecuting Attorney	
Total Personnel	7.4	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			2015	2016
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>
<b>Total</b>	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		

Full-time 9.0

Total Personnel 16.8      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

### Fleets 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

		2015	2016
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>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 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		2015	2016
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

		2015	2016
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  
December 1, 2015 through November 30, 2016

**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		<u>4</u>	<u>4</u>
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 2 <sup>nd</sup> 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 2 <sup>nd</sup> year rate	hours	1,924	1,924

## Recreation Leader II

JJE / JFK Fitness Center: 4,878 hours x 2 facilities = 9,756 hours x 2 <sup>nd</sup> year rate	hours	9,756	9,756
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## Receptionists

Customer Service Desk:

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



# Civic and Community Centers Budget: 2016

2015 2016

## Custodians

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

## Park Rangers

JFK (Rentals): 240 hours x Park Ranger Supervisor II 2 <sup>nd</sup> year rate	hours	240	240
896 hours x Park Ranger x 2 <sup>nd</sup> 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 <sup>nd</sup> year rate	hours	4,529	4,529
1,010 hours x Park Ranger Supervisor II 2 <sup>nd</sup> year rate	hours	1,010	1,010

## Ice Rink

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

## JJE Pool

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

## Concessions (St. Ferdinand Park, Bangert Pool, Koch Aquatic Center)

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

Total part-time hours 70,319 70,319

Instructors: \$80,000 \$80,000

ADA Compliance: \$1,500 \$1,500

Account 4426 - Utilities	Total	352,800	352,800
Centers		347,300	347,300
Nature Lodge		5,500	5,500

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

**RECREATION DEPARTMENT - PLAYGROUND**

<u>Account</u>	<u>Actual 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 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>
<b>Total</b>	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
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### Directors

320 hours + 9 orientation hours = 329 hours

329 hours x 3 Directors = 987 hours x 2 <sup>nd</sup> year rate	hours	987	987
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### Assistant Directors

264 hours + 9 orientation hours = 273 hours

273 hours x 4 Assistant Directors = 1,092 hours x 2 <sup>nd</sup> year rate	hours	1,092	1,092
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### 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 2<sup>nd</sup> year rate

	hours	9,072	9,720
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202.5 hours x 13 Playground Recreation Leaders =

2,632 hours x 1<sup>st</sup> year rate

	hours	2,457	2,632
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### 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 2<sup>nd</sup> year rate

	hours	378	405
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### “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 2<sup>nd</sup> year rate

	hours	240	240
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### Playground Recreation Leaders

120 hours x 6 Playground Recreation Leaders =

720 hours x 2<sup>nd</sup> year rate

	hours	720	720
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Total part-time hours		14,946	15,796
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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  
December 1, 2015 through November 30, 2016

**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>
<b>Total</b>	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>
<b>Total</b>	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

### Pool Manager

9.5 hours x 81 days = 770 hours x 2<sup>nd</sup> year rate hours 770 770

### Head Guard

9.5 hours x 81 days = 770 hours x 2<sup>nd</sup> year rate hours 770 770

### Lifeguards

9.5 hours x 81 days = 770 hours x 11 Lifeguards = 8,470 hours  
8,470 hours x Lifeguard 2<sup>nd</sup> year rate hours 8,470 8,470

### Cashiers (Admission)

9.5 hours x 81 days = 770 hours x 2 Cashiers = 1,540  
1,540 hours x 2<sup>nd</sup> year rate hours 1,540 1,540

### Swim Team

4 hours x 35 days = 140 hours  
140 hours x Pool Manager 2<sup>nd</sup> year rate hours 140 140

4 hours x 35 days = 140 hours x 4 Lifeguards = 560 hours  
560 hours x Lifeguard 2<sup>nd</sup> year rate hours 560 560

Swim Team Coaches Salaries: \$9,000 \$9,000

### Swim Lessons (youth)

2 hours x 24 days = 48 hours x 16 Lifeguards = 768 hours  
768 hours x Lifeguard 2<sup>nd</sup> year rate hours 768 768

### Swim Lessons (adult)

1 hour x 16 days = 16 hours x 2 Lifeguards =  
32 hours x 2nd year rate hours 32 32

### Playground Swim

2 hours x 12 days = 24 hours x 11 Lifeguards = 264 hours  
264 hours x Lifeguard 2<sup>nd</sup> year rate hours 264 264

Total part-time hours 13,314 13,314

Pre-season training, prep-work and post-season winterizing: \$5,000 \$5,000

Special events, programs and rentals: \$2,500 \$2,500

## Account 4626 Utilities

Total 20,000 25,000

# 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
--

Pool Manager

8.5 hours x 45 days = 383 hours x 2<sup>nd</sup> year rate

9.5 hours x 20 days = 190 hours x 2<sup>nd</sup> year rate

573 hours x 2<sup>nd</sup> year rate

hours      830      573

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 2<sup>nd</sup> year rate

hours      1,660      1,146

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 2<sup>nd</sup> year rate

hours      18,260      12,606

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 2<sup>nd</sup> year rate

hours      2,490      1,719

Playground Swim

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

528 hours x Lifeguard 2<sup>nd</sup> year rate

hours      528      528

Total part-time hours      23,768      16,572

Pre-season training, prep-work and post-season winterizing:      \$7,500      \$7,500

Special events, programs and rentals:      \$2,500      \$2,500

Account 5626 Utilities
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Total	50,000	65,000
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City of Florissant Operating Budget  
December 1, 2015 through November 30, 2016

**RECREATION DEPARTMENT - PARKS**

<u>Account</u>	Actual <u>2014</u>	Budget <u>2015</u>	Proposed <u>2016</u>	Adopted <u>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>
<b>Account 4710 - Salaries</b>			
<u>Full-time Employees</u>			
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			
<u>Part-time Employees</u>			
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
Park Maintenance (Seasonal):			
40 hours x 15 weeks = 600 hours x 13 Laborers = 7,800 hours			
6,600 hours x 2nd year rate	hours	7,800	6,600
32 hours x 30 weeks = 960 hours x 2 Laborers = 1,920 hours			
1,920 hours x 2nd year rate	hours	1,920	1,920
Park Rangers:			
All Parks: 35 hours x 52 weeks = 1,820 hours			
1,820 hours x 2nd year rate	hours	1,820	1,820
All Parks: 45.5 hours x 20 weeks (peak season) = 910 hours			
910 hours x 2nd year rate	hours	910	910
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 hours x 52 weeks = 832 hours	hours	832	832
Special Activities and Rentals: 310 hours x 2nd year rate			
	hours	310	310
	Total part-time hours	15,594	17,410
Umpires and Referees:			
	dollars	20,000	20,000
<b>Account 4726 - Utilities</b>			
	Total	114,200	114,200
Parks		114,200	114,200
<b>Account 4750 - Professional Services</b>			
	Total	40,000	40,000
Umpires contracted through the ASA		40,000	40,000



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

**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
<b>Account 0642 - Dues, Travel and Training</b>			
	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
<b>Account 0650 - Professional Services</b>			
	Total	91,000	91,005
<u>01 Miscellaneous</u>	Sub	<u>9,400</u>	<u>9,405</u>
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	<u>6,800</u>	<u>6,800</u>
Bank and charge card fees		6,800	6,800
<u>06 Cart Lease and Rentals</u>	Sub	<u>74,800</u>	<u>74,800</u>
<u>Cart Lease: Ord. #8034 for 80 carts (45 electric, 25 gas, 7 utility, 1 shuttle, 2 bar)</u>		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
<b>Account 0654 - Publicity</b>			
	Total	3,000	1,500
Advertising in newspaper, magazine, radio, and other media.		3,000	1,500
<b>Account 0961 - Capital Additions (Park Improvement Fund)</b>			
	Total	15,500	23,500
<u>Golf Course Equipment</u>	Sub	<u>0</u>	<u>8,000</u>
Oscillating Fans		0	8,000
Prior year capital additions		0	0
<u>Golf Course Improvements</u>	Sub	<u>15,500</u>	<u>15,500</u>
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		
Class "B" Person	1.0		
Class "C" Person	<u>1.0</u>		
Total	4.0		
Total Personnel	49.4		
		Full-time 45.0	
		Full-time Equivalent (Part-time) 4.4	

## 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	2	2
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	1,508	1,508
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 &amp; 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, &amp; 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 &amp; Office Supplies - City Hall &amp; 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	Total	36,361	37,715
<u>Dues</u>	Sub	<u>4,267</u>	<u>3,975</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), IAEI (\$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>	Sub	<u>20,000</u>	<u>20,000</u>
Plan Reviewer, P/T Inspector, Bldg. Commissioner, Director, City Engineer, and others ... less Inspector vehicles ...			
<u>Training</u>	Sub	<u>12,094</u>	<u>13,740</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 2014</u>	<u>Budget 2015</u>	<u>Proposed 2016</u>	<u>Adopted 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		

Full-time 111.0

Full-time Equivalent (Part-time) 5.8

Total Personnel 116.8

# 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)
<u>\$ 2,500</u>	<u>\$ 2,500</u>	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>
<b><u>REVENUE</u></b>				
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
<b><u>EXPENDITURES</u></b>				
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

**CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS**

	Proposed <u>2016</u>	Adopted <u>2016</u>
<b>Information Technology</b>		
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>
<b>Information Technology Total</b>	41,000	41,000
 <b>Administrative</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Administrative Total</b>	0	0
 <b>Court</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Court Total</b>	0	0
 <b>Media</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Media Total</b>	0	0
 <b>Health</b>		
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>
<b>Health Total</b>	115,100	115,100

**CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS**

	<u>Proposed</u> <u>2016</u>	<u>Adopted</u> <u>2016</u>
<b>Public Works</b>		
<b>Streets</b>		
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>
<b>Streets Sub-Total</b>	157,000	157,000
<b>Building</b>		
Public Works counter and office remodeling at City Hall	<u>48,000</u>	<u>48,000</u>
<b>Building Sub-Total</b>	48,000	48,000
<b>Engineering</b>		
Bockrath-Wiese House hazard mitigation and repairs	<u>46,800</u>	<u>46,800</u>
<b>Engineering Sub-Total</b>	<u>46,800</u>	<u>46,800</u>
<b>Public Works Total</b>	251,800	251,800
<b>Police</b>		
<b>Vehicles</b>		
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>
<b>Police Vehicle Sub-Total</b>	300,000	300,000
<b>Miscellaneous Items</b>		
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>
<b>Police Miscellaneous Sub-Total</b>	<u>119,000</u>	<u>119,000</u>
<b>Police Total</b>	419,000	419,000
<b>Grand Total</b>	<b>826,900</b>	<b>826,900</b>



# Capital Improvement Fund Budget: 2016

		2015	2016
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
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>
<b>Acct. #03-5-03-33000 - Materials &amp; Supplies</b>			
	<b>Total</b>	<b>111,000</b>	<b>110,000</b>
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
<b>Account 0334 – Street Markings</b>			
	<b>Total</b>	<b>14,000</b>	<b>13,000</b>
Channel posts, street name posts, die cutters for numbers			
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 ...			
<b>Account 0350 – Professional Services</b>			
	<b>Total</b>	<b>381,525</b>	<b>589,928</b>
Audit		1,925	2,000
Bank Fees		600	600
REJIS Commission GANet Subscription & Service		4,000	4,000
GIS (Geographic Information System) Web-Based Mapping Project ...		60,000	60,000
General Engineering and Design Services		20,000	20,000
St. Anthony Lane Bridge over Fountain Creek (replacement) – Right-Of-Way Acquisition		80,000	10,000
RFP's for Redevelopment Projects		0	5,000
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		5,000	5,000
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing ...		50,000	60,000
I-270 Mowing		20,000	25,000
East-West Gateway Grant Applications		10,000	10,000

# Capital Improvement Fund Budget: 2016

	2015	2016
<b>Account 0350 – Professional Services (con't)</b>		
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
<b>Account 0352 – Street Contracts</b>		
	Total	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
<b>Account 0353 – Bridge Repair &amp; Maintenance</b>		
	Total	65,000
Miscellaneous Bridge Repairs by Contractor	50,000	50,000
Bridge Repairs/Maintenance by City	15,000	10,000
<b>Account 0354 – Sidewalk Replacement</b>		
	Total	150,000
Sidewalk Program by Contractor	145,000	145,000
Tree Removals	5,000	5,000
<b>Account 0355 – Debt Payment</b>		
	Total	324,000
Principal and Interest on the 2011 COPS Bond Issue		328,000

Capital Improvement Fund Budget: 2016

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

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>
<b><u>REVENUE</u></b>				
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

**EXPENDITURES**

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>
<b>Total</b>	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**

	Proposed <u>2016</u>	Adopted <u>2016</u>
<b>Theater</b>		
Q-Lab Pro Audio software for live show control	<u>2,850</u>	<u>2,850</u>
<b>Theater Total</b>	2,850	2,850
<b>Golf Course</b>		
<b>Golf Course Equipment</b>		
Oscillating fans	<u>16,800</u>	<u>8,000</u>
<b>Total Golf Course Equipment</b>	16,800	8,000
<b>Golf Course Improvements</b>		
Various tee, bunker and fairway renovations	<u>15,500</u>	<u>15,500</u>
<b>Total Golf Course Improvements</b>	15,500	15,500
<b>Total Golf Course Equipment and Improvements</b>	32,300	23,500
<b>James J. Eagan Center</b>		
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>
<b>James J. Eagan Center Total</b>	17,000	17,000
<b>John F. Kennedy Center</b>		
Replace outdoor sign	<u>12,000</u>	<u>12,000</u>
<b>John F. Kennedy Center Total</b>	12,000	12,000
<b>Bangert Pool</b>		
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>
<b>Bangert Pool Total</b>	19,000	19,000

**PARK IMPROVEMENT FUND CAPITAL ADDITIONS**

	Proposed <u>2016</u>	Adopted <u>2016</u>
<b>Koch Park Aquatic Center</b>		
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>
<b>Koch Park Aquatic Center Total</b>	4,000	24,000
 <b>Parks Equipment</b>		
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>
<b>Parks Equipment Total</b>	157,000	157,000
 <b>Parks Improvements</b>		
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>
<b>Parks Improvements Total</b>	<u>199,000</u>	<u>220,000</u>
<b>Parks Equipment and Improvements Total</b>	356,000	377,000
 <b>Grand Total</b>	 <b>443,150</b>	 <b>475,350</b>



Park Improvement Fund Budget: 2016

2015 2016

Account 0910 - Salaries

Full-time employees

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
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Account 0913 - Employee Benefits

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

Account 0914 - Residency Incentive Program

Total 15,600 15,600

Thirteen employees at \$100 per month

Account 0921 - Uniforms and Allowances

Total 19,125 19,125

44 Centers

Sub 3,950 3,950

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

45 Summer Playground

Sub 975 975

Staff T-Shirts

975 975

46 Bangert Pool

Sub 2,000 2,000

Staff T-Shirts

700 700

Swimsuits

1,300 1,300

56 Koch Pool

Sub 3,500 3,500

Staff T-Shirts

900 900

Swimsuits

2,600 2,600

47 Parks

Sub 8,700 8,700

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

Account 0927 - Gas and Oil

Total 64,000 64,000

44 Centers - Propane for Zamboni and gasoline/diesel for various equipment

3,000 3,000

47 Parks

61,000 61,000

Park Improvement Fund Budget: 2016

		<u>2015</u>	<u>2016</u>
Account - 0928 Merchandise	Total	79,250	67,250
<u>40 Skate Shop</u> - Resale of skate and pro shop items	Sub	<u>500</u>	<u>500</u>
<u>44 Centers</u>	Sub	<u>35,750</u>	<u>23,750</u>
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
<u>47 Parks</u>	Sub	<u>43,000</u>	<u>43,000</u>
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

	<u>2015</u>	<u>2016</u>
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	<u>24,675</u>	<u>35,725</u>
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
 <u>Account 0931 - Recreation Supplies</u>	Total	<u>38,000</u>	<u>37,500</u>
<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>
<b>Account 0932 - Office Supplies and Printing</b>			
<u>44 Centers</u>	Total	35,800	40,800
Printing and office supplies	Sub	<u>10,800</u>	<u>10,800</u>
RecPro software subscription service		2,200	2,200
Parks & Recreation receipts		7,000	7,000
		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
<b>Account 0933 - Materials and Supplies</b>			
<u>46 Bangert Pool</u>	Total	125,350	131,950
Sodium Hypochloride	Sub	<u>20,300</u>	<u>20,300</u>
Co2		13,000	13,000
Muriatic Acid		4,000	4,000
Cyanuric Acid		250	250
Calcium Hypochloride		600	600
Algaecide		800	800
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		500	500
		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
<u>Account 0942 - Dues, Travel and Training</u>	Total	<u>13,660</u>	<u>13,660</u>
<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
<u>Account 0950 - Professional Services</u>	Total	<u>242,115</u>	<u>242,190</u>
<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
 <u>Account 0951 - Parking Lot, Driveway, and Walkway Repairs</u>			
	Total	<u>37,000</u>	<u>10,000</u>
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
Florissant Civic Center Theater	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
Pulverizer 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>
<b><u>REVENUE</u></b>				
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

**EXPENDITURES**

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

# Sewer Lateral Fund Budget: 2016

		2015	2016
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
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>
<b><u>REVENUE</u></b>				
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
<b><u>EXPENDITURES</u></b>				
1050-Professional Service	<u>350,858</u>	<u>158,559</u>	<u>30,000</u>	<u>30,000</u>
<b>Total</b>	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>
<b><u>REVENUE</u></b>				
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			(252,000)	(252,000)
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
<b><u>EXPENDITURES</u></b>				
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>
<b>Total</b>	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
<b>Total</b>	<b>25,793,885</b>	<b>26,145,613</b>	<b>26,503,860</b>	<b>26,868,751</b>

**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>
<b>Total</b>	<b>218</b>	<b>0</b>	<b>25,793,885</b>	<b>218</b>	<b>0</b>	<b>26,145,613</b>	<b>218</b>	<b>0</b>	<b>26,503,860</b>	<b>218</b>	<b>0</b>	<b>26,868,751</b>

**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