

City of Florissant, Missouri
Adopted Budget
2017



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



CITY OF FLORISSANT

Honorable Thomas P. Schneider, Mayor

December 1, 2016

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

The 2017 adopted budget presents a budgetary framework outlining the revenues and expenditures necessary to providing essential programs and services 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 issues 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	1700 North Highway 67	#1 James J. Eagan Drive	#1 St. Ferdinand Drive	1055 Rue St. Francois
Florissant, MO 63031	Florissant, MO 63033	Florissant, MO 63033	Florissant, MO 63031	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 ~



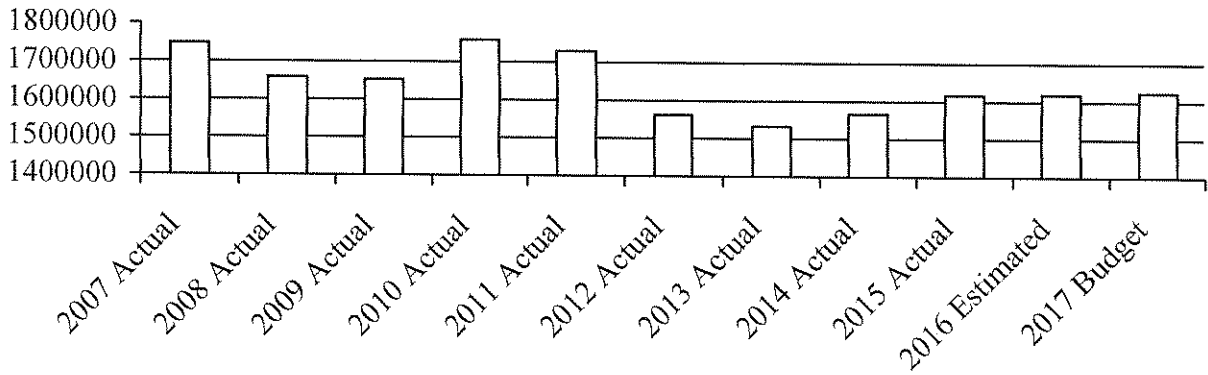
- *Street Fund:* This fund is used to account for proceeds from the ¼% general purpose sales tax approved by the voters on November 3, 2015. Proceeds are to be used specifically and exclusively for street replacement, repairs and maintenance.
- *Sewer Lateral Fund:* This fund is used to account for special 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 2017 budget is \$28 per covered property.
- *Property Revitalization Fund:* This fund is used to account for the Property Acquisition Program which 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 take title to the properties and seek to find buyers that will bring the properties into compliance with minimum housing standards.
- *Court Building Fund:* This fund is used to account for the acquisition of the municipal court building. The General fund advanced \$1,170,000 to the court building fund to facilitate the purchase of the former Dick Weber Lanes building at 4575 Washington to be used as a municipal court building. The advance will be repaid in semi-annual principal and interest payments from court cost revenues as authorized under RSMo 488.2245.

Revenues Highlights

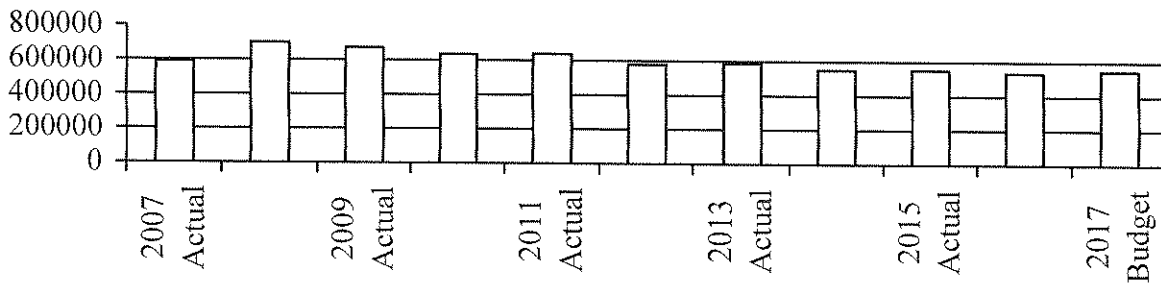
Three sources of tax revenue, the gasoline tax, sales tax and utility tax, account for 68.3% of all revenue budgeted in the general fund. These three revenue sources plus the capital, park and street sales taxes account for 72.9% of revenue budgeted for all funds combined. Total proposed revenue for the 2017 fiscal year is \$22,733,300 for the general fund, \$3,964,614 for the capital improvement fund, \$4,031,400 for the park improvement fund, \$1,500,000 for the street fund, \$505,000 for the sewer lateral fund, and \$132,000 for the court building fund for a combined total of \$32,866,314. General fund budgeted revenue is down \$346,000 or 1.5% from 2016. Capital improvement fund budgeted revenue is up \$427,952 from 2016 with sales tax revenue up \$150,000 and grant revenue up \$277,952. Park improvement fund budgeted revenue is up \$605,000 with sales tax up \$100,000 and grant revenue up \$505,000. Sewer lateral fund budgeted revenue is unchanged. Street fund revenue from the ¼% sales tax is budgeted for the first time at \$1,500,000.

Highlights for selected revenue sources are as follows:

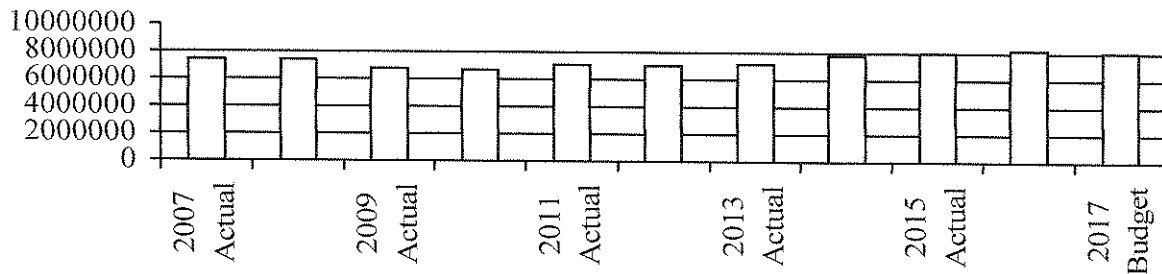
- **Gasoline Tax (Motor Vehicle Fuel Tax and Motor Vehicle Fee Increases):** The gasoline tax budget of \$1,625,000 is up \$75,000 from the 2016 budget and represents 7.1% of total general fund budgeted revenues. The following chart shows that gasoline tax revenues peaked in 2010. In 2012 the new census numbers were implemented which resulted in a revenue drop of \$170,000. Revenues have been slowly recovering since that time. Projections for 2017 reflect slight continued improvement.



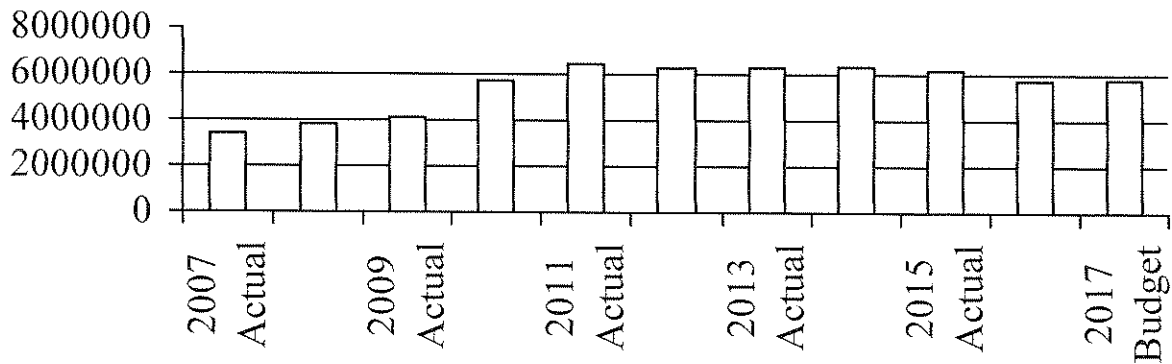
▪ **Road and Bridge Tax:** The road and bridge tax budget of \$550,000 is unchanged from the 2016 budget and represents 2.4% of general fund budgeted revenues. Road and bridge tax receipts closely follow the rise and fall of the city’s overall assessed value which peaked in 2007 and has dropped 20.6% since. 2016 assessed valuations are up 1.0%. The following chart follows the history of road and bridge tax collections since 2007.



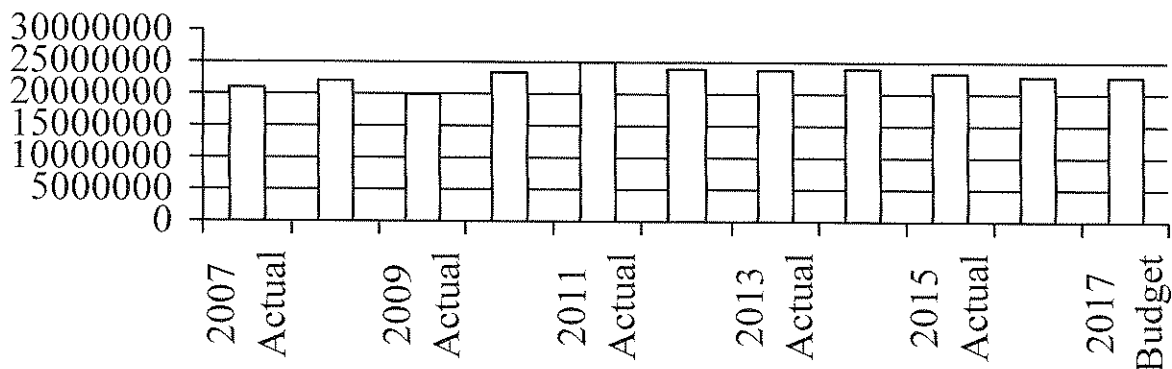
▪ **Sales Tax:** The proposed sales tax budget of \$8,100,000 is up \$300,000 from the 2016 budget and represents 35.6% of the proposed general fund revenue budget. Revenue for 2016 has retained the gains from 2015 and is projected to finish at \$8,250,000. The budget for 2017 of \$8,100,000 anticipates retaining the majority of this increase but due to the track record of sales tax receipts leaves room 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.



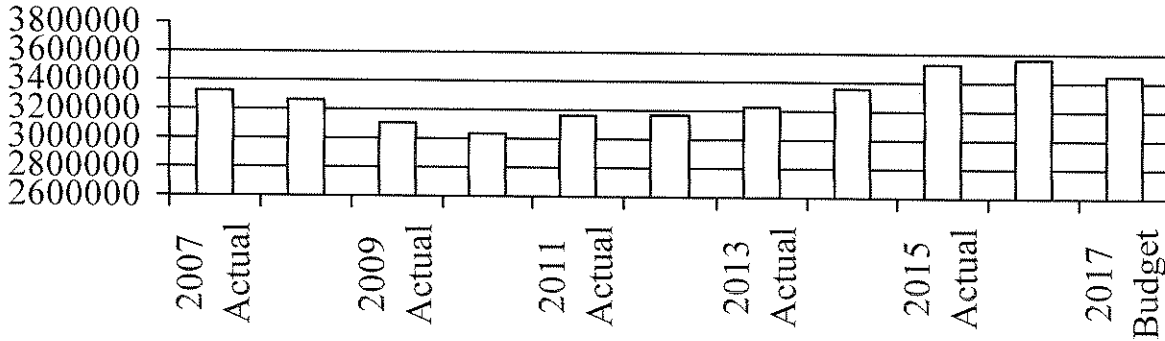
- **Utility Tax:** The utility tax budget of \$5,800,000 is down \$200,000 from the 2016 budget and represents 25.5% of general fund proposed revenues. The following chart shows the recent history of the utility tax. The significant increase in receipts between 2009 and 2010 is due to an increase in 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 was steadily declining. 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 and a drop of \$210,133 in 2015. 2016 looks to continue this trend with receipts projected to decline \$100,000. This decline is having a significant impact on combined utility tax revenue.



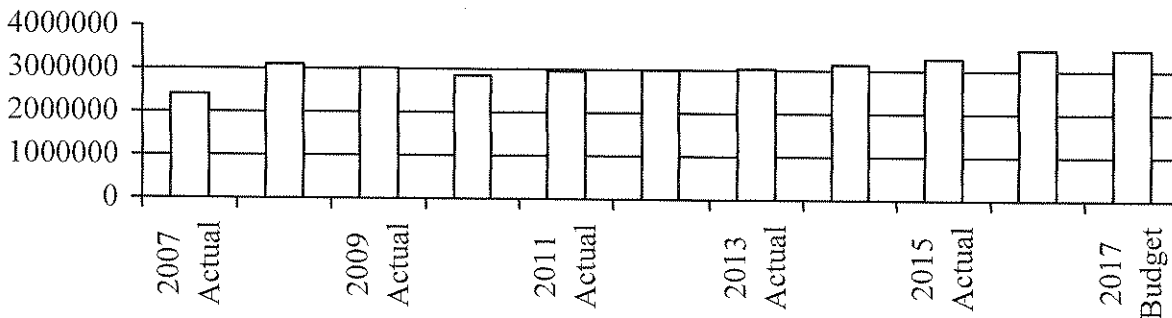
- **Total General Fund Revenue:** Total general fund revenue of \$22,733,300 is down \$346,000 from the 2016 budget. The following chart shows the recent history of total general fund revenues. Between 2009 and 2011 there was some revenue growth primarily due to the increase in the utility tax rate but since that time revenue has been relatively flat. Sales tax revenue has been growing since 2013 but declines in other areas have served to offset that growth.



- **½% Capital Improvement Sales Tax:** The capital improvement sales tax budget of \$3,450,000 is up \$150,000 from the 2016 budget. Actual revenue for 2016 is projected to finish very strong at \$3,565,000. The proposed budget of \$3,450,000 reflects a conservative position due to past experience with ups and downs in sales tax receipts. The following chart shows the history of sales tax receipts going back to 2007.



- **½% Park Improvement Sales Tax:** The park improvement sales tax revenue budget of \$3,500,000 is up \$100,000 from the 2016 budget. The following chart shows that tax revenues have been slowly and steadily increasing since 2010. The addition of the new Wal-Mart retail development at the corner of New Halls Ferry and Lindbergh has had 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 so a major retail development such as Wal-Mart can have a significant impact on revenue.



Expenditures Highlights

Expenditure highlights include the following:

- The City pays 100% of employee medical premiums and 25% of dependent medical premiums. The budget reflects an increase of 5% for medical premiums which will increase premiums to \$711.74 per month per employee (\$8,540.88 annually) and \$697.50 per month for dependent coverage. The City will pay 25% or \$174.38 per month per employee (\$2,092.56

annually) for those employees electing dependent coverage leaving the employee to pay \$523.12 per month (\$6,277.44 annually) for dependent medical coverage. The total budget allocation for medical premiums is \$2,191,169.

- \$14,891,833 of the general fund budget has been allocated for wages and \$5,221,455 for employee benefits for a total of \$20,113,288 which represents 80.4% of the general fund budget. Benefits include social security, pension, medical insurance, dental insurance, long-term disability, and life insurance. An additional \$1,018,214 has been allocated for wages and \$386,006 for benefits in the park improvement fund for a total of \$1,404,220 or 32.8% of the park improvement fund budget. Total wages and benefits for all funds combined is \$21,517,508.
- \$875,000 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. Another \$60,000 has been allocated for workers compensation insurance in the park improvement fund. The two most expensive insurance coverage's include general liability budgeted at \$418,500 and worker's compensation budgeted at \$500,000.
- 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. \$228,000 is allocated in the capital improvement fund and \$675,000 is allocated in the park improvement fund for a total of \$903,000 to cover principal and interest payments for this financing.
- At \$11,075,172, the police department has the largest single departmental budget in the general fund. This represents 44.3% of total general fund expenditures. There are 112 full-time employees budgeted in the police department which represents 47.6% of the City's total full-time work force. An additional \$472,300 is allocated in the capital improvement fund for capital addition items for the police department which includes the purchase of ten new vehicles.
- \$2,627,268 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, \$648,268 for various grant projects, \$150,000 for sidewalk repairs, \$60,000 for bridge repair and maintenance, and \$119,000 for street materials, supplies, and markings.
- \$1,700,000 has been allocated for street replacement, repairs and maintenance in the new street fund as authorized by the voters on November 3, 2015.
- The sewer lateral fund assessment remains at \$28 per covered property and is expected to generate \$500,000 in revenue.

- \$924,900 has been allocated in the capital improvement fund for capital additions. This includes \$146,000 for computers and related software and equipment, \$562,000 for vehicles and related equipment, \$13,800 for mowers and trailers, \$63,000 for furniture and office remodeling, and \$129,600 for building repairs and improvements.
- \$1,213,600 has been allocated in the park improvement fund for capital additions. This includes \$92,000 for vehicles and related equipment, \$75,400 for mowers, tractors and field equipment, \$70,400 for fencing and backstops, \$552,000 for construction of Phase I improvements to Manion Park, and \$300,000 to dredge and clean St. Ferdinand Park lake.

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 provides for 14 pay grades with 15 steps of 2% within each grade. 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 until such time as they reach step 15. Those employees at step 15 within their pay grade will not receive any additional pay increase. As of December 1, 2016 there will be approximately 30 employees at step 15, 14 employees at step 14 and 16 employees at step 13.

The following table provides information on staffing levels for full-time and part-time positions comparing the 2016 and 2017 budget allocations. The 2017 budget includes the addition of three full-time positions, one at the golf course and two for occupancy code enforcement issues.

	Full-time			Part-time		
	2016	2017	+/-	2016	2017	+/-
Information Technology	2.0	2.0	-	0.00	0.00	-
Housing Center	0.5	0.5	-	0.36	0.84	+0.48
Senior Services	2.0	2.0	-	0.93	0.93	-
Administration	17.0	17.0	-	0.79	0.79	-
Municipal Court	6.0	6.0	-	1.46	1.46	-
Health	9.0	9.0	-	7.73	7.73	-
Theater	3.0	3.0	-	0.73	0.73	-
Centers	12.0	12.0	-	33.82	33.82	-
Playground	0.0	0.0	-	7.59	7.59	-
Bangert Pool	0.0	0.0	-	6.40	6.40	-
Koch Pool	0.0	0.0	-	7.97	7.97	-
Parks	3.0	3.0	-	8.40	2.62	-5.78
Golf Course	3.0	4.0	+1.00	7.05	6.71	-0.34
Public Works	45.0	46.0	+1.00	4.34	6.23	+1.89
Police	111.0	112.0	+1.00	5.81	5.81	-
Media	2.0	2.0	-	0.00	0.00	-
Park Improvement	17.0	17.0	-	0.00	5.55	+5.55
Total	232.5	235.5	+3.00	93.38	95.18	+1.80

Changes to full-time personnel the addition of one Permit Inspection Clerk to the Public Works Department to assist with occupancy code enforcement, the addition of one Assistant Clubhouse Manager at the golf course, the addition of one Police Officer to address occupancy code enforcement issues, the elimination of the Civil Engineer I position in Public Works, and the addition of a Code Enforcement position in Public Works to address occupancy code enforcement issues. In addition, one of the existing Assistant Court Clerk positions is being assigned to work directly under the supervision of the city's Prosecuting Attorney and will no longer report to the Municipal Court Clerk. This is to ensure compliance with a recent update of Missouri Supreme Court rule 37.04.

Summary

The 2017 budget provides a spending plan designed to reflect the priorities and concerns of the Mayor and Council given the resources available and to continue the programs they deem necessary for the resident of the City of Florissant. The Mayor and Council are well aware of the ongoing challenges facing the City of Florissant as was well as the majority of municipal governments in St. Louis County and statewide. The Mayor and Council will be taking actions to address the pernicious effects of stagnant and declining revenues exacerbated by rising costs.

Respectfully submitted,

RJ McDaniel

Randal J. McDaniel
Director of Finance

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

FUND SUMMARIES

	<u>Page</u>	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Proposed 2017</u>	<u>Adopted 2017</u>
General Fund - 01					
Revenues	2	23,289,024	23,079,300	22,733,300	22,733,300
Expenditures					
Information Technology	4	208,516	397,118	380,563	380,563
Housing Resource Center	7	80,081	44,639	60,302	60,302
Legislative	9	158,843	156,535	156,535	160,535
Senior Services	11	165,205	198,017	198,285	198,285
Administrative	15	2,850,059	3,120,556	3,045,395	3,043,351
Municipal Court	20	653,725	710,266	646,839	705,182
Health	22	772,635	906,619	911,839	927,530
Recreation-Theater	26	340,256	365,344	424,791	441,291
Recreation-Centers	29	1,749,359	1,963,835	1,981,793	1,974,434
Recreation-Playground	32	131,244	151,951	151,951	151,951
Recreation-Bangert	34	159,904	185,389	195,498	195,498
Recreation-Koch Aquatic	34	308,545	251,808	251,949	251,949
Recreation-Parks	37	526,626	625,831	486,132	496,906
Recreation-Golf Course	39	906,533	803,407	831,343	837,836
Public Works	43	4,208,630	4,527,814	3,965,532	3,895,362
Police	48	10,702,435	10,905,648	11,075,172	11,075,172
Media	66	<u>191,914</u>	<u>215,064</u>	<u>212,983</u>	<u>205,179</u>
Total General Fund Expenditures		24,114,510	25,529,841	24,976,902	25,001,326
Capital Improvement Fund - 03	68	3,254,831	3,941,428	4,844,148	4,949,448
Park Improvement Fund - 09	76	3,376,012	3,341,287	4,037,187	4,284,745
Street Fund - 08	88	0	0	1,700,000	1,700,000
Sewer Lateral Fund - 04	90	758,067	700,683	671,450	671,450
Property Revitalization Fund - 10	93	125,616	30,000	30,000	30,000
Court Building Fund - 14	95	1,167,049	252,000	132,000	132,000
Total - All Funds		32,796,085	33,795,239	36,391,687	36,768,969
Expenditure Forecast	97	Estimate of future expenditures and personnel.			

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

01 - GENERAL FUND - REVENUES

	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
<u>TAXES</u>				
Cigarette	144,467	125,000	145,000	145,000
Gasoline	1,617,398	1,550,000	1,625,000	1,625,000
Road & Bridge Taxes	553,983	550,000	550,000	550,000
Sales Tax	8,025,641	7,800,000	8,100,000	8,100,000
Utility Tax	<u>6,202,723</u>	<u>6,000,000</u>	<u>5,800,000</u>	<u>5,800,000</u>
Total Taxes	16,544,212	16,025,000	16,220,000	16,220,000

<u>LICENSES</u>				
Business	750,323	800,000	1,100,000	1,100,000
Liquor & Other Licenses	<u>51,188</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Licenses	801,511	850,000	1,150,000	1,150,000

<u>PERMITS</u>				
Building	255,304	250,000	250,000	250,000
Minimum Housing	245,566	230,000	240,000	240,000
Signs & Other Permits	<u>39,725</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total Permits	540,595	520,000	530,000	530,000

<u>RECREATION</u>				
Green Fees	170,222	200,000	230,000	230,000
Cart Fees	170,644	220,000	190,000	190,000
Pro Shop Sales	32,765	30,000	45,000	45,000
Concession Sales and Fees	85,538	90,000	100,000	100,000
Other Miscellaneous	<u>20,932</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Golf	480,101	550,000	575,000	575,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

01 - GENERAL FUND - REVENUES

	<u>Actual</u> <u>2015</u>	<u>Budget</u> <u>2016</u>	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
<u>RECREATION (CONTINUED)</u>				
Nature Lodge	17,700	0	0	0
Rentals-Nature Lodge/Gym	0	25,000	25,000	25,000
Classes	89,834	0	0	0
Center Activity	0	284,500	300,000	300,000
Gym Rental	10,435	0	0	0
Rink	55,913	60,000	60,000	60,000
Outdoor Pool Receipts	0	175,000	130,000	130,000
Swimming Pool-J.J.E.	93,464	0	0	0
Swimming Pool-Bangert	55,171	0	0	0
Swimming Pool-Koch	93,745	0	0	0
Miscellaneous J.J.E.	269,910	180,500	160,000	160,000
Playground Program	66,764	87,300	87,300	87,300
Theater	110,980	120,000	160,000	160,000
Concession Sales	<u>69,845</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Recreation	<u>933,761</u>	<u>1,002,300</u>	<u>992,300</u>	<u>992,300</u>
Total Golf & Recreation	1,413,862	1,552,300	1,567,300	1,567,300
<u>MISCELLANEOUS</u>				
Interest Income	9,931	10,000	60,000	60,000
Municipal Court	1,956,197	2,250,000	1,400,000	1,400,000
Other Miscellaneous	958,763	847,000	724,000	724,000
Cable TV	757,561	750,000	725,000	725,000
Senior Citizen Luncheon	26,920	25,000	25,000	25,000
Grants & Reimbursement	<u>279,472</u>	<u>250,000</u>	<u>332,000</u>	<u>332,000</u>
Total Miscellaneous	3,988,844	4,132,000	3,266,000	3,266,000
Total Budgeted Revenue	23,289,024	23,079,300	22,733,300	22,733,300
Less Total Budgeted Expenditure			<u>(24,976,902)</u>	<u>(25,001,326)</u>
Equal Revenue Over/(Under) Expenditure			(2,243,602)	(2,268,026)
Plus Estimated Beginning Fund Balance			<u>6,698,274</u>	<u>6,698,274</u>
Equal Estimated Ending Fund Balance			4,454,672	4,430,248

City of Florissant Operating Budget
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INFORMATION TECHNOLOGY DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
3610-Salaries	90,638	92,321	94,116	94,116
3613-Employees' Benefits	39,472	40,797	42,247	42,247
3621-Uniforms	0	300	300	300
3624-Telephone	0	165,000	140,000	140,000
3632-Office Supplies & Maint.	15,402	13,800	17,000	17,000
3633-Materials & Supplies	6,773	10,200	11,500	11,500
3642-Dues, Travel, Training	795	4,700	5,200	5,200
3650-Professional Services	<u>55,436</u>	<u>70,000</u>	<u>70,200</u>	<u>70,200</u>
Total	208,516	397,118	380,563	380,563

PERSONNEL SERVICES

Full-time	92,321	94,116	94,116
Part-time	0	0	0
Overtime	0	<u>0</u>	0
Total Personnel Services	92,321	94,116	94,116

PERSONNEL SCHEDULE

IT Manager	1.00
IT System Support Technician	<u>1.00</u>
Total	2.00

Full-time 2.00

Total Personnel 2.00

Full-time Equivalent (Part-time) 0.00

Information Technology Department Budget: 2017

2016 2017

Account 3610 - Salaries		
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Full-time Employees		
Information Technology Manager	1	1
IT System Support Technician	<u>1</u>	<u>1</u>
Total full-time employees	2	2

Account 3621 - Uniforms	300	300
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City logo/Uniform shirts for IT Department	300	300
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Account 3624 - Telephone	Total	165,000	140,000
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Telephone service for all City facilities including both local and long distance calling and mobile tablet devices	85,000	60,000
Lease and maintenance costs for the City's Inter-Tel telephone system	38,000	38,000
Cellular telephone service	32,000	32,000
Purchase of IP phones	10,000	10,000

Account 3632 - Office Supplies	Total	13,800	17,000
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Miscellaneous Office Supplies and Software	2,500	2,500
Software Renewal:		
Anti-Virus Protection	2,400	2,400
Jatheon Email Mail Archiving	2,500	2,500
Baracuda Web Filter	1,200	1,200
Baracuda Spam Filter	1,200	1,200
Malwarebytes	0	3,200
E-Gov Website/Citizen Resource Management Support	4,000	4,000

Account 3633 - Materials & Supplies	Total	10,200	11,500
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Equipment Repair	7,000	7,000
Yearly Maintenance and Repair for Security Cameras at City Hall and Government Building	3,200	4,500

Account 3642 - Dues, Travel & Training	Total	4,700	5,200
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Mileage	600	600
Training	2,000	2,500
GMIS International conference	2,000	2,000
Dues - GMIS International	100	100

Information Technology Department Budget: 2017

		<u>2016</u>	<u>2017</u>	
Account 3650 - Professional Services		Total	70,000	70,200
Internet Access		3,500	3,500	
Local Area Network- Charter Communications fiber optic connectivity at \$5,250 per month.		63,000	63,000	
Outside Consultant		2,000	2,500	
Backup to Cloud (\$100 per month)		0	1,200	
Network Security Audit		1,500	0	
Account 0361 - Capital Additions		Total	41,000	39,000
Replace computers, laptops, tablets and monitors in various departments. Approximately 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	
Implement Offsite backup solution			10,000	
Prior year capital additions		41,000	0	

HOUSING RESOURCE CENTER DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
3710-Salaries	52,573	30,274	44,450	44,450
3713-Employees' Benefits	24,712	11,915	13,402	13,402
3721-Uniforms	448	450	450	450
3732-Office Supplies & Maint.	976	1,000	1,000	1,000
3742-Dues, Travel, Training	<u>1,372</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total	80,081	44,639	60,302	60,302

PERSONNEL SERVICES

Full-time	21,060	21,469	21,469
Part-time	9,214	22,981	22,981
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	30,274	44,450	44,450

PERSONNEL SCHEDULE

Administrative Assistant*	0.50
Community Development Specialist p/t*	0.36
Volunteer Coordinator p/t	<u>0.48</u>
Total	1.34

	Full-time 0.50
Total Personnel 1.34	Full-time Equivalent (Part-time) 0.84

*50% of the wages and benefits for the full-time Administrative Assistant and the part-time Community Development Specialist are paid out of Community Development Block Grant Funds.

Housing Resource Center Department Budget: 2017

2016 2017

Account 3710 - Salaries			
Full-time Employees			
Administrative Assistant - wage split with Community Development Fund		<u>0.5</u>	<u>0.5</u>
	Total full-time employees	0.5	0.5
Part-time Employees			
Community Development Specialist: 1 each x 52 weeks x 29 hours per week = 1,508 hours (50% of wage paid by Community Development Fund)		0.4	0.4
Volunteer Coordinator: 1 each x 1,000 hours		<u>0.0</u>	<u>0.5</u>
	Total part-time employees	0.4	0.9
Account 3721 - Uniforms			
	Total	450	450
Uniform shirts for Housing Center employees		450	450
Account 3732 - Office Supplies			
	Total	1,000	1,000
Miscellaneous office supplies		1,000	1,000
Account 3742 - Dues, Travel & Training			
	Total	1,000	1,000
Mileage reimbursement		1,000	1,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

LEGISLATIVE DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2015</u>	<u>Budget</u> <u>2016</u>	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
3810-Salaries	105,612	105,612	105,612	105,612
3813-Legislative Benefits	28,146	23,923	23,923	23,923
3842-Dues, Travel, Training	<u>25,085</u>	<u>27,000</u>	<u>27,000</u>	<u>31,000</u>
Total	158,843	156,535	156,535	160,535

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	<u>9.00</u>		
Total	9.00	Full-time	0.00
		Full-time Equivalent (Part-time)	0.00
Total Personnel	9.00	Elected Officials	9.00

Legislative Department Budget: 2017

2016 2017

Account 3810 - Salaries			
Elected Officials			
Council members		9	9
Account 3842 - Dues, Travel & Training		Total	27,000 31,000
Mailings, news letters, printing, business cards, seminars, conferences, meetings, mileage, city logo jackets and shirts, and other miscellaneous items.			27,000 27,000
Citywide ward picnics			0 4,000

City of Florissant Operating Budget
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SENIOR SERVICES DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2015</u>	<u>Budget</u> <u>2016</u>	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
3910-Salaries	87,675	94,832	96,321	96,321
3913-Employees' Benefits	37,667	38,385	39,764	39,764
3921-Uniforms	123	200	200	200
3926-Utilities	4,172	6,600	6,600	6,600
3929-Bldg., Maint. & Supply	5,953	9,500	7,500	7,500
3932-Office Supplies & Maint.	1,683	2,700	2,200	2,200
3942-Dues, Travel & Training	334	500	500	500
3950-Professional Services	8,849	15,200	14,900	14,900
3951-Senior Citizen Lunches	18,749	28,600	28,800	28,800
3954-Publicity	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total	165,205	198,017	198,285	198,285

PERSONNEL SERVICES

Full-time	76,045	77,520	77,520
Part-time	18,787	18,801	18,801
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	94,832	96,321	96,321

PERSONNEL SCHEDULE

Senior Citizen Coordinator	1.00	<u>Dining Center</u>	
Clerk Typist	<u>1.00</u>	Support Staff p/t	0.68
Total	2.00	Custodian p/t	<u>0.25</u>
			Total 0.93
			Full-time 2.00
Total Personnel	2.93	Full-time Equivalent (Part-time)	0.93

Senior Services Department Proposed Budget: 2017

2016 2017

Account 3910 - Salaries		2016	2017
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 Senior Office Support 2 x 12.5 hrs/week x 52 weeks	hours	1,300	1,300
Part-Time Senior Office Support: 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 7,500
Pest Control (\$600) & Termite Protections (\$100) at Dining Center			700 700
Door Replacement at the Dining Center			2,500 0
Microphone/Speaker for Dining Center			0 500
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 and mat cleaning for lobby and kitchen			550 550
Decorations and Entertainment for Dining Center			200 200
Account 3932 - Office Supplies & Maintenance		Total	2,700 2,200
Golden Age Booklets			500 0
Office Supplies (\$700), film development (\$200), & computer supplies (\$500)			1,400 1,400
North County Gala Expenses			100 100
Paper supplies - New Years Eve brochures, tickets, special paper for events, flyers for parties, dances, etc.			700 700

Senior Services Department Proposed Budget: 2017		2016	2017	
Account 3942 - Dues, Travel, Training		Total	500	500
Mileage - in town			500	500
Account 3950 - Professional Services		Total	15,200	14,900
Speakers & Program Expenses			600	600
Trips & Tours			14,600	14,000
Appreciation lunch for volunteer Tax Preparers			0	250
Appreciation donation to Sprig & Twig Garden Club for Dining Center Plant				
Maintenance			0	50
Account 3951 - Senior Citizen Lunches		Total	28,600	28,800
Approximately 24 meals a day x \$5.00 per meal = \$120.00 a day. 240 days at				
Dining Center x \$120.00 per day = \$28,800			28,600	28,800
Account 3954 - Publicity		Total	1,500	1,500
Senior citizen events and activities to be printed in the City of Florissant				
Parks and Recreation Guide			1,500	1,500

**SENIOR CITIZEN PROPOSED 2017 BUDGET
EXPLANATION OF FUNDING**

Acct 3951 Senior Citizen Lunches: The majority of the funds requested in this account are reimbursed in Revenue Acct #3480 as diners pay the full cost of their lunch. The meals that are not covered include certain cancellations & comped lunches for entertainers, certain speaking guests and employees at Holiday Parties.

Senior Citizen Events and Programs: Funding is provided through the cooperation of the City of Florissant Senior Citizen Budget, the Florissant Senior Citizen Commission and the Florissant Silver Words Club. Also, to defray the costs of some of the events, the Senior Office solicits donations and attendance prizes from local businesses. Listed below is the explanation of the 3 types of funding in the Senior Citizen Department.

A. CITY OF FLORISSANT SENIOR CITIZEN BUDGET

Acct 3950 Professional Services **TOTAL \$14,900**

***Trips & Tours:** The funds in this account are reimbursed in Revenue Acct #3481 as guests pay the ticket price for the trip/tour. 2017 Trips include:

1. February – <i>Touhill Performance of "In the Mood" and Lunch</i>		
Touhill tickets \$32, lunch \$22, bus \$6, staff \$2	TOTAL: \$62 per person	\$3,100
2. May – <i>Rock N Roll Mystery Trip</i>		
Tour: N/C, lunch \$25, bus \$6, staff \$1	TOTAL: \$32 per person	\$1,600
3. July – <i>Fairmount Racetrack</i>		
Racetrack admittance & lunch \$16, Bus \$6, staff \$1	TOTAL: \$23 per person	\$1,150
4. September – <i>Riverboat Cruise</i>		
Cruise \$45, bus \$6, staff \$2	TOTAL: \$53 per person	\$2,650
5. October – <i>Halloween Trip</i>		
Museums \$10, lunch \$23, bus \$6, staff \$2	TOTAL: \$41 per person	\$2,050
6. December – <i>TBA</i>		
Theatre Production \$40, lunch \$21, bus \$6, staff \$2	TOTAL: \$69 per person	\$3,450
Subtotal: Trips & Tours \$14,000		

***Speakers & Program Expenses:** Speakers or Programs (Quilt Show, Historians, Entertainers, etc.)
Subtotal: Speakers & Programs \$600

***Appreciation:** Appreciation donation to Sprig & Twig Garden Club for the landscaping at the Dining Center (\$50) and appreciation pizza luncheon for Tax Preparers (\$250)
Subtotal: Appreciation \$300

B. SENIOR COMMISSION FUNDING

The Senior Citizen Advisory Commission is an official Commission with the City of Florissant. The Senior Coordinator is the secretary for this Commission and is a signatory on the Senior Commission Bank Account along with 3 Commission members. All Senior Commission Bank Statements and Commission Treasury Reports are kept for City Review. Events and programs include six themed parties and five dances. The Mayor's Town Hall Meeting and the Senior Citizen Resource Fair are all funded by the Florissant Senior Citizen Commission but are planned and carried out by the Senior Office.

C. SILVER WORDS FUNDING

The Silver Words Club is a club for Widow/Widowers and Single Seniors. The Senior Coordinator attends and conducts the monthly Silver Words Meetings. The Silver Words Club has its own bank account, unaffiliated with the City of Florissant. Events and programs, including six trips, entertainers and speakers for the meetings, are all funded by the Silver Words Club account, but are planned and carried out by the Senior Office. 2017 Silver Words trips include Ameristar Casino, Arch Grounds Museum & Lunch at Spaghetti Factory, History Museum & Lunch at Bixby's, Blues Museum & Lunch, Montelle Winery & a TBA Christmas Trip.

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ADMINISTRATIVE DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4010-Salaries	952,762	994,305	1,009,571	1,007,904
4013-Employees' Benefits	374,442	397,766	409,654	409,277
4014-Residency Incentive Program	112,500	120,000	120,000	120,000
4015-Unempl. Claim Reserve	11,617	27,000	20,000	20,000
4021-Uniforms	195	0	0	0
4023-Postage & Printing	47,486	45,000	60,000	60,000
4031-Supplies - City Functions	878	5,500	5,500	5,500
4032-Office Supplies & Maint.	42,635	49,300	48,100	48,100
4033-Copy Equip. Rental & Supplies	46,391	46,500	47,400	47,400
4041-Mayor's Expense	9,829	10,000	10,000	10,000
4042-Travel & Training	7,376	9,300	10,300	10,300
4050-Professional Services	314,992	399,720	349,720	349,720
4053-Legal Notices & Advertising	2,238	12,000	12,000	12,000
4054-Service Awards	6,020	12,000	12,000	12,000
4055-Insurance, Fire & Liability	824,379	931,000	875,000	875,000
4056-Organization Dues	23,265	24,165	24,150	24,150
4058-Boards & Commissions	1,524	2,000	2,000	2,000
4059-Election Expense	<u>71,530</u>	<u>35,000</u>	<u>30,000</u>	<u>30,000</u>
Total	2,850,059	3,120,556	3,045,395	3,043,351

PERSONNEL SERVICES

Full-time	973,397	988,647	988,647
Part-time	15,908	15,924	15,924
Overtime	<u>5,000</u>	<u>5,000</u>	<u>3,333</u>
Total Personnel Services	994,305	1,009,571	1,007,904

PERSONNEL SCHEDULE

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Assistant	1.00
Executive Assistant to the Mayor	<u>1.00</u>	Deputy City Clerk	1.00
Total	2.00	Receptionist	1.00
<u>Finance Department</u>		Mailroom/Printing Clerk	1.00
Director of Finance	1.00	Duplicating Equipment Operator p/t	0.50
Assistant Director of Finance	1.00	Document Scanning Intern p/t	<u>0.29</u>
Accounting Clerk	4.00	Total	4.79
Cashier	<u>1.00</u>	<u>Economic Development Department</u>	
Total	7.00	Economic Dev. Coordinator	1.00
<u>Human Resources</u>		<u>Community Development Office</u>	
Director of Human Resources	1.00	Comm. Dev. Coordinator	1.00
Human Resource Specialist	<u>1.00</u>		
Total	2.00		
Total Personnel	17.79		Full-time 16.00
			Full-time Equivalent (Part-time) 0.79
			Full-time Elected Official 1.00

Administration Budget: 2017

2016 2017

Account 4010 - Salaries		2016	2017
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		1	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	17	17
Part-time Employees			
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	1,640	1,640
Overtime: Audit, Month and Year End Reports, Other	dollars	5,000	3,333
Account 4013 - Employees' Benefits			
FICA, Pension, Medical, Dental, Life Insurance, Long-term disability			
Account 4014 - Residency Incentive Program		Total	120,000 120,000
Program to reward city employees for choosing to live in the City of Florissant: 100 employees x \$100 per month x 12 months			
Account 4015 - Unemployment Claim Reserve		Total	27,000 20,000
1993 state law requires the city to pay all unemployment claims regardless of fault. 2012 \$6,978, 2013 \$13,439, 2014 \$5,046, 2015 \$11,278, 2016 \$17,604 for 3 quarters			
Account 4023 - Postage & Printing		Total	45,000 60,000
Lease contract on postage machine and scale (\$250/mo x 12 months)		3,000	3,000
Supplies for Postage Machine		1,000	1,000
Fees for Bulk Rate Permit #65		14,500	24,500
Forms and supplies, postage supplies, ink cartridges		1,500	1,500
Postage		25,000	30,000

Administration Budget: 2017

	2016	2017
Account 4031 - Supplies - City Functions	Total	
Materials & supplies for various ceremonies and receptions (flag retiring, etc.)	5,500	5,500
Miscellaneous: frames, safe repair, food, safe deposit box, Sam's Club membership (\$45), photos, pins, etc.	1,500	1,500
	4,000	4,000
Account 4032 - Office Supplies & Maintenance	Total	
Finance (01): \$5,000 misc. office supplies, \$500 envelopes, \$1,600 letterhead & envelopes, \$1,000 receipt forms, \$1,000 office chairs, \$1,000 toner	49,300	48,100
Software support for accounting software (includes Business License package)	10,100	10,100
City Clerk (02): Office supplies (includes microfilm)	29,200	28,000
Software support for aXs document management software	6,500	6,500
Human Resources (03): Office Supplies	1,000	1,000
Economic Development (04): \$500 office supplies, \$500 real estate package	1,500	1,500
	1,000	1,000
Account 4033 - Copy Equipment & Supplies	Total	
Monthly Copier Rental/Maintenance: includes Public Works, Administration, Government Building, Print Room, Housing, and the Park Department.	46,500	47,400
Paper Supplies	42,300	43,200
	4,200	4,200
Account 4041 - Mayor's Expense	Total	
Discretionary in town expenses, Rotary, auto, travel, and misc.	10,000	10,000
Account 4042 - Travel & Training	Total	
In town expenses and out of town travel for Department Heads and staff	9,300	10,300
Director of Finance and Purchasing (11)	3,500	3,500
Director of Human Resources (12)	1,800	1,800
City Clerk (13)	2,500	3,500
Economic Development Director (14)	1,500	1,500
Account 4050 - Professional Services	Total	
Audit - \$18,400 annual audit, \$1,000 GASB 45 OPEB (01)	399,720	349,720
City Attorney - \$18,000 x 12 mo. (01)	19,300	19,400
Annual maintenance fee for the city codebook (01)	248,000	216,000
Miscellaneous professional services (01)	2,500	2,500
Flexible Spending Account - exposure for un-reimbursed medical (01)	17,000	4,000
Flexible spending account fees - \$675 x 12 mo. (01)	3,000	3,000
Historic book restoration - restoring old minute and ordinance books (01)	8,200	8,100
Liquor license record checks - \$11 x 20 (01)	2,500	2,500
Legislative consulting services - Missouri legislature (01)	220	220
Employee service, recognition and cost saving suggestion awards (01)	24,000	24,000
Public Relations consultant (01)	5,000	5,000
	12,000	12,000

Administration Budget: 2017

	2016	2017
Account 4050 - Professional Services (con't)		
Liens: File and release liens and easements with St. Louis County (01)	500	500
SB5 Legal defense	3,000	0
Bank Fees - \$500 x 12 mo. (02)	6,000	6,000
Human Resources: \$2,000 drug & alcohol testing, \$6,000 new employment physicals, drug, psychological and written testing, \$1,000 hepatitis vaccinations, \$1,000 employee seminars and training, \$3,000 employee record checks, \$1,500 health and wellness (05)	16,500	14,500
Advertising (062)	32,000	32,000
Account 4053 - Legal Notices and Advertising		
	Total	12,000
City Clerk - public hearing ads (50 ads at \$50 each)	2,500	2,500
Purchasing - bid ads (125 ads at \$20 each)	2,500	2,500
Human Resources - help wanted ads for full and part-time positions	7,000	7,000
Account 4054 - Service Awards		
	Total	12,000
\$5,000 Boards & Commissions Appreciation Dinner, \$5,000 employee service awards, \$2,000 employee appreciation event		12,000
Account 4055 - Insurance, Fire, & Liability		
	Total	931,000
General liability, property, inland marine, crime, liquor, employee benefits, law enforcement, employment practices, public entity management, public entity employment related practices, and automobile	372,000	325,000
Excess liability		31,000
Excess earthquake liability		12,500
Deductible - general liability coverage	68,000	50,000
Workers Compensation Insurance	475,000	440,000
Flood Insurance	3,000	3,500
Accident & Sickness Policy	1,000	1,000
Pollution Liability - Fuel Storage Tanks	4,000	4,000
Public Officials Liability Bond: Mayor, Director of Finance, City Clerk	1,000	1,000
Cyber Liability	7,000	7,000
Account 4056 - Organization Dues		
	Total	24,165
<i>General</i>	Sub	21,800
North County, Inc. (2% standard automatic increase every year)	8,325	8,500
Florissant Old Town Partners	50	50
Greater North County Chamber of Commerce	350	350
Missouri Municipal League	5,700	5,700
St. Louis County Municipal League	7,200	7,200
National League of Cities (\$4,500)	0	0
<i>Mayor Thomas P. Schneider</i>	Sub	350
Metro Mayors of St. Louis	350	350
Engineers Club of St. Louis	190	0

Administration Budget: 2017

2016 2017

Account 4056 - Organization Dues (con't)			
<i>Randal J. McDaniel: Director of Finance, Purchasing & Risk Mgmt.</i>	Sub	<u>760</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 (MAPERS)		100	100
Government Finance Officers Association of Missouri (GFOA of Missouri)		100	100
Florissant Valley Kiwanis		110	110
Missouri Notary Public Commission (Expires January 28, 2018)		0	0
<i>Sonya Brooks-White: Director of Personnel</i>	Sub	<u>450</u>	<u>450</u>
International Public Management Association for Human Resources (IPMA-HR)		150	150
IPMA-HR Greater St. Louis Chapter		0	0
Human Resource Management Association		300	300
<i>Karen Goodwin: City Clerk</i>	Sub	<u>490</u>	<u>490</u>
International Institute of Municipal Clerks		300	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
<i>Bob Russell: Director of Economic Development</i>	Sub	<u>300</u>	<u>300</u>
International Council of Shopping Centers		100	100
Missouri Economic Development Council		200	200
Account 4058 - Boards & Commissions			
	Total	2,000	2,000
Travel & expenses for boards and commissions, name plates		1,000	1,000
Subscriptions and publications		500	500
Planning & Zoning in-town training		500	500
Account 4059 - Election Expense			
	Total	35,000	30,000
City Council even ward elections scheduled for 2017			30,000

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MUNICIPAL COURT DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2015</u>	<u>Budget</u> <u>2016</u>	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
4110-Salaries	473,701	504,762	452,879	492,825
4113-Employees' Benefits	134,744	131,154	116,560	134,957
4132-Office Supplies & Maint.	8,983	8,300	10,400	10,400
4142-Dues, Travel, Training	2,936	5,250	5,250	5,250
4150-Professional Service	<u>33,361</u>	<u>60,800</u>	<u>61,750</u>	<u>61,750</u>
Total	653,725	710,266	646,839	705,182

PERSONNEL SERVICES

Full-time	254,017	217,611	257,557
Part-time	250,745	235,268	235,268
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	504,762	452,879	492,825

PERSONNEL SCHEDULE

<u>Municipal Court</u>	<u>Elected Positions</u>
Court Clerk 1.00	Judge 1.00
Assistant Court Clerk - Court 4.00	<u>Appointed Positions</u>
Assistant Court Clerk - Prosecutor 1.00	Provisional Judge
Assistant Court Clerk p/t 0.73	Prosecuting Attorney
Reserve Police Officer p/t <u>0.73</u>	Assistant Prosecuting Attorney
Total 7.46	Public Defender
	Full-time 6.00
	Full-time Equivalent (Part-time) 1.46
Total Personnel 7.46	Elected Officials 1.00

Municipal Court Budget: 2017

2016 2017

Account 4110 - Salaries		2016	2017
Full-time Employees			
Court Clerk		1	1
Assistant Court Clerk - Municipal Court		5	4
Assistant Court Clerk - Prosecuting Attorney		<u>0</u>	<u>1</u>
	Total full-time employees	6	6
Part-time Employees			
Regular or Call Dockets			
2 dockets per month with 2 Attorneys present	dockets		48
Appointed Judge 1 docket per month	dockets		12
DWS/DWR Dockets			
1 docket per month with 1 Attorney present	dockets		12
Housing Dockets			
1 docket per month with 2 Attorneys present	dockets		24
Trial Dockets			
1 dockets per month with 2 Attorneys present	dockets		24
Appointed Judge 1 docket every other month	dockets		6
Attorney Dockets			
1 docket per month with 2 Attorneys present	dockets		24
Failure To Appear Dockets			
1 docket per month with 1 Attorney present	dockets		12
Appointed Judge 1 docket every other month	dockets		6
Prosecuting Attorney Office Hours: 17 hours/month	hours	274	204
Assistant Prosecuting Attorney Office Hours: 5 hours/month	hours	61	60
Public Defender: 10 hours total as needed	hours	10	10
Reserve Police Officer (Bailiff): 1 x 29 hours x 52 weeks	hours	1,508	1,508
Assistant Court Clerk: 1 x 29 hours x 52 weeks	hours	1,508	1,508
Account 4132 - Office Supplies		Total	8,300 10,400
Printing supplies		2,000	2,000
Office machine maintenance		300	300
General office supplies		6,000	6,000
File cabinets (8)		0	2,100
Account 4142 - Dues, Travel and Training		Total	5,250 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) (3)		2,000	2,000
Account 4150 - Professional Services		Total	60,800 61,750
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.		2,400	2,400
Court ordered tests and expenses		1,000	1,250
Records destruction		900	900
Interpreter for the deaf as needed		300	1,000
Mental Health Court fees		3,000	3,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

HEALTH DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4210-Salaries	499,845	566,220	564,533	552,866
4213-Employees' Benefits	160,924	187,199	191,306	188,664
4221-Uniforms & Allowance	3,600	3,600	3,600	3,600
4226-Utilities	8,667	11,000	11,000	11,000
4227-Gasoline & Oil	35,643	45,000	46,000	46,000
4229-Building & Equip.	19,785	31,600	29,400	29,400
4232-Office Supplies & Maint.	4,895	7,000	8,000	8,000
4233-Materials & Supplies	25,732	33,000	35,000	35,000
4242-Dues, Travel, Training	370	2,000	3,000	3,000
4250-Professional Service	<u>13,174</u>	<u>20,000</u>	<u>20,000</u>	<u>50,000</u>
Total	772,635	906,619	911,839	927,530

PERSONNEL SERVICES

Full-time	345,870	337,183	337,183
Part-time	192,350	192,350	192,350
Overtime	<u>28,000</u>	<u>35,000</u>	<u>23,333</u>
Total Personnel Services	566,220	564,533	552,866

PERSONNEL SCHEDULE

<u>Health Department</u>		<u>Transportation</u>	
Class "A" Foreman	1.00	FLERT Bus Driver	2.00
Class "A" Person	1.00	FLERT Bus Drivers p/t	0.85
Class "B" Person	1.00	Senior Citizen Bus Drivers p/t	<u>1.52</u>
Class "C" Person	2.00	Total	4.37
Clerk Typist	2.00		
Kennelman p/t	2.90		
Summer Laborers p/t	<u>2.46</u>		
Total	12.36		
Total Personnel	16.73	Full-time	9.00
		Full-time Equivalent (Part-time)	7.73

Health Department Budget: 2017

2016 2017

Account 4210 - Salaries		
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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>
Sub-total Kennelmen and Summer Help hours	11,152	11,152

Fleret 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>
Sub-total Fleret Bus Driver Hours	1,768	1,768

Senior Citizen Bus Drivers		
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>
Sub-total Senior Citizen Bus Driver Hours	3,170	3,170
Total Part-time hours	16,090	16,090

Overtime Total 28,000 23,333

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

Account 4221 – Uniform & Safety Shoes	Total	3,600	3,600
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Clothing allowance for all FT and PT employees ...	2,700	2,700
T-shirts for full-time, part-time and seasonal field employees	900	900

Health Department Budget: 2017

	2016	2017
Account 4226 – Utilities	Total 11,000	11,000
Electric, gas, water, sewer, trash collection, phone, cable TV ...		

Account 4227 – Health/Buses Gasoline	Total 45,000	46,000
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.		

Account 4229 – Building Maintenance & Supplies	Total 31,600	29,400
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		
Related small equipment repairs (hoses, tubing, tune-up kits, etc.)		
Building maintenance, repairs, supplies and materials including paint, solvents, etc. Janitorial supplies and materials.		
3 each Weed Eaters at \$500/ea.= \$1,500		
2 each Handheld Blowers at \$429/ea.= \$858		
1 each Power Washer at \$900/ea.= \$900		

Account 4232 – Office Supplies / Printing	7,000	8,000
Printing, office supplies, forms, typewriter and adding machine, cameras, computers, printers and copy machine maintenance, operating supplies and maintenance, ink cartridges ...		

Account 4233 – Materials & Supplies	Total 33,000	35,000
Anvil for ULV's mosquito fogging, flushing solvent for cleaning ULV's,		
Altoside or Aqua/Bac briquettes to treat stagnate water for mosquito		
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		

Health Department Budget: 2017

	<u>2016</u>	<u>2017</u>
Account 4242 – Dues/Travel/Training	Total	2,000 3,000
Flyers, publications and office training manuals Pesticide license renewals and animal control training certification Mileage, trip lunches, seminars, etc.		

Account 4250 – Professional Services	Total	20,000 50,000
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 (spring) Events Contract for grass cutting ... \$30,000		

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

RECREATION DEPARTMENT-THEATER

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4310-Salaries	151,395	156,535	149,047	149,047
4313-Employees' Benefits	54,209	64,115	63,937	63,937
4321-Uniforms & Allowance	0	250	250	250
4329-Bldg. Maint. & Supplies	10,851	7,700	7,700	7,700
4332-Office Supplies & Maint.	12,611	12,640	14,140	14,140
4342-Dues, Travel, Training	3,800	3,800	3,800	3,800
4350-Professional Services	4,777	9,000	6,000	6,000
4352-Theater Workshop	89,689	97,154	165,767	182,267
4354-Publicity	<u>12,924</u>	<u>14,150</u>	<u>14,150</u>	<u>14,150</u>
Total	340,256	365,344	424,791	441,291

PERSONNEL SERVICES

Full-time	141,907	134,404	134,404
Part-time	14,628	14,643	14,643
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	156,535	149,047	149,047

PERSONNEL SCHEDULE

Theater Manager	1.00
Assistant Theater Manager	1.00
Administrative Assistant	1.00
Clerk Typist p/t	<u>0.73</u>
Total	3.73

	Full-time 3.00
Total Personnel 3.73	Full-time Equivalent (Part-time) 0.73

FCC Theatre Budget: 2017

2016 2017

Account 4310 - Salaries		2016	2017
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	0	
Sport coats, uniform shirts and cleaning as needed		200	250	

Account 4329 - Theater Building Maintenance and Supplies		Total	7,700	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	

Account 4332 - Office Supplies/Printing		Total	12,640	14,140
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	
ThunderFix programming fees for twelve months		5,040	5,040	
Ticket stock - purchase on a two year cycle		0	1,500	

Account 4342 - Travel & Training		Total	3,800	3,800
Showcase of Performing Arts for Young People - Madison, Wisconsin		1,300	1,300	
Arts Midwest Conference - Columbus, Ohio		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 Theatre Budget: 2017

		2016	2017
Account 4350 - Professional Services			
	Total	9,000	6,000
Bank fees, charge card fees, service fees - \$500 per month		6,000	6,000
Theater consultant		3,000	0
Account 4352 - Theatre Workshop			
	Total	97,154	182,267
Contemporary outdoor concerts including technical needs (Music Under the Stars: Butch Wax & Hollywood's, Billy Peek, Bob Kuban, etc.)		13,750	16,000
Thanksgiving Children's Special		5,000	0
Summer playground "Creative Dramatics Workshop" and Arts Assembly		16,500	16,500
St. Louis Family Theatre Series		0	85,180
Valley of Flowers Festival		49,000	49,000
Missouri Association of Community Arts Agencies (MACAA) membership		250	250
Valley of Flowers Children's Arts Program (Matching funds: grant from the Missouri Arts Council		8,954	11,637
Entertainment for the Fall Festival		2,500	2,500
"Poetry Out Loud" regional competition (reimbursable)		1,200	1,200
Account 4354 - Publicity			
	Total	14,150	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		5,400	5,400
Account 096143 - Capital Additions			
	Total	2,850	0
Prior year capital additions		2,850	0

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4410-Salaries	1,203,591	1,325,534	1,335,415	1,329,415
4413-Employees' Benefits	256,190	285,501	293,578	292,219
4426-Utilities	<u>289,578</u>	<u>352,800</u>	<u>352,800</u>	<u>352,800</u>
Total	1,749,359	1,963,835	1,981,793	1,974,434

PERSONNEL SERVICES

Full-time		498,055	507,331	507,331
Part-time		809,479	810,084	810,084
Overtime		<u>18,000</u>	<u>18,000</u>	<u>12,000</u>
Total Personnel Services		1,325,534	1,335,415	1,329,415

PERSONNEL SCHEDULE

Superintendent of Recreation	1.00	Recreation Leaders II & III p/t	8.30
Center Director I	2.00	Receptionists p/t	5.94
Recreation Specialist	2.00	Custodians p/t	4.95
Clerk Typist	3.00	Park Rangers p/t	3.21
Custodian I	<u>4.00</u>	Rink Mgrs, Guards, Cashiers p/t	2.93
Total	12.00	JJE Pool Manager, Head Guard p/t	1.88
		JJE Pool Lifeguards p/t	4.13
		Concession Stand Manager p/t	0.96
		Concession Stand Cashiers p/t	1.52
		Instructors	
		ADA Compliance	
		Total	33.82
		Full-time	12.00
Total Personnel	45.82	Full-time Equivalent (Part-time)	33.82

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	2016	2017
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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: \$12,000

Recreation Leader III (Supervisors)

JJE/JFK: 2,790 hours x 2 facilities = 5,580 hours x 2 nd 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 nd 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 nd year rate	hours	9,756	9,756
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Receptionists

Customer Service Desk:

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

Civic and Community Centers Budget: 2017

2016 2017

Custodians

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

Park Rangers

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

Ice Rink

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

JJE Pool

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

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

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

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
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RECREATION DEPARTMENT - PLAYGROUND

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4510-Salaries	121,917	141,153	141,153	141,153
4513-F.I.C.A.	<u>9,327</u>	<u>10,798</u>	<u>10,798</u>	<u>10,798</u>
Total	131,244	151,951	151,951	151,951

PERSONNEL SERVICES

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

PERSONNEL SCHEDULE

Directors p/t	0.47
Assistant Directors p/t	0.64
Playground Recreation Leaders p/t	<u>6.48</u>
Total	7.59

	Full-time 0.00
Total Personnel 7.59	Full-time Equivalent (Part-time) 7.59

Summer Playground Budget: 2017

2016 2017

Program Dates: June 5 - July 14, 2017

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.

Account 4510 - Part-time Seasonal

Directors

320 hours + 9 orientation hours = 329 hours

329 hours x 3 Directors = 987 hours x 2 nd 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 nd year rate	hours	1,092	1,092
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Playground Recreation Leaders

187.5 hours + 15 orientation hours & training hours = 202.5 hours

202.5 hours x 48 Playground Recreation Leaders = 9,720 hours x 2 nd year rate	hours	9,720	9,720
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202.5 hours x 13 Playground Recreation Leaders = 2,632 hours x 1 st year rate	hours	2,632	2,632
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Special Needs Recreation Leaders

187.5 hours + 15 orientation hours & training hours = 202.5 hours

202.5 hours x 2 Special Needs Recreation Leaders = 405 hours x 2 nd year rate	hours	405	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 nd year rate	hours	240	240
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Playground Recreation Leaders

120 hours x 6 Playground Recreation Leaders = 720 hours x 2 nd year rate	hours	720	720
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Total part-time hours		15,796	15,796
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The Summer Playground Program is held 9am - 3pm each weekday for a six week period. There is a nine hour orientation session for the entire staff before the program begins.

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

RECREATION DEPARTMENT - BANGERT POOL

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4610-Salaries	119,952	148,991	149,092	149,092
4613-F.I.C.A.	8,385	11,398	11,406	11,406
4626-Utilities	<u>31,567</u>	<u>25,000</u>	<u>35,000</u>	<u>35,000</u>
Total	159,904	185,389	195,498	195,498

PERSONNEL SERVICES

Full-time		0	0	0
Part-time		148,991	149,092	149,092
Overtime		<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services		148,991	149,092	149,092

PERSONNEL SCHEDULE

Pool Manager p/t	0.44			
Head Guard p/t	0.37			
Lifeguards p/t	4.85			
Cashiers p/t	<u>0.74</u>			
Total	6.40			Full-time 0.00
Total Personnel	6.40			Full-time Equivalent (Part-time) 6.40

RECREATION DEPARTMENT - KOCH AQUATIC CENTER

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
5610-Salaries	212,166	173,533	173,664	173,664
5613-F.I.C.A.	16,196	13,275	13,285	13,285
5626-Utilities	<u>80,183</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	308,545	251,808	251,949	251,949

PERSONNEL SERVICES

Full-time		0	0	0
Part-time		173,533	173,664	173,664
Overtime		<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services		173,533	173,664	173,664

PERSONNEL SCHEDULE

Pool Manager p/t	0.28			
Head Guard p/t	0.55			
Lifeguards p/t	6.31			
Cashiers p/t	<u>0.83</u>			
Total	7.97			Full-time 0.00
Total Personnel	7.97			Full-time Equivalent (Part-time) 7.97

Bangert Pool Budget: 2017

2016 2017

Pool Season: May 27 - August 6, 2017 (72 days of operation)
 Weekends Only: August 7 - September 4, 2017 (9 days of operation)
 Hours of operation: Daily 12:30 - 7:30pm Holidays 12:30 - 5:00pm
 Total Days of Operation in 2017: 81 (2016: 81 Days of Operation)

Account 4610 - Salaries: Part-time Seasonal

Pool Manager

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

Head Guard

9.5 hours x 81 days = 770 hours x 2nd 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 2nd 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 2nd year rate hours 1,540 1,540

Swim Team

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

4 hours x 35 days = 140 hours x 4 Lifeguards = 560 hours
 560 hours x Lifeguard 2nd 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 2nd 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 2nd 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	25,000	35,000
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Koch Park Family Aquatic Center Budget: 2017

	<u>2016</u>	<u>2017</u>
Pool Season: June 3 - August 6, 2017 (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 Scheduled Days of Operation in 2017: 65 (2016: 65 Days of Operation)		

Account 5610 - Salaries: Part-time Seasonal

Pool Manager

8.5 hours x 45 days = 383 hours x 2 nd year rate			
9.5 hours x 20 days = 190 hours x 2 nd year rate			
573 hours x 2 nd year rate	hours	573	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 nd year rate	hours	1,146	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 nd year rate	hours	12,606	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 nd year rate	hours	1,719	1,719

Playground Swim

2 hours x 12 days = 24 hours x 22 Lifeguards = 528 hours			
528 hours x Lifeguard 2 nd year rate	hours	528	528

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

	Total	65,000	65,000
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City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

RECREATION DEPARTMENT - PARKS

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4710-Salaries	332,911	386,220	254,558	253,558
4713-Employees' Benefits	80,354	85,411	77,374	77,148
4726-Utilities	79,667	114,200	114,200	114,200
4750-Professional Services	<u>33,694</u>	<u>40,000</u>	<u>40,000</u>	<u>52,000</u>
Total	526,626	625,831	486,132	496,906

PERSONNEL SERVICES

Full-time	171,946	174,740	174,740
Part-time	211,274	76,818	76,818
Overtime	<u>3,000</u>	<u>3,000</u>	<u>2,000</u>
Total Personnel Services	386,220	254,558	253,558

PERSONNEL SCHEDULE

<u>Office of the Director</u>		<u>Park Rangers</u>	
Director of Parks & Recreation	1.00	Senior Park Ranger	1.00
Administrative Assistant	<u>1.00</u>	Park Rangers p/t	<u>2.62</u>
Total	2.00	Total	3.62
		<u>Part-time and Seasonal Staff</u>	
		Umpires and Referees - contract	<u>0.00</u>
		Total	0.00
		Full-time	3.00
Total Personnel	5.62	Full-time Equivalent (Part-time)	2.62

Parks Budget: 2017

	<u>2016</u>	<u>2017</u>
<u>Account 4710 - Salaries</u>		
<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: \$2,000		
<u>Part-time Employees</u>		
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	hours 2,002	2,002
Nature Lodge: 10:00am - 2:00pm, 2 days x 4 hours = 8 hours		
8 hours x 52 weeks = 416 hours x 2nd year rate	hours 832	416
Special Activities and Rentals: 310 hours x 2nd year rate	hours 310	310
Total part-time hours	5,874	5,458
Field Supervisors and Referees:	dollars 20,000	20,000
<u>Account 4726 - Utilities</u>		
Parks	Total 114,200	114,200
	114,200	114,200
<u>Account 4750 - Professional Services</u>		
Umpires contracted through the ASA	Total 40,000	52,000
Charge card fees	40,000	40,000
	0	12,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

RECREATION DEPARTMENT - GOLF COURSE

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
0610-Salaries	390,413	290,200	296,218	302,746
0613-Employees' Benefits	126,786	73,586	91,349	91,314
0621-Uniforms & Allowance	821	1,000	1,000	1,000
0623-Postage & Printing	529	1,696	1,696	1,696
0626-Utilities	68,643	67,200	67,200	67,200
0627-Gasoline	19,399	20,000	20,000	20,000
0628-Merchandise	74,114	99,750	110,750	110,750
0629-Bldg., Maint., & Supplies	116,185	104,500	105,000	105,000
0630-Equipment Repairs	16,315	24,500	25,000	25,000
0632-Office Supplies & Maint.	3,254	3,500	3,500	3,500
0642-Dues, Travel, Training	2,378	4,170	4,080	4,080
0650-Professional Services	87,386	102,005	98,550	98,550
0654-Publicity	<u>310</u>	<u>11,300</u>	<u>7,000</u>	<u>7,000</u>
Total	906,533	803,407	831,343	837,836

PERSONNEL SERVICES

Full-time	140,138	166,335	162,995
Part-time	150,062	129,883	139,751
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	290,200	296,218	302,746

PERSONNEL SCHEDULE

<u>Course Operations</u>		<u>Course Maintenance</u>	
Golf Clubhouse Manager	1.00	Golf Course Superintendent	1.00
Asst. Golf Clubhouse Manager	1.00	Golf Course Mechanic	1.00
Pro Shop Staff p/t	1.14	Laborer p/t	0.73
Cart Attendants p/t	1.17	Groundskeeper I p/t	<u>2.25</u>
Food & Beverage Staff p/t	<u>1.42</u>	Total	4.98
Total	5.73		
Total Personnel	10.71	Full-time	4.00
		Full-time Equivalent (Part-time)	6.71

Golf Course Budget: 2017

	<u>2016</u>	<u>2017</u>
Revenue	550,000	575,000
Account 12010 - Green Fees	200,000	230,000
Account 12210 - Cart Fees	220,000	190,000
Account 12500 - Pro Shop Sales	30,000	45,000
Account 12600 - Concession Sales and Fees	90,000	100,000
Account 12910 - Other Miscellaneous	10,000	10,000
Expenditures		
Account 0610 - Salaries		
Full-time Employees		
Golf Clubhouse Manager	1	1
Assistant Golf Clubhouse Manager - new position	0	1
Golf Course Superintendent	1	1
Golf Course Mechanic	<u>1</u>	<u>1</u>
Total full-time employees	3	4
Part-time Employees		
	Total hours	<u>13,160</u>
Pro Shop Manager: 1 emp. x 29 hours x 52 weeks	hours	<u>1,508</u>
Pro Shop Staff: 1 emp. x 30 hours x 29 weeks	hours	870
Cart Attendants: 6 emp. x 15 hours x 27 weeks	hours	2,430
Groundskeeper I: 6 emp. x 30 hours x 26 weeks	hours	4,680
Groundskeeper II: 0 emp. x 30 hours x 24 weeks	hours	720
Groundskeeper III: 0 emp. x 29 hours x 52 weeks	hours	0
Laborer: 1 emp. x 29 hours x 52 weeks	hours	0
Food & Beverage Manager: 1 emp. x 28 hours x 34 weeks	hours	952
Food & Beverage: 4 emp. x 20 hours x 25 weeks	hours	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
Full-time and part-time employees	1,000	1,000
Account 0623 - Postage & Printing		
	Total	1,696
Postage	96	96
Printing scorecards, signage, miscellaneous items	1,600	1,600
Account 0626 - Utilities		
	Total	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

Golf Course Budget: 2017

		<u>2016</u>	<u>2017</u>
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	99,750	110,750
Pro Shop merchandise for resale: includes balls, tees, shirts, hats, gloves, etc.			
(01)		30,750	30,750
Concession supplies: includes beer, liquor, food, snacks, soda, etc. (02)			
		69,000	80,000
Account 0629 - Building Maintenance and Supplies	Total	104,500	105,000
<u>00 Building Maintenance/Building Supplies</u>	<u>Sub</u>	<u>30,000</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>	<u>Sub</u>	<u>74,500</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	24,500	25,000
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.			
		24,500	25,000
Account 0632 - Office Supplies and Printing	Total	3,500	3,500
Pens, paper and various office supplies.			
		3,500	3,500
Account 0642 - Dues, Travel and Training	Total	4,170	4,080
PGA dues		250	0
GCSA dues - Golf Course Superintendent		375	375
MVGCSA dues		365	365
Course Supt.: PGA Show in San Antonio, Texas		1,500	1,500
Greater North County Chamber of Commerce		250	250
Northwest Chamber of Commerce		80	240
Certification expenses		200	200
Mileage for in-town travel		500	500
VGM Club - purchasing cooperative membership		500	500
Metropolitan Amateur Golf Association		150	150

Golf Course Budget: 2017

		<u>2016</u>	<u>2017</u>
Account 0650 - Professional Services	Total	102,005	98,550
<u>01 Miscellaneous</u>	Sub	<u>9,405</u>	<u>6,950</u>
Handicap Fees		255	1,000
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	0
<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>85,800</u>	<u>84,800</u>
Cart Lease: Ord. #8034 for 80 carts (45 electric, 25 gas, 7 utility, 1 shuttle, 2 bar) Term of Lease: Annual payments of \$69,795.56 due June 1, 2014, 2015, 2016, and 2017 plus est. property tax of \$10,000 (Final payment due June 1, 2017). \$368,397.86 financed for a 44 month term with the lease agreement dated April, 2014)		80,800	79,800
Cart Rentals		5,000	5,000
Account 0654 - Publicity	Total	11,300	7,000
Advertising in newspaper, magazine, radio, and other media.		11,300	7,000
Account 0961 - Capital Additions (Park Improvement Fund)	Total	23,500	12,500
<u>Golf Course Equipment</u>	Sub	<u>8,000</u>	<u>7,500</u>
Three (3) Jacobsen Eclipse 322 attachments - \$2,500 each			7,500
<u>Golf Course Improvements</u>	Sub	<u>15,500</u>	<u>5,000</u>
Various tee, bunker, fairway renovations			5,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

PUBLIC WORKS DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4810-Salaries	2,338,936	2,450,829	2,581,278	2,524,137
4813-Employee's Benefits	945,651	973,050	1,026,119	1,013,090
4821-Uniforms & Allowance	8,825	9,900	9,900	9,900
4826-Utilities	97,371	100,000	101,000	101,000
4827-Gasoline	46,135	80,000	81,000	81,000
4832-Office Supplies & Maint.	21,530	21,000	22,500	22,500
4839-Ice/Snow Removal	216,000	217,320	0	0
4842-Dues, Travel, Training	30,478	37,715	36,735	36,735
4850-Professional Service	43,743	83,000	82,000	82,000
4851-Street Lighting	453,696	530,000	0	0
4875-Gasoline Control Account	<u>6,265</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Total	4,208,630	4,527,814	3,965,532	3,895,362

PERSONNEL SERVICES

Full-time	2,197,199	2,261,452	2,252,644
Part-time	118,630	174,826	174,826
Overtime	<u>135,000</u>	<u>145,000</u>	<u>96,667</u>
Total Personnel Services	2,450,829	2,581,278	2,524,137

PERSONNEL SCHEDULE

<u>Office of the Director</u>		<u>Engineering Division</u>	
Director of Public Works	1.00	City Engineer	1.00
Executive Assistant	<u>1.00</u>	Civil Engineer I	0.00
Total	2.00	Engineering Intern p/t	0.00
<u>Street Division</u>		Custodian	2.00
Street Superintendent	1.00	Custodian p/t	0.73
Permit/Inspection Clerk	1.00	Chief Engineer	1.00
Class "A" Foreman	1.00	Building Maintenance	<u>2.00</u>
Class "A" Person	2.00	Total	6.73
Class "B" Person	2.00	<u>Building Division</u>	
Class "C" Person	4.00	Building Commissioner	1.00
Street Sweeper	1.00	Plan Reviewer	1.00
Equipment Maintenance Supv.	1.00	Multi-Building Inspector	7.00
Equipment Maint. Mechanic	2.00	Inspector/Code Person	1.00
Summer Laborers p/t	<u>1.15</u>	Code Enforcement p/t	1.45
Total	16.15	Permit/Inspection Clerk	9.00
<u>Sewer Lateral</u>		Permit/Inspection Clerk p/t	1.45
Permit/Inspection Clerk	1.00	Building/Housing Inspector p/t	<u>1.45</u>
Class "A" Person	1.00	Total	23.35
Class "B" Person	1.00		
Class "C" Person	<u>1.00</u>		
Total	4.00		
Total Personnel	52.23	Full-time 46.00	
		Full-time Equivalent (Part-time) 6.23	

Public Works: Building/Engineering/Street Budget 2017

2016

2017

Account 4810 - Salaries		
Full-time employees		
Director of Public Works	1	1
Executive Assistant	1	1
City Engineer	1	1
Civil Engineer I ... position eliminated	1	0
Building Commissioner	1	1
Plan Reviewer	1	1
Multi-Building Inspector	7	7
Code Enforcement Inspector ... new position	0	1
Permit Inspection Clerk ... added one clerk	10	11
Street Superintendent	1	1
Class "A" Foreman	1	1
Class "A" Person	3	3
Class "B" Person	3	3
Street Sweeper	1	1
Class "C" Person	5	5
Equipment Maintenance Supervisor	1	1
Equipment Maintenance Mechanic	2	2
Chief Engineer	1	1
Building Maintenance	2	2
Custodian I	<u>2</u>	<u>2</u>
Total full-time employees	45	46
Part-time employees		
Bldg./Housing Inspector: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Code Enforcement: 2 ea @ 52 weeks @ 29 hrs/week	0	3,016
Permit Inspection Clerk: 2 ea. @ 52 weeks @ 29 hrs/week	1,508	3,016
Summer Laborer: 4 ea. @ 15 weeks @ 40 hrs/week	2,400	2,400
Engineering Summer Intern: 0 ea. @ 15 weeks @ 40 hours	600	0
Custodian: 1 ea. @ 52 weeks @ 29 hrs/week	<u>1,508</u>	<u>1,508</u>
Total Part-time hours	9,032	12,956
Overtime		
<u>Street Department:</u> snow removal, storm damage, tree removal, street flooding, some street work, Saturday mechanics, special projects, emergencies, festivals, etc.		
<u>Building Division:</u> 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.		
<u>Engineering Division:</u> 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	135,000	96,667

Public Works: Building/Engineering/Street Budget 2017

2016 2017

Account 4813 – Employees’ Benefits			
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FICA, Pension, Medical, Dental, Life Insurance, Long-term disability

Account 4821 – Uniforms & Safety Shoes	Total	9,900	9,900
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Clothing allowance for all Full-time and Part-time employees 8,700 9,300

T-Shirts for Full-time, Part-time and Seasonal field employees 600 600

City logo shirts for City Engineer, Building Comm. & Plan Reviewer 600 0

Account 4826 – Utilities	Total	100,000	101,000
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Electric, natural gas, water, sewer, phone, trash collection, cable TV, etc.

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

Account 4827 – Gasoline	Total	80,000	81,000
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Major/Minor Construction Equipment, trucks, vehicles and tools in Public Works Department ... Fuel, oil, lubrication, and hydraulic fluids costs are forecasted to remain high ... includes inspector vehicles added to fleet ... Fuel pump and tank repairs and maintenance

Account 4832 – Printing & Office Supplies - City Hall & Garage	Total	21,000	22,500
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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

Code books/code update subscription services/NFPA

Equipment repairs and replacement (file cabinets, lamps, chairs, copier, computers, monitors, printers, cameras, typewriters, tables, I-pads, 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

NEW Portable Projector and Screen for training ... \$1,300

Account 4839 – Ice/Snow Removal	Total	217,320	0
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Public Works: Building/Engineering/Street Budget 2017		2016	2017
Account 4842 – Dues/Travel/Training	Total	37,715	36,735
<u>Dues</u>	Sub	<u>3,975</u>	<u>3,895</u>
Director: Missouri Society of Prof. Engineers (\$212), Engineers Club (\$180), APWA Local & International (\$169) ...		561	561
City Engineer: Engineers Club (\$180), APWA Local & International (\$169), CESSWI (Certified Erosion, Sediment and Storm Water Inspector \$90) ...		349	439
Civil Engineer I: Engineer's Club (\$0), CESSWI (Certified Erosion, Sediment and Storm Water Inspector (\$0)		270	0
Building Commissioner: ICC (\$240), MABOI (\$40), SLACE (\$35), AIA (\$551)		866	866
Building Inspectors: MABOI (10 @ \$40), ICC (10 @ \$35), SLACE (10 @ \$35)		1,100	1,100
Plan Reviewer: MABOI (\$40), IAIE (\$120), SLACE (\$35), ICC (\$35)		230	230
Street Superintendent: APWA Local & International (\$169), ISSA (\$130)		299	299
Chief Engineer: Asbestos Certification Renewal, Stationary Engineer's License Fee		300	400
<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 ...		20,000	20,000
<u>Training</u>	Sub	<u>13,740</u>	<u>12,840</u>
Director: Area Conferences and Seminars ...		400	400
APWA Conference and Equipment Show...		1,800	1,800
City Engineer: GIS, APWA and Area Seminars ...		1,000	800
Civil Engineer I: Local Seminars and Area Conferences ...		500	500
Building Commissioner: Area Code Conferences/Seminars, MABOI Fall Conference ...		1,500	1,300
Plan Reviewer: Area Code Conferences and Seminars, MABOI Fall Conference ...		1,500	1,300
Chief Engineer & Staff: Area Seminars, Conferences and Asbestos Classes/Certifications		800	900
Street Superintendent: Area Seminars		400	400
Street Personnel/Mechanics: Area Conferences		800	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		600	400
Computer & iPad Classes/Training		800	600

Public Works: Building/Engineering/Street Budget 2017

	<u>2016</u>	<u>2017</u>
Account 4850 – Professional Services	Total 83,000	82,000
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 \$2,800		
Pedestrian Traffic Signal Maintenance and Repair by St. Louis County		
Trimming city and private trees around street lights ...		
Account 4851 – Street Lighting	Total 530,000	0
Average annual usage	490,000	0
New and Replacement Streetlights in areas as needed	20,000	0
Decorative Streetlight Repair/Replacement – N. Lindbergh, N. Hwy. 67, Old Town, Paddock Estates, and other areas	20,000	0
Account 4875 – Gasoline Control Account	Total 25,000	25,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

POLICE DEPARTMENT

<u>Account</u>	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
4910-Salaries	6,995,893	7,096,937	7,234,090	7,234,090
4913-Employee's Benefits	2,682,621	2,654,711	2,751,082	2,751,082
4921-Uniforms & Allowance	72,057	84,700	86,200	86,200
4924-Telephone	185,660	0	0	0
4926-Utilities	51,246	62,500	62,500	62,500
4927-Gasoline	149,905	256,500	256,500	256,500
4929-Bldg., Maint., & Supplies	58,130	72,000	72,000	72,000
4930-Equip. Repair-Vehicle	17,887	57,800	61,800	61,800
4932-Office Supplies & Maint.	33,063	41,000	42,000	42,000
4933-Copy Equip. Rental & Supply	9,394	11,500	22,000	22,000
4934-Communication Service	273,964	296,900	306,000	306,000
4935-Armory Supplies & Guns	15,212	28,700	28,700	28,700
4942-Dues, Travel, Training	67,713	80,400	87,300	87,300
4961-Capital Additions	58,560	97,000	0	0
4975-Gasoline Control Account	<u>31,130</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	10,702,435	10,905,648	11,075,172	11,075,172

PERSONNEL SERVICES

Full-time	6,294,612	6,422,692	6,422,692
Part-time	248,699	248,699	248,699
Overtime	305,000	309,000	309,000
Holiday Pay	<u>248,626</u>	<u>253,699</u>	<u>253,699</u>
Total Personnel Services	7,096,937	7,234,090	7,234,090

PERSONNEL SCHEDULE

<u>Office of the Chief</u>		<u>Bureau of Field Operations</u>	
Chief of Police	1.00	Captain	1.00
Administrative Assistant	<u>1.00</u>	Lieutenant	5.00
Total	2.00	Sergeant	6.00
<u>Bureau of Support Services</u>		Police Officer	58.00
Major	1.00	Reserve Officer p/t	2.90
Sergeant	1.00	Clerk Typist	<u>1.00</u>
Police Officer	3.00	Total	73.90
Law Enforcement IT Specialist	1.00	<u>Bureau of Investigations</u>	
Dispatcher	9.00	Captain	1.00
Dispatcher p/t	2.18	Sergeant	2.00
Clerk Typist	4.00	Police Officer	10.00
Custodian	1.00	Transportation Correction Officers	
Custodian p/t	<u>0.73</u>	and Corrections Officers	
Total	22.91	<u>6.00</u>	
		Total 19.00	
		Full-time 112.00	
Total Personnel	117.81	Full-time Equivalent (Part-time) 5.81	

**FLORISSANT POLICE DEPARTMENT
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ACCOUNT 491001: SALARIES

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 6,543,238	\$ 6,676,391	Full-time Salaries (including holidays)
\$ 305,000	\$ 309,000	Overtime
\$ 248,699	\$ 248,699	Part-time Salaries
\$ 7,096,937	\$ 7,234,090	TOTAL

FULL-TIME EMPLOYEES

<u>2016</u>	<u>2017</u>	
1	1	Chief of Police
1	1	Major
2	2	Captains
4	5	Lieutenants
10	9	Sergeants
70	71	Police Officers (new officer for occupancy code enforcement)
0	0	Police Officer Grant Positions (Unfilled)/Academy Recruit
1	1	Information Technology Administrator
1	2	Administrative Assistant
5	4	Clerks
1	1	Custodian
6	6	Corrections/Transport Officers
<u>9</u>	<u>9</u>	Dispatchers
111	112	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.

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.

<u>2016</u>	<u>2017</u>	
-	-	Dispatchers: 87 hours/week x 52 weeks = 4,524 hours
1	1	Custodian: 1 x 29 hours/week x 52 weeks = 1,508 hours
4	4	Reserve Officers (Police Park Rangers): 4 x 29 hours/week x 52 weeks = 6,032 hours

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

PART-TIME EMPLOYEES (con't)

<u>2016</u>	<u>2017</u>	
4,524	4,524	Dispatcher hours
1,508	1,508	Custodian hours
<u>6,032</u>	<u>6,032</u>	Reserve Officer (Police Park Ranger) hours
12,064	12,064	TOTAL PART-TIME HOURS

ACCOUNT 491002: OVERTIME

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 230,000	\$ 230,000	General Overtime
\$ 20,000	\$ 20,000	DEA Reimbursed Overtime
\$ 20,000	\$ 20,000	FBI Reimbursed Overtime
\$ 35,000	\$ 39,000	Grant Reimbursed Overtime
<u>\$ -</u>	<u>-</u>	Mid-Year Appropriation
\$ 305,000	\$ 309,000	TOTAL

Overtime funding for 2017 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 2017.

**FLORISSANT POLICE DEPARTMENT
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ACCOUNT 4921: UNIFORMS

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 17,200	\$ 17,200	Uniform Cleaning & Repair
\$ 48,000	\$ 49,000	Uniform Purchase & Replacement
\$ 16,000	\$ 16,000	Detective Clothing Allowance
<u>\$ 3,500</u>	<u>\$ 4,000</u>	Badge Replacement and Repair
\$ 84,700	\$ 86,200	TOTAL

Uniform Cleaning & Repair: The department provides dry cleaning of uniforms and detective clothing. No increase for 2017.

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 2016 but no funds have been awarded to the Department for 2017. New grants have been applied for. However, it is unknown as to whether the department will receive those. Requested increase of \$1,000 for 2017.

Detective Clothing Allowance: No increase is requested for 2017.

Badge Replacement and Repair: These funds provide for the repair and replacement of badges. Requested increase of \$500 for 2017

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

ACCOUNT 4926: UTILITIES

<u>2016</u>	<u>2017</u>	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
<u>\$ 62,500</u>	<u>\$ 62,500</u>	TOTAL

Utilities: This account reflects the various utilities used by the police department. No significant changes are anticipated during 2017.

ACCOUNT 4927: GASOLINE

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 255,000	\$ 255,000	Gasoline
\$ 1,000	\$ 1,000	Pump Repair
<u>\$ 500</u>	<u>\$ 500</u>	Pump Inspections
\$ 256,500	\$ 256,500	Total

Gasoline: The cost of regular unleaded gasoline fluctuates wildly. The average cost is currently around \$2.10 for 2016. At this time it is anticipated that current funding is sufficient.

**FLORISSANT POLICE DEPARTMENT
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ACCOUNT 4929: BUILDING and JAIL MAINTENANCE

<u>2016</u>	<u>2017</u>	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 2017.

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 2017.

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 2017.

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. No increase for 2017.

Pest Control: This item covers the cost of our monthly pest control service and will be unchanged for 2017.

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 33 year old police building. There is constant maintenance, painting, replacing of flooring, ceiling tiles and a number of light fixtures throughout the building. No increase for 2017.

Furniture and Fixtures: This item covers the cost of miscellaneous furniture and fixtures of a minor nature that require replacing as needed. No increase for 2017.

**FLORISSANT POLICE DEPARTMENT
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ACCOUNT 4930: VEHICLE MAINTENANCE & REPAIRS

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 4,800	\$ 4,800	Vehicle Washes
\$ 42,000	\$ 45,000	Vehicle Repair
\$ 800	\$ 800	First Aid Supplies
\$ 600	\$ 600	Fire Extinguisher Service
\$ 2,000	\$ 2,000	Flares
\$ 600	\$ 600	Inspections & Licenses
<u>\$ 7,000</u>	<u>\$ 8,000</u>	Miscellaneous Vehicle Parts
\$ 57,800	\$ 61,800	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. No increase for 2017.

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. Due to changes to accounting procedures, more funds have to be appropriated into this line item to cover vehicle accidents. Increase of \$3,000 is requested for 2017.

First Aid Supplies: This item covers the cost of first aid supplies including bandages, rubber gloves, breathing airways, and hand sanitizers. No increase for 2017

Fire Extinguisher Service: This item covers the recharging or replacement of fire extinguishers carried in the police vehicles. No increase for 2017

Flares: This covers the cost of flares used for controlling traffic at crashes and road closures. No increase for 2017.

Inspections & Licenses: This is the cost of titling all department vehicles as well as the inspection and licensing of unmarked vehicles. No increase for 2017.

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. Increase of 1,000 for 2017 is requested.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

ACCOUNT 4932: OFFICE AND EVIDENCE SUPPLIES

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 3,000	\$ 3,000	Citations and Mobile Printer Paper
\$ 8,000	\$ 9,000	Computer/Server/Soft ware/Printer Parts and Repairs
\$ 1,500	\$ 1,500	Crime Prevention Supplies
\$ 10,000	\$ 10,000	Evidence Supplies
\$ 1,000	\$ 1,000	Microfilm Reader Maintenance Agreement
\$ 500	\$ 500	Drug Test Kits
\$ 15,000	\$ 15,000	Office Supplies
\$ 1,000	\$ 1,000	Intoxilyzer Repair and Supplies
<u>\$ 1,000</u>	<u>\$ 1,000</u>	Printing Services
\$ 41,000	\$ 42,000	TOTAL

Citations and Mobile Printer Paper: This reflects the cost of having citation 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. No increase for 2017.

Computer/Printer Parts and Repairs: This covers the cost of repairing or purchasing replacement parts for computers, printers and other small office machines. Increase of \$1,000 for 2017 is requested.

Crime Prevention Supplies: This line funds the cost of public relations, educational materials and promotional items for the department. No increase for 2017.

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. No increase for 2017.

Microfilm Reader Maintenance Agreement: This is an annual maintenance and service agreement for the Record Room microfilm reader. No increase for 2017.

Office Supplies: There have been increases in supply costs. We carefully monitor consumption. No increase for 2017.

Intoxilyzer Repair and Supplies: This includes the costs of maintenance and equipment for the alcohol breath testing instrument. No increase for 2017.

Printing Services: This includes the costs for printing flyers and brochures that cannot be printed in-house. No increase for 2017.

FLORISSANT POLICE DEPARTMENT

FISCAL 2017 BUDGET

ACCOUNT 4933: COPIER EQUIPMENT AND SUPPLIES

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 9,000	\$ 8,000	Copier Lease/Supplies
\$ -	\$ 11,500	Printer Management Lease Toner and Supplies
<u>\$ 2,500</u>	<u>\$ 2,500</u>	Paper and Toner
\$ 11,500	\$ 22,000	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.

Printer Management Lease: This item covers the continued Maintenance/Repair/Toner of all printers located with in 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.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

ACCOUNT 4934: COMMUNICATIONS SERVICES

2016	2017	LINE ITEM
\$ 7,500	\$ 7,500	CCTV Maintenance Agreement
\$ 14,000	\$ 14,000	Radio Repair & Maintenance
\$ 2,000	\$ 2,000	Existing Federal Requirements 2 factor authentication
\$ 135,000	\$ 125,000	REJIS Subscription & Network Charges
\$ 2,000	\$ 2,000	REJIS Record Checks for Human Resources
\$ 20,000	\$ 20,000	REJIS Wireless Service
\$ 4,000	\$ 24,000	REJIS Professional Services
\$ 58,000	\$ 48,000	Global and Computer Services
\$ 2,000	\$ 2,000	Audiolog Maintenance Agreement
\$ 13,000	\$ 13,000	Live Scan System Maintenance Agreement
\$ 7,000	\$ 7,000	Speed Warning Systems Data Package
\$ 1,000	\$ 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
\$ -	\$ 4,000	PlanIT Scheduling Software Maintenance Agreement
\$ -	\$ 5,100	Power DMS Systems Maintenance Agreement
<u>\$ 7,500</u>	<u>\$ 7,500</u>	RCCEG Forensic Computer Analysis
\$ 296,900	\$ 306,000	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. No increase for 2017.

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 2017.

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. There has been a reduction in cost for some REJIS services and the department would like to reallocate this money into REJIS Professional services for 2017.

FLORISSANT POLICE DEPARTMENT

FISCAL 2017 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. Through restructuring there has been a reduction, which we would like to reallocate into REJIS professional services.

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. No increase for 2017.

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. No increase for 2017.

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 2017.

Investigative Databases: The Bureau of Investigation utilizes several investigative databases. The Accurant and Leads-on-Line services are priced based on investigative transactions. No increase for 2017.

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. No increase for 2017.

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 utilizing 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 2017.

CellBrite Investigative Maintenance and Support: Investigative equipment used for cell phone down loading. No increase for 2017.

Illegal Sign Project Support: This is the computer software and dialing support needed for the illegal sign removal project. No increase for 2017.

PlanIT Scheduling Program: Software and maintenance agreement, \$4,000 for 2017.

Power DMS: CALEA Document and Training Management Program maintenance and support agreement, \$5,100 for 2017.

RCCEEG: Regional Computer Crimes Education and Enforcement Group: Used for the forensic analysis of computers for criminal investigations. No increase for 2017.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

ACCOUNT 4935: ARMORY SUPPLIES & GUNS

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 12,000	\$ 12,000	Ammunition, Targets & Firearms Repairs
\$ 5,000	\$ 5,000	Less Lethal Munitions
\$ 1,000	\$ 1,000	Range Maintenance
\$ 10,100	\$ 10,100	Replacement of ten (10) Tasers
<u>\$ 600</u>	<u>\$ 600</u>	Replacement of shot gun
\$ 28,700	\$ 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. No increase for 2017.

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. No increase for 2017.

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. No increase for 2017.

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. No increase for 2017.

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 2017 BUDGET

ACCOUNT 4942: DUES, TRAVEL, & TRAINING

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 16,000	\$ 16,000	St. Louis County & Municipal Academy
\$ 2,000	\$ 2,000	Police Canine Training
\$ 12,000	\$ 15,000	Training Seminars/Travel Expenses
\$ 7,500	\$ 7,500	Command Level Management Training
\$ 6,000	\$ 6,000	Organizational Memberships
\$ 1,000	\$ 1,000	Special/Liquor Investigations
\$ 8,000	\$ 8,000	Training Materials and Computer Based Training
\$ 1,000	\$ 2,000	Chief's Expense Account
\$ 1,000	\$ 1,000	Miscellaneous Petty Cash
\$ 3,000	\$ 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
\$ 2,000	\$ 2,000	Polygraph Certification Conference
\$ 1,800	\$ 2,000	CALEA Conference
\$ 2,000	\$ 2,000	IACP Conference
\$ 4,100	\$ 4,800	Accreditation Fees
\$ 500	\$ 500	Citizens Emergency Response Team, CERT
\$ -	\$ -	Polygraph Training Course
\$ 2,000	\$ 2,000	Police Fitness Trainer Recertification/Training
\$ 500	\$ 500	SRO program supplies
\$ 4,000	\$ 6,000	Community Outreach
<u>\$ 80,400</u>	<u>\$ 87,300</u>	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. No increase for 2017.

Police Canine Training: This covers the cost of in-service training for our four canine teams. No increase for 2017.

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. Increase of \$3,000 is requested for 2017.

Command Level Management Training Academy: For a Commander to attend one of the following management training institutions: FBI National Academy, Southern Police Institute or Missouri Police Chiefs Association Command College (MOPCA).

Organizational Memberships: This line item includes the cost of memberships for our officers and staff in organizations that benefit the agency and the community. No increase for 2017.

FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET

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

Special Investigations Fund: These funds cover the cost of narcotics and liquor investigations as well as informant funds. No increase for 2017.

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. No increase for 2017.

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. No increase for 2017.

Major Case Squad Training: The funding covers the membership and training of our officers in the Major Case Squad of Greater St. Louis. No increase for 2017.

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. No increase for 2017.

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. No increase for 2017.

Valley of Flowers Festival Expenses: This expenditure is the cost of meals for officers working the fair grounds during the Valley of Flowers festival. No increase for 2017.

Explorer Post: This amount, combined with their fund raisers, covers the cost of our Explorer Scouts to attend the national conference. No increase for 2017.

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. No increase for 2017.

CALEA & IACP Conference: These conferences provide valuable information on new technology, legal issues and training on many issues concerning law enforcement and the community. Increase of \$200 for CALEA for 2017.

Accreditation Fees: The department received it's Sixth consecutive three year accreditation by CALEA in 2016. Accreditation has resulted in a discount in our liability insurance premium, more than offsetting the accreditation fees. Increase of \$700 for 2017.

CERT Training: This expenditure is the cost of training materials and equipment necessary for the Citizen Emergency Response Team (CERT). No increase for 2017.

Training for Polygraph Examiner: This training is to certify a member of the department as a certified Polygraph Examiner. No funds are needed in this years budget.

SRO Program Supplies: This expenditure covers miscellaneous materials and supplies for the School Resource Officers. No increase for 2017.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

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

Community Outreach: This item will be used for community outreach programs that will foster positive law enforcement relationships with the youth and general public. Request an increase of \$2,000 for 2017.

ACCOUNT 4961: CAPITAL ADDITIONS (General Fund)

<u>2016</u>	<u>2017</u>	LINE ITEM
\$ 137,000	\$ -	Asset Forfeiture Funds
\$ 137,000	\$ -	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

<u>2016</u>	<u>2017</u>	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. No increase for 2017.

**FLORISSANT POLICE DEPARTMENT
FISCAL 2017 BUDGET**

ACCOUNT 0361: CAPITAL IMPROVEMENTS (Capital Improvement Fund)

Vehicles:

<u>2016</u>	<u>2017</u>	
\$ -	\$ 224,000	Purchase of eight new vehicles and related equipment at \$28,000 each
	\$ 70,000	Purchase of two new Chevrolet Tahoe Police Vehicles and related equipment at 35,000 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
<u>\$ 300,000</u>	<u>\$ 310,000</u>	Net Cost of New Police Vehicles

Vehicle Replacement: The department has a fleet of 43 automobiles ranging in age from 2007 to 2015. In 2017 we need to replace eight Police vehicles. Two of the vehicles taken out of service will be utilized as decoy vehicles.

Chevrolet Tahoe Police Vehicles: the department needs to replace two of these vehicles which are from 2011. Both of these vehicle have over 100,000 miles on them and having repetitive service problems.

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 2017 BUDGET

ACCOUNT 0361: CAPITAL IMPROVEMENTS (con't)

Miscellaneous Capital Items:

<u>2016</u>	<u>2017</u>	
\$ -	\$ 24,800	HVAC system upgrade
\$ -	\$ 3,000	Liberty Interview server replacement
\$ -	\$ 15,000	Office reconfigure and work station update
\$ -	\$ 45,000	Replacement of mobile car computers/printers/devices and related equipment.
\$ -	\$ 14,000	Replacement of desktop computers and related items
\$ -	\$ 10,000	Replace and upgrade security cameras and equipment
\$ -	\$ 20,000	Networking Infrastructure Upgrade
\$ -	\$ 5,000	Replace Servers and related equipment.
\$ -	\$ 5,000	Computer Systems Backup/Related security software
\$ -	\$ 10,500	Purchase two mobile speed monitoring units
\$ -	\$ 10,000	Continue the Access door locks and proximity cards/Server upgrade
<u>\$ -</u>	<u>\$ 10,000</u>	
\$ 105,000	\$ 162,300	Total Miscellaneous Items

HVAC System Upgrade: The Department needs to upgrade the HVAC system in the communications and central area of the station. It has been discovered that the current systems in not adequate in this area of the building and a new system needs to be installed for this area.

The Liberty Interview server needs to be upgrade and replaced.

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.

Video Security Cameras: Currently the police station has numerous video cameras that need to be replaced or upgraded along with related equipment.

FLORISSANT POLICE DEPARTMENT

FISCAL 2017 BUDGET

ACCOUNT 0361: CAPITAL IMPROVEMENTS (con't)

Networking Infrastructure Upgrade: Much of the network cabling and switching needs to be upgraded and replaced in order for computers, phones and other related equipment to function properly

Replace Servers/laptops and related equipment: The department utilizes several servers that need to periodically upgraded or replaced.

Computer Systems Backup/Related Security Software: Hardware and Software maintenance for various backup systems.

Mobile speed monitoring units: Purchase two mobile speed monitoring units to be used throughout the city to monitor vehicle traffic.

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

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

MEDIA DEPARTMENT

<u>Account</u>	<u>Actual</u> <u>2015</u>	<u>Budget</u> <u>2016</u>	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
7010-Salaries	120,366	132,062	128,264	120,837
7013-Employees' Benefits	43,058	43,752	45,319	44,942
7030-Equipment Repair	594	3,000	3,000	3,000
7032-Office Supplies & Maint.	1,368	2,000	2,000	2,000
7033-Materials & Supplies	130	2,500	2,500	2,500
7042-Dues, Travel, Training	219	3,000	3,000	3,000
7050-Professional Service	<u>26,179</u>	<u>28,750</u>	<u>28,900</u>	<u>28,900</u>
Total	191,914	215,064	212,983	205,179

PERSONNEL SERVICES

Full-time	91,642	93,469	93,469
Part-time	35,420	29,795	24,035
Overtime	<u>5,000</u>	<u>5,000</u>	<u>3,333</u>
Total Personnel Services	132,062	128,264	120,837

PERSONNEL SCHEDULE

Media/TV Station Manager	1.00
Video Specialist	1.00
Contract Employees	
Total	2.00

	Full-time 2.00
Total Personnel 2.00	Full-time Equivalent (Part-time) 0.00

Media Department Budget: 2017

2016 2017

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	24,035
Council Meetings	Total	5,040 6,960
Director - 1 x \$75 x 24 productions		1,200 1,800
Assistant Director - 1 x \$50 x 24 productions		960 1,200
Camera Persons - 2 x \$45 x 24 productions		1,680 2,160
Host - 1 x \$75 x 24 productions		1,200 1,800
Council Action	Total	3,720 0
Director - 0 x \$45 x 24 productions		720 0
Assistant Director - 0 x \$40 x 24 productions		600 0
2 Camera Persons - 0 x \$40 x 24 productions		1,200 0
Host - 0 x \$75 x 24 productions		1,200 0
Valley of Flowers	Total	660 1,075
Director - 1 x \$200		100 200
Asst. Director - 1 x \$150		90 150
Videographers - 3 x \$125 each		240 375
Audio Engineer - 1 x \$150		90 150
Production/Office Assistants - 2 x \$100		140 200
Additional Contract Help As Needed	Total	26,000 16,000
Location Videographer		7,000 5,000
Contract Editor		7,000 5,000
Contract Producer - special programs		12,000 6,000
Account 7010 - Salaries - overtime		
	5,000	3,333
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 28,900
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
Bulletin Board music		0 150
Account 0361 - Capital Additions		
	Total	0 0
Prior year capital additions		0 0

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

03 - CAPITAL IMPROVEMENT FUND

	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
<u>REVENUE</u>				
Capital Improvement Sales Tax	3,529,090	3,300,000	3,450,000	3,450,000
Interest	0	0	0	0
Grants & Reimbursements	<u>104,231</u>	<u>236,662</u>	<u>514,614</u>	<u>514,614</u>
Total Budgeted Revenue	3,633,321	3,536,662	3,964,614	3,964,614
			<u>(4,844,148)</u>	<u>(4,949,448)</u>
			(879,534)	(984,834)
			<u>1,131,563</u>	<u>1,131,563</u>
			252,029	146,729
<u>EXPENDITURES</u>				
0329-Building Maint. & Supplies	59,202	58,600	61,000	61,000
0330-Equip. Repairs - Vehicles	125,048	130,000	130,000	130,000
0333-Materials & Supplies	108,890	110,000	110,000	110,000
0334-Street Markings	8,450	13,000	9,000	9,000
0339-Ice/Snow Removal	0	0	149,130	149,130
0350-Professional Service	371,468	589,928	922,418	922,418
0351-Street Lighting	0	0	555,000	555,000
0352-Street Contracts	1,648,144	1,650,000	1,650,000	1,650,000
0353-Bridge Repair & Maint.	41,014	60,000	60,000	60,000
0354-Sidewalk Repairs	146,163	150,000	150,000	150,000
0355-Debt Payment	318,706	328,000	228,000	228,000
0361-Capital Additions	<u>427,746</u>	<u>851,900</u>	<u>819,600</u>	<u>924,900</u>
Total	3,254,831	3,941,428	4,844,148	4,949,448

03 - CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS

	Proposed <u>2017</u>	Adopted <u>2017</u>
Information Technology		
Replace computers, laptops, monitors, tablets, printers and related software	20,000	20,000
Replace two network switches	9,000	9,000
Implement offsite backup solution	<u>10,000</u>	<u>10,000</u>
Information Technology Total	39,000	39,000
 Administrative		
No items requested	<u>0</u>	<u>0</u>
Administrative Total	0	0
 Court		
No items requested	<u>0</u>	<u>0</u>
Court Total	0	0
 Media		
No items requested	<u>0</u>	<u>0</u>
Media Total	0	0
 Health		
Two pickup trucks with bed liners and hazard lights	64,000	64,000
One 14 foot dump trailer	10,000	10,000
One 32" walk behind mower	<u>3,800</u>	<u>3,800</u>
Health Total	77,800	77,800

03 - CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS

	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
Public Works		
Streets		
One 2.5 ton dump truck with snow plow, salt spreader, calcium chloride tank, and hazard lights for dump truck	136,000	136,000
One pickup truck with bed liners and hazard lights	32,000	32,000
One BobCat Pavement Planer	20,000	20,000
Clean and paint all buildings at City Garage complex	<u>48,000</u>	<u>48,000</u>
Streets Sub-Total	236,000	236,000
Building		
Public Works counter and office remodeling at City Hall	0	48,000
Public Works data-base backup system	<u>5,000</u>	<u>5,000</u>
Building Sub-Total	5,000	53,000
Engineering		
Bockrath-Wiese House hazard mitigation and repairs	<u>0</u>	<u>46,800</u>
Engineering Sub-Total	<u>0</u>	<u>46,800</u>
Public Works Total	241,000	335,800
Police		
Vehicles		
Eight Police vehicles with related equipment at \$28,000 each	224,000	224,000
Two new Tahoe police vehicles and related equipment	70,000	70,000
Radio/Emergency equipment installation on ten new vehicles	<u>16,000</u>	<u>16,000</u>
Police Vehicle Sub-Total	310,000	310,000
Miscellaneous Items		
HVAC system upgrade	24,800	24,800
Liberty Interview server replacement	3,000	3,000
Office reconfiguration and work station update	15,000	15,000
Replace mobile computers/printers and related equipment	45,000	45,000
Replace desktop computers and related equipment	14,000	14,000
Replace and upgrade security cameras and equipment	10,000	10,000
Networking infrastructure upgrade	20,000	20,000
Replace servers and related equipment	5,000	5,000
Computer system backup and related security software	5,000	5,000
Purchase two mobile speed monitoring units	0	10,500
Continue Access door locks and proximity cards	<u>10,000</u>	<u>10,000</u>
Police Miscellaneous Sub-Total	<u>151,800</u>	<u>162,300</u>
Police Total	461,800	472,300
Grand Total	819,600	924,900

Capital Improvement Fund Budget: 2017

	2016	2,017
Account 0329 – Building Maintenance & Supplies	Total	
Janitorial Supplies for City Hall, Government Building and City Garage	58,600	61,000
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 ...		
3 each Office Chairs at \$200/ea. = \$600 (New 2017) for City Garage		

Account 0330 – Equipment Repairs – Vehicles	Total	130,000	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			
Miscellaneous automotive parts and supplies, brakes, tune-up kits, tools,			
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			
Diagnostic equipment and software system updates ...			

Account 0333 – Materials & Supplies	Total	110,000	110,000
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	16,000
Crack sealing: 10,000 gallons Asphalt emulsion, 100 tons rock ...		5,000	5,000
Replacement chain saws, vibrators, minor tools and equipment ...		1,000	3,000

Capital Improvement Fund Budget: 2017

2016

2,017

Account 0333 – Materials & Supplies (con't)			
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 ...		13,000	13,000
Account 0334 – Street Markings		Total	13,000 9,000
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 ...			
Account 0339 – Ice/Snow Removal		Total	0 149,130
Salt: 2,000 Tons @ \$68.19/Ton = \$136,380		0	136,380
Calcium Chloride: 15,000 Gals. @ \$0.85/Gal.= \$12,750		0	12,750
Account 0350 – Professional Services		Total	589,928 922,418
Audit		2,000	2,050
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		10,000	0
RFP's for Redevelopment Projects		5,000	5,000
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		5,000	5,000
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing ...		60,000	60,000
I-270 Mowing		25,000	25,000
East-West Gateway Grant Applications		10,000	10,000
Troubleshooting & repairs to Electrical & HVAC Energy Controls at various city buildings (service, upgrades, repairs, inspections)		25,000	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. ...		4,000	4,000

Capital Improvement Fund Budget: 2017

2016 2,017

Account 0350 – Professional Services (con't)			
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.) ...		35,000	35,000
St. Anthony Lane bridge replacement ... this is an 80% grant reimbursement project ... construction in 2017 budget year... (\$371,140 grant/\$92,785 city)		0	463,925
Records & Document Destruction		500	500
North Lafayette Street Reconstruction - Phase I ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$65,260 grant/\$16,315 city)		140,756	81,575
North Lafayette Street Reconstruction - Phase II ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$65,260 grant/\$16,315 city)		138,879	81,575
Pedestrian Signal Replacement on Derhake at Robinwood Elementary School ... this is an 80% grant reimbursement project . . . Construction in 2018 budget year... (\$12,954 grant/\$3,239 city)		16,193	16,193
Bike & Pedestrian Master Plan ... a joint project with Trailnet as the grantee... (\$40,000 Trailnet/\$10,000 City, \$5,000 in '16, \$5,000 in '17)		10,000	5,000
Account 0351 – Street Lighting	Total	0	555,000
Average annual usage		0	480,000
New and Replacement Streetlights in areas as needed		0	20,000
Clean and Paint 75ea. Decorative Street Lights on N. Hwy 67		0	18,000
Clean and Paint 70ea. Decorative Street Lights on rue St. Francois		0	17,000
Decorative Streetlight Repair/Replacement – N. Lindbergh, N. Hwy. 67, Old Town, Paddock Estates, and other areas		0	20,000
Account 0352 – Street Contracts	Total	1,650,000	1,650,000
Slurry Seal Maintenance Work		850,000	850,000
Concrete Pavement Replacement Work		500,000	500,000
Major Street Repairs and Asphalt Overlay		300,000	300,000
Account 0353 – Bridge Repair & Maintenance	Total	60,000	60,000
Miscellaneous Bridge Repairs by Contractor		50,000	50,000
Bridge Repairs/Maintenance by City		10,000	10,000

Capital Improvement Fund Budget: 2017

		2016	2,017
Account 0354 – Sidewalk Replacement	Total	150,000	150,000
Sidewalk Program by Contractor		145,000	145,000
Tree Removals		5,000	5,000
Account 0355 – Debt Payment	Total	328,000	228,000
Principal and Interest on the 2011 COPS Bond Issue			
Account 0361 – Capital Additions	Total	743,800	924,900
Account 036136 – Capital Additions/Information Technology	Total	41,000	39,000
Replace computers, laptops, monitors, tablets, printers and related software in various departments			20,000
Replace two network switches			9,000
Implement offsite backup solution0			10,000
Prior year capital additions		41,000	0
Account 036140 – Capital Additions/Administration	Total	0	0
Prior year capital additions		0	0
Account 036141 – Capital Additions/Court	Total	0	0
Prior year capital additions		0	0
Account 036170 – Capital Additions/Media	Total	0	0
Prior year capital additions		0	0
Account 036142 – Capital Additions/Health Department	Total	32,000	77,800
1 each 32" Walk Behind Mower		0	3,800
1 each 14 foot Dump Trailer		0	10,000
1 Pickup Truck, 3/4 ton, to replace either H-8 (2005 Chevy w/85,000 miles) to include bed liners and hazard light bar ...		0	32,000
1 each Additional Pickup Truck including bed liners and hazard light bar ...		0	32,000
Prior year capital additions		32,000	0

Capital Improvement Fund Budget: 2017

		<u>2016</u>	<u>2,017</u>
Account 036148 – Capital Additions/Public Works	Total	251,800	335,800
<u>Streets</u>	<u>S/T</u>	<u>157,000</u>	<u>236,000</u>
1 each 2.5 Ton Dump Truck with salt spreader, calcium chloride tanks, snow plow and frame with hazard lights ... to replace S-20 (2002 GMC)		0	136,000
1 each Pick-up Truck, 3/4 ton, to replace S-8 (2006 Chevy) to include bedliner and hazard light bar ...		0	32,000
1 each BobCat Pavement Planer to replace existing S-160 (2002)		0	20,000
Clean and Paint all buildings at City Garage Complex		0	48,000
Prior year capital additions		157,000	0
<u>Engineering</u>	<u>S/T</u>	<u>46,800</u>	<u>46,800</u>
Bockrath - Wiese House hazard mitigation and repairs (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) ...		0	46,800
Prior year capital additions		46,800	0
<u>Building</u>	<u>S/T</u>	<u>48,000</u>	<u>53,000</u>
Public Works counter and office remodeling at City Hall ...			48,000
PW Data-Base Back-up System at Government Building for disaster recovery ...		0	5,000
Prior year capital additions		48,000	0

Account 036149 – Capital Additions/Police	Total	419,000	472,300
<u>Vehicles</u>	<u>S/T</u>	<u>300,000</u>	<u>310,000</u>
Eight Police vehicles and related equipment at \$28,000 each		0	224,000
Two new Chevrolet Tahoe Police vehicles and related equipment at \$35,000 each		0	70,000
Radio/emergency equipment installation for ten vehicles at \$1,600 each		0	16,000
Prior year capital additions		300,000	0
<u>Miscellaneous</u>	<u>S/T</u>	<u>119,000</u>	<u>162,300</u>
HVAC system upgrade		0	24,800
Liberty Interview server replacement		0	3,000
Office reconfigure and work station update		0	15,000
Replace mobile computers/printers and related equipment		0	45,000
Replace desktop computers and related items		0	14,000
Replace and upgrade security cameras and equipment		0	10,000
Networking infrastructure upgrade		0	20,000
Replace servers, laptops and related equipment		0	5,000
Computer systems backup and related security software		0	5,000
Purchase two mobile speed monitoring units		0	10,500
Access door locks and proximity cards upgrade		0	10,000
Prior year capital additions		119,000	0

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

09 - PARK IMPROVEMENT FUND

	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
<u>REVENUE</u>				
Park Improvement Sales Tax	3,278,362	3,400,000	3,500,000	3,500,000
Interest	0	0	0	0
Miscellaneous Revenue	<u>88,875</u>	<u>26,400</u>	<u>531,400</u>	<u>531,400</u>
Total Budgeted Revenue	3,367,237	3,426,400	4,031,400	4,031,400
			<u>(4,037,187)</u>	<u>(4,284,745)</u>
Less Total Budgeted Expenditure			(5,787)	(253,345)
Equal Revenue Over/(Under) Expenditure			<u>1,677,140</u>	<u>1,677,140</u>
Plus Estimated Beginning Fund Balance			1,671,353	1,423,795
Equal Estimated Ending Fund Balance				

<u>EXPENDITURES</u>				
0910-Salaries	872,716	897,559	1,019,281	1,002,614
0913-Employee Benefits	371,840	373,153	389,781	386,006
0914-Residency Incentive Program	13,950	15,600	15,600	15,600
0921-Uniforms & Allowances	16,291	19,125	19,125	19,125
0927-Gas & Oil	49,144	64,000	64,000	64,000
0928-Merchandise	48,911	67,250	54,750	54,750
0929-Bldg., Maint., & Supplies	136,803	140,900	156,850	156,850
0930-Maintenance/Supplies	111,973	180,450	112,850	112,850
0931-Recreation Supplies	34,975	37,500	44,600	44,600
0932-Office Supplies & Maint.	25,869	40,800	40,800	40,800
0933-Materials & Supplies	107,980	131,950	148,750	148,750
0942-Dues, Travel, Training	11,170	13,660	13,660	13,660
0950-Professional Services	181,296	249,690	240,240	240,240
0951-Pavement Repairs	21,479	10,000	20,000	20,000
0954-Publicity	9,185	12,300	16,300	16,300
0955-Debt Payment	578,107	577,000	675,000	675,000
0956-Insurance	0	0	60,000	60,000
0961-Capital Additions	<u>784,323</u>	<u>510,350</u>	<u>945,600</u>	<u>1,213,600</u>
Total	3,376,012	3,341,287	4,037,187	4,284,745

PERSONNEL SERVICES

Full-time		847,559	839,155	839,155
Part-time		0	130,126	130,126
Overtime		<u>50,000</u>	<u>50,000</u>	<u>33,333</u>
Total Personnel Services		897,559	1,019,281	1,002,614

PERSONNEL SCHEDULE

<u>Park Maintenance - full-time</u>		<u>Part-time and Seasonal Staff</u>	
Park Superintendent	1.00	Park Maint. p/t	1.45
Class "A" Foreman	1.00	Park Maint. - Summer Laborers p/t	4.10
Forester I	1.00	Total	5.55
Class "A" Person (5)	5.00		
Class "B" Person (3)	4.00		
Class "C" Person (6)	<u>5.00</u>		
Total	17.00		
		Full-time	17.00
Total Personnel	22.55	Full-time Equivalent (Part-time)	5.55

09 - PARK IMPROVEMENT FUND CAPITAL ADDITIONS

	Proposed <u>2017</u>	Adopted <u>2017</u>
Theater		
No items requested	<u>0</u>	<u>0</u>
Theater Total	0	0
 Golf Course		
Golf Course Equipment		
Ventrac 4500Y articulated tractor	32,000	0
Three Jacobsen Eclipse 322 attachments	<u>7,500</u>	<u>7,500</u>
Total Golf Course Equipment	39,500	7,500
Golf Course Improvements		
Various tee, bunker and fairway renovations	<u>5,000</u>	<u>5,000</u>
Total Golf Course Improvements	5,000	5,000
Total Golf Course Equipment and Improvements	44,500	12,500
 James J. Eagan Center		
Swimsuit dryer for men's locker room	2,200	2,200
Automatic vacuum for Indoor pool	5,500	5,500
Spectator bleachers for Ice Rink	8,000	8,000
Installation of surveillance camera in swimming pool area	3,500	3,500
Office renovations	22,000	22,000
Replace lower level flooring with asbestos abatement	<u>36,000</u>	<u>36,000</u>
James J. Eagan Center Total	77,200	77,200
 John F. Kennedy Center		
Installation of surveillance camera in gymnasium	<u>5,000</u>	<u>5,000</u>
John F. Kennedy Center Total	5,000	5,000
 Bangert Pool		
No items requested	<u>0</u>	<u>0</u>
Bangert Pool Total	0	0

09 - PARK IMPROVEMENT FUND CAPITAL ADDITIONS

	<u>Proposed</u> <u>2017</u>	<u>Adopted</u> <u>2017</u>
Koch Park Aquatic Center		
Repair and replace four skimmers in main activity pool	24,000	24,000
Koch Park Aquatic Center Total	24,000	24,000
 Parks Equipment		
Replace pick-up truck with accessories and radio installation	25,000	25,000
Replace pick-up truck with accessories and radio installation	27,000	27,000
New walk behind aerator	3,400	3,400
Replace damaged rototiller	4,000	4,000
Replace 3 mowers	27,000	27,000
Replace Bobcat with tracks, bucket and brush mower	40,000	40,000
Field and brush mower/cutter	4,000	4,000
Infield groomer (Diamond Pro) for St. Ferdinand Park ballfields	17,000	17,000
Replace MIG welder	2,200	2,200
Heavy duty commercial debris vacuum	<u>3,000</u>	<u>3,000</u>
Parks Equipment Total	152,600	152,600
 Parks Improvements		
Install drainage system on field #3 at Koch Park	2,200	2,200
Install drainage system on sand volleyball courts at St. Ferdinand Park	7,700	7,700
Replace water fountain in St. Ferdinand Park lake	10,000	10,000
Dredge and clean St. Ferdinand Park lake	0	300,000
Replace fencing and gates around Koch field #1	35,000	35,000
Replace outfield fence on Koch field #1	7,400	7,400
Replace fencing on Koch fields (2, 3, 4, 5) along Charbonier Road	14,000	14,000
Replace ballfield backstops at Koch #1 and Dunegant #3	14,000	14,000
St. Louis County Municipal Park Grant to construct Phase 1 of the Manion Park Master Plan (reimbursement up to \$525,000)	<u>552,000</u>	<u>552,000</u>
Parks Improvements Total	<u>642,300</u>	<u>942,300</u>
Parks Equipment and Improvements Total	794,900	1,094,900
 Grand Total	 945,600	 1,213,600

Park Improvement Fund Budget: 2017

2016 2017

Account 0910 - Salaries			
<u>Full-time employees</u>			
Park Superintendent		1	1
Class "A" Foreman		1	1
Forester I		1	1
Class "A" Person		5	5
Class "B" Person		4	4
Class "C" Person		<u>5</u>	<u>5</u>
	Total full-time employees	17	17
<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	3016	3,016
Park Maintenance (Seasonal):			
40 hours x 15 weeks = 600 hours x 11 Laborers = 6,600 hours			
6,600 hours x 2nd year rate	hours	6,600	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
	Total part-time hours	11,536	11,536
Overtime	dollars	50,000	33,333

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			
<u>44 Centers</u>	Sub	<u>3,950</u>	<u>3,950</u>
Full-time Custodial Uniforms (4 employees @ \$300)		1,200	1,200
Staff T-Shirts/Polo Shirts		2,000	2,000
JJE Lifeguard T-Shirts and Swimsuits		750	750
<u>45 Summer Playground</u>	Sub	<u>975</u>	<u>975</u>
Staff T-Shirts		975	975
<u>46 Bangert Pool</u>	Sub	<u>2,000</u>	<u>2,000</u>
Staff T-Shirts		700	700
Swimsuits		1,300	1,300
<u>56 Koch Pool</u>	Sub	<u>3,500</u>	<u>3,500</u>
Staff T-Shirts		900	900
Swimsuits		2,600	2,600

Park Improvement Fund Budget: 2017

		2016	2017
<u>47 Parks</u>	Sub	<u>8,700</u>	<u>8,700</u>
Full-time Park Uniforms (17 employees @ \$300)		5,100	5,100
Staff T-Shirts (seasonal staff)		1,650	1,650
Ranger Uniforms		1,950	1,950
Account 0927 - Gas and Oil		Total	64,000
<u>44 Centers</u> - Propane for Zamboni and gasoline/diesel for various equipment		3,000	3,000
<u>47 Parks</u>		61,000	61,000
Account 0928 - Merchandise		Total	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>23,750</u>	<u>19,250</u>
Resale items for Customer Service Desk		1,000	500
Beer for facility functions and concessions		1,000	500
Beverages for Rink concessions and vending machines		20,000	17,000
Special city sponsored or theatrical events		1,000	500
Miscellaneous supplies		750	750
<u>47 Parks</u>	Sub	<u>43,000</u>	<u>35,000</u>
St. Ferdinand Park and Koch Park Cart operations		5,000	3,000
Bangert Park and Pool		9,000	7,000
Koch Park and Pool		29,000	25,000
Account 0929 - Building Maintenance and Supplies		Total	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		2,000	2,000
Fitness Center equipment, maintenance and supplies		10,000	10,000

Park Improvement Fund Budget: 2017

		<u>2016</u>	<u>2017</u>
Gymnasium equipment, repairs and supplies		1,600	1,600
Roof repair and maintenance		7,500	7,500
Repair, troubleshoot and service fire alarm system		4,000	4,000
Security video system maintenance, materials and supplies		2,500	2,500
Nature Lodge maintenance, repairs and supplies		4,000	4,000
Asbestos abatement		25,000	25,000
Water slide and slide tower maintenance and repairs		0	5,000
Beer cooler (to eliminate annual Beer Cooler Lease payment)		0	1,800
Reception desk for JFK Fitness Center		0	1,000
Relocating existing surveillance camera from JFK to Bangert Pool		0	3,500
Install glass basketball backboards (JFK-2, JJE-4) with height adjustors		0	11,250
Install protective netting on Ice Rink		0	3,000
StepOne Recumbent Stepper in JJE Fitness Center		0	5,400
Back Extension Machine for JFK Fitness Center		0	1,300
Various fitness/basketball equipment, camera relocation, etc.		16,300	0
Account 0930 - Maintenance and Supplies	Total	180,450	112,850
<u>46 Bangert Pool</u>	Sub	<u>35,725</u>	<u>24,925</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/repair 3 meter diving board system		0	5,000
Replacement of valves, leak repairs, water wheelchair, etc.		15,800	0
<u>56 Koch Pool</u>	Sub	<u>95,325</u>	<u>38,525</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

Park Improvement Fund Budget: 2017

		<u>2016</u>	<u>2017</u>
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
Replace sight-obstructing, high maintenance vegetation with landscaping rock		2,000	2,000
Four (4) new peristaltic pumps with double heads		0	3,000
Two (2) new CO2 feeders		0	2,500
Portable pool vacuum with accessories		0	2,000
Various replacement parts and repair work, water wheelchair		64,300	0
<u>47 Parks</u>	Sub	<u>49,400</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		10,000	10,000
Water feature repairs and maintenance at St. Ferdinand Lake		2,000	2,000
Fire extinguisher equipment, replacement & maintenance		1,000	1,000
<u>Account 0931 - Recreation Supplies</u>		Total	<u>37,500</u> <u>44,600</u>
<u>44 Centers</u>	Sub	<u>32,000</u>	<u>34,100</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
Supplies for city sponsored leagues		15,000	15,000
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
Replace damaged/torn gymnastic tumbling mats		0	2,100
<u>45 Summer Playground</u>	Sub	<u>5,500</u>	<u>10,500</u>

Park Improvement Fund Budget: 2017

		2016	2017
Account 0932 - Office Supplies and Printing			
	Total	40,800	40,800
<u>44 Centers</u>	Sub	10,800	10,800
Printing and office supplies		2,200	2,200
RecPro software subscription service		7,000	7,000
Parks & Recreation receipts		1,600	1,600
<u>47 Parks</u>	Sub	30,000	30,000
Printing and office supplies		7,000	7,000
Photo ID supplies		18,000	18,000
Video server surveillance software upgrade		5000	5,000
Account 0933 - Materials and Supplies			
	Total	131,950	148,750
<u>46 Bangert Pool</u>	Sub	20,300	23,500
Sodium Hypochloride		13,000	3,000
Co2		4,000	4,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochloride		800	14,000
Algaecide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		150	150
<u>47 Parks</u>	Sub	90,500	104,100
Dirt for ball fields		6,500	6,500
Sports equipment		1,000	1,000
Playground and pavilion parts and equipment		20,000	30,000
Playground and landscaping mulch		10,000	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		12,000	12,000
Maintenance supplies and materials for park facilities		5,000	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
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

Park Improvement Fund Budget: 2017

		2016	2017
Beer coolers at St. Ferdinand and Koch (to eliminate the annual Beer Cooler Lease payment) - \$1,800 per cooler		0	3,600
<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
<hr/>			
<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
<hr/>			
<u>Account 0950 - Professional Services</u>	Total	<u>249,690</u>	<u>240,240</u>
<u>01 Miscellaneous</u>	Sub	<u>14,000</u>	<u>14,050</u>
Tree Planting		7,500	7,500
Audit		2,000	2,050
Inclusion Coordinator		4,500	4,500
<u>02 Bank Fees</u>	Sub	<u>10,000</u>	<u>10,000</u>

Park Improvement Fund Budget: 2017

		<u>2016</u>	<u>2017</u>
<u>44 Centers</u>	Sub	21,290	19,290
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	0
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	2,400	2,400
Operational Safety Audit		900	900
Professional fees for pool operation		1,500	1,500
<u>56 Koch Pool</u>	Sub	2,400	2,400
Operational Safety Audit		900	900
Professional fees for pool operation		1,500	1,500
<u>47 Parks</u>	Sub	199,600	192,100
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
Repair Sunset Greenway Trail		7,500	0
St. Louis County Municipal Park Planning Grant: Reimbursed at 80% for the first \$8,000 (\$6,400 grant).		8,000	8,000
Account 0951 - Parking Lot, Driveway, and Walkway Repairs	Total	10,000	20,000
Miscellaneous concrete repairs on dangerous and hazardous areas		10,000	10,000
Removal of trip hazards and uneven/cracking sections of concrete on pool decks and walkways		0	10,000

Park Improvement Fund Budget: 2017

		<u>2016</u>	<u>2017</u>
<u>Account 0954 - Publicity</u>	Total	12,300	16,300
Parks and Recreation Department guides/brochures		9,000	13,000
Miscellaneous advertising media, tri-folds, posters, fliers, etc.		3,300	3,300
<u>Account 0955 - Debt Service</u>	Total	577,000	675,000
Principal and interest on the 2011 COPS Bond Issue			
<u>Account 0956 - Insurance</u>	Total	0	60,000
Workers Compensation Insurance		0	60,000
<u>Account 0961 - Capital Additions</u>	Total	510,350	1,213,600
<u>Florissant Civic Center Theater</u>	Sub	<u>2,850</u>	<u>0</u>
No items requested			0
<u>44 James J. Eagan Center</u>	Sub	<u>17,000</u>	<u>77,200</u>
Swimsuit dryer for the men's locker room			2,200
Automatic vacuum for Indoor Pool			5,500
Spectator bleachers for Ice Rink			8,000
Installation of surveillance camera in Swimming Pool area			3,500
Office renovations (replace carpeting and 1994 workstations) to improve customer service and provide safer working environment			22,000
Replace lower level flooring (includes meeting room, lobby, hallway and restroom tiles). Asbestos abatement required.			36,000
<u>44 John F. Kennedy Center</u>	Sub	<u>12,000</u>	<u>5,000</u>
Installation of surveillance camera in Gymnasium			5,000
<u>46 Bangert Pool</u>	Sub	<u>19,000</u>	<u>0</u>
No items requested			0
<u>56 Koch Park Aquatic Center</u>	Sub	<u>24,000</u>	<u>24,000</u>
Repair and replace four (4) skimmers in Main Activity Pool			24,000
<u>06 Golf Course Equipment</u>	Sub	<u>8,000</u>	<u>7,500</u>
Three (3) Jacobsen Eclipse 322 attachments - \$2,500 each			7,500
<u>06 Golf Course Improvements</u>	Sub	<u>15,500</u>	<u>5,000</u>
Various tee, bunker and fairway renovations			5,000

Park Improvement Fund Budget: 2017

	<u>2016</u>	<u>2017</u>
Account 0961 - Capital Additions (con't)		
<u>47 Parks Equipment</u>	Sub <u>157,000</u>	<u>152,600</u>
Replace 2000 (P-23) pickup truck, including accessories and radio installation		25,000
Replace 2006 (R-2) pickup truck, including accessories, radio installation and emergency equipment		27,000
New walk-behind aerator		3,400
Replace damaged 2002 rototiller with new rototiller		4,000
Replace 2011 mower (PT-31) with new 72" zero-turn mower (2,057 hours)		10,000
Replace 2010 mower (PT-28) with new 60" zero-turn mower (1,852 hours)		10,000
Replace 2006 mower (PT-35) with walk-behind mower (for steep inclines, etc)		7,000
Replace 2003 (PT-32) New Bobcat with with tracks, bucket with teeth, brush mower, less trade-in. (870 hours)		40,000
Field and brush mower/cutter		4,000
Infield groomer (Diamond Pro) for ballfields at St. Ferdinand Park		17,000
Replace unusable welder with new MIG welder		2,200
Heavy-duty/commercial debris vacuum		3,000
 <u>47 Park Improvements</u>	 Sub <u>255,000</u>	 <u>942,300</u>
Install drainage system on ballfield #3 at Koch Park		2,200
Install drainage system on sand volleyball courts at St. Ferdinand Park		7,700
Replace water fountain in St. Ferdinand Park Lake		10,000
Dredge and clean St. Ferdinand Park lake		300,000
Replace fencing and gates around Koch Field #1		35,000
Replace outfield fence on Koch Field #1		7,400
Replace fencing on Koch Park fields (2,3,4,5) along Charbonier Road		14,000
Replace ballfield backstops (Koch Park #5, Dunegant #3) - \$7,000 each		14,000
St. Louis County Municipal Park Grant - \$552,000: To construct Phase 1 of the Manion Park Master Plan. Project will include a new parking lot, walkways, horseshoe pits, and other small park amenities. Project funds are reimbursed by the Park Grant Commission up to \$525,000. Net expense \$27,000.		552,000

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

08 - STREET FUND

	Actual <u>2015</u>	Budget <u>2016</u>	Proposed <u>2017</u>	Adopted <u>2017</u>
<u>REVENUE</u>				
Revenue	0	0	1,500,000	1,500,000
Interest	0	0	0	<u>0</u>
Miscellaneous Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	0	0	1,500,000	1,500,000
			Less Total Budgeted Expenditure	<u>(1,700,000)</u>
				<u>(1,700,000)</u>
			Equal Revenue Over/(Under) Expenditure	(200,000)
			Plus Estimated Beginning Fund Balance	<u>200,000</u>
			Equal Estimated Ending Fund Balance	0

EXPENDITURES

0852-Street Contracts	0	0	1,700,000	1,700,000
Total	0	0	1,700,000	1,700,000

Street Fund Budget: 2017

		<u>2016</u>	<u>2017</u>
Account 0852 - Street Contracts	Total	0	1,700,000

Street replacement, repairs and maintenance.

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

04 - SEWER LATERAL FUND	Actual	Budget	Proposed	Adopted
<u>REVENUE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>
Revenue	508,652	500,000	500,000	500,000
Interest	6,041	5,000	5,000	<u>5,000</u>
Miscellaneous Revenue	<u>200</u>	<u>0</u>	<u>0</u>	0
Total Budgeted Revenue	514,893	505,000	505,000	505,000
Less Total Budgeted Expenditure			<u>(671,450)</u>	<u>(671,450)</u>
Equal Revenue Over/(Under) Expenditure			(166,450)	(166,450)
Plus Estimated Beginning Fund Balance			<u>1,886,232</u>	<u>1,886,232</u>
Equal Estimated Ending Fund Balance			1,719,782	1,719,782

EXPENDITURES

8021-Uniforms	900	900	900	900
8027-Gasoline	11,708	15,000	15,000	15,000
8030-Equipment Repair	12,195	14,000	14,000	14,000
8032-Office Supplies & Maint.	2,100	2,500	2,500	2,500
8033-Materials and Supplies	30,448	38,500	38,000	38,000
8042-Dues, Travel & Training	1,523	2,000	2,000	2,000
8050-Professional Service	560,132	577,783	574,050	574,050
8055-Insurance, Fire & Liability	20,000	25,000	25,000	25,000
8061-Capital Additions	<u>119,061</u>	<u>25,000</u>	<u>0</u>	<u>0</u>
Total	758,067	700,683	671,450	671,450

04 - SEWER LATERAL FUND CAPITAL ADDITIONS

Sewer Lateral Equipment

No items requested		<u>25,000</u>	<u>0</u>	<u>0</u>
Total		25,000	0	0

Sewer Lateral Fund Budget: 2017

	2016	2017	
Account 8021 - Uniforms	Total	900	900
Clothing allowance for all Full-time and Part-time employees	900	900	
Account 8027 - Gasoline	Total	15,000	15,000
Gasoline cross charges for SLIP equipment	15,000	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	38,000
Concrete pavement and sidewalk replacement	10,000	10,000	
Asphalt pavement replacement	10,000	10,000	
Various small tools & supplies ...	500	1,000	
Miscellaneous – top soil, grass seed, sod, lumber, sand, rock, small tools, forms, etc.	18,000	17,000	
Account 8042 - Dues, Travel, Training	Total	2,000	2,000
City Engineer: Dues: Association of State Flood Plain Managers (ASFPM) - \$110, American Society of Civil Engineers - \$225 ...	335	335	
Civil Engineer-1: Dues: APWA Local and International - \$169 ...	169	169	
Travel – Mileage for use of personal vehicle	1,496	1,496	
Account 8050 - Professional Services	Total	577,783	574,050
Audit	2,000	2,050	
Bank Fees	1,000	1,000	
Sewer Lateral Repairs by Contractor	100,000	100,000	
Video inspection fee reimbursement	32,000	32,000	
Tree Removal	10,000	10,000	
Computer Consultant/Maintenance/Upgrades/Supplies (CAD Programs)	5,000	5,000	
Administrative Cross Charge	427,783	424,000	

Sewer Lateral Fund Budget: 2017

		2016	2017
Account 8055 - Insurance	Total	25,000	25,000
General Liability, Workers Compensation, Property, etc.		25,000	25,000
Account 8061 - Capital Additions/Improvements	Total	25,000	0
Prior year capital additions		25,000	0

Acct. 04-5-80-50010 - Professional Services: Breakdown of Administrative Cross Charges
 Sewer Lateral Fund Administrative Cross Charge: December 1, 2016 to November 30, 2017

Position	Wage	Benefits	Total	Percent	Cross	
					Charge	Notes
Director of Public Works	104,957	47,231	152,187	3.13%	4,756	est. 1/4 hour per day
Administrative Assistant	42,494	19,122	61,617	6.25%	3,851	est. 1/2 hour per day
City Engineer	66,747	30,036	96,783	6.25%	6,049	est. 1/2 hour per day
Code Enforcement Off.	46,345	20,855	67,200	100.00%	67,200	assigned to program
Permit Inspection Clerk	40,435	18,196	58,631	100.00%	58,631	assigned to program
Permit Inspection Clerk	40,435	18,196	58,631	6.25%	3,664	est. 1/2 hour per day
Permit Inspection Clerk	40,435	18,196	58,631	6.25%	3,664	est. 1/2 hour per day
Multi-Inspector	57,949	26,077	84,026	6.25%	5,252	est. 1/2 hour per day
Street Superintendent	69,784	31,403	101,187	12.50%	12,648	est. 1 hour per day
Class "A" Foreman	57,658	25,946	83,604	12.50%	10,450	est. 1 hour per day
Equip. Maint. Supr.	56,514	25,431	81,945	6.25%	5,122	est. 1/2 hour per day
Equip. Maint. Mechanic	43,160	19,422	62,582	6.25%	3,911	est. 1/2 hour per day
Equip. Maint. Mechanic	41,454	18,654	60,109	6.25%	3,757	est. 1/2 hour per day
Class "A" Person	53,518	24,083	77,602	100.00%	77,602	assigned to program
Class "A" Person	53,518	24,083	77,602	2.50%	1,940	est. 1 hour per week
Class "A" Person	53,518	24,083	77,602	2.50%	1,940	est. 1 hour per week
Class "B" Person	49,650	22,342	71,992	100.00%	71,992	assigned to program
Class "B" Person	49,650	22,342	71,992	2.50%	1,800	est. 1 hour per week
Street Sweeper	48,672	21,902	70,574	2.50%	1,764	est. 1 hour per week
Class "C" Person	34,944	15,725	50,669	100.00%	50,669	assigned to program
Class "C" Person	37,107	16,698	53,805	2.50%	1,345	est. 1 hour per week
Class "C" Person	43,576	19,609	63,185	2.50%	1,580	est. 1 hour per week
Director of Finance	88,088	39,640	127,728	1.25%	1,597	est. 1/2 hour per week
Assistant Dir. of Finance	67,038	30,167	97,206	2.50%	2,430	est. 1 hour per week
Accounting Clerk	44,242	19,909	64,150	1.25%	802	est. 1/2 hour per week
Accounting Clerk	44,242	19,909	64,150	2.50%	1,604	est. 1 hour per week
Accounting Clerk	44,242	19,909	64,150	2.50%	1,604	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					423,999	

City of Florissant Operating Budget
December 1, 2016 through November 30, 2017

10 - PROPERTY REVITALIZATION	Actual	Budget	Proposed	Adopted
<u>REVENUE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>
Revenue	3,750	0	0	0
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	3,750	0	0	0
Less Total Budgeted Expenditure			<u>(30,000)</u>	<u>(30,000)</u>
Equal Revenue Over/(Under) Expenditure			<u>(30,000)</u>	<u>(30,000)</u>
Plus Estimated Beginning Fund Balance			<u>30,000</u>	<u>30,000</u>
Equal Estimated Ending Fund Balance			0	0
<u>EXPENDITURES</u>				
1050-Professional Service	<u>125,616</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
Total	125,616	30,000	30,000	30,000

Property Revitalization Fund Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 1050 - Professional Services	30,000	30,000
02 - Property Acquisition Program	Total 30,000	30,000

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, 2016 through November 30, 2017

14 - COURT BUILDING FUND	Actual	Budget	Proposed	Adopted
<u>REVENUE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>
Revenue	109,013	132,000	132,000	<u>132,000</u>
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	109,013	132,000	132,000	132,000
Less Total Budgeted Expenditure			<u>(132,000)</u>	<u>(132,000)</u>
Equal Revenue Over/(Under) Expenditure			0	0
Plus Estimated Beginning Fund Balance			<u>0</u>	<u>0</u>
Equal Estimated Ending Fund Balance			0	0
<u>EXPENDITURES</u>				
1420-Debt Service	0	252,000	132,000	132,000
1450-Professional Service	31,109	0	0	0
1461-Capital Additions	<u>1,135,940</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,167,049	252,000	132,000	132,000

Court Building Fund: 2017

		<u>2016</u>	<u>2017</u>
Account 1420 - Debt Service	Total	252,000	132,000

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 of the City of Florissant Municipal Court. Proceeds can be used for land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse.

\$1,170,000 was advanced from the General Fund to purchase the property at 4575 Washington Street for use as a municipal court building as authorized by Ord. #8119 adopted on February 23, 2015.

Article I. Section 105.070 - Estimates of future expenditures and personnel needs.

GENERAL FUND REVENUE								
	2018		2019		2020		2021	
Income	23,074,300		23,420,414		23,771,720		24,128,296	
Reserve	1,803,842		1,808,119		1,813,601		1,820,332	
Total	24,878,142		25,228,533		25,585,321		25,948,628	

GENERAL FUND EXPENDITURES												
	2018			2019			2020			2021		
	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	17	0	3,061,302	17	0	3,087,653	17	0	3,114,458	17	0	3,141,727
Municipal Court	6	0	657,140	6	0	667,633	6	0	678,323	6	0	689,214
Health	9	0	925,199	9	0	938,804	9	0	952,658	9	0	966,767
Senior Services	2	0	200,671	2	0	203,100	2	0	205,572	2	0	208,089
Recreation	22	0	4,130,960	22	0	4,185,332	22	0	4,240,713	22	0	4,297,123
Public Works	46	0	3,908,143	46	0	3,969,364	46	0	4,031,701	46	0	4,095,176
Police	112	0	11,173,637	112	0	11,348,808	112	0	11,527,187	112	0	11,708,833
Media	2	0	215,891	2	0	219,004	2	0	222,175	2	0	225,403
Information Tech.	2	0	383,112	2	0	385,703	2	0	388,337	2	0	391,015
Housing Center	<u>1</u>	<u>0</u>	<u>61,327</u>	<u>1</u>	<u>0</u>	<u>62,372</u>	<u>1</u>	<u>0</u>	<u>63,436</u>	<u>1</u>	<u>0</u>	<u>64,520</u>
Total	219	0	24,878,142	219	0	25,228,533	219	0	25,585,321	219	0	25,948,628

CAPITAL IMPROVEMENT FUND												
	2018			2019			2020			2021		
	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	4,841,842	0	450,000	4,846,684	0	450,000	4,846,684	0	450,000	4,846,684

PARK IMPROVEMENT FUND												
	2018			2019			2020			2021		
	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	4,064,049	17	400,000	4,091,409	17	400,000	4,119,228	17	400,000	4,147,513

STREET FUND												
	2018			2019			2020			2021		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income	1,500,000			1,500,000			1,500,000			1,500,000		
Street Contracts	0	0	1,500,000	0	0	1,500,000	0	0	1,500,000	0	0	1,500,000

SEWER LATERAL FUND												
	2018			2019			2020			2021		
	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