

**CITY OF ST. JOSEPH
MISSOURI**

**ADOPTED BUDGET
FISCAL YEAR 2015 – 2016**

FY2015-2016

ANNUAL OPERATING BUDGET

AND

PROGRAM OF SERVICES

CITY OF ST. JOSEPH, MISSOURI

CITY COUNCIL



**Front Row/Left to Right: Donna Jean Boyer, Joyce Starr, Mayor Bill Falkner, Barbara LaBass,
Back Row/Left to Right: Ken Beck, Kent O'Dell, Gary Roach, P J Kovac**

**J. Bruce Woody, P.E.
City Manager**

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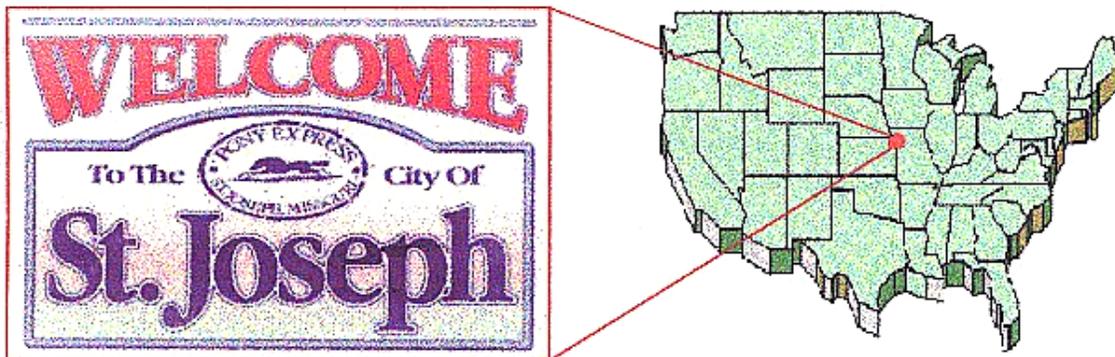
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CITY OF ST. JOSEPH

The City of St. Joseph was incorporated as a village in 1851, a second class city in 1885, a first class city in 1909, and as a constitutional city charter government in 1961. The current Charter became effective April 19, 1982, and provides that the municipal government shall be known as a “Council-Manager” Government. A City Manager is appointed by the City Council and serves for an indefinite period as the City’s chief administrative officer. The City Charter also provides for the appointment of a City Clerk by the City Council and the election of a Municipal Court Judge by the citizens. The City Charter was amended August 9, 1989, to provide for a District Council system consisting of nine members including a Mayor and three Council members nominated and elected at-large, and five Council members elected by district. Council members serve concurrent four-year terms and are elected on a non-partisan basis.



The City Charter provides for a Council-Manager form of government and the following Municipal Services:

- General Government
- Public Safety
- Public Works & Transportation
- Highways & Streets
- Planning & Zoning
- Culture & Recreation
- Sanitation, Health & Social Services
- Public Improvements

These municipal services are provided by the following departmental organizations as defined in the City Administrative Code as follows:

- City Council & Mayor
- City Clerk
- City Manager’s Office
- Administrative Services
- Fire
- Health
- Law
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Public Works & Transportation

ST. JOSEPH

YESTERDAY

The State of Missouri was organized in 1821 and Joseph Robidoux established the Blacksnake Hills trading post with the Indians in 1826. Robidoux's trading post soon became a fur trading empire stretching to the southern Rocky Mountains. The Platte Purchase joined his land to the State of Missouri in 1837. Ideally situated, Robidoux's trading post became the City of St. Joseph in 1843 and remained relatively small until the discovery of gold in California in 1848 that greatly altered and accelerated westward migration. St. Joseph became the headwater for the journey west as hundreds of thousands of settlers arrived by steamboat and hundreds of wagon trains lined the streets waiting to be ferried across the Missouri River. The covered wagons, oxen, and supplies purchased by the emigrants established the economic foundation of the City.

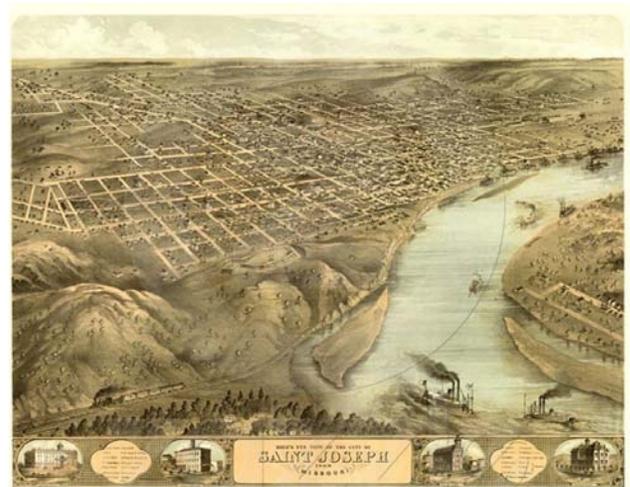
Additional growth commenced in 1859 when the railroad reached St. Joseph assuring its role as a supply and distribution point to the entire western half of the country. St. Joseph's proximity to the Missouri River and accessibility by way of river, rail, and land, was to be the impetus for phenomenal growth throughout the 19th century.

Political tensions leading up to the Civil War led to the establishment of the Pony Express in 1860, with St. Joseph becoming the eastern terminus. The war years were very difficult, with divided loyalties and violence, but after 1864 recovery was rapid.

Principal channels of distribution were established in the 1870's with St. Joseph becoming a leading wholesale center for the building of the West. The 1880's and 1890's were the Golden Age of prosperity, whose mansions and traditions remain a part of the City. In 1886 the Chicago Times reported that

"St. Joseph is a modern wonder – a city of 60,000 inhabitants, eleven railroads, 70 passenger trains each day, 170 factories, thirteen miles of the best paved streets, the largest stockyards west of Chicago, a wholesale trade as large as that of Kansas City and Omaha combined...". One count of the U.S. Census had the City's population in 1900 at 102,000.

Meatpacking had been active in St. Joseph from the early days. With the opening of the St. Joseph Stockyards in 1887 and the opening of several new packing houses from then through 1923, St. Joseph became an important meat packing center becoming one of the leading sources of revenue of the City and its surrounding agricultural area. As the City grew and industries were established, neighborhoods developed in close proximity to the factories, stockyards and railroads.



Postcard showing St. Joseph as it existed in 1861 when Fort Smith (the earthen redoubt on the top of the central hill in the picture) was built by the Union Army. It provided a perfect vantage point over the Missouri River, the better to protect troops and the City from Confederate invasion. The "fort" was in operation for only three years.

ST. JOSEPH

TODAY

The City of St. Joseph is the county seat of Buchanan County and the sixth largest city in Missouri with 77,185 residents as of the adjusted 2010 Census. St. Joseph is the central service provider for a seven county area of northwest Missouri and northeast Kansas with a combined population of over 163,400. The City's population represents 46.6% of that of the total service area.

St. Joseph MSA maintains an average civilian labor force of 67,405 with approximately 64,451 employed at January 1, 2015. The local economy has reflected the events of the last few months with the unemployment rate dropping from 6.2% as of January 1, 2014 to 4.4% as of January 1, 2015.

The City is less reliant today on the prominent industries operating during the late 1800's and early 1900's. The City's job base has become more diversified with the ten largest employers comprising ten different industries. The ten largest companies and organizations employ 20.2% of the total employed work force. The City's largest employer provides 5.7% of total jobs in the community.



After a 10 year effort, the site of Fort Smith was restored and opened as a City park in August 2013. The Fort has the original earthworks, 3 full-scale cannons, period flags and an ordinance shed. The picture shows one of the cannons overlooking the City's side of the hill.

St. Joseph possesses a number of assets that can assure the success of the community. St. Joseph is a unique community famous for its historical link to the Pony Express and Jesse James and for its many fine museums. These long-time assets, St. Joseph's riverboat casino, and related river front development, and the establishment of the County Tourism Bureau increase the importance of tourism as one of the City's major new growth industries.

St. Joseph is rich in urban resources including exquisite historic architecture; continuous 26-mile parkway system with picturesque landscapes, vast wooded areas, hike and bike trails, and family oriented parks. There is a new water park, the Remington Nature Center, a new community recreation & exercise center and a softball complex rated as one of the best in the nation.

St. Joseph's educational opportunities are many including a four-year state university, a two-year private community college, and a privately operated post-secondary vocational technical school. The City also has a well-regarded public school system and many fine private and parochial elementary, middle and high schools.

St. Joseph is large enough to sustain its economic base and support its diverse entertainment. St. Joseph's close proximity to the Kansas City metropolitan area and Kansas City International Airport, its relatively low cost of living, and its low crime rate make the City an attractive location for families and businesses.

MANAGEMENT TEAM AND ADVISORY BODIES

J. Bruce Woody
City Manager

Administrative Services

City Attorney

City Clerk

Fire Chief

Parks, Recreation & Civic Facilities - Interim

Planning & Community Development

Police Chief

Public Health

Public Works & Transportation - Interim

Gia Scruggs

Lisa Robertson

Paula Heyde

Michael Dalsing

Chuck Kempf

Clint Thompson

Chris Connally

Debra Bradley

Andrew Clements

ADVISORY BODIES

ABCD Regional Planning Commission

Administrative Violation Review Board

Advisory Commission on Aging

Aviation Board

Building Code - Board of Appeals

Citizen Crime Commission

Community Development Housing

Rehabilitation Examining and Appeals Board

Disability Services Appeals Board

Downtown Design Review Board

Electrical Standards Examining Board

Emergency Medical Service Board

Fire & Emergency Services Advisory Board

Fire Prevention Code Board of Appeals

Housing Authority

Human Rights & Community Relations

Industrial Development Authority

Landfill Clearance for Redevelopment Authority

Landmark Commission

Law Enforcement Center Commission

Library Board

Mechanical Standards Examining & Appeals

Museum Oversight Board

National Trails Committee

Operating Engineers Board

Parks & Recreation Board

Personnel Board

Planning Commission

Plumbers Examining & Appeals Board

Port Authority

Senior Citizens Foundation, Inc. Board

Social Welfare Board of Buchanan Co.

Special Business District Board

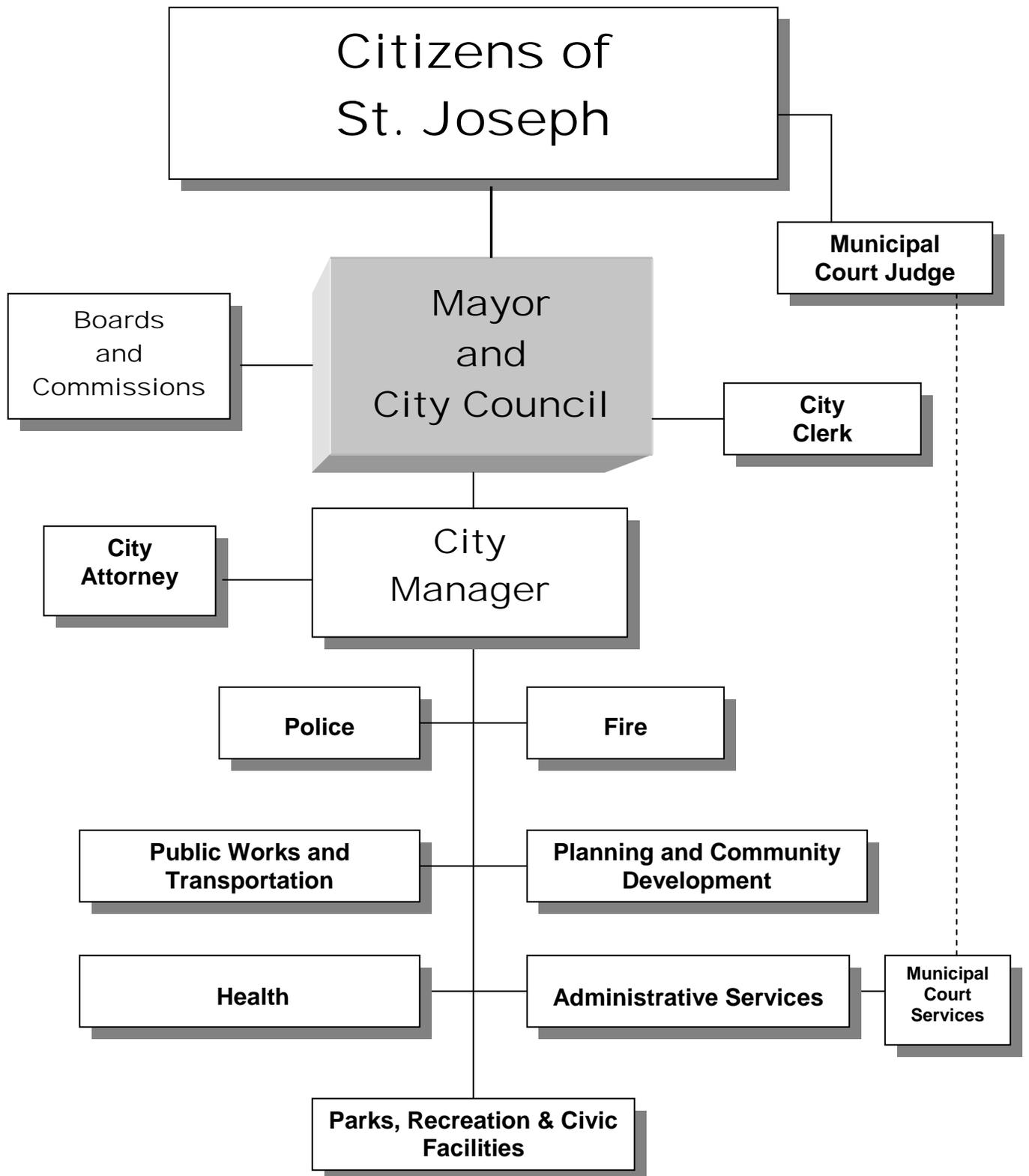
Tax Increment Financing Commission

Traffic Commission Board

Tree Board

Zoning Adjustment Board

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

The Annual Budget and Five Year Capital Plan communicate how the City intends to deliver governmental services to its residents. In order to present this information in a meaningful way, the budget document is organized into five main sections.

i. **INTRODUCTION**

Behind this tab are several sections designed to give the reader an introduction to the City of St. Joseph, instructions on how to use the budget document and the table of contents.

CITY MANAGER’S TRANSMITTAL LETTER & REVENUE DISCUSSION

This Budget introduction communicates information relevant to the budgeting process including an assessment of the fiscal environment under which the City operates. Since these factors impact the budget as adopted, you may wish to review it prior to examining the remaining sections.

CITY MISSION AND POLICIES

The City’s Mission Statement and Council Action Plan are reproduced in their entirety.

OVERVIEW

Use the Overview Section to obtain an overview of the budget process as well as summarized revenue and expenditure information for the City as a whole. Revenue, expenditure, fund balance and employment information is presented in a graphic format adding visual significance to related budget information.

ii. **OPERATING DEPARTMENTS BUDGET DETAILS**

Use the Operating Departments section to obtain revenue, expenditure and staffing information for each department. The divisions and/or programs within each department are detailed with both financial information and with statements on program missions, core services and public service work loads.

iii. **FUND SUMMARIES**

Use the Fund Summary section to obtain an explanation of Fund Budgeting as used by the City.

The section is designed to give the reader an overall view of each type of City fund and, within each fund, summary information on revenues, expenditures, and fund balance on a three year reporting basis.

Three major fund types are discussed in this section. They encompass the operating components of budget – General, Special Revenue, and Enterprise. The Capital Fund is covered in more detail in the following section.

iv. **SUPPLEMENTAL INFORMATION**

Use this section to find information on Debt Service, Demographics, and a Glossary.

v. **CAPITAL FUND and FIVE YEAR CIP PLAN**

The current year CIP program and the Five Year CIP Plan is found following the Capital Fund Tab

X 5-21-15

SPONSOR: COUNCILMEMBER

SPECIAL **ORDINANCE No.** 8938

AN ORDINANCE ADOPTING THE FISCAL YEAR 2015-2016 BUDGET FOR THE CITY OF ST. JOSEPH, MISSOURI, AS SET FORTH IN EXHIBITS "A" & "B."

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ST. JOSEPH, MISSOURI, AS FOLLOWS:

SECTION 1. That the City's budget for the Fiscal Year ending June 30, 2016, was duly prepared, filed with the City Clerk 60 days prior to the Fiscal Year beginning July 1, 2015, and was there available for the inspection by any member of the public.

SECTION 2. That proper notice was given and a public hearing was held on said budget not less than 10 days after the date of such notice.

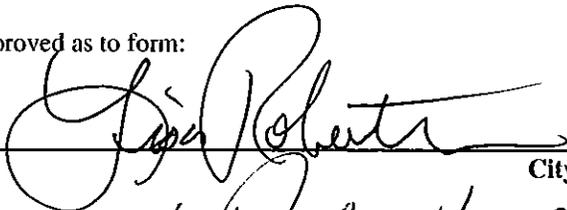
SECTION 3. That all parties desiring to participate and be heard at said Public Hearing having been heard until no more evidence was offered, and such hearing having been concluded, and the City Council of said City having made such changes in such budget as in its judgment is in the best interest of the taxpayers of the City of St. Joseph, Missouri, said budget with such changes is adopted, as aforesaid.

SECTION 4. That the budget of the City of St. Joseph, Missouri, on file in the office of the City Clerk and Administrative Services and marked Exhibit "A", for the Fiscal Year ending June 30, 2016, be, and the same is hereby in all respects, finally approved and adopted as so changed as marked Exhibit "B", and the same shall be, and is hereby filed with the City Clerk of said City.

SECTION 5. That the several amounts specified for the several purposes named in said budget be, and they are hereby, appropriated to and for such purposes.

SECTION 6. That this Ordinance shall be in full force and effect from and after date of passage.

Approved as to form:



City Attorney

Passed June 8, 2015

Attest:


City Clerk



Mayor

Date: May 18, 2015
Account Number: See Exhibits A & B
Type of Ordinance: Special
Amount: See Exhibits A & B

CITY CLERK
2015 MAY 21 AM 8:18

EXPLANATION TO COUNCIL BILL

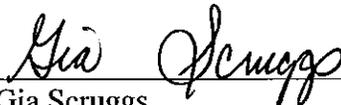
ORIGINATING DEPARTMENT: Administrative Services Department

PURPOSE: To adopt the budget for Fiscal Year ending June 30, 2016, for the City of St. Joseph, Missouri.

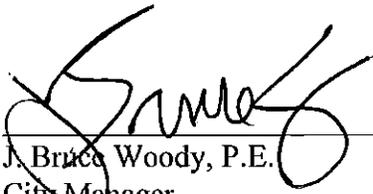
REMARKS: Changes to the City Manager's Proposed Annual Budget are identified in the attachments entitled "Made Part of Exhibit B – Proposed Budget for FY 2015/2016." The changes are proposed by the City Council and are incorporated into the 2015/2016 Adopted Annual Budget by ordinance.

Submitted By:

Reviewed By:



Gia Scruggs
Administrative Services Director



J. Bruce Woody, P.E.
City Manager

**CITY OF ST. JOSEPH, MISSOURI
ANNUAL REVENUE BUDGET
FISCAL YEAR 2015-2016**

Fund Type	ROUNDED TO NEAREST \$100			
	Proposed Annual Budget	A. Revenue Adjustments	B. Fund Balance Appropriation From/(To)	Adopted Annual Budget
General				
General Governmental	\$ 53,258,000	\$ 79,000	\$ 750,000	\$ 54,087,000
Special Revenue:				
Public Safety	\$ 6,314,000	-	(838,300)	5,475,700
Streets Maintenance	5,312,000	-	0	5,312,000
Parks Maintenance	1,363,000	(25,000)	55,000	1,393,000
CDBG	2,231,000	-	2,000	2,233,000
Special Allocation	10,355,000	-	(2,293,000)	8,062,000
Gaming Initiatives	1,010,000	-	34,000	1,044,000
Museum	545,000	-	(54,300)	490,700
Enterprise:				
Aviation	8,887,000	(20,000)	340,200	9,207,200
Public Parking	440,000	-	42,400	482,400
Water Protection	26,192,000	1,128,000	3,144,700	30,464,700
Municipal Golf	1,013,000	-	(74,000)	939,000
Mass Transit	11,967,000	-	(994,000)	10,973,000
Landfill	2,897,000	-	690,600	3,587,600
Capital Projects Fund	7,234,000	-	(698,000)	6,536,000
	<u>\$ 139,018,000</u>	<u>\$ 1,162,000</u>	<u>\$ 107,300</u>	<u>\$ 140,287,300</u>

Revenue adjustments since the proposed budget was published and subsequent to City Council budget work sessions are as follows:

Column A:

1. General Fund - Increase in PILOT transfer from the Water Protection Fund following results of the Sewer Rate Study.
2. Parks Maintenance - Rent from the Bartlett Center was included twice.
3. Aviation - FY15 operating subsidy from General Fund was not eliminated for the FY16 budget.
3. Water Protection - Increase in revenues following results of the Sewer Rate Study.

Column B: Represents the net increase from/(to) fund balance as a result of revenue and expenditure increases or decreases since the Proposed Budget was printed. (see Expenditures Schedule for expenditure impacts.)

2015 MAY 21 AM 8:18

CITY CLERK

2015 MAY 21 AM 8:19

**CITY OF ST. JOSEPH, MISSOURI
ANNUAL EXPENDITURE BUDGET
FISCAL YEAR 2015-2016**

PROPOSED & ADOPTED ROUNDED TO NEAREST \$100

Fund Type	Proposed Annual Budget	A.	B.	Adopted Annual Budget
		Council Actions During Budget Hearings	Post-Production Revisions to Proposed Budget	
General				
General Governmental	\$ 53,871,000	\$ 115,000	\$ 101,000	54,087,000
Special Revenue				
Public Safety	5,510,000	400	(34,700)	5,475,700
Streets Maintenance	5,312,000			5,312,000
Parks Maintenance	1,373,000		20,000	1,393,000
CDBG	2,231,000	2,000		2,233,000
Special Allocation	8,062,000			8,062,000
Riverboat Gaming Initiatives	964,000	80,000		1,044,000
Museum	493,000		(2,300)	490,700
Enterprise				
Aviation	9,206,000	1,200		9,207,200
Public Parking	482,000	400		482,400
Water Protection	30,380,000	5,700	79,000	30,464,700
Municipal Golf	939,000			939,000
Mass Transit	10,967,000		6,000	10,973,000
Landfill	3,584,000	3,600		3,587,600
Capital Project Fund	6,536,000			6,536,000
	<u>\$ 139,910,000</u>	<u>\$ 208,300</u>	<u>\$ 169,000</u>	<u>\$ 140,287,300</u>

Column A:

Gaming Initiatives - Contributions to the Innovation Stockyard (\$25,000), Allied Arts Council (\$30,000), Camp Geiger (\$15,000) and the H.E.A.L.T.H. organization (\$10,000) were approved.

All Other Funds - the cost to each fund for reinstating the City match of \$15 per pay period to the 457 retirement plan of participating employees.

Column B: (Amounts in the column above rounded to nearest \$100.)

General Fund - PT hours increased in the City Clerk's office, net cost after decrease in the M&R Equipment account, \$577. Professional Services account decreased \$2,000 in the Mayor & City Council budget. Recognition of the \$50,000 budgeted for restroom repairs at the Senior Citizens Center. Softball Temp/PT Wages account increased to recognize the Pony Express Baseball League contract, \$9,290. A vacant position eliminated in error reinstated in the Parks Maintenance Personnel program, \$43,163.

Water Protection - Following completion of the Sewer Rate Study, recalculated amount of projected PILOT transfer to General Fund, \$78,986.

Public Safety Fund - Police - Dropped budget amount for replacement of the Event Logger Recorder, \$70,000. Recognized the expense for the training, hardware and software updates in the Detective division's forensic team (FRED), \$35,283. Net change to the fund a decrease of \$34,717.

Parks Maintenance Fund - Recognize the budget for improvements to two statues and for sidewalks & landscaping at the Pony Express statue, \$20,000.

Transit Fund - Recognize the budget to replace the division's coin-counting machine, \$6,000.

Museum Fund - Administrative transfer to General Fund not updated on the Museum Fund side for the latest cost study, decreased by \$2,349.

**CITY OF ST. JOSEPH, MISSOURI
FUND BALANCE
FISCAL YEAR 2015-2016**

ROUNDED

Fund Type	Beginning Fund Balance:	Amt Sent To/ (Taken From)	Adjustment for	Ending Fund Balance:
	Proposed Annual Budget	FY2015 Fund Balance	Annual Designated Purposes*	Adopted Annual Budget
				Unrestricted Fund Balance
General				
General Governmental	\$ 14,288,000	(750,000)	\$ (3,432,000)	\$ 10,106,000
			Restricted for Designated Purposes	Restricted Fund Balance
Special Revenue:				
Public Safety	2,497,000	838,000	(309,000)	3,026,000
Streets Maintenance	66,000	-		66,000
Parks Maintenance**	39,000	(55,000)		(16,000)
Special Allocation	5,602,000	2,293,000		7,895,000
Gaming Funded Initiatives	228,000	(34,000)		194,000
Museum (Operating)	59,000	54,000		113,000
Museum (CIP)	93,000	-		93,000
Enterprise (Operating Fund Balance):				
Aviation*	236,000	(70,000)		166,000
Public Parking	56,000	42,000	(1,015)	96,985
Water Protection	11,476,000	1,614,000		13,090,000
Municipal Golf	55,000	(10,000)		45,000
Mass Transit (includes CIP Prog)	16,970,000	993,595	(980,000)	16,983,595
Landfill (includes CIP Program)	6,721,000	(690,000)	(5,695,000)	336,000
Enterprise (CIP Fund Balance):				
Aviation	270,000	(270,000)		0
Water Protection***	10,312,000	(4,761,805)		5,550,195
Municipal Golf	3,000	9,000		12,000
Capital Project Fund	10,580,000	697,000		11,277,000
	<u>\$ 79,551,000</u>	<u>\$ (100,210)</u>	<u>\$ (10,417,015)</u>	<u>\$ 69,033,775</u>

Note: The General Governmental Fund is the only fund with unrestricted fund balance. The Special Revenue, Enterprise and Capital Project funds are all restricted. However, within all of the funds there are designated and undesignated fund balances.

Most of the operating funds have designated reserves. The General Fund has Computer Reserve, Riverfront Economic Development, Street Enhancement Use Tax, and Emergency Reserve accounts. The Public Safety Fund has a reserve for future fire apparatus. The Transit Fund has a Bus Replacement Reserve. The Landfill Fund has a Closure/Postclosure Reserve. Starting with FY2009, all funds with City employees began to accumulate reserves to meet the cost of a 27th payroll period in fiscal year 2016. In FY2017 that 27th payroll reserve will start over to meet its next occurrence.

* Designated Fund Balances are provided in more detail on Page 2-3 in the Budget Summary Section of the Budget Document.

**Revenue is \$55,000 less than budget. However, there is an anticipated 5% savings target in which case there will be no deficit. If there is less than 4.8% savings (the amount of the deficit), the General Fund will transfer sufficient funds to make up the difference.

***Projects not covered by SRF or other sewer revenue bonds are paid for out of operating funds.

2015 MAY 21 AM 8:19

CITY CLERK

CITY MANAGER'S BUDGET TRANSMITTAL

April 30, 2015

Mayor Bill Falkner and Members of the City Council
City of St. Joseph
1100 Frederick Avenue
St. Joseph, Missouri 64501

Dear Mayor Falkner and City Council:

I am pleased to present to you the fiscal year 2016 (FY16) Proposed Annual Budget.

The theme of this year's budget is "Back to Basics". The emphasis is on basic services, maintenance of existing infrastructure, and supporting the fiscal health of the organization. There are fewer capital improvement projects this year and more maintenance related projects to improve and maintain the infrastructure and services that we already provide. The City Council's annual budget is the single most important document in communicating the policy priorities of the governing body. And this year's budget continues to reflect the City Council's responsiveness to priorities identified in the 2014 St. Joseph Community Survey. Specifically, it includes appropriations that increase our level of street maintenance and increases the size of our police force by another six officers and a sergeant. Both were needs identified as priorities in the community survey. In response, the City Council proposed plans to increase services and this budget reflects actions they are able to undertake thanks to voter approval of additional revenue to contract for more street repair and to increase our police presence. The Public Safety Tax, approved by voters in 2012, allows for the next phase of increased staffing in the police department in FY16. A Use Tax approved by voters in April 2015 is dedicated by the City Council exclusively for street maintenance after a minor amount is retained to preserve the General Fund from loss of revenue to out-of-state vehicle & equipment purchases.

But, the concurrent challenge is to do this work while also addressing the responsibility to provide efficient and fiscally responsible public services. An annual budget must achieve a fine balance between the vast numbers of tasks to be accomplished and the limited amount of resources necessary to accomplish those tasks. Then once adopted, a budget also provides accountability for the use of those limited public resources.

This proposed budget and accompanying budget message is presented to you in accordance with Article VI, Section 6.3, of the City Charter. It is complete, except for any changes made by the City Council during the May budget work sessions and corrections, if any, to proposed revenues and expenditures that may be necessary through the date of budget adoption on June 8, 2015.

OPERATING BUDGET OVERVIEW – FY2016

Fiscal years 2014 and 2015 had unusually high capital budgets, primarily in response to regulatory and environmental compliance mandates by the federal (EPA) and state (MDNR) governments on our wastewater utility. While those issues constituted a significant portion of the capital budgets for the last

CITY MANAGER'S BUDGET TRANSMITTAL

two years, they are significantly reduced this year. Operating expenses for the wastewater utility, however, continue to rise as a response to those mandates. Fiscal year 2016 will see the addition of six more personnel at the water protection plant in order to meet the need for staffing related to the regulatory support required for the municipal separate storm sewer system permit activities and for the proper management and oversight of the new treatment processes at the facility.

City-wide operating expenses have also risen, in response to passage of the Public Safety Tax on August 6, 2013, which allowed for the additional of six police officers to the force in FY2015 and for seven more officers in the upcoming year. The combined effect for the overall budget is an 11.6% reduction from last year.

The proposed budget for FY2016 totals \$139,910,000 and compares to the adopted annual budget for FY2015, as follows:

Expenditure Component	Proposed Expenditure FY2016	Adopted Expenditure FY2015	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$114,366,000	\$106,004,000	\$7,518,000	7.9%
Capital Improvements	25,574,000	52,318,000	(\$26,744,000)	(51.1%)
Total	\$139,910,000	\$158,322,000	(\$48,176,000)	(11.6%)

Operating Revenues

The operating revenue component of the City's FY2016 Proposed Annual Budget, net of Capital Project receipts, transfers, bonds, Special Allocation Fund revenues and capital grants, are projected to increase by 3.3%, or \$324,000. This does not, as yet, include the revenues from rate increases in the Water Protection Fund. When the current rate study is complete, the proposed revenue increase will be made part of the budget. Sales tax revenues continue to improve, leading to an increase in current year projections and a four percent (4%) increase in FY2016 receipts. The largest contribution to the increase is the influx of revenues from the second full year of the Public Safety Sales Tax, projected to generate \$6.31 million next year. Passage of the Use Tax initiative will begin to generate revenues starting July 1, 2015. However, with no experience in this unpredictable revenue source, a conservative projection of \$290,000 has been included to go towards Street Enhancement projects. If/when additional revenues are received the budget will be amended to reflect them. Property tax revenues are expected to remain basically flat compared to the current year's receipts, as are franchise taxes and most other major sources of revenue.

Operating Expenditures

The net operating expenditure component of the City's FY2016 Proposed Annual Budget (excluding Special Allocation Funds, CIP programs, cell phone expenditures) increased by 8.5% or \$8.046 million above that adopted by the City Council for FY2015.

Some of the changes resulted from operational mandates or elements beyond City control. One of these was the advent of a 27th payroll in the upcoming fiscal year, estimated to cost \$1,764,000. This occurs every eleven to twelve years. However, the City has been designating a portion of revenue from each fund every year since FY2005, building a reserve in order to absorb this cost without major impacts to

CITY MANAGER'S BUDGET TRANSMITTAL

operating fund balances. Beginning in FY17 we will again begin setting aside reserves for the next occurrence of a 27th payroll in FY2028.

Another increase affecting departments city-wide is my recommendation for a proposed 1.5% cost of living increase for all employees. In 2012 a compensation and classification study was conducted and a revised wage scale was enacted. We eliminated the step matrix plan that contained 4-5% steps in favor of an open plan that allowed for yearly Cost of Living Adjustments (COLAs) based on the Consumer Price Index (CPI) to keep current with the market. The total impact to wages and benefits in FY16 is projected at \$650,000.

A final proposal which would affect departments city-wide (but not yet built into the Proposed Budget as submitted) is my recommendation to re-institute a \$15 per pay period City matching program for contributions of \$15 or more made by an employee into their own 457 retirement plans. At \$15 per pay period it is a relatively low-cost way of encouraging employees to save for retirement beyond the City-provided retirement plans. (Currently only 50% of employees contribute toward a 457 retirement plan.) Taking into account the current participation rate and that next year contains 27 payrolls instead of the normal 26, the total cost will come to \$128,385.

The major changes to the operating budget as presented are more easily discussed by department and are detailed in the table starting on the following page.

CITY MANAGER'S BUDGET TRANSMITTAL

Changes in Operating Expenditures – By Department	Increase (Decrease)	Affected Fund(s)
Public Works Total Increase – 11.4%	\$4,995,000	
Combined increase of the 1.5% COLA and 27 th payroll.	\$588,000	All PW funds
Wages & benefits, training costs for six (6) additional Water Protection personnel.	\$307,000	WP
Increasing costs of M&R, chemicals, utilities, minor equipment, and professional services.	\$176,000	WP
Major equipment replacements at the WP plant, Laboratory and Sewer Maintenance	\$508,000	WP
Increased costs of meeting the various CMOM requirements	\$72,000	WP
Bridge culvert repairs at two locations	\$220,000	WP
Debt Services on additional bonds in order to meet MDNR/EPA mandated project timelines	\$2,785,000	WP
Parking enforcement vehicle and ticket monitoring system replacements	\$43,000	Parking
City portion of cost to update parking garage at 9 th & Felix	\$100,000	Parking
Increases to transit management contract and to wages & benefits per the transit employee union contract	\$57,000	Transit
Replacements for necessary equipment (coin counting machine, mobile data computers, fuel dispensing system, etc)	\$139,000	Transit
Fire Department Total Increase – 8.8%	\$1,180,000	
Combined increase of the 1.5% COLA and 27 th payroll.	\$602,000	General
Replacement aerial squirt truck, \$686,000 (increase net of Public Safety Tax equipment purchases in FY15)	\$578,000	Public Safety (PS)
Police Department Total Increase – 6.4%	\$1,078,000	
Wage & benefits, training costs for six (6) additional police officers and one (1) additional sergeant.	\$420,000	PS
Combined increase of the 1.5% COLA and 27 th payroll.	\$647,000	General & PS
City contribution to Children's Advocacy Center towards a full time Forensic Interviewer to handle cases involving a child, \$16,000 (increase net of decreases in other budgeted items).	\$11,000	General
Parks & Recreation Department Total Increase – 6.6%	\$485,000	
Combined increase of the 1.5% COLA and 27 th payroll.	\$185,000	General & Golf
Improvements at city pools (Aquatic Park pump roofing, \$10,000; ADA lifts & chairs for Krug, \$15,000)	\$25,000	General
Senior Center bathroom rehabilitations for leaking fixtures & mold problems.	\$50,000	General
Increase in Parks Maintenance utilities and accounts for M&R of buildings, equipment and vehicles	\$36,000	Parks Mnt
Parks Maintenance rolling stock increase	\$154,000	Parks Mnt
Golf Simulator program (simulator, personnel, advertising), estimated revenue over expenses \$41,000.	\$35,000	Golf

CITY MANAGER'S BUDGET TRANSMITTAL

Changes in Operating Expenditures – By Department	Increase (Decrease)	Affected Fund(s)
Administrative Services Department Total Increase – 4.8%	\$181,000	
Combined increase of the 1.5% COLA and 27 th payroll, \$114,000 (increase is net of savings from vacancies filled at lower salaries)	\$93,000	General & WP
Monies for repainting ornate ceiling in Mayor's office, repairing & repainting 3 rd floor ceiling	\$10,000	General
Upgrading budgeted PT utility billing position to FT.	\$31,000	WP
MAWC Shut-off & reconnect fees, estimated after one year actual experience	\$14,000	WP
Increased credit card transaction fees due to increasing use, higher maintenance contracts for utility billing software, collection agency fees and lockbox services; increased cost for postage.	\$37,000	WP
Health Department Total Increase – 1.3%	\$51,000	
Combined increase of the 1.5% COLA and 27 th payroll, \$127,000 (increase is net of savings from elimination of one position and additional of a PT Custodian as well as vacancies filled at lower salaries)		General
Planning & Community Department Total Increase – 1.2%	\$48,000	
Combined increase of the 1.5% COLA and 27 th payroll, \$95,000 (increase is net of savings elsewhere in the budget)		General & CDBG
General Government Departments Total Increase – 1.8%	\$28,000	
Combined increase of the 1.5% COLA and 27 th payroll for the departments of Mayor & Council, Legal, City Manager and City Clerk amounts to \$55,000. However, budgeting for only one possible election in the City Clerk's office reduced total expenditures for the group by \$16,000. Various other budget reductions resulted in the net \$28,000 increase.		General
Net Increase to Operating Budget	<u>\$8,046,000</u>	

Except for the Public Safety Fund and Water Protection Fund, personnel changes and the resulting impacts on staff costs were minimal and are detailed chart on the following page.

CITY MANAGER'S BUDGET TRANSMITTAL

			Budget Impact	FTE
			Salary + Benefits	Chng
General Fund:				
Nature Center	PT Educator to help in designing & holding programs; 21 hrs/wk year-round.		\$ 17,282	0.53
Nature Center	Additional hours for programming & landscape maintenance - for PT front desk clerk, from 25 hrs/wk to 32 hrs/wk making position eligible for FT benefits		14,092	0.17
Police Communications	PT Communications Operators (2). Retired operators will come in as needed for those times vacancies currently result in OT. OT budget was reduced.		\$ 33,953	0.50
Police Comm	Communications Overtime		\$ (35,328)	
Health Admin	PT Custodian 25 hrs/wk. Currently have one Bldg Mnt Tech to clean & maintain interior & exterior of Patee Hall		\$ 16,392	0.63
Health Admin	Elimination of Emergency Response Planner position budget		\$ (66,809)	(1.0)
Net change to General Fund:			\$ (20,418)	0.825
Public Safety Fund - Police	Police Officer		\$ 347,100	6.0
	Sergeant		\$ 72,836	1.0
Net change to Public Safety Fund:			\$ 419,936	7.0
Water Protection Fund				
Utility Billing	Convert PT Utility Billing position to FT		\$ 31,365	0.375
WW Plant	Process Manager		\$ 66,682	1.0
WW Plant	Asst. Environmental Supervisor		\$ 57,588	1.0
WW Plant	Pump Station Collection Tech		\$ 88,288	2.0
Swr Mnt	Utility Locator		\$ 50,439	1.0
Swr Mnt	Utility Locator Technician		\$ 43,604	1.0
Net change to Water Protection Fund:			\$ 337,966	6.375

Operating Fund Balance

All funds are monitored for performance and maintenance of minimum levels of savings. The last several years, the declining fund balance of four of the enterprise funds have become a particular concern. The table below shows the ending, unassigned, operating fund balances for the Aviation, Parking, Landfill and Golf funds. Unassigned fund balances are those monies available for use and not "assigned" or "designated" for specific purposes. Each of these funds had separate designated monies being set aside to meet the 27th payroll period in FY2016. Those monies were released to operating fund balances to offset that payroll's impact. The Landfill fund has designated monies set aside for closure/post-closure activities. The Transit fund designates funds for future grant matches for bus replacements.

CITY MANAGER'S BUDGET TRANSMITTAL

The dollar amounts have been rounded to the nearest \$100.

Fund	FY2011	FY2012	FY2013	FY2014	FY2015 Projected	FY2016 Projected
Aviation	\$ 296,500	(\$ 1,000)	(\$ 9,300)	\$ 200,800	\$ 180,400	\$ 187,200
Parking	\$ 217,400	\$ 145,400	\$ 112,200	\$ 100,000	\$ 46,400	\$ 15,200
Landfill	\$ 4,920,000	\$ 4,601,500	\$ 3,393,000	\$ 2,703,400	\$ 1,251,600	\$ 341,000
Golf	\$ 4,200	\$ 7,600	\$ (5,800)	\$ 42,300	\$ 45,200	\$ 119,400

Aviation: The MoANG discontinued its Airport Joint Use Agreement (AJUA) payments in FY2012 resulting in a loss of revenue to the Aviation Fund of over \$155,000 per year. A reevaluation of that agreement with the National Guard Bureau (NGB) led to an agreement in principle for approximately \$48,000 per year. However, due to the significant reduction in revenue, transfers from the General Fund and other funds were budgeted in FY2014 and FY2015 keeping the fund out of a deficit position. In FY2016, a total of \$143,000 from a combination of transferred General, Gaming and Water Protection funds and the release of the \$11,000 saved up for the 27th payroll has given the Aviation Fund a projected positive fund balance. It is a goal to operate the Aviation division as an enterprise fund, however it occasionally needs support from the General fund. With the current decrease in revenue from the AJUA, and the pending future year reduction of revenue from the Sewer fund after the land application program is nearly eliminated, I anticipate the need for regular subsidies in the near future.

Parking: A series of policy decisions in the last few years continue to leave this fund realizing annual operational deficits. City Council chose not to enact the recommendations of the Citizens' Downtown Parking Committee to re-install parking meters in order to raise revenues to meet the costs of maintaining and operating the downtown parking lots and garages. The hope that a Downtown CID tax would direct a portion of its revenues to downtown parking needs was also unmet. Lastly, the 2013 CIP citizens' committee decided not to include parking garage improvements as a part of the new six-year program. While the latter didn't directly impact operational funds, the need to use increasing amounts of money in maintenance and repair accounts to provide even a minimal amount of upkeep to the lots and garages does impact fund balance. The fund is going into FY2016 with a balanced budget since capital expenses for the replacement of a parking enforcement scooter and for replacement of the outdated ticket monitoring system are being budgeted in the Gaming program; and, the \$100,000 for improvements at the 9th & Felix garage are being transferred from Cell Phone. However, the steady erosion of fund balance is a concern.

Landfill: The landfill saw a rise in its revenues several years ago when Deffenbaugh, its largest customer, decided to bring all of the company's locally collected trash to the City facility rather than take it to their transfer facility in Wathena, Kansas where they would load it into trailers for transport to their own facility in Johnson County, Kansas. They did this for a period of time when fuel costs were excessively high. When fuel costs later declined, that revenue windfall started to decline as Deffenbaugh returned to using their transfer facility for most of their collected refuse. Since FY08 revenue has been on the decline as tonnage has been on the decline. Meanwhile, the landfill division has taken on additional duties supporting the Property Maintenance division as well as alley maintenance work. Tipping fees at the St. Joseph landfill have been the lowest in the state, despite the many services that they provide. Despite the revenue increase resulting from raising tipping fees (i.e. the price paid per ton to deposit waste at the landfill) two years ago, overall revenues have still declined because tonnage at the Landfill has continued to decline. Further declines will affect this fund's ability to fully support property maintenance activities and alley maintenance work.

CITY MANAGER'S BUDGET TRANSMITTAL

Municipal Golf Course: Over the last few years, the golf course has transitioned from hiring a golf pro, who provided lessons and owned and operated the pro-shop, to contracting with a part time person to provide lessons and operating the pro-shop using city staff. While those budgeted expenses and revenues have balanced, unpredictable weather plays a part in the overall actual performance of the fund. Golf course personnel continue to look for ways to maintain and improve revenue streams. One of the initiatives for next year is to install a Golf Simulator. This will allow for play during the fall, winter and early spring days when weather precludes outdoor course play. Plans are to provide for winter leagues, open course play, and open range times. Groups can also rent simulator time in the banquet room for special events and parties. Taking into account this new revenue, as well as the monies set aside for the 27th payroll, the Golf fund is anticipating improving fund balances.

Capital Budget Overview – FY2016

Capital improvement expenditures are anticipated to decrease from the FY2014 and FY2015 highs of \$107,937,000 and \$52,318,000 respectively to \$25,573,000, a decrease of over 50%. The capital programs in the Aviation, Transit and Golf funds all have budgeted increases. Landfill and the Capital Projects funds have decreases. The decrease with the biggest impact comes from the timing of MDNR and EPA-mandated water quality projects in the Water Protection fund. FY2016 projects, budgeted at \$4,762,000, are not at the level of those undertaken last year which totaled over \$33,141,000. City staff has been strategically scheduling the projects to coordinate with the annual State Revolving Fund program to maximize interest rate savings using the \$105 million sewer bond authority granted by voters in April 2011 and the new \$190 million in authority approved by voters in August 2014. The subsidized interest rate of SRF bonds are 2-3% lower than conventional bonds, which saves the rate payers millions of dollars in interest expense for construction of federal and state mandated projects for the wastewater utility.

The Capital Projects fund reflects the third year of the approved projects with a decrease of \$9,755,000 from the FY2015 mid-year amended total of \$16,291,000 to \$6,536,500 in FY2016. (Funding for several streets projects originally scheduled for FY2016 was moved ahead to FY2015.) Details of the City's projected capital projects' spending for FY2016 can be found in the City Capital Projects section of the budget document.

Discretionary Expenditures

Being a service organization, a significant fraction of overall costs are salary and benefits. Additionally, much of our revenue is restricted or allocated to specific uses, leaving little discretionary funding. Most of the City's discretionary expenditures are those made from the Gaming Fund and the Cell Phone receipts (cell phone franchise revenue) which total only 2.4% of the overall FY16 budget. The remaining source of discretionary funding is the General fund. Appropriating those funds for alternative uses requires careful policy discussions about what existing services would have to be reduced or eliminated to offset the cost of any new priority.

For many departments, reductions in capital expenses have been the means by which budgets are balanced as the cost of utilities, fuel, payroll, and other expenses rise. The City has continued to look to the discretionary funds of Gaming or Cell Phone for many of those purchases.

CITY MANAGER'S BUDGET TRANSMITTAL

This year, I am recommending \$110,000 in Cell Phone funds for major purchases of replacement equipment for the Parks Maintenance division as well as \$20,000 for improvements at the Pioneer Woman and Pony Express statues. Similarly, I am recommending \$311,900 in Cell Phone funds for the purchase of capital equipment for the Street Maintenance division and \$220,000 for various building repairs/renovations and for major culvert repairs at the SW Parkway Bridge and at 3600 Pickett. Combined, they total \$661,900 which is an increase from the \$355,000 that was appropriated for these purposes in FY15.

Proposed Cell Phone Uses:

For use by City Council:	\$200,000	\$150,000 in Economic Development Match Funds \$50,000 2 nd year of 3 year contribution to MSWU/Chief's camp improvements.
For the Health Department	\$131,600	Replacement vehicles (2) and roof replacement and repair for Patee Hall.
For Administrative Services	\$20,000	Renovations to 1 st floor Customer Service area to open a second door for customer convenience & upgraded security measures to both the office and to City Hall.
Transfer to Parking Fund	\$100,000	City portion of cost of renovating the garage at 9 th & Felix.
Transfer to Golf Fund	\$100,000	Golf CIP program for cart path repairs
Transfer to Streets Maintenance Fund	\$531,900	Streets Rolling Stock & capital improvements
Transfer to Parks Maintenance Fund	\$130,000	Parks Maintenance Rolling Stock & statue improvements
Transfer to Capital Projects Fund	\$350,000	City contribution to remaining projects at the NE Community Park
TOTAL:	\$1,563,500	

Gaming revenues have begun a slight increase from the downturn that occurred three years ago when flooding closed the casino for three months of the fiscal year. Given the uncertain nature of this revenue source, the wisdom of past Councils' decisions to not use this revenue source for on-going personnel costs have been reinforced. The City has relied, however, on this source for several recurring contractual agreements with outside agencies and for a few one-time, minor capital acquisitions for various City departments. Details of the proposed budget for Gaming start on the following page.

CITY MANAGER'S BUDGET TRANSMITTAL

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$25,000 \$8,560 \$500 \$185,000 \$15,000 \$20,000 \$26,000 \$50,000 \$13,000 \$80,000 \$100,000 \$20,000 \$1,600 \$50,000 \$150,000	MO-KAN Contribution State Legislative Lobbyist (Mark Rhoads) Great Northwest Day at the Capital, City's sponsorship Chamber Economic Development Contract Chamber Regional Marketing Program Community Alliance Membership Downtown Partnership Contract Festival Funding City 4th of July fireworks display Property Mnt clean-up, abatement, dangerous bldg issues Historic preservation grants outside of HUD-eligible areas Save Our Heritage Neighborhood Grants MDOT Lease Public Education Spots & Cablevision Contract (Pub Info) Legal Services - Outside Specialized Counsel (Legal)
Equipment/Improvements	\$9,300 \$25,000 \$10,000 \$18,000 \$9,000	Upgrade all city credit card terminals to accept EMV payments Replace (1) 1999 parking enforcement vehicle w/mini-vehicle Retrofit REC Center to allow 24-hr access to Fitness Center Replace current outdated parking ticket monitoring system Monument signage for the Dog Park and Eagles Field
TRANSFER TO GENERAL FUND		
Nature Center:	\$50,000	Special Programming
NonDepartmental:	\$10,000	Contribution toward in-kind services supplied to spl events
TRNSFR TO SPCL ALLCTN FND	\$6,000	As needed - to cover City expenses until TIF revenues begin
TRANSFER TO AVIATION FUND	\$60,000	Operating subsidy in support of Air Guard presence
	\$15,000	Deposit towards 2016 Airshow
TRANSFER TO PARKING FUND	\$6,500	Reimbursement for lost revenue/waived fees at Civic Center
	\$963,460	

Fiscal Year 2016 Opportunities and Challenges

FY15 saw the greatest single increase in street maintenance investment in St. Joseph since the 1980's with expenditures of nearly \$3.5 million in contracted maintenance. FY16 will continue that effort this year with the assistance of the Use Tax, dedicated to street maintenance work. Meanwhile, the ½ cent Capital Improvements Program Sales Tax that voters approved in 2012 which focused \$18 million of the 6-year program towards increased street maintenance and repair, will continue to fund further improvements until it concludes in 2019. While these are welcome and needed improvements, it doesn't yet achieve the goal of spending \$6.5 million per year to pave 35 miles of streets annually. 35 miles per year is the recommended rate of major maintenance to provide overlays to arterial streets every 8 years, to collector streets every 10 years and residential streets every 15 years for our total of 418 miles of streets. But, the new revenue will make noticeable improvements to the level of service we were previously providing.

During the summer of 2014, and possibly again in 2015, our aquatic program has suffered from a lack of lifeguards. The trend of lower attendance at public pools and reduced interest by youth to obtain lifeguard training, has made it a challenge to find seasonal employees and to fund needed major rehabilitation of our older pools. During the 2015 swimming season I plan to host a series of public information and feedback meetings on the topic of pools. I hope to share details of pool attendance, revenues, expenses and cost of

CITY MANAGER'S BUDGET TRANSMITTAL

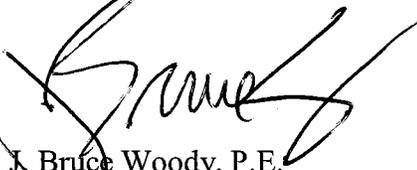
operation with the public and to seek their input to help prioritize what services and locations are most important, and therefore where best to make investments in the overall program.

When making budget decisions for FY16, I purposely left a fund balance of approximately \$570,000 in the Cell Phone program for the express purpose of providing monies for Council to use for an initial response to the information and feedback you get from the public.

The sections immediately following this budget transmittal give you a detailed discussion on revenue trends, expenditure summaries, ending fund balance estimates and an overall budget summary.

If you would like any additional information about the budget or city operations in advance of the budget work sessions beginning May 5th, please contact me.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Bruce Woody", written over a circular stamp or seal.

J. Bruce Woody, P.E.
City Manager

REVENUE DISCUSSION

The City of St. Joseph, Missouri derives revenue from various sources including taxes, user fees, government grants and subventions, licenses and permits, fines and forfeitures, bond proceeds, investment earnings, and other less significant types of revenue including sales of fixed assets, insurance recoveries, special assessments, and donations. Due to the varying types of revenue, many different methods must be employed to project revenues. The projection methods selected depend on the nature and materiality of the revenue item and the period of time over which the revenue is projected. The specific revenue projection technique employed for any given revenue item is identified in the city's Revenue Manual, updated and published annually.

Revenue Projection Techniques

- **Historical Data** - This method predicts future revenue based on historical movements over time and assumes that historical trends will continue in the future. Budget staff compiles a revenue history for the previous five years, determines average rate of change, and applies this rate of change to the previous year's annual revenue amount.
- **Current Data** - This method predicts future revenue based on actual or annualized current year revenues and is often used when historical data and trends are not available or, if used, would result in an inaccurate revenue projection.
- **Facts & Circumstances** - This method predicts future revenue on facts and circumstances uniquely affecting the revenue item including actions promulgated by or undertaken with third parties. This method is often supported by certain documentation in the form of lease/rental agreements, grant agreements, service contracts, legislative records, judicial findings, property appraisals, consultant's reports, rate making authority rulings, government statistical reports etc... And, finally, Financial Services staff may adjust its projections to reflect the probable impact on revenues of anticipated changes in the economy, legislation, inflation, and demographics.
- **Judgmental Estimates** - this method relies on a person knowledgeable in the field, often a department director, who prepares a revenue projection based on awareness of past and present conditions including fee changes, development plans, marketing campaigns, usage activity, frequency, volume, weight, and similar determinations. Examples include landfill and sewer revenue where anticipated usage, weight, and volume are major revenue determining factors.

Who Prepares Revenue Projections?

Revenue projections are prepared by department directors and budget staff and are approved by the City Manager as part of the annual budgeting process. Prior to submitting revenue projections to the City Manager, budget staff compares and reconciles revenue projections with those prepared by department directors.

Large bond issues anticipated in the Water Protection Fund, tend to distort the percentages other revenue sources provide to the operations of the City. Therefore the following discussions exclude that amount for purposes of establishing major revenue sources and providing the percentage of support provided whenever such issues are anticipated.

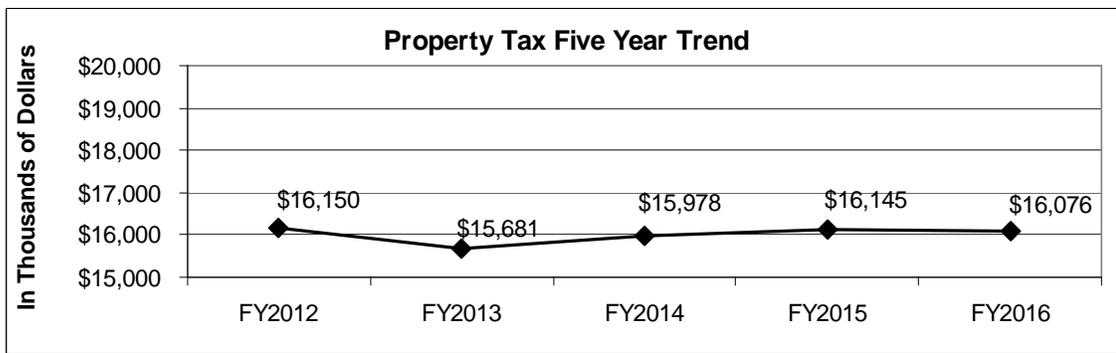
Revenue Sources

- **Property Tax** – Property taxes represent 11.0% of the City's budgeted resources. Property taxes include real, personal, public safety, railroad & utility, merchants & manufacturers', financial institutions', and payments in lieu of tax. Such taxes are assessed at the prescribed tax rate per \$100 of assessed value determined at 12%, 19%, and 32% of fair market value for agricultural, residential, and commercial property, respectively.

REVENUE DISCUSSION

Revenue Assumptions - Annual growth in property taxes for the past five years had fluctuated between less than 1% up to 2% in re-assessment years. Due to the Hancock Amendment, property tax growth is confined to the lower of 5% or the Consumer Price Index ceiling. New construction valuations and prior year tax collections are not restricted by the Hancock Amendment. The fairly recent economic slow-down and increased foreclosure rate through the region has resulted in low activity over the past several years. The biggest impact on the City was a change in the State Statutes requiring the City to permanently lower its general purpose tax rate by six (6) cents per \$100 valuation. The Statute also made that the City's new cap.

Legislative action to reverse the unintended consequence on the City of St. Joseph, and on other taxing jurisdictions, of the senate bill was passed but vetoed by the Governor. Therefore, real and personal property tax revenues have been essentially flat. There was an uptick in revenues in FY2012 as the result of the 2011 reassessment year and from the resolution of several high-dollar protested tax cases. The estimate for FY2014 is higher than the original budget. FY13 was a reassessment year, however the County has not increased assessments appreciably. For FY2016 revenues are projected to increase less than 1% over the FY15 adopted budget.



- **Sales Tax** – Sales taxes represent 33% of the City's total revenue, up 1% from last year. Sales taxes include the local 1.5% sales tax (General Fund), ½% CIP sales tax (Capital Projects Fund), ½% Public Safety Tax (Public Safety Fund), .375% mass transit sales tax (Transit Fund), 5% cigarette tax (General Fund), 3% hotel/motel tax (General Fund), 3% hotel/motel economic development tax (General Fund) and state fuel tax distributions (Streets Mnt Fund). Going into effect July 1, 2015 is the City's ability to collect the Use Tax (equal to the City's current sales tax rate at any given time) on goods and materials bought outside of the state (General Fund with a little more than 90% designated towards Street Maintenance & Enhancement).

Revenue Assumptions – Beginning around FY2000 the annual growth in sales taxes slowed to an average of 1% to 1.5%. Staff remained cautiously optimistic that the local economy would continue to hold its own against the nation-wide economic slow-down in the recent past. Several major economic boosts – the development of a second shopping center in the northeast section of the City, redevelopment and expansion at the local mall continues, several smaller retail/commercial developments, and the development of a major food processing plant just south of the downtown area – have allowed the area to at least maintain a stable sales tax base.

At three-quarters of the way through this fiscal year, retail sales tax revenues are running almost 8% over the same period last year. This is the highest growth in sales taxes the

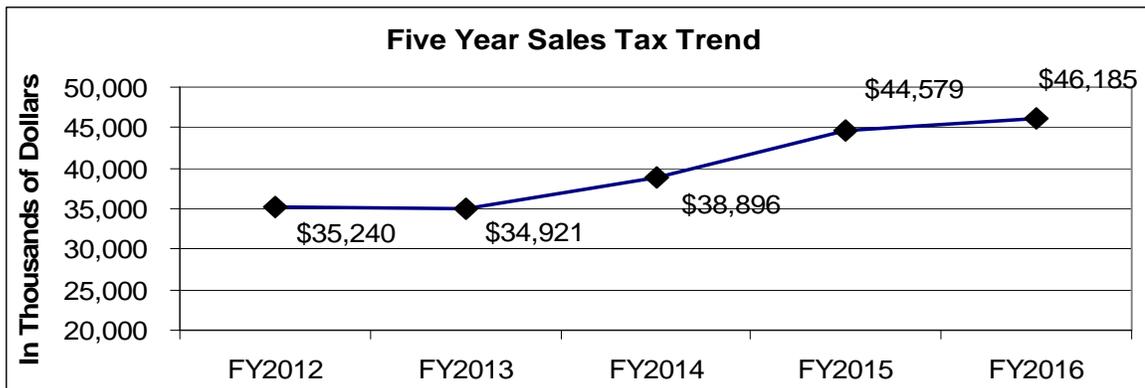
REVENUE DISCUSSION

City has seen in over a decade. As a result, FY2015 projections have been cautiously raised and FY2016 budgets set at with a 4.5% increase above current year projections. This is the first time since FY2001 a more than 2% increase in sales tax revenues has been budgeted and the revenue source needs to be closely monitored in case the forecast is overly optimistic.

FY2013 Hotel/Motel tax revenues were revised with a 5% increase and then held steady for FY2014. FY2015 receipts appear to be meeting budget but with two hotels not meeting payment schedules it is difficult to project for certain. Therefore, Hotel/Motel tax projections for FY2016 remain at the same level.

Current year Fuel tax revenues are projected to meet budgeted levels. Projections for FY2016 were held at the FY2015 level.

The five year trend for sale tax revenues is show in the chart below. The main reason behind the significant increase starting in FY2014 was the addition of the ½ cent Public Safety Tax.

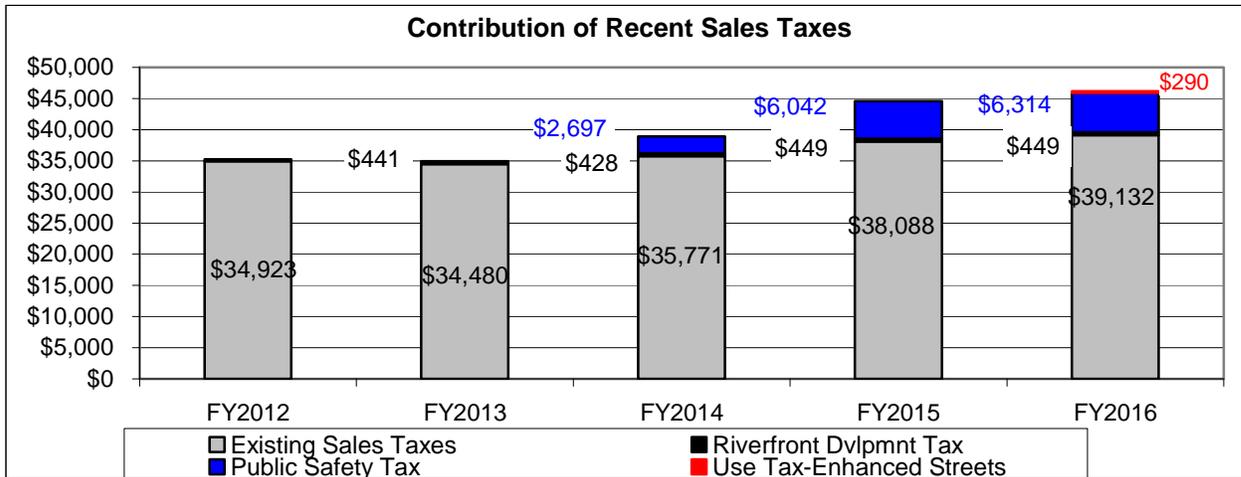


The chart on the next page illustrates the contributions the three newer sales tax types – hotel/motel for development, public safety and use tax – have made in overall sales tax revenues.

The contribution of the Use Tax is (barely) visible in FY2016 since projections were very conservative. The State of Missouri publishes the amount of out-of-state sales for each city and county against which a use tax could have been levied (if the jurisdiction had voter approval for the tax). The latest figures for the City of St. Joseph were from calendar 2014. With the amount of sales reported, the City would have received a little over \$1 million in use tax. However, the type of sales which would generate use tax revenues are unpredictable. With no actual collection history to rely on, a projection of \$315,000 was used.

The Base revenues had remained fairly static, yet stable, up until growth started in FY2015.

REVENUE DISCUSSION



- Utility Taxes** – Utility taxes (franchise fees) represent 6.0% of total City revenue and are assessed by private utility companies on gross receipts collected from customers and then forwarded to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging from 6.5% to .5% depending on usage. Other franchise fees are fixed as percentage of gross receipts as follows: steam - ½%, telephone - 7%, cable - 5%, water - 6.5%, and gas - 6.5%. An additional franchise fee of 1% is assessed on water, gas, and electric receipts and is dedicated to mass transit operations.

Revenue Assumptions - Annual growth in Franchise Fees for the past few years has ranged from a negative 10% to a 25% increase (in FY01). Fluctuations in franchise fee revenues correspond to changes in annual weather conditions and rate increases (or decreases) by individual utilities, as well as restrictions imposed by State Statutes.

A steady migration of the telecommunications business to wireless and data transmission had meant an 18% decrease in communications' franchise revenue over a five year period starting in FY2004. Settlements with most of the telecommunications companies brought in \$2.9 million in one-time payments for back taxes late in FY08. One-time settlements trickled in over the next two-three years as law suits were settled and provided one-time boosts to the General Fund budget. Going forward, cell phone franchise fees were estimated to come in at approximately \$1.7 million a year due to [long overdue] franchise payments on these phone services. However, although cell phone usage continues to climb, cell phone revenues have been slowly decreasing over the last two years coming in closer to \$1.5 million.

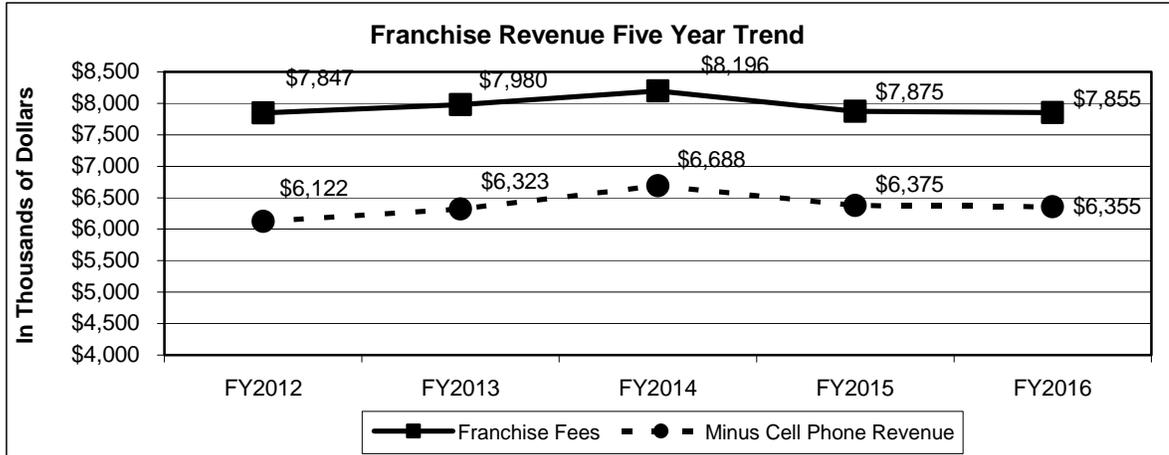
Because the legal settlements also included a five year time frame within which the phone companies agreed not to attempt to circumvent tax payments, there could be a time in which these revenues are once again threatened. As a result the great majority of the new revenues are being segregated within the General Fund and the monies used for one-time capital or other non-operating items.

Historical revenue patterns are only marginally useful because they cannot predict future weather conditions or legislative impacts on utility revenues. For FY16, budgeted franchise revenue is estimated as follows: Gas, Electric, and Water revenues remained static. Telephone estimates, excluding cell phone revenues,

REVENUE DISCUSSION

were based on the current year projections, a slight decrease from the prior year. The cell phone revenues budgeted at \$1.5 million. Recent legislation has the potential of affecting cable revenue. That, along with the recent sale of the local cable company, has led to an uneven history. Cable revenues have been left at the same level since FY2014.

The chart below reflects the last five years' history of franchise revenue. The top line includes cell phone revenues. To show the impact of cell phone revenues, the bottom line charts the history of utility taxes without the cell phone. As can be seen, it is fairly flat and even projected to decline slightly next year.



- User Fees** - User fees represent 25.0% of total City revenues and are charged for civic facility rents, downtown and on-street public parking, building inspections, recreational activities (swimming, ice skating, golf, athletic leagues, etc...), casino gaming taxes, bus fares, sewer user fees, landfill tipping fees, and various other fees for service.

Revenue Assumptions - After the mid-FY2005 change in ownership of the casino, there was a dramatic turn around in gaming revenues. There was a 21% increase of FY06 revenues over FY05. FY07 increase slowed to 10.5%. The state of the region's economy finally hit gaming too, and revenues flattened in FY08 and FY09. The 20 "lease Agreement" the City & County had with the casino ended 6/30/09 and the casino owners promptly stopped the negotiated payments above and beyond that dictated by the State Gaming commission. This amounted to a \$400,000 loss to the City. The elimination of loss limits at the legislative level resulted in some additional monies through the State's distribution of gaming taxes. However, it did not make up for the other loss. This was exacerbated in FY2012 when significant flooding of the Missouri River occurred in the summer of 2011 and the casino had to actually close for three months. The City lost one-quarter of its anticipated revenue. FY2014 budgeted revenues were running up to 7% behind FY2013 receipts and projections lowered accordingly. FY2015 was budgeted at the FY2014 level. The casino has rebounded somewhat in the current year and projections increased by 2% for FY2015 and another 1% in FY2016.

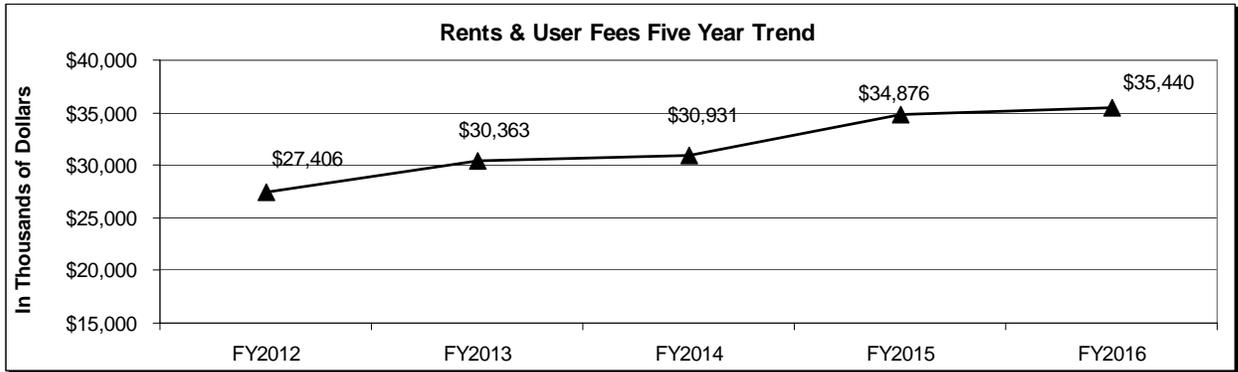
Sewer fees are determined by cost of service studies prepared by specialists. Increases in sewer discharge fees will take effect this coming year on July 1. At the time this budget was prepared, the FY15 study was still being finalized.

REVENUE DISCUSSION

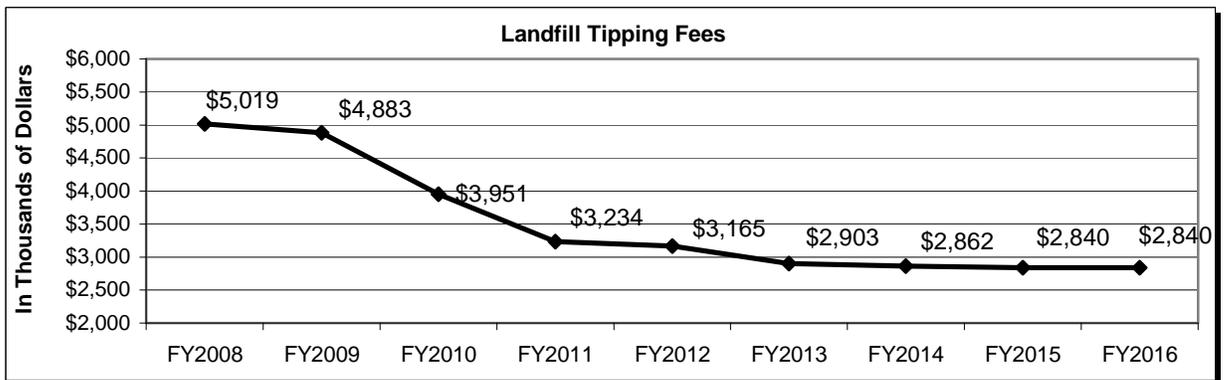
Rather than making a guess at the results. Projections will be revised once the study is finalized.

Three months into FY14 the City was required to take sewer billing back from the local water company. The water company had been providing contracted billing services for the City, but gave notice a year previously that they were getting out of the billing business.

As of May 2013, Country Club Village's new wastewater treatment facility came on line and they started treating their own effluent. They have contracted with the City to bill for them.



The FY2012 tipping fee study recommended a \$4.00 per ton increase at the Landfill. Although the current rate had not been increased for several years, City Council decided not to increase the fee until FY2014. That, combined with a continued loss of tonnage being processed at the landfill, has resulted in projected revenues that are the lowest in 9 years. FY2015 and FY2016 projections have been left at slightly under the FY2014 actual receipts. This is an important enough issue, the landfill fee trend is being displayed separately.



- Grants** - Grant revenues consist primarily of federal Community Development Block Grant (CDBG) funds for programs designed to assist low and moderate income individuals; of Federal Transit Administration (FTA) operating and capital outlay assistance for the city's public transit system; of Federal Aviation Administration support for Rosecrans Airport improvements; and of Federal Economic Development Administration (EDA) for qualified infrastructure improvements related to economic development initiatives. In FY2015 they are projected to represent 12% of City funding.

REVENUE DISCUSSION

Revenue Assumptions - Historical revenue patterns and trends are only marginally useful when projecting future grant revenues. Federal funding for the CDBG programs dropped for five straight years, with a loss of \$732,000 between FY2012 and FY2013 and another \$301,000 between FY2013 and FY2014. FY2015 entitlement amounts temporarily stabilized with a small, \$10,000 increase. FY2016 will see another slight increase of \$16,000. Other grant funding is based on funding applications pending and/or approved for specific projects and program activities. Increases and decreases in total grant revenue often correspond with increases and decreases in capital projects funded by grants. FY2010 through FY2012 grant revenue was impacted a great deal by federal stimulus funds the City received. FY2016 proposed grant amounts are based on known or anticipated amounts. Unbudgeted grants received during the year, result in an amended budget to recognize the revenue and intended expenditures tied to them.

- **Licenses/Permits/Fines** - Licenses and permits are charged to specific individuals based on the value of service provided. Licenses are issued for occupational licenses, liquor licenses, dog licenses, trade licenses/examination fees, and garage sale licenses. Permits are issued for trash hauling, septic tanks, food establishments, street cuts, and alarm monitoring. Fine revenue is generated as a byproduct of the city's effort to reduce violations of its code of ordinances. Overall, these sources generate 1% of the City's revenues.

Revenue Assumptions – Overall fine revenues have a projected 2.5% increase over the original FY2015 budget. Most of the increase is the result of the Administrative Code Penalties introduced mid-FY14.

All other license and permit revenues have remained fairly constant over the past few years. Revenue estimates are based largely on the experience and projections of the responsible departments. Given the slight rally in the economy, revenues for inspection fees and plan review have been held steady.

- **Sale of Bonds** - Bond sales occur intermittently in response to the funding requirements of capital projects and capital outlay initiatives.

Revenue Assumptions - Bonds sales most often occur in response to individual capital project and capital outlay funding initiatives with little or no relationship to prior year bond sales. At the time the budget was prepared, the Public Works department reported no plans for additional bond issues in FY2016.

- **Interest/Other** - Interest revenues consist primarily of interest earned on operating and capital project cash reserves. Lesser amounts of interest are derived from special assessments and accounts receivable. Other revenues are generated from special assessment principal collections, sale of fixed assets, insurance recoveries, and reimbursements of prior year expenditures.

Revenue Assumptions - Interest earnings relate most specifically to the amount of expected cash reserves, fund balances, and interest rates rather than to historical interest income totals. Much of what is ultimately contingent in nature. Due to the contingent nature of insurance recoveries, refunds of prior year expenditures, and sale of fixed assets, such revenues are usually not included in the Annual Budget

- **Transfers In** – The majority of inter-fund transfers occur to reimburse the General Fund for administrative services. Other transfers serve as operating subsidies for those funds unable to sustain operations and to consolidate capital project expenditures when funding is provided by multiple funds and funding sources.

REVENUE DISCUSSION

Revenue Assumptions - Total inter-fund transfers often fluctuate dramatically from year-to-year due primarily to consolidation of capital project expenditures financed by multiple funds. Since FY2014, inter-fund administrative service transfers from the Water Protection and Landfill funds have been determined, not by the cost allocation plan, but on PILOTS (7% of gross revenue) as other utilities are assessed.

Transfers to the General Fund from the other general tax-supported funds – Streets, Public Health and Parks & Recreation – were eliminated in FY2011 with the inclusion of most of the divisions within these former Special Revenue Funds into the General Fund. What has occurred, starting in FY2011, are transfers flowing the other direction - from the General Fund to the two remaining Special Revenue funds – Streets Maintenance and Parks Maintenance – in order to support the level of services provided by those divisions.

In order to reduce inter-fund transfers as much as possible, the personnel wage and benefit costs of the Streets and Parks Maintenance divisions were transferred to divisions located directly in the General Fund in FY13. But both still require some level of General Fund support. That support has ranged from the tens of thousands of dollars to millions of dollars depending on the gap between fund generated revenues and fund expenditures.

Along with general revenues, transfers from the Cell Phone program have gone (mainly) to the Streets Maintenance and Parks Maintenance funds for replacement rolling stock and other major projects. FY2016 will see transfers to Parking Maintenance and the Golf Course for major projects as well.

In support of property maintenance issues and in recognition of the importance of controlling and eliminating trash and debris in the City, the Landfill Fund transfers monies to support a portion of code activities.

In support of the alley maintenance crew's activities, the Landfill Fund transfers funds to Streets Maintenance Fund to support eight months' worth of cost for that service.

The Museum Tax fund transfers monies to the city-run museum – the Nature Center.

The Gaming Fund will transfer monies to the Parking Fund to offset revenue losses the Parking Fund experiences when the City provides free parking to certain non-profit or community service agencies using the Civic Arena or Missouri Theater for events. Gaming also transfers funds to the Aviation Fund in recognition of the economic development contributions made by the Air National Guard presence at the airbase.

City Mission and Policies

A section designed to give the reader relevant information regarding the City's overall vision, mission, immediate goals, and key fiscal policies.

- **City of St. Joseph Vision, Mission Statement, Core Strategies**
- **City Council Action Plan (as yet not updated by the newly elected council)**
- **Key Fiscal Policies**



VISION STATEMENT

Historic St. Joseph, on the banks of the Missouri River, is a city with a rural feel in an urban setting, connected by a world-class parkway and dedicated to a safe, family-friendly environment.

Revised August 2010

MISSION STATEMENT

The City of St. Joseph is dedicated to providing quality services by working to enhance the quality of life and to create a healthy, progressive community in which to live, work and visit.

CITY COUNCIL CORE STRATEGIES

The goal of the City is to enhance the quality of life through the following Core Strategies:

1) Financial Viability & Economic Development

Continue to enhance the high level of service quality and financial stability within the City by encouraging redevelopment through new and expanding businesses with quality job growth, by exploring and diversifying tax and revenue sources, and by ensuring the long-term viability of financial strategies within City government.

2) A Safe, Family-Friendly, Healthy Community

Provide support to neighborhood groups, individual homeowners and business owners in maintaining and improving property values, aesthetics and safety throughout the City. Promote healthy lifestyles. Maintain the excellent quality of life aspects of the community. Provide the best level of public safety possible within the City's financial ability to do so.

3) Customer-Involved & Customer-Informed Government

Promote effective communication among employees, City Council and the community. Actively seek insights into the needs of the city and elicit cooperation and support from all elements of the community. Exhibit respect

and dignity for our customers. Provide information to help promote transparency at all levels of governmental activities.

4) Qualified and Dedicated Internal Workforce.

Select, train, motivate and retain highly qualified, dedicated municipal employees. Create an atmosphere of enthusiastic, innovative, pro-active approaches to problem-solving and tolerance for mistakes. Recognize failure as the price paid for improvement. Listen to employees' requirements and expectations and ideas for cutting red tape by simplifying processes, procedures and systems. Recognize change is a given, not government as usual, by remaining open-minded and flexible to new ideas and concepts. Recognize employee value to the extent possible within the City's financial ability to do so.

5) Sound and Expanding Infrastructure Base

Strive to improve the City's basic infrastructure (streets, sewers, curbs & gutters, sidewalks, public facilities) in order to support economic development and to provide safe environment in which our citizens live, work, and play. Promote best practices and effective technology to improve safe travel and encourage convenient and accessible modes of transportation. Meet local, state and national mandates as to public health and safety.

Revised November 2011 **ACTION PLAN (2012-2014)**

The Action Plan represents specific items within the Core Strategies that City Council identified during their November 2011 annual retreat. The City Manager and department directors are tasked with exploring these items and to report on the viability of implementation. Specific items/topics are not all-inclusive of a Core Strategy and not all strategies had issues staff were asked to address. *Those items in italics remain on the Action Plan but were not specifically addressed in the recent retreat.*

1) Financial Viability & Economic Development

Downtown / Riverfront Revitalization

- Continue present emphasis on downtown development plan.
- Develop architecturally consistent plan for attractive corridors to downtown.
- Explore possibilities for a safe harbor marina.

Exploring new or expanded businesses.

- Enhance participation and funding sources for economic development with the Chamber of Commerce.
- Examine policies and practices that may impede development.
- Explore options for strategic annexation to enhance economic capacity of the city.
- Create a plan to facilitate both commercial & residential infill development.

Community Appearance

- Create financial incentives to help people renovate property
- Revise and update existing building codes to facilitate rehabilitation of older properties.

2) A Safe, Family-Friendly, Healthy Community

Public Safety Concerns

- Plan for adequate staffing and retention of public safety personnel.
- Follow through on fire services plan for relocations of fire stations and best and highest deployment of personnel.

Tourism, recreation and cultural amenities

- Coordinate with the organizations associated with tourism.
- Review uses of the museum tax.
- Continue to utilize facilities to attract prominent tournaments.

3) Customer-Involved Government

Communications and Public Relations

- *Continue to enhance external relations (business partnerships, other public entities, Community Alliance)*
- *Expand the Public Information/Communications Division*
- *Make sure customer service remains a high priority*
- *Look into methods of Branding / Marketing the City*

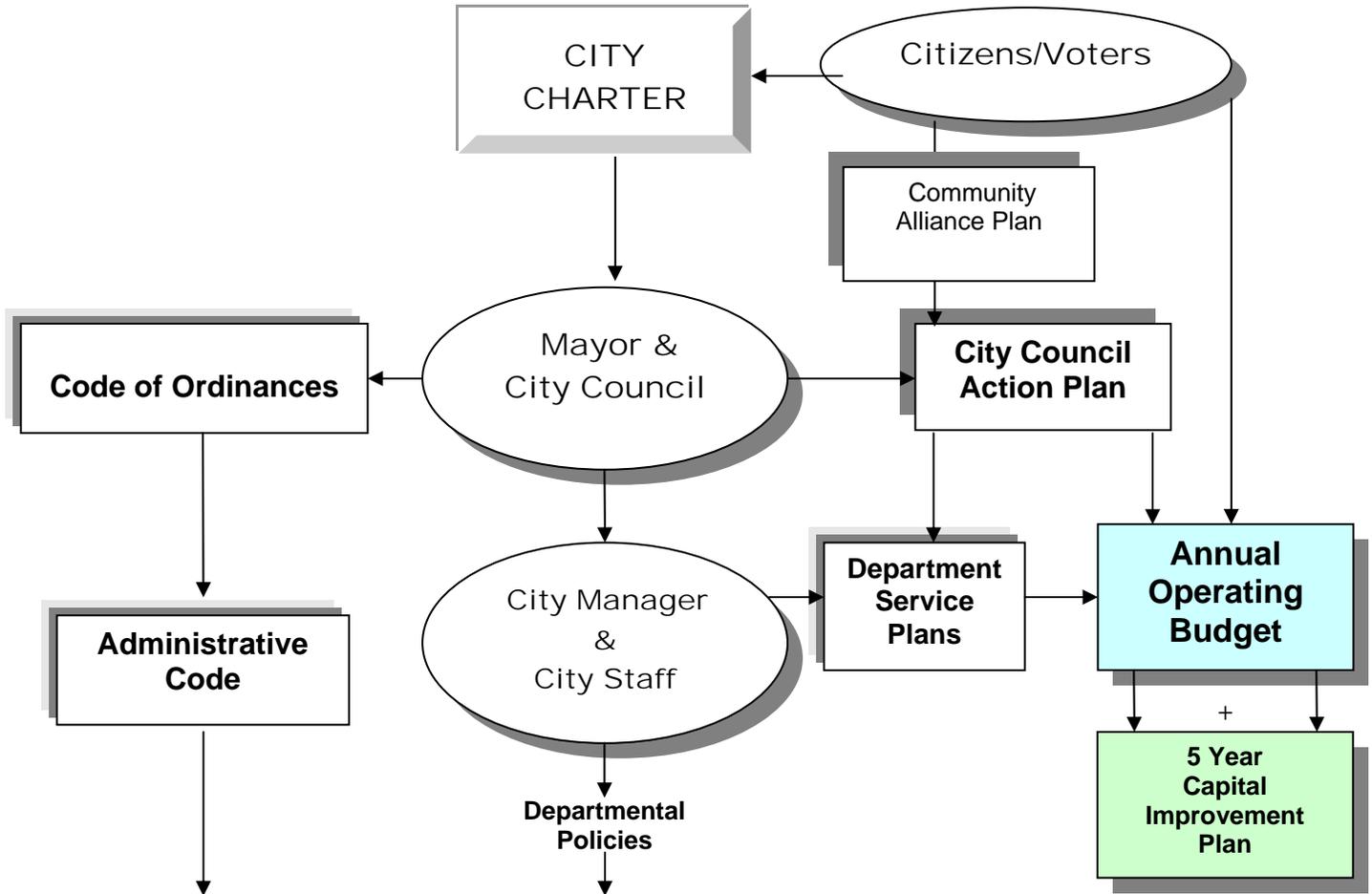
4) Qualified and Dedicated Internal Workforce

- *Monitor internal relations with the various working groups (Local 77, IAFF, SEIU, general employees)*

5) Sound and Expanding Infrastructure Base

- Enhance funding for sidewalks, curbs, gutters, streets.
- Develop funding source for major corridor enhancement.
- *Keep Council apprised as to the progress made in meeting CSO and other environmental mandates for the City's sewer system.*
- *Maintain funding for parks' and ball fields' maintenance.*

HOW OUR POLICY DOCUMENTS RELATE



- Personnel Code
- Budget Transfer Ordinance
- Investment Policy
- Procurement Policy

- Financial Disclosure Requirements for Municipal Officials

- Zoning Ordinance
- Downtown Master Plan
- Precise Plan

- Code Ordinances
- Health Ordinances

- Employee Performance Appraisal System
- Affirmative Action Plan
- Loss Prevention Policy
- Labor Contracts
- FOP Local 77, IAFF, SEIU, Local1290
- Capital Asset Policy
- Procurement Card Policy
- Travel and Other Business Expense Policy
- Fund Balance Policy
- Debt Management Policy
- Write-Off & Collections Policy

- Media Policy
- Resident Request System

- Enterprise Community Strategic Plan
- Land Use Plan
- Community Partnership Strategy & Consolidated Plan (CDBG)

- Emergency Operations Plan
- Stormwater Management Policy

- Park Maintenance Policy

- Airport Operations Manual
- Solid Waste Management Plan
- Long Range Transportation Plan
- Transit System Service Plan
- Street Maintenance Rating System & Policy

Administrative Services

General Administrative

Planning & Community Development

Public Health & Safety (Police/Fire/Health/Property Maintenance)

Recreation

Public Works/Transportation

KEY FISCAL POLICIES

FUND BALANCE

This fund balance policy applies to all city's fund balance and reserves. The objective of establishing and maintaining a fund balance policy is for the city to be in a strong fiscal position that will (1) provide sufficient cash flow for daily financial needs, (2) secure and maintain investment grade bond ratings, (3) offset significant economic downturns or revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies.

In February, 2009, Governmental Accounting Standards Board (GASB) issued GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions effective for fiscal periods beginning after June 15, 2010. This standard created new classifications for fund balance based upon constraints placed on the use of current fund balance and redefines governmental fund type definitions effective for the City of St. Joseph for fiscal year ending June 30, 2011.

Minimum Fund Balance

General Fund – The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for and reported in another fund.

The City shall strive to maintain a fund balance level in the General Fund equal to 10% of annual expenditures. The purpose for maintaining this balance will be for meeting emergencies arising from (1) the loss or substantial reduction in actual revenue collections over anticipated amounts (2) unexpected expenditures due to natural disasters or casualty losses (3) non-budgeted expenditures for the satisfaction of court judgments and litigation costs and (4) conditions that threaten the loss of life, health or property within the community.

The availability of resources in other funds and the potential drain on the General fund resources from other funds could affect the necessary level of minimum unrestricted fund balance. The availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General fund, just as deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the General fund.

All other funds, including Special Revenue Funds, Debt Service Funds, and Capital Project Funds do not have a fund balance requirement. Fund balances in these funds are dictated by revenue sources and are equal to a schedule of expenditures and capital projects.

Special Revenue Funds – Special revenue funds are created to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes. The amount of any reservation of fund balance shall be governed by the legal authority underlying the creation of the individual funds.

Debt Service Fund – Debt service fund is created for very specific reserve amounts

KEY FISCAL POLICIES

as part of the ordinance or resolution which authorizes the issuance of the bonds. Reserve requirement for any outstanding bond issue will be consistent with the ordinance or resolution authorizing the issuance of the bonds.

Capital Projects Fund – Capital projects fund is created to account for resources designated to construct or acquire capital assets and major improvements. These projects may extend beyond a single fiscal year. However, at a minimum, the fiscal year end reserved fund balance, and estimated revenues for the ensuing fiscal year must be sufficient to meet all outstanding fund encumbrances.

The City will periodically review of the sufficiency of the minimum fund balance levels in all funds.

Order Of Resource Use

The City will classify its fund balances based on the nature of the particular net resources reported in a governmental fund and on the constraints placed on their use. It is the policy of the City to utilize the restricted fund balance for a specific purpose prior to unrestricted fund balance when more than one fund balance resource is required. Unrestricted fund balance will be maintained for necessary and unexpected expenditures. With this policy, the City will consent to committed amounts first followed by assigned funds before allocating unassigned net resources when more than one unrestricted resource is required.

This policy shall recognize the financial importance of a stable and sufficient level of fund balance. In the event that the fund balance is so calculated to be less than the policy anticipates for minimum required balances, the City will strive to adjust budget resources in the subsequent fiscal years to restore the balance. Whenever an operating fund balance falls below the level established above, the City will restore through revenue allocations or expenditure reductions back to the allowable level.

The City will strive to develop and maintain a diversified and reliable revenue stream so as to avoid becoming overly dependent on any single source of revenue. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources. Any amounts in an operating fund balance that exceed the appropriate level of that fund may be utilized in the following year's operating budget for one-time or limited purposes.

The City Manager is directed to make recommendations to the City Council with the proposed budget a plan to restore the minimum requirements. (See specifics under the Revenue and Expenditure policy sections below.)

Stabilization Arrangements

Appropriation from fund balance shall require the approval of the City Council. If fund balance is nearing its minimum threshold, such appropriations shall be only for one time expenditures and not for ongoing and routine operating expenditures. It should

KEY FISCAL POLICIES

be used to insure adequate reserves, respond to unforeseen emergencies, protect from revenue shortages, other contingencies, and overall financial stability.

Authority To Commit Fund Balance

The City Council is the highest level of authority and any committed amounts will be imposed by Ordinance.

Authority To Assign Fund Balance

The authority to assign fund balance for specific uses will be delegated to the City Manager and/or the Director of Financial Services.

Unlike committed fund balance, the action taken to assign fund balance may be made after year end.

The City will classify fund balance at year end for financial reporting purposes. Thus only current, and not future, net resources are classified. Typically the subsequent year's budgeted expenditures are expected to be paid from the subsequent year's revenues and not the current reporting year's ending fund balance. On occasion, the City will "deficit" budget, or in other words, budget more expenditures than anticipated revenues and drawdown beginning fund balance for the subsequent year. An appropriation of existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance. (6/4/2007, rev. 6/13/2011)

BUDGET POLICIES

Operating Budget Policies

1. Balanced Budget – Current revenues will be sufficient to support current operating expenditures.

2. Operating Deficits - Annual fund net operating deficits, a condition in which annual operating deficits exceed annual operating revenues, shall not be allowed for any purpose other than one that is temporary, minor and would not cause operating fund balance to be reduced below 5% of annual budgeted operating expenditures.

3. The City will avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets. (6/4/2007)

Expenditure Policies

1. In order to meet the operating budget policies above, the following protocols shall be followed when developing annual operating budgets:

a. Annual increases to employee health insurance at the fund level shall not exceed 15%.

KEY FISCAL POLICIES

b. Annual increases to other employee benefit categories at the fund level shall not exceed 2%

c. Annual increases to other operating expenditures at the fund level shall not exceed 2%.

d. Annual service expansions shall not be allowed if those expansions rely upon revenue sources that are temporary in nature or provide for less than 100% of the full amount needed to operate that program or activity.

e. The addition of new employee positions will only be requested after service needs have been thoroughly examined and it is substantiated that the additional staffing will result in increased revenue, enhanced operating efficiencies, or the achievement of specific objectives approved by the Council. In no event shall an increase in staffing levels be allowed to bring fund balance below the established target for any operating fund.

2. In the event that item 1 protocols are not sufficient to achieve the aforementioned fund balance and operating budget objectives, the City Council shall consider the following actions:

a. Additional fees and revenues (see Revenue Policies),

b. Adjust municipal programs and activities; explore alternate means of service delivery, procurement options, etc. These may or may not require a reduction in budgeted positions, active or vacant. To the extent feasible, personnel cost reductions will be achieved through attrition and reassignment.

3. Employee Compensation - The City will strive to provide for an annual increase to employee compensation in accordance with the City of St. Joseph Employee Compensation Plan. In the event the protocols and actions described above are not effective, only then shall the City Council forego employee compensation adjustments in accordance with the Employee Compensation Plan. (6/4/2007)

Revenue Policies

1. One-Time Revenues – One time revenues shall be used only for one-time expenditures (including capital expenditures). The City will avoid using temporary revenues to fund on-going programs and activities.

2. Grants – The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant the City shall thoroughly consider all implications related to costs associated with complying with the terms of the grant agreement and the ongoing obligations that will be required in connection with the acceptance of the grant. Programs financed with grant monies will be monitored and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered during the budget process.

KEY FISCAL POLICIES

3. Revenue Diversification – The City will strive to develop and maintain a diversified and reliable revenue stream (in all funds as far as possible) so as to avoid becoming overly dependent on any single source of revenue. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources.

4. Estimation of Annual Budgeted Revenues – The Administrative Services Department will provide an annual estimate of anticipated revenues using an objective and analytical process. When faced with assumption uncertainties, conservative projections will be utilized.

5. User Fees and Charges –

A. General and Special Revenue Funds - Fees and charges shall be periodically evaluated and, if necessary, adjusted annually to assure that they cover all direct and indirect costs unless it is determined by City Council that full cost recovery would not be in the best interest of the public.

B. Enterprise Funds – Fees and user charges for each enterprise fund shall be set at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets and overhead charges.

6. Administrative and Program Support Services – The City shall set fund transfers for each fund at a rate that fully covers direct and/or indirect costs of providing support services to other funds. The Indirect Cost Plan will be developed in accordance with prevailing federal indirect cost guidelines. (6/4/2007)

INVESTMENT POLICY

It is the policy of the City of St. Joseph, Missouri, to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and while conforming to all Missouri state statutes, the City Charter, the City Administrative Code, and the City's Code of Ordinances governing the investment of public funds. The City Investment Policy, a separate document, is available on request. (7/19/1994; rev. 10/18/2010)

CAPITAL ASSET POLICY

The Capital Asset Policy provides comprehensive guidelines for the classification, recording and control of capital assets. The policy applies to the recording of capital assets in the General Capital Asset Account Group and in the Proprietary Funds as necessary in order to 1) provide for physical and financial control, 2) avoid duplication and inefficient use of assets and 3) account for general government capital expenditures in compliance with Federal guidelines and State statutes and regulations concerning municipal accounting, auditing and reporting requirements. The Capital Asset Policy, a separate document, is available on request. (4/7/1997, rev. 12/13/1999; rev. 2/24/10)

KEY FISCAL POLICIES

PROCUREMENT POLICY

The City's Procurement Policy provides a process for the fair and equitable treatment of all persons involved in public procurement with the city, to maximize the procurement value of public funds in procurement and to provide safeguards for maintaining a procurement system of quality and integrity.

The policy applies to all contracts or commitments for the expenditure of any public funds under the city's control. It shall apply to every expenditure of public funds by the city irrespective of their source. When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any applicable federal laws and/or regulations, which have not been set out in the policy.

The City Procurement Policy, made part of the city's code of ordinances, is available on request. (4/19/1982; rev. 3/22/1999; rev. 5/23/2005; rev. 12/18/2006; rev 2/25/2008)

TRAVEL & OTHER BUSINESS EXPENSE POLICY

The Travel and Other Business Expense Policy (Policy) has been established for use by City employees and officials who travel and incur business expenses on behalf of the City both outside and inside the City. The Policy establishes General Conditions which are those requirements that must be satisfied in order to qualify for advance travel authorization from the City Manager and/or department directors. The Policy identifies Specific Conditions which are those individual requirements necessary for proper approval, payment, documentation, and reconciliation of actual travel and related business expenses. The Policy lists Allowable Expenses that are generally considered by the City and the Internal Revenue Service to be ordinary and necessary in the exercise of business when traveling for the City. The Policy identifies Unallowable Expenses considered by the City to be unordinary and unnecessary in the exercise of business when traveling for the City. The Policy includes Travel Position Statements that address, expand, and/or clarify the City's treatment of complex and/or specific travel and related business expense issues. Definitions explain terms commonly used when discussing travel and travel related issues. The Travel and Other Business Expense Policy, a separate document, is available on request. (4/30/1990; rev. 12/27/1999; rev. 6/13/2011)

TAX AND SECURITIES LAWS COMPLIANCE POLICY

The Internal Revenue Service and the Securities and Exchange Commission have increased requirements for compliance with federal tax and securities laws and expanded enforcement of such laws, shifting the burden of proof for compliance with such laws to the issuers of governmental obligations. The Tax and Securities Law Compliance Policy is intended to ensure compliance with Federal tax and securities laws following issuance of such bonds and obligations. The policy is available upon request. (10/29/2012)

KEY FISCAL POLICIES

WRITE OFF AND COLLECTIONS POLICY

The City adopted a Write-Off and Collections Policy to establish a consistent and effective method of handling various types of accounts receivables and improving collection efforts. The focus of collection efforts will be concentrated on billed amounts that remain uncollected past their due dates for more than 90 days (“Current Receivables”). The policy was drafted in order to pull together and formalize various departmental collection practices that had developed over the years. The policy is available upon request. (March 17, 2014)

DEBT MANAGEMENT POLICY

The Debt Management Policy was established to accomplish several objectives:

- Minimize the cost of borrowing
- Provide timely funding of capital projects and other financial needs
- Optimize the City’s credit ratings
- Establish a framework for appropriate security to investors of City obligations
- Ensure compliance with all statutory and regulatory obligations
- Communicate to the City and the municipal bond market the manner in which the City will participate in financing its debt obligations

The policy lays out the guidelines for the use of debt. It explains the types of debt the City is authorized to issue. Method of bonds sale are explained. Debt capacity guidelines are established for each type of debt obligation. Guidance is provided on debt structuring and terms of sale.

The actual components of debt management are discussed including the need for feasibility analyses and studies, debt service cash flow monitoring, covenant compliance, prepayment and defeasance of debt, and refunding of existing debt. Selection of related professional services – financial advisor, bond counsel, investment bankers/underwriters – is covered. Finally, investment of bond proceeds, debt reporting and the City’s regulatory compliance and disclosure obligations are detailed. The policy is available on request. (4/14/2014)

Budget Summary

An overview of the Annual Budget presented in a series of tables, charts and graphs designed to give the reader an overall general understanding of the budget and the budget process.

- **Budget Process**
- **Budget Calendar**
- **Budget Overview / Fund Balance**

Financial Summaries:

- **Where the Money Comes From**
- **Where the Money Goes - by Expenditure Type**
- **Where the Money Goes - by Program & Fund Type**
- **Where the Money Goes - Operations & CIP Summary**
- **Department / Fund Crosswalk**
- **Department / Function Flowchart**
- **All Funds Combined – Sources & Uses**

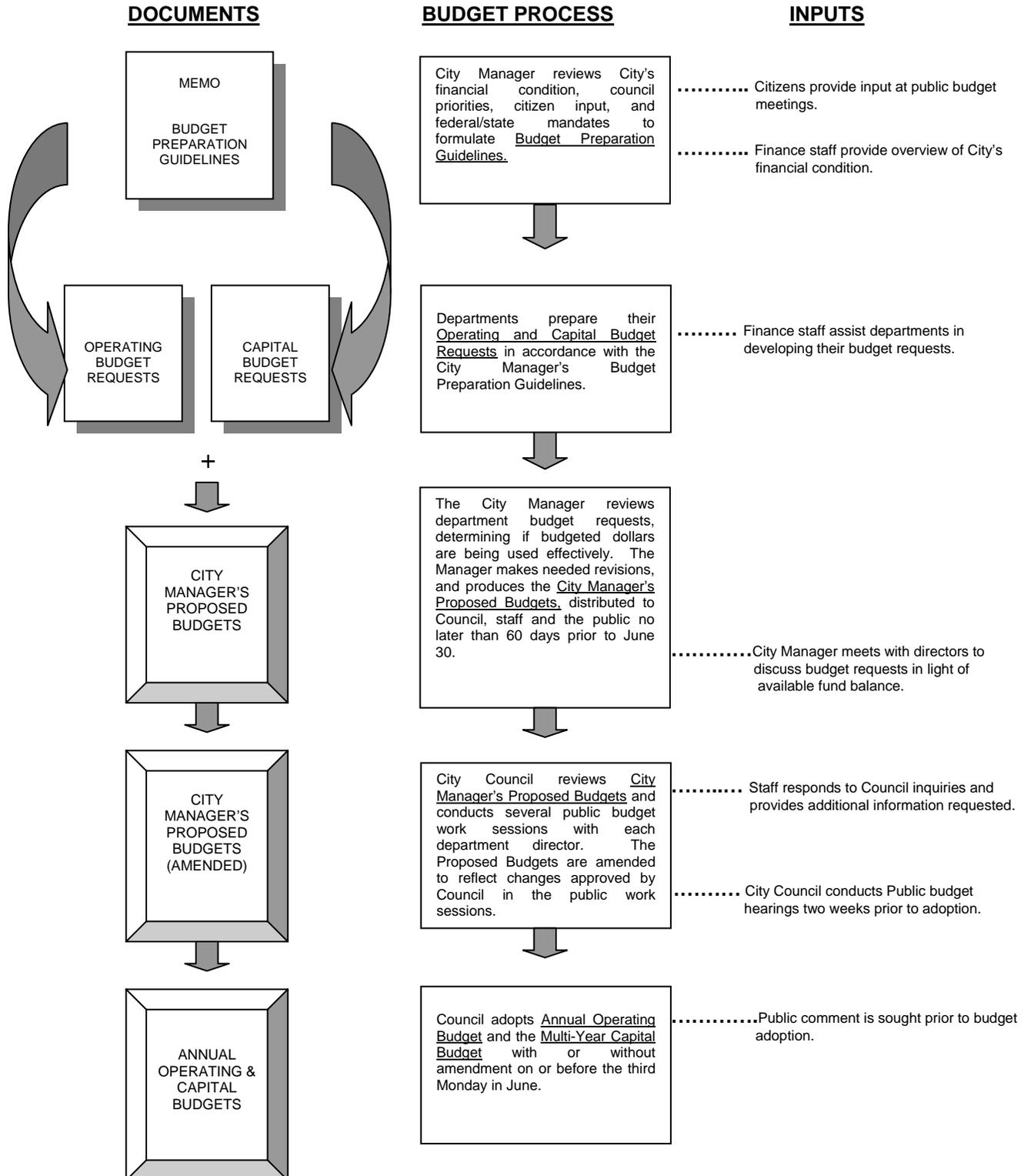
Personnel Summaries:

- **Staffing - by Service/Program**
- **Staffing - by Fund**
- **Personnel Expenditures – Five Year History**

BUDGET PROCESS

Annual Budget & Program of Services

The Proposed Annual Budget is submitted by the City Manager to the City Council no later than sixty days prior to June 30, the end of the City's fiscal year. The proposed budget must be balanced within each fund based on estimated revenue for the upcoming fiscal year, plus or minus any carry-over fund balance from prior fiscal years. The City Manager's Proposed Budget is based on operating and capital budget requests prepared by each department, Council priorities, citizen input, federal or state mandated actions, estimated revenues, and available fund balances. The Council may amend the proposed budget within estimated revenue and available fund balances.



BUDGET CALENDAR

Fiscal Year 2015/2016

January	20	Personnel listings to departments to check
	30	Personnel Listing Returned to the Budget Position (BP)
February	20	Base Budgets to Departments for review
March		Prior year Core Services/CY activities/Challenges & Initiatives distributed for update to respond to Council goals
	2	
	9	Base budget and any Supplemental Req (Operating, Capital, Personnel) due
	9	Final FY14 Fund Balance Reconciliations due from Accounting
	17 - 18	Washington Fly-In
	16 - 20	Third quarter sales tax revenues (minus TIF disbursements) should be available
	23	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests built in
	23 - 27	Departments review preliminary proposals. Department mtgs with CM if required.
April	6	"Final" operating budget submitted to City Manager
	6 - 10	CIP Budgets reviewed with department directors
	10	Department Core Services Sheets due
	17	CIP Budget submitted to City Manager
	13 - 27	Final document preparation
	27	City Manager Budget Transmittal due
		Revenue and Expenditure projections continue to be reviewed through-out April
May	1	City Manager's Proposed Budget to Council (60 days prior to fiscal year start)
	5, 6, 7	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	13, 14	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	16	Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
	26	Public Budget Hearing - regular City Council meeting 7:00 p.m. (held on Tues due to holiday)
June	8	Budget Adoption - regular City Council meeting 7:00 p.m.
July	1	FY 2014/2015 Budget goes into effect.

BUDGET OVERVIEW

(in thousands of dollars)

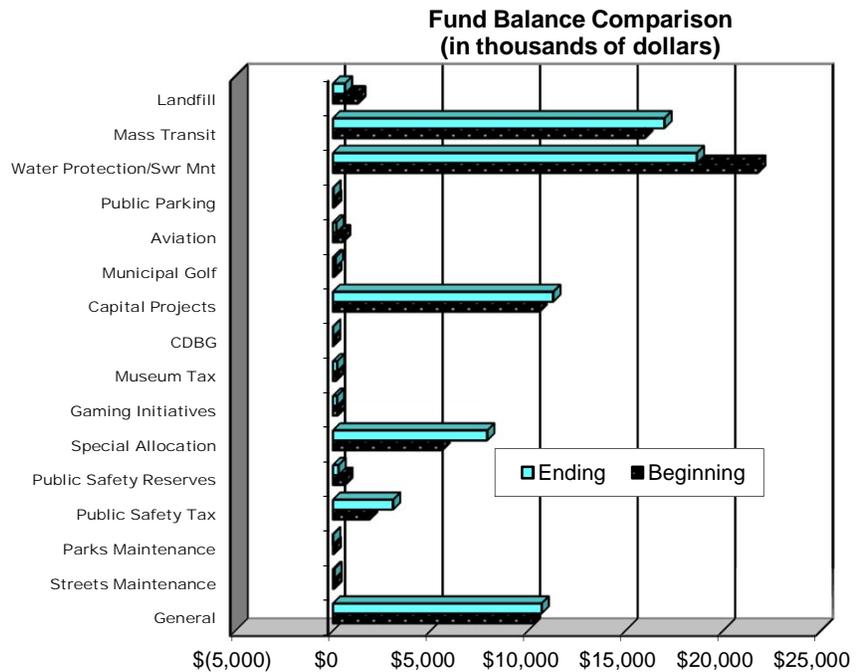
Fund	Revenue	Expenditure	Net Revenue/ (Expenditure)	Estimated Beginning Fund Balance	Estimated Ending Fund Balance
				Unassigned	Restricted or Assigned
<u>General Governmental</u>	\$ 51,100	\$ 50,589	\$ 511	\$ 9,595	\$ 10,106
Cell Phone Revenue	1,501	1,563	(62)	636	574
<u>General Governmental</u>					
Computer Escrow Xp	66	258	(192)	511	319
Riverfront Econ Dvlp Tx	450	0	450	1,624	2,074
Strt Enhncment Use Tax	220	220	0	0	0
27th Payroll Reserve	0	1,457	(1,457)	1,922	465
<u>Special Revenue *</u>					
Public Safety	5,964	4,779	1,185	1,886	3,071
Public Safety Equip Escr	350	653	(303)	612	309
Pub Sfty 27th Payroll Rsr	0	44	(44)	11	(33)
Community Development	2,232	2,233	(1)	0	(1)
Special Allocation (TIF)	10,355	8,062	2,293	5,602	7,895
Gaming Initiatives	1,010	1,043	(33)	228	195
Museum	545	491	54	152	206
Streets Maintenance	5,312	5,312	0	66	66
Parks Maintenance	1,338	1,393	(55)	39	(16)
<u>Enterprise (inc. CIP Programs) *</u>					
Municipal Golf	1,012	939	73	59	132
Aviation	8,867	9,207	(340)	506	166
Public Parking	440	482	(42)	56	14
Water Protection	27,321	30,465	(3,144)	21,788	18,644
Mass Transit	11,967	10,973	994	15,990	16,984
Landfill	2,897	3,588	(691)	1,294	603
<u>Capital Projects Fund</u>	7,234	6,536	698	10,580	11,278
Total	\$ 140,181	\$ 140,287	\$ (106)	\$ 73,157	\$ 73,051

***Designated Fund Balances:**

Amounts below are not reflected in the FY16 beginning fund balances above:

Match for FTA Bus Grants
Transit: \$980,000

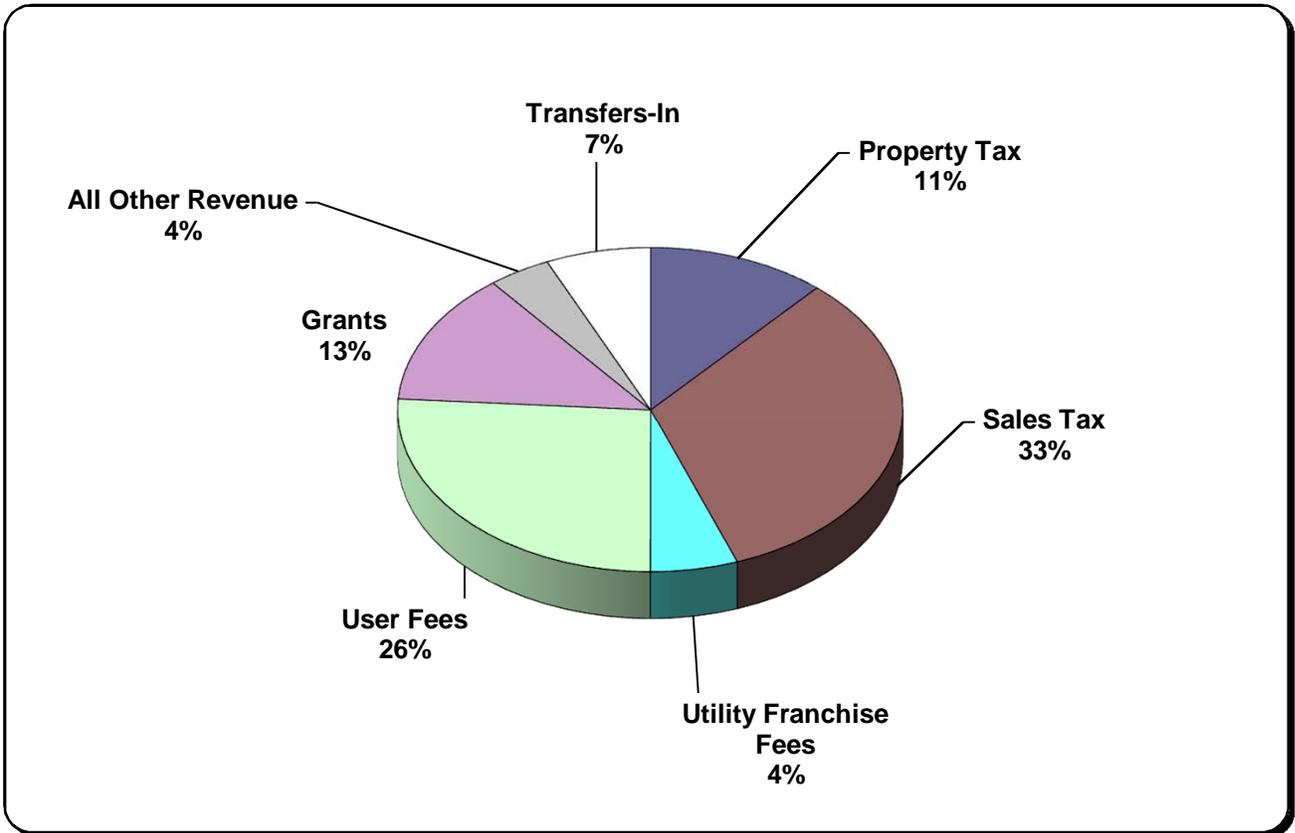
Landfill Closure/Postclosure
Landfill: \$5,427,000



WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2014 Actual	FY2015		FY2016		% of change from FY2015 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$15,978	\$16,024	\$16,145	\$16,076	11%	0.32 %
Sales Tax	38,896	41,467	44,579	46,185	33%	11.38 %
Utility Tax	8,195	7,935	7,875	7,855	6%	(1.01)%
User Fees & Gaming	30,931	35,364	34,876	36,542	26%	3.33 %
Grants	5,690	15,744	8,523	18,487	13%	17.42 %
	99,690	116,534	111,998	125,145	89%	7.39 %
Other Revenue						
Licenses & Permits	1,590	1,596	1,595	1,596	1%	0.00 %
Fines	1,425	1,316	1,294	1,350	1%	2.58 %
Interest	374	348	271	239	0%	(31.32)%
Bond Proceeds	16,737	28,757	44,108	0	0%	0.00 %
Other	2,321	2,427	3,264	2,434	2%	0.29 %
	22,447	34,444	50,532	5,619	4%	(83.69)%
Operating Revenue	122,137	150,978	162,530	130,764	93%	(13.39)%
Interfund Transfers-In	8,494	8,875	10,760	9,416	7%	6.10 %
From (to) Fund Balance	42,017	(1,531)	(18,094)	107	0%	(106.99)%
Total Revenue	\$ 172,648	\$ 158,322	\$ 155,196	\$ 140,287	100%	(11.39)%

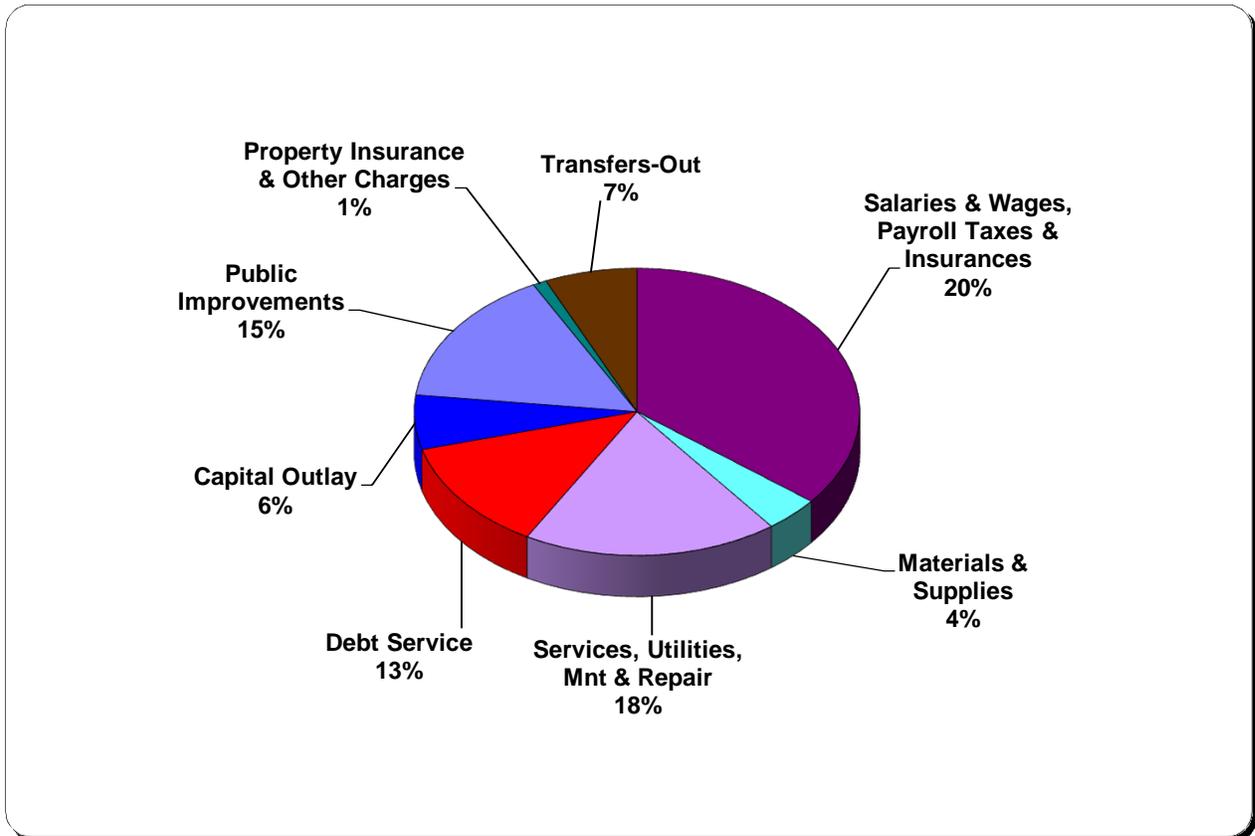


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2014 Actual	FY2015		FY2016		% of change from FY2015 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$29,670	\$32,854	\$31,880	\$35,613	25%	8%
Employee Benefits*	13,034	14,991	14,343	14,658	10%	(2%)
Materials & Supplies	5,228	5,654	5,245	5,615	4%	(1%)
Services & Utilities	31,517	25,840	30,036	26,048	19%	1%
Debt Service	13,988	14,679	15,869	17,653	13%	20%
Capital Outlay	6,046	9,180	3,514	8,629	6%	(6%)
Public Improvements	63,970	45,561	42,476	21,706	15%	(52%)
Insurance & Other Charges	1,044	905	1,134	922	1%	2%
	164,497	149,664	144,497	130,844	94%	(13%)
Interfund Transfers-Out	8,151	8,658	10,699	9,443	7%	9%
Total Expenditures	\$172,648	\$158,322	\$155,196	\$140,287	100%	(11%)

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

by Program and Fund Type (in thousands of dollars)

Fund Type	Department	FY2014 Actual	FY2015		FY2016		% change from FY2015 Budget
			Adopted Budget	Estimated Actual	Budget	% of Operating Total	
G	City Council & Mayor	\$196	\$228	\$210	\$228	0.20 %	0.00 %
G	City Clerk	247	222	222	211	0.18 %	(4.95)%
G	City Manager	424	505	429	523	0.46 %	3.56 %
G	Legal	528	557	557	579	0.50 %	3.95 %
	Planning & CD Department	3,862	3,940	4,140	3,993	3.48 %	1.35 %
G	Admin, Bldg Dvlpmnt, Prop Mnt	1,662	1,730	1,704	1,760	1.53 %	1.73 %
SR	CDBG Programs	2,200	2,210	2,436	2,233	1.95 %	1.04 %
	Administrative Services	3,330	3,742	3,779	3,930	3.43 %	5.02 %
G	Fin, HR, Tech, Mun Crt, Cust Srvc	2,860	3,130	3,135	3,240	2.82 %	3.51 %
E	Utility Billing	470	612	644	690	0.60 %	12.75 %
	Police	14,524	16,974	16,641	18,046	15.73 %	6.32 %
G	Police	13,339	14,289	14,064	14,798	12.90 %	3.56 %
SR	Public Safety Police	1,185	2,685	2,577	3,248	2.83 %	20.97 %
	Fire	12,096	13,423	13,144	14,646	12.77 %	9.11 %
G	Fire	11,199	12,147	11,868	12,605	10.99 %	3.77 %
SR	Public Safety Fire	897	1,276	1,276	2,041	1.78 %	59.95 %
	Health Department	3,430	3,819	3,919	3,877	3.38 %	1.52 %
G	Health	3,357	3,596	3,696	3,691	3.22 %	2.64 %
SR	Public Safety Health	73	223	223	186	0.16 %	(16.59)%
	Public Works Department	106,492	82,896	81,138	67,660	115.00 %	(18.38)%
G	PW Admin, Eng, & Strts Mnt	7,093	7,565	8,600	8,323	7.26 %	10.02 %
SR	Streets Maintenance (non-prsnl)	5,367	5,140	6,538	5,312	4.63 %	3.35 %
E	Municipal Airport	619	605	548	618	0.54 %	2.15 %
cp	Airport CIP	515	4,905	357	8,589	33.58 %	100.00 %
E	Parking Maintenance	403	385	391	482	0.42 %	25.19 %
E	Water Protection/Sewer Mnt	19,673	20,915	21,474	25,012	21.80 %	19.59 %
cp	WP CIP	63,865	28,671	33,796	4,763	18.62 %	(83.39)%
E	Transit Operations	5,098	5,794	5,250	5,798	5.05 %	0.07 %
cp	Transit CIP	5	4,595	0	5,175	20.24 %	12.62 %
E	Landfill/Recycling Operations	3,179	3,305	3,245	3,268	2.85 %	(1.12)%
cp	Landfill CIP	675	1,016	939	320	1.25 %	100.00 %
	Parks, Recreation Department	7,078	7,377	7,582	8,095	6.96 %	9.73 %
G	Parks, Recreation & Civic Fac.	4,792	5,308	5,475	5,763	5.02 %	8.57 %
SR	Parks Maintenance	1,423	1,244	1,293	1,393	1.21 %	11.98 %
E	Municipal Golf Course	840	810	794	824	0.72 %	1.73 %
cp	Golf CIP	23	15	20	115	0.45 %	666.67 %
CAP	Capital Proj (Non-Enterprise)	8,530	13,041	11,154	6,537	5.70 %	(49.87)%
	Other Programs						
SR	Special Allocation	7,058	8,195	8,284	8,062	7.03 %	(1.62)%
SR	Municipal Museum Tax	422	442	448	416	0.36 %	(5.88)%
cp	Museum CIP	358	75	75	75	0.07 %	-
G	Non Department Specific Exp	2,881	1,865	2,448	2,366	2.06 %	26.86 %
SR	Gaming Financed Initiatives	1,192	1,021	1,026	1,043	0.91 %	2.15 %
Total Operating		98,677	106,004	108,855	114,713	82%	8.22 %
Total Capital Projects		73,971	52,318	46,341	25,574	18%	(51.12)%
Total Expenditures		\$172,648	\$158,322	\$155,196	\$140,287	100%	(11.39)%

G = General Government E = Enterprise
SR = Special Revenue CAP = Capital Projects

WHERE THE MONEY GOES

Operational Summary

Department	FY2016 Budget	% of Operating Total	% of Total Budget
Public Works	\$ 48,813,000	47.5%	
Police	18,046,000	17.6%	
Fire	14,646,000	14.2%	
Parks & Recreation	7,980,000	7.8%	
Planning & Community Dvlpmnt	3,993,000	3.9%	
Health	3,877,000	3.8%	
Administrative Services	3,930,000	3.8%	
Legal	579,000	0.6%	
City Manager	523,000	0.5%	
City Council & Mayor	228,000	0.2%	
City Clerk	211,000	0.2%	
Total Major Operating Departments	\$102,826,000		73.3%

CIP Summary

		% of CIP Total	
Water Protection CIP	\$ 4,763,000	18.6%	
CIP Sales Tax	6,537,000	25.6%	
Museum Tax CIP	75,000	0.3%	
Transit CIP	5,175,000	20.2%	
Airport CIP	8,589,000	33.6%	
Landfill CIP	320,000	1.3%	
Golf CIP	115,000	0.4%	
Total Capital Projects	\$25,574,000		18.2%

Other Budgeted Programs

		% of Other Programs Total	
Special Allocation (TIF & EDC)	\$ 8,062,000	67.8%	
Non Department & Cell Phone	2,366,000	19.9%	
Gaming Financed Initiatives	1,043,000	8.8%	
Municipal Museums Tax	416,000	3.5%	
Total Other Programs	\$11,887,000		8.5%

Total Budget	\$ 140,287,000
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DEPARTMENT/FUND CROSSWALK

OPERATING DEPARTMENTS

FUND TOTALS

CAPITAL EXPENDITURES

Mayor & Council	\$228,000	GENERAL \$54,087,000	<div style="border: 1px solid black; padding: 5px; margin-top: 20px;"> Amounts in [brackets] are transfers from the operating department to the CIP Fund and are not included in the amount under this column. </div>
City Clerk	211,000		
City Manager's Office	523,000		
Legal Services	579,000		
Administrative Services	3,240,000		
Planning & Community Development	1,760,000		
Police	14,798,000		
Fire	12,605,000		
Public Works Admin/Eng/Streets	8,323,000		
Public Health	3,691,000		
Parks & Recreation	5,763,000		
Non-Departmental	2,366,000		

SPECIAL REVENUE

Planning & Community Development	\$2,233,000	C.D.B.G \$2,233,000	
Public Works (non-personnel) – Street Maintenance, Traffic, Snow/Ice	\$5,312,000	STREETS MAINTENANCE \$5,312,000	
Parks & Recreation (non-personnel)– Parks Maintenance	\$1,393,000	PARKS MAINTENANCE \$1,393,000	
Museum Tax Distribution	\$416,000	MUSEUM - \$491,000	\$75,000 Museum Projects
Gaming Proceeds Distribution	\$1,043,000	GAMING INITIATIVES \$1,043,000	Gaming Funded Projects
TIF & Econ Development Districts	\$8,062,000	SPECIAL ALLOCATION \$8,062,000	
Police, Fire Health Enhancements	5,475,000	PUBLIC SAFETY 5,475,000	[309,000] Escrowed for fire rolling stock

ENTERPRISE

Parks & Recreation – Municipal Golf Course	\$824,000	MUNICIPAL GOLF \$939,000	\$115,000 Golf Projects
Public Works – Airport Operations	\$618,000	AIRPORT \$9,207,000	\$8,589,000 Airport Projects
Public Works – Parking Operations	\$482,000	PUBLIC PARKING \$482,000	
Public Works – Water Projection/Sewer Line Maintenance/Utility Billing	\$25,702,000	WATER PROJECTION \$29,775,000	\$4,763,000 Sewer Projects
Public Works – Mass Transit	\$5,798,000	MASS TRANSIT \$10,973,000	\$5,175,000 Mass Transit Projects
Public Works – Landfill/Recycling Operations	\$3,268,000	LANDFILL \$3,588,000	\$320,000 Landfill Projects
Capital Projects Fund		CAPITAL \$6,537,000	\$6,537,000 Capital Projects

\$114,713,000

\$140,287,000

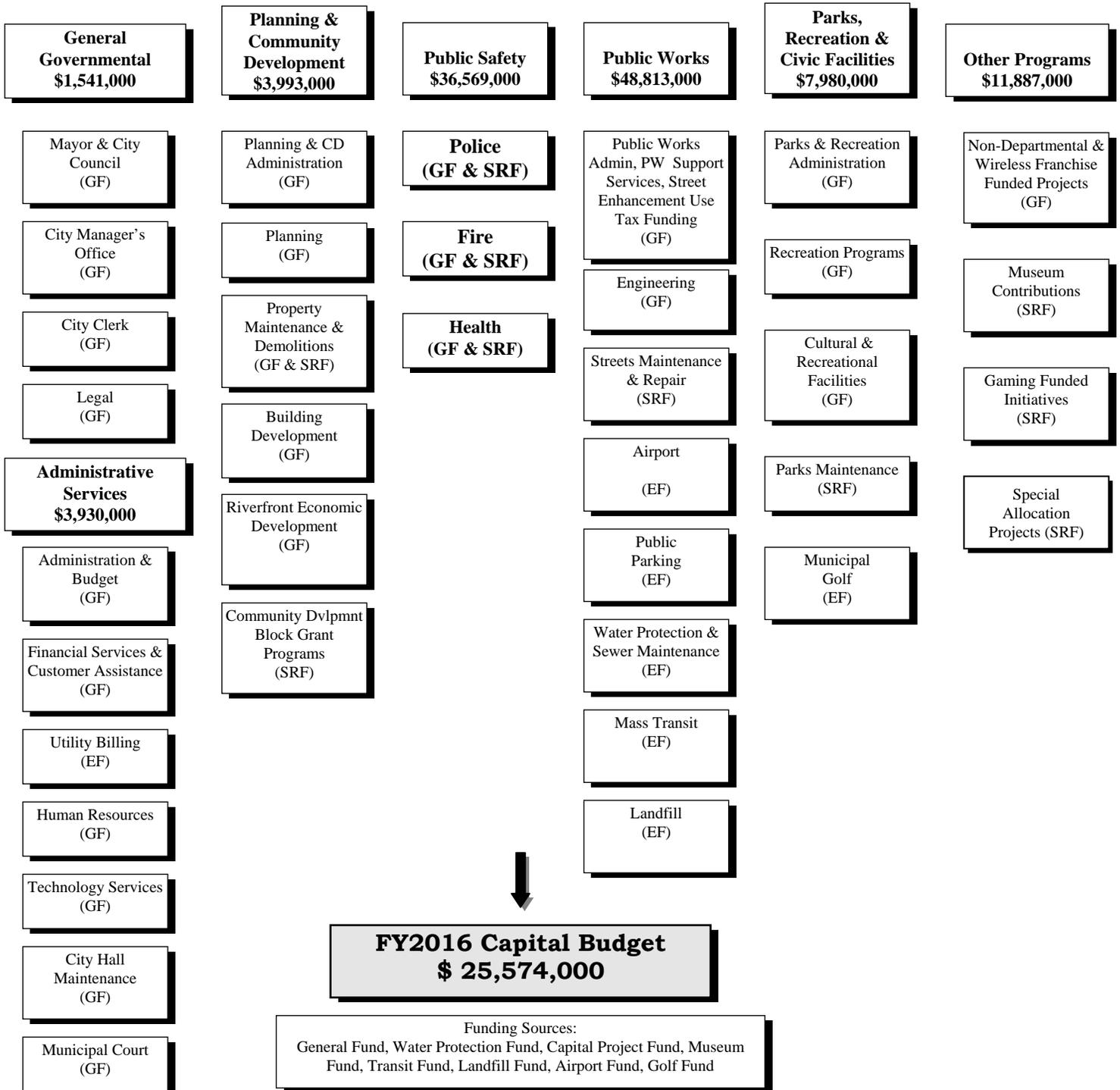
\$25,574,000

DEPARTMENT & FUNCTION FLOWCHART

**FY2016
Total Budget
\$140,287,000**



**FY2016 Operating Budget
\$114,713,000**



**FY2016 Capital Budget
\$ 25,574,000**

Funding Sources:
General Fund, Water Protection Fund, Capital Project Fund, Museum Fund, Transit Fund, Landfill Fund, Airport Fund, Golf Fund

ALL FUNDS --COMBINED--

Description	FY2014 Actual	FY2015		FY2016 Budget
		Adopted Budget	Estimated Actual	
Revenues				
Real Property Tax	\$8,598,000	\$8,564,345	\$8,593,000	\$ 8,588,000
Personal Property Tax	3,498,000	3,471,520	3,456,000	3,507,000
Other Personal Property Tax	3,882,000	3,988,134	4,096,000	3,981,000
Utility Based Franchise Tax	8,196,000	7,935,225	7,875,000	7,855,000
Sales Taxes	38,896,000	41,467,492	44,579,000	46,185,000
Licenses & Permits	1,590,000	1,596,145	1,595,000	1,596,000
Fines	1,425,000	1,315,605	1,294,000	1,350,000
Rents & Gaming Revenue	1,432,000	1,416,029	1,456,000	1,486,000
Parking Fees	113,000	115,560	116,000	115,000
Building Inspection Fees	303,000	385,500	304,000	386,000
Health User Fees	309,000	396,745	298,000	321,000
Parks/Civic/Bode/NC Facility Fees	1,528,000	1,767,715	1,421,000	1,776,000
Municipal Golf User Fees	795,000	834,085	819,000	909,000
Transit & Misc User Fees	322,000	329,500	305,000	328,000
Sanitary Sewer User Fees	21,571,000	25,518,625	25,544,000	26,647,000
Landfill User Fees	2,862,000	2,840,000	2,840,000	2,840,000
Other Service Fees	1,695,000	1,760,189	1,773,000	1,734,000
Sale of Bonds/Donations/Othr Rev.	19,058,000	31,184,236	47,372,000	2,434,000
Interest Earnings	374,000	347,570	271,000	239,000
Grants & Entitlements (Intergovmntl)	5,690,000	15,743,571	8,523,000	18,487,000
Interfund Transfers - In	8,494,000	8,634,265	10,760,000	9,417,000
	130,631,000	159,612,056	173,290,000	140,181,000
From (To) Fund Balance	42,017,000	(1,289,632)	18,094,000	106,000
Total Revenues	\$172,648,000	\$158,322,424	\$191,384,000	\$140,287,000
Expenditures				
Salaries & Wages	\$29,670,000	\$32,853,955	\$31,880,000	\$ 35,613,000
Employee Benefits	13,034,000	14,991,133	14,343,000	14,658,000
Materials & Supplies	5,228,000	5,654,416	5,245,000	5,615,000
Services/Utilities	31,517,000	25,840,874	30,036,000	26,048,000
Capital Outlay	6,046,000	9,179,817	3,514,000	8,629,000
Public Improvements	63,970,000	45,560,574	42,476,000	21,706,000
Debt Service	13,988,000	14,678,667	15,869,000	17,653,000
Insurance & Other	1,044,000	904,812	1,134,000	922,000
Interfund Transfers-Out	8,151,000	8,658,176	10,699,000	9,443,000
Total Expenditures	\$172,648,000	\$158,322,424	\$155,196,000	\$140,287,000

Staffing by Service/Program

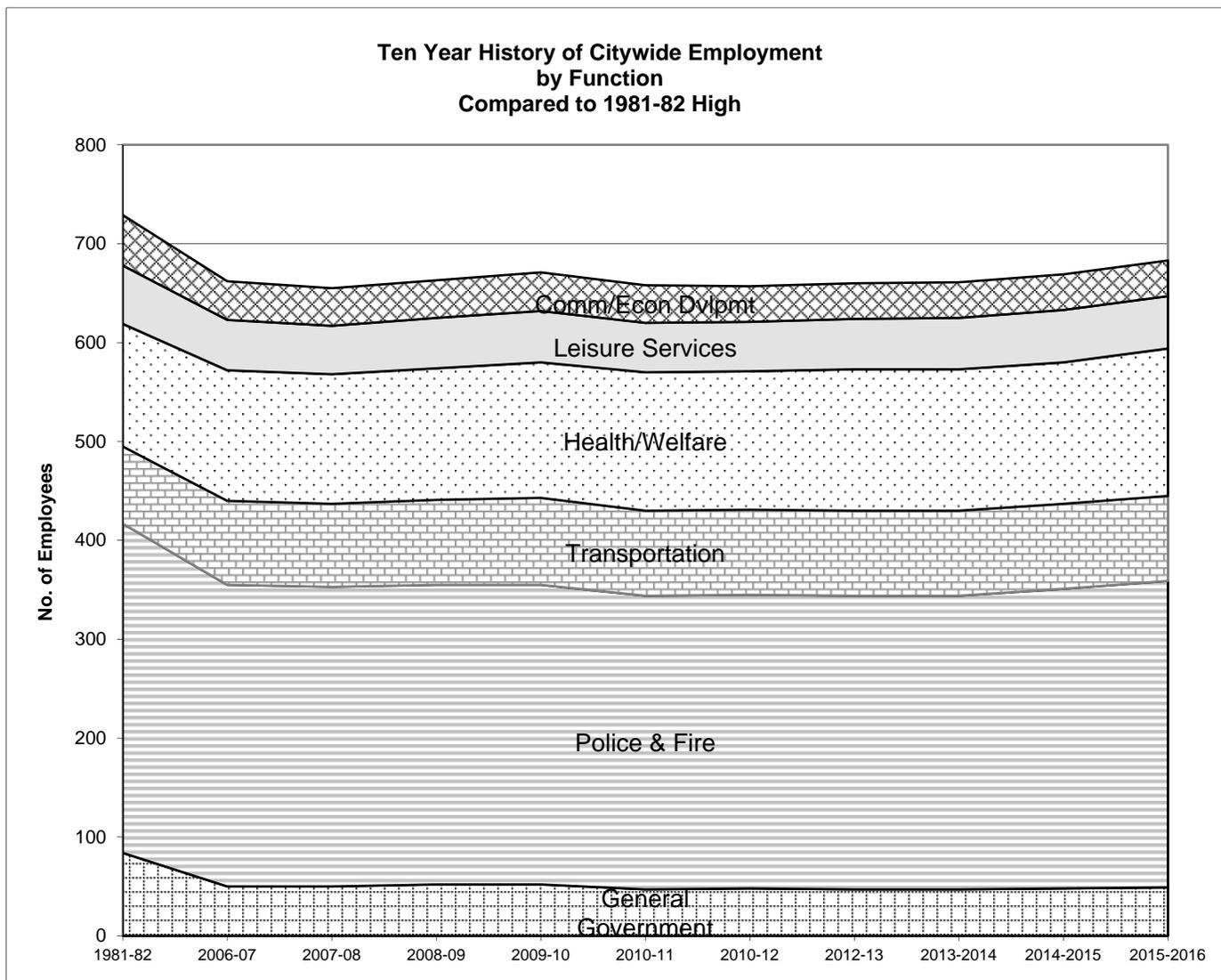
Includes Regular, Part Time Employees

	<u>FY2015</u> <u>Adopted</u>	<u>FY2016</u> <u>Budget</u>	<u>Change from</u> <u>Prior Yr</u> <u>Adopted</u>
General Government & Administrative Services			
Mayor's Office/City Clerk*	3.3	3.4	0.1
City Manager	5.0	5.0	0.0
Legal	6.15	6.15	0.0
Administrative Services (including Muni Court)**	<u>35.38</u>	<u>35.75</u>	<u>0.37</u>
*Exc. 9 PT elected council, ** Exc. 1 FT elected judge	49.83	50.30	0.47
Planning & Community Development			
Planning & CD Admin	3.0	3.0	0.0
Planning	2.0	2.0	0.0
CDBG Admin & Housing/Revitalization	5.5	5.5	0.0
Property Maintenance/Demolition	10.5	10.5	0.0
Building Development	<u>9.0</u>	<u>9.0</u>	<u>0.0</u>
	30.0	30.0	0.0
Leisure & Recreation			
Parks & Rec Administration	4.0	4.0	0.0
Parks Maintenance	26.0	25.0	(1.0)
Rec Activities & Cultural Facilities	20.275	20.975	0.7
Golf Operations	<u>4.0</u>	<u>4.0</u>	<u>0.0</u>
	54.3	54.0	(0.3)
Public Safety			
Police	167.06	174.56	7.5
Fire	130.0	130.0	0.0
Health	<u>43.00</u>	<u>42.63</u>	<u>(0.4)</u>
	340.06	347.19	7.1
Public Works			
Public Works Admin/MPO	6.0	6.0	0.0
Engineering	10.0	10.0	0.0
Street & Sewer Support Svcs	16.125	16.125	0.0
Streets Maintenance	55.0	55.0	0.0
Aviation	6.0	6.0	0.0
Landfill/Recycling Ops	20.0	20.0	0.0
Water Protection/Sewer Mnt	78.0	84.0	6.0
Parking Operations	<u>5.0</u>	<u>5.0</u>	<u>0.0</u>
	196.1	202.1	6.0
Total Full Time Equivalents	<u>670.3</u>	<u>683.6</u>	<u>13.30</u>

Staffing by Fund

Fund	FY2014	FY2015	FY2016
	Adopted	Adopted	Budget
General Governmental*	538	539.28	540.04
Public Safety	0	6.56	13.56
Community Development	8	8.00	8.00
Municipal Golf	4	4.00	4.00
Aviation	6	6.00	6.00
Public Parking	5	5.00	5.00
Water Protection	80	80.63	87.00
Landfill	20	20.00	20.00
	661	669.47	683.60

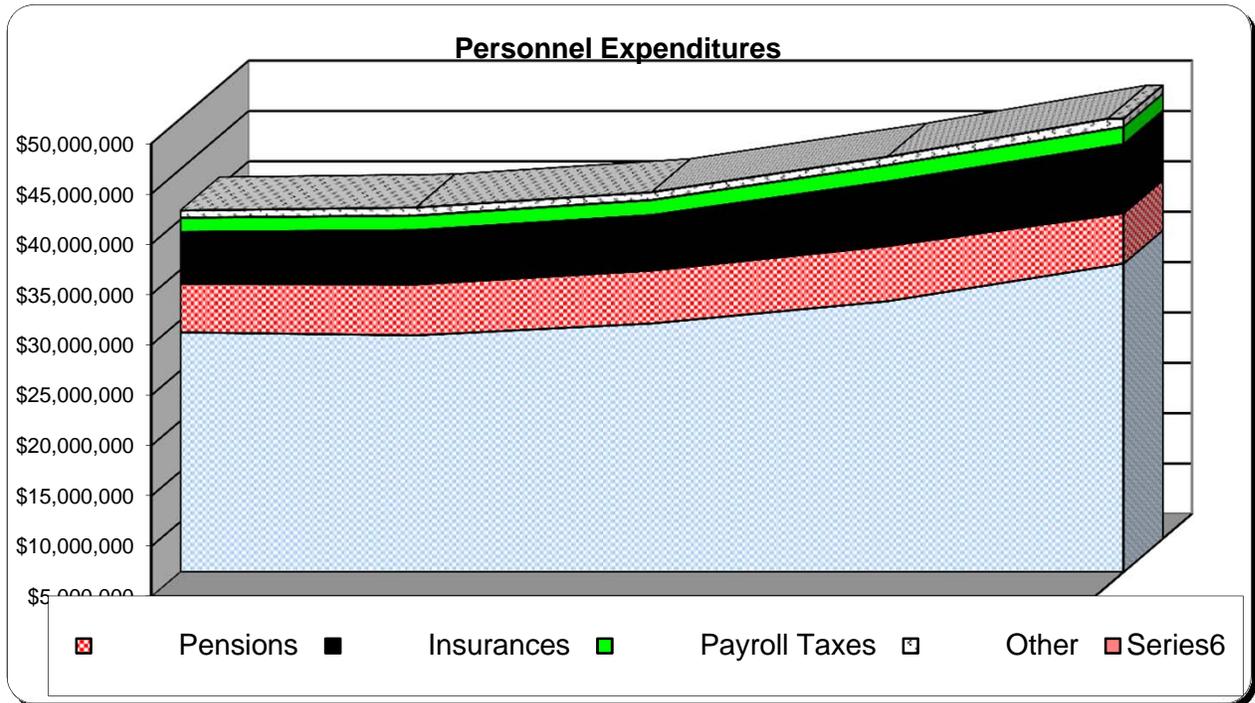
*Elected officials excluded (9 PT Council Members, 1 FT Municipal Judge)



PERSONNEL EXPENDITURES

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>Estimated 2014-15</u>	<u>Budget* 2015-16</u>
Salary & Wages	26,210,146	25,831,196	26,889,746	28,965,230	32,503,236
Overtime	1,206,364	1,196,802	1,318,463	1,336,615	1,418,075
FLSA OT (Firefighters)	161,840	171,174	188,591	171,000	180,000
Temporary/Part-Time Wages	895,449	990,596	984,596	1,109,285	1,194,290
Out-of-Title	135,965	122,111	119,934	127,200	144,800
Sick Buy-Back	16,890	19,157	16,101	16,103	17,900
Retired Firefighter Consultants	162,176	156,908	152,884	152,000	154,400
Total Salaries	<u>28,788,830</u>	<u>28,487,944</u>	<u>29,670,315</u>	<u>31,877,433</u>	<u>35,612,701</u>
Police Pension	1,729,509	1,760,366	1,752,618	1,702,068	1,754,692
Lagers Pension	3,060,986	3,295,742	3,501,285	3,774,226	3,233,363
FICA	1,039,587	1,057,209	1,091,644	1,152,246	1,214,187
Medicare	374,823	383,285	401,515	462,952	482,275
ICMA Deferred Compensation	37,410	41,551	47,339	42,148	219,693
Health	3,967,132	4,187,997	4,123,739	4,706,512	5,150,394
Dental	160,526	179,411	181,871	182,354	209,708
Federal Hlth Insurance Tax	0	0	0	3,640	1,855
Life	92,180	92,582	96,296	125,846	124,179
Unemployment	22,717	16,898	12,645	7,685	700
Long Term Disability	57,674	57,902	59,813	81,768	81,466
Workers Compensation	872,313	861,392	1,036,109	1,306,191	1,328,480
Uniform Allowance	319,837	351,750	355,063	366,775	385,500
Fire EMT Allowance	19,937	21,917	22,479	22,750	23,750
Car/Mileage Allowance	58,900	59,918	61,963	68,260	70,610
Conference/Training	279,434	315,032	283,068	333,896	377,304
Total Benefits	<u>12,092,965</u>	<u>12,682,952</u>	<u>13,027,447</u>	<u>14,339,317</u>	<u>14,658,156</u>

*FY16 Proposed Amounts exclude the impact of the 27th Payroll - approx. \$1,918,400 of wages & benefits city-wide.

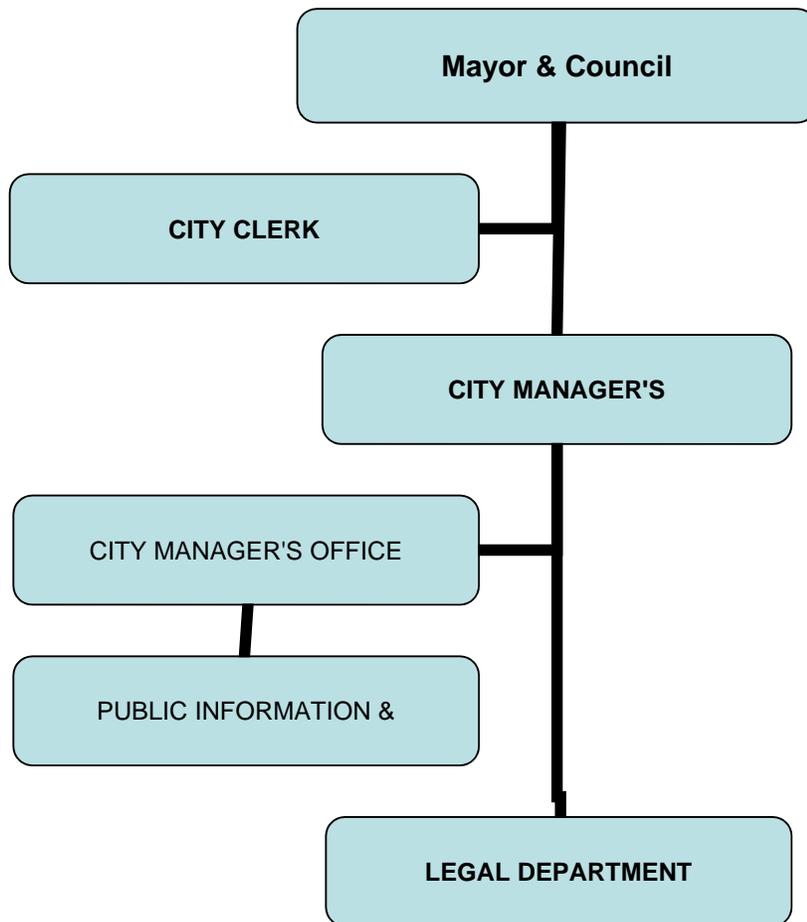


GENERAL GOVERNMENT DEPARTMENTS

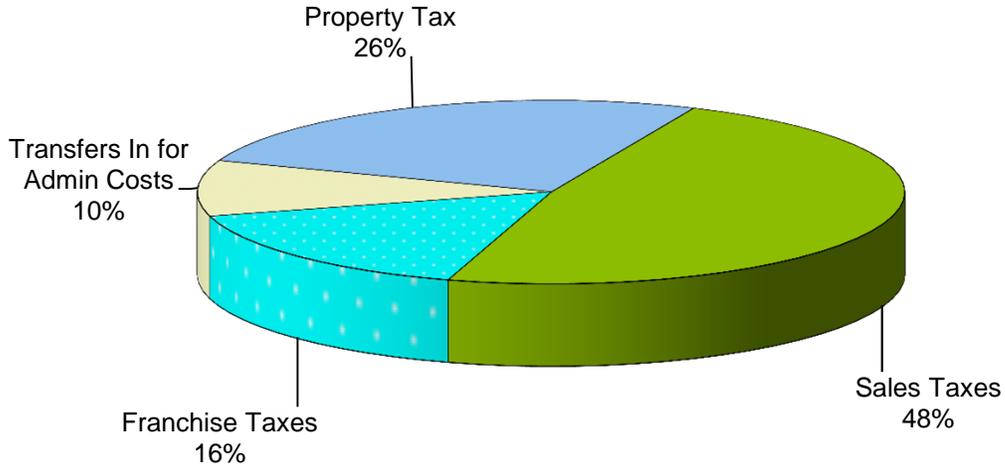
The General Governmental Departments provide the legislative and managerial services for city government.

These operations are funded through the local general sales tax, property taxes and other general fund revenue sources.

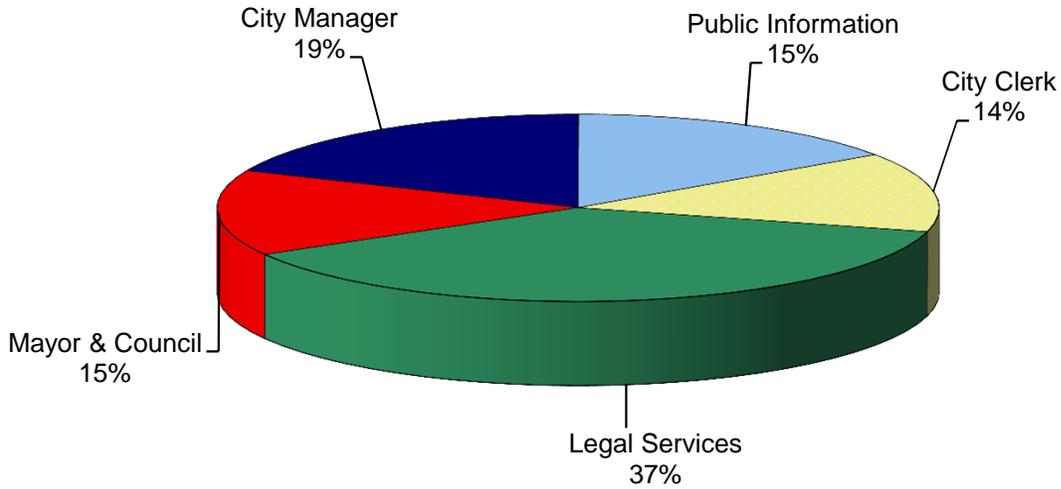
TOTAL BUDGETED RESOURCES: \$ 1,541,426



GENERAL GOVERNMENT SOURCES & USES



FUNDING SOURCES



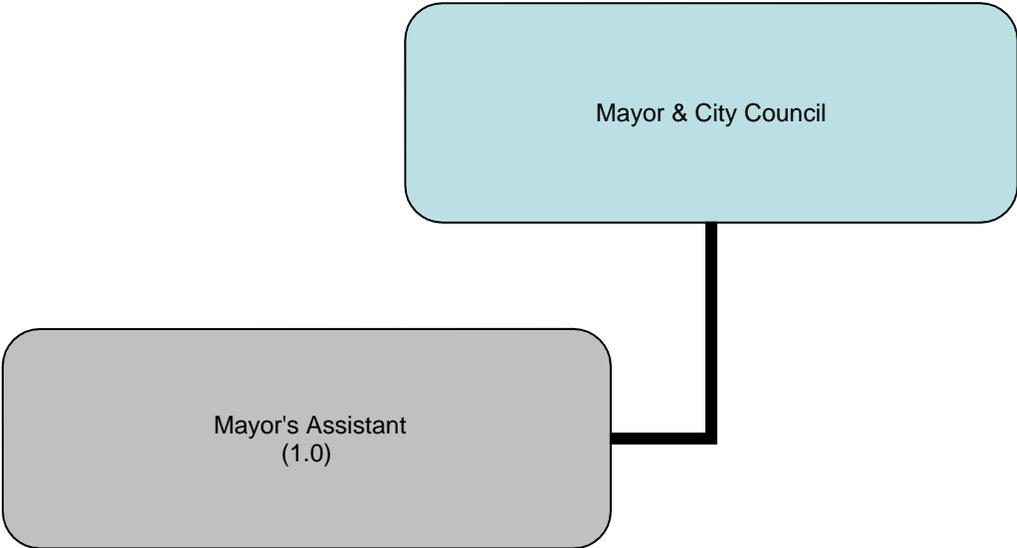
PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
ACCOUNT TYPE				
Salaries & Wages	776,451	836,887	791,631	903,680
Payroll Expenses & Benefits	364,375	429,372	384,399	402,407
Materials & Supplies	17,626	12,850	12,850	12,850
Utilities & Other Contracted Services	237,221	173,640	169,968	178,489
Elections	0	60,000	60,000	44,000
	<u>1,395,673</u>	<u>1,512,749</u>	<u>1,418,848</u>	<u>1,541,426</u>
USES BY PROGRAM DEPARTMENT				
Mayor & City Council	196,392	228,306	210,286	228,346
City Clerk	246,850	222,018	222,018	211,720
City Manager's Office	239,670	262,716	247,814	285,694
Public Information	184,601	243,113	181,278	237,165
Legal Services	528,160	556,596	557,452	578,501
	<u>1,395,673</u>	<u>1,512,749</u>	<u>1,418,848</u>	<u>1,541,426</u>
FUNDING SOURCES				
General Fund	1,253,376	1,370,452	1,276,551	1,390,347
CDBG Fund	40,775	40,775	40,775	49,158
Water Protection Fund	47,399	47,399	47,399	61,791
Golf Fund	3,197	3,197	3,197	4,635
Mass Transit Fund	14,765	14,765	14,765	9,737
Airport Fund	13,441	13,441	13,441	8,409
Landfill Fund	12,680	12,680	12,680	7,690
Parking Fund	10,040	10,040	10,040	9,659
	<u>1,395,673</u>	<u>1,512,749</u>	<u>1,418,848</u>	<u>1,541,426</u>
STAFFING SUMMARY				
* Mayor & City Council	1	1	1	1
City Clerk	2	2	2	2
City Manager	2	2	2	2
Public Information	2	3	3	3
Legal Services	7	7	7	7
	<u>14</u>	<u>15</u>	<u>15</u>	<u>15</u>

*Does not reflect the nine elected members of City Council

Mayor & Council



Mayor & City Council

Mission

To provide the City Manager clear policy direction toward providing quality services in order to enhance the quality of life and to create a healthy, progressive community in which to live, work and visit.

Core Services

- Provide policy direction for City operations;
- Promote public participation in government through regular and special Council meetings, public hearings and workshops, and City Talk programs; and
- Encourage partnerships with other public, private and nonprofit sectors to resolve local issues.

Current Year Activity/Achievements

- Held approximately 74 public Council meetings and work sessions to discuss pending issues.
- Conducted four (4) City Talk meetings throughout the city limits.
- CIP Tax passed.

Budget Challenges/Planned Initiatives

- Attracting new businesses.
- Continuing Downtown and Riverfront development.
- Moving St. Jo Frontier Casino to Downtown Riverfront.
- Improve streets and infrastructure.
- Public Safety Tax initiative.

MAYOR & CITY COUNCIL

Program 8110

Program Description

The Mayor and eight City Council members are the elected representatives of the citizens of St. Joseph and are charged with the formation of public policy to meet the community's needs. They are responsible for appointing the City Manager and the City Clerk.

Staffing Detail

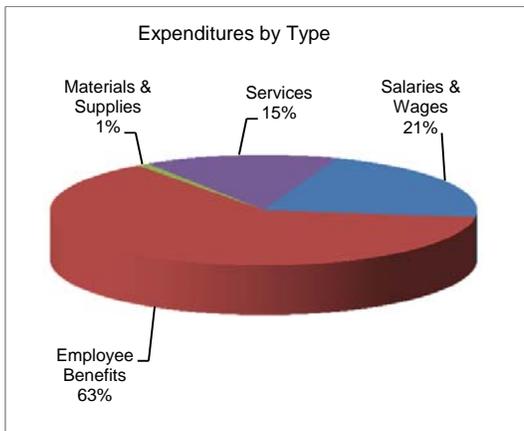
Mayor (Elected, Part Time)
 Council Members (Elected, Part Time)
 Mayor's Assistant

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
8	8	8	8
1	1	1	1
FTE: 1	1	1	1

Major Budgetary Changes & Program Highlights

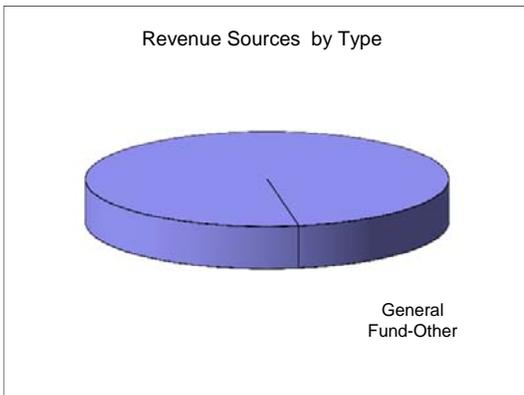
- No major changes

Operating Budget Summary



Expenditures:

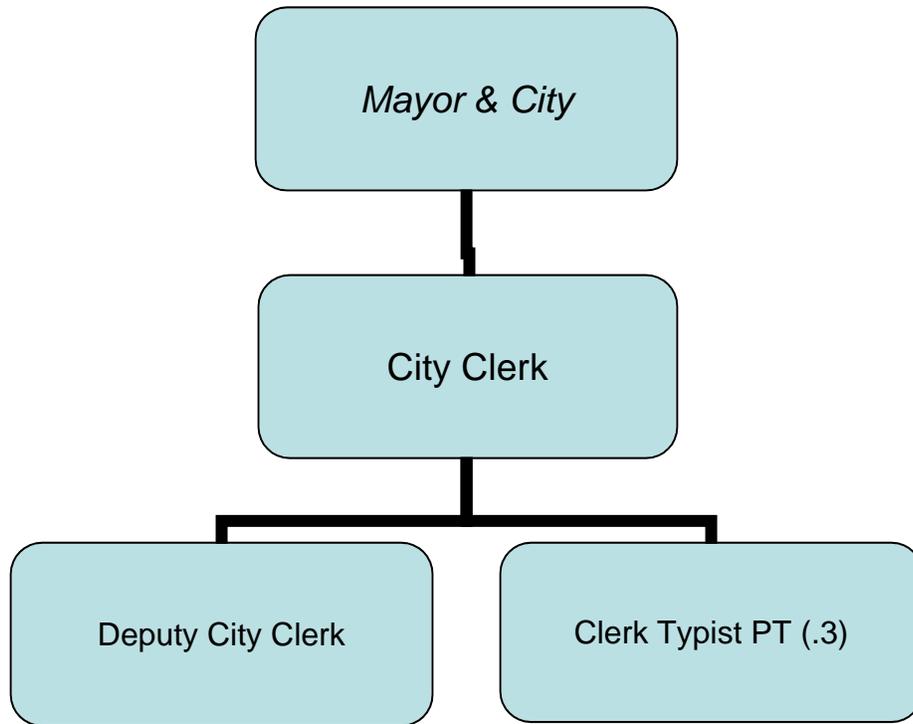
	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	47,739	45,655	45,655	49,062
Employee Benefits	119,336	144,961	126,941	143,594
Materials & Supplies	3,708	2,100	2,100	2,100
Services	25,609	35,590	35,590	33,590
Total	196,392	228,306	210,286	228,346



Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund-Other	196,392	228,306	210,286	228,346
Total	196,392	228,306	210,286	228,346

City Clerk



City Clerk

Mission

To provide City Council, other city departments and citizens with accurate and timely information.

Core Services

- Preserve the integrity of the City's official records.
- Provide for records disposal to the fullest extent permissible by Missouri law.
- Provide for the cost effective, legal maintenance of permanent records for all City departments.
- Inform citizenry of public hearings pursuant to Missouri law.
- Administer the City Council paperless agenda process.
- Oversee City Council agenda process which includes creation of bimonthly agendas, coordination of ordinances and resolutions, duplication and distribution of agenda materials to interested parties
- Prepare Council meeting and work session minutes in a timely manner.
- Prepare appointment letters and certificates of appointments for individuals nominated to serve on boards and commissions; maintain list of boards and commissions.
- Post meeting notices/agendas pursuant to Missouri law.
- Process requests for copies of public documents in a timely manner.
- Conduct city elections as required by the City Charter
- Send correspondence to the City Council on a daily basis using the Council's electronic tablets.

Current Year Activity/Achievements

• Performance Statistics:	<u>FY13</u>	<u>FY14</u>	<u>% Inc (Dec)</u>
Responses to customer requests for information	764	961	23%
Number of ordinances and resolutions processed	358	350	(2%)
Number of Council meetings and work sessions held	74	66	(11%)
Supplements to the code processed and distributed	4	4	--
Bills of Sale processed	120	64	(47%)

Budget Challenges/Planned Initiatives

CITY CLERK

Program 8210

Program Description

Secretary to the City Council and legal custodian of the City's official records. The Clerk provides City Council, other city departments and citizens with accurate and timely information regarding those records as well as posting all official meeting notices.

Staffing Detail

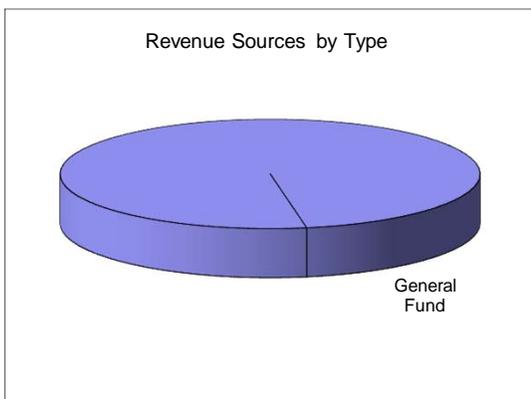
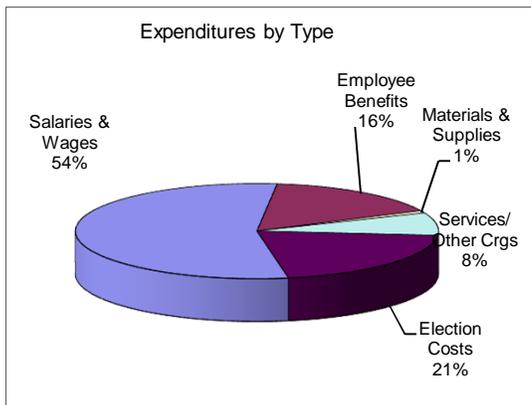
City Clerk
 Deputy City Clerk
 Clerk (PT)

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.3	0.3	0.3	0.4
2.3	2.3	2.3	2.4

Major Budgetary Changes & Program Highlights

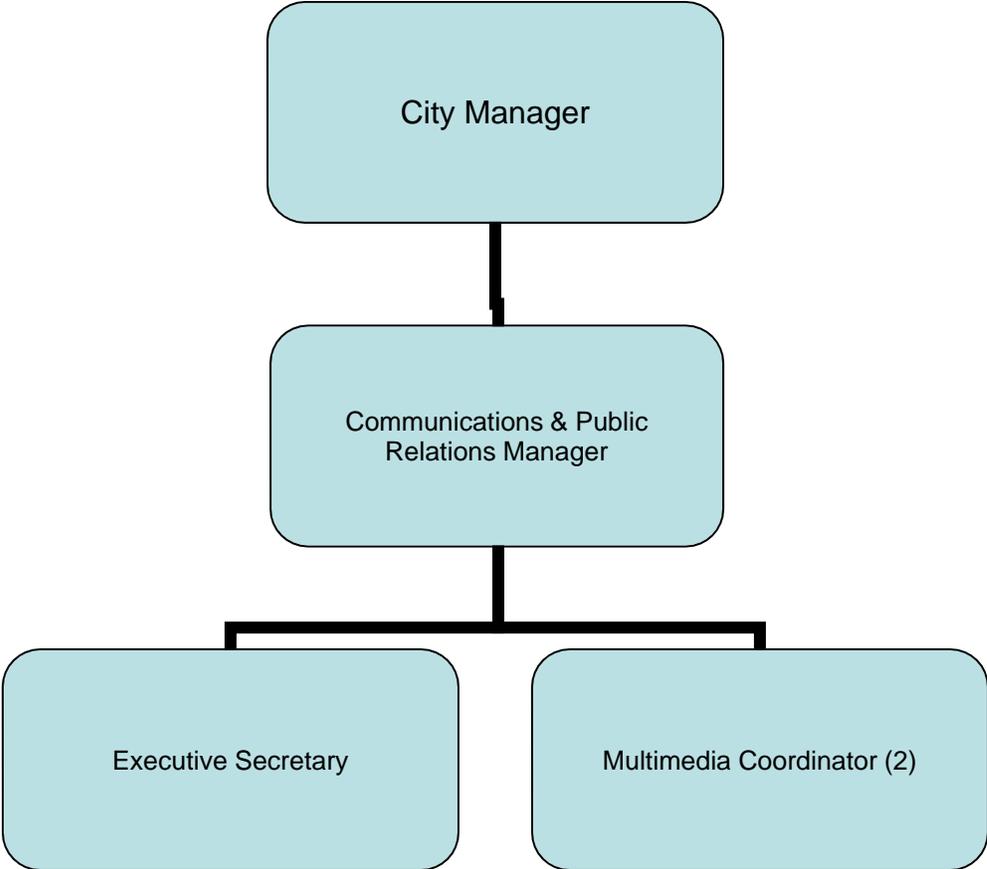
~\$44,000 budgeted in anticipation of one possible election.

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	99,113	106,077	106,077	115,528
Employee Benefits	33,342	35,401	35,401	34,252
Materials & Supplies	3,461	1,700	1,700	1,700
Services/ Other Crgs	110,934	18,840	18,840	16,240
Election Costs	0	60,000	60,000	44,000
Total	246,850	222,018	222,018	211,720
Revenue Sources:				
General Fund-Other	246,850	222,018	222,018	211,720
Total	246,850	222,018	222,018	211,720

CITY MANAGER'S OFFICE



City Manager

Mission

To implement the policies established by City Council through the overall management and administration of day-to-day City operations and to deliver efficient and affordable city services.

Core Services

- Implements Council policies and goals by assigning initiatives to department directors.
- Provides professional leadership and support on organizational issues to all city departments.
- Acts as the communication link between staff and Council, as well as creating and maintaining relationships between the City and other public and community entities.
- Utilizes the Communications Manager, Directors, and other City staff to provide timely follow-up to Council inquiries.
- Oversees the financial health of the organization. Works to maintain and improve the city's bond ratings.

Current Year Activity/Achievements

- Worked on public information and outreach programs related to the Public Safety Tax and the Clean Air (non-smoking) initiative.
- Implemented the Classification / Compensation Study.
- Initiated the first year of the new 2013 1/2 cent CIP sales tax Capital Improvements Program.
- Continued a public dialog about the importance of investing in a proper level of maintenance of our existing public infrastructure.

Budget Challenges/Planned Initiatives

- Explore revenue sources to maintain City services, including possible Use Tax and/or General Obligation Bonds.
- Initiate discussion of proposed fire station location recommendations.
- Promote Downtown Master Plan and explore Event Center concept in anticipation of a possible relocation of the casino.
- Work with the City Council to choose goals for their up-coming four year term.
- Development and implementation of a City brand.

CITY MANAGER'S OFFICE

Program 8300

Program Description

The City Manager is appointed by and serves at the discretion of the City Council and is the City's chief administrative officer. The City Manager implements the policies established by City Council and administers the day-to-day operations of the City through his actions and those of his directors.

Staffing Detail

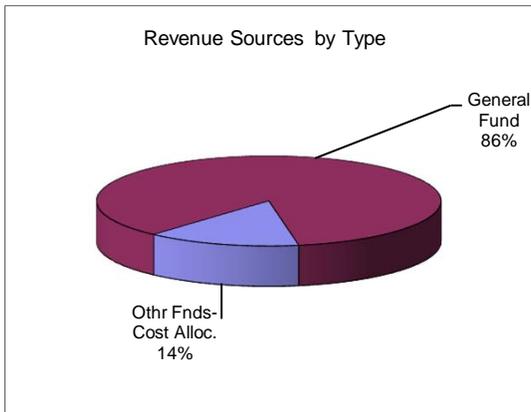
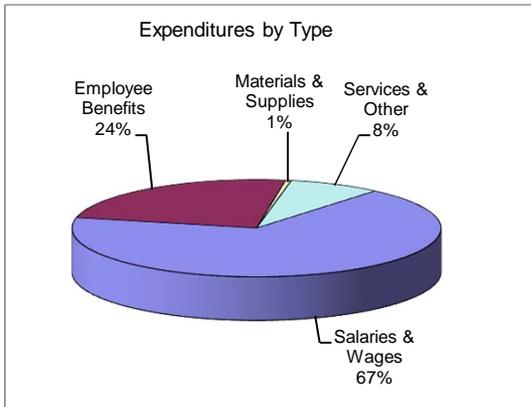
City Manager
Executive Secretary

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Salaries & Wages category contains the budget for the impact of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the entire department.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	164,269	167,110	167,110	192,410
Employee Benefits	66,025	70,661	70,661	68,739
Materials & Supplies	1,149	1,450	1,450	1,450
Services & Other	8,227	23,495	8,593	23,095
Total	239,670	262,716	247,814	285,694
Revenue Sources:				
Othr Fnds-Cost Alloc.	41,094	41,094	41,094	41,094
General Fund	198,576	221,622	206,720	244,600
Total	239,670	262,716	247,814	285,694

Public Information Office

Mission

To provide effective communications and positive public relations between city government and the community.
To provide effective communications to city employees to ensure quality, responsive customer service.

Core Services

- ~Communicates public information in an effective, creative manner.
- ~Markets, advertises, and promotes City services locally and regionally.
- ~Represents the City on a variety of committees including Council appointed citizens committees and community-wide projects and events.
- ~Produces and disseminates a variety of newsletters, publications, press releases, and public information for the City.
- ~Provides writing, design, photography, and other graphic services for print, digital, and video communication formats.
- ~Produces programming and manages the City's Government Access Channel 19.
- ~Televises City Council and Planning Commission meetings.
- ~Assists with content management for the City's website.
- ~Serves as the Public Information Officer during declared emergencies and for other general city contacts with the media.

Current Year Activity/Achievements

- ~Provided staff support to a number of citizen committees including the public safety tax.
- ~Coordinated City Talk meetings.
- ~Further expanded the utilization of social media as a method of communications.
- ~Developed original programming for the city's government access channel, cable 19.
- ~Completed the redesign of the city's website in cooperation with Technology Services.
- ~In addition to televised City Council and Planning Commission meetings, numerous administrative hearings and public meetings, as well as a series of seven public meetings for the clean air initiative were produced.
- ~Developed marketing campaigns and multimedia production for several special events.
- ~Produced marketing pieces for three utility billing inserts, reaching 27,000 customers each insert.

Performance Statistics	<u>FY2013</u>	<u>FY2014</u>
Number of City Weekly publications produced	50	50
Subscriber network for City Weekly	1,500	1,300
Number of city meetings televised	24	36
Produced document copies/prints for other departments:		
Color	68,254	95,583
Black & White	20,668	26,552
Number of press releases issued	47	55

Budget Challenges/Planned Initiatives

- ~Create a brand for the City of St. Joseph.
- ~Maintaining effective communications and developing original programming with limited staffing.

PUBLIC INFORMATION & COMMUNICATIONS

Program 8320

Program Description

This division assists the City Manager and other city departments with the effective use of technology to communicate with customers, both internal and external, by assisting with the preparation of material for the City's website, programming of the City's Government Access Channel and assisting with the preparation and distribution of other types of communications.

Staffing Detail

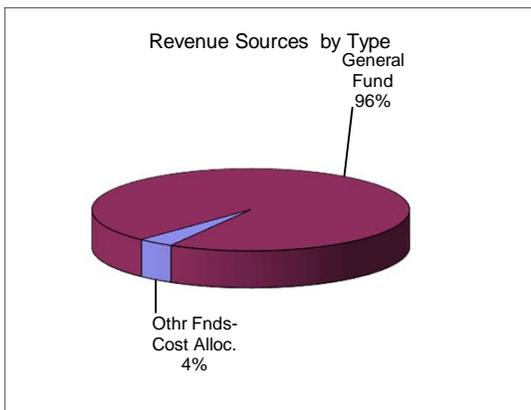
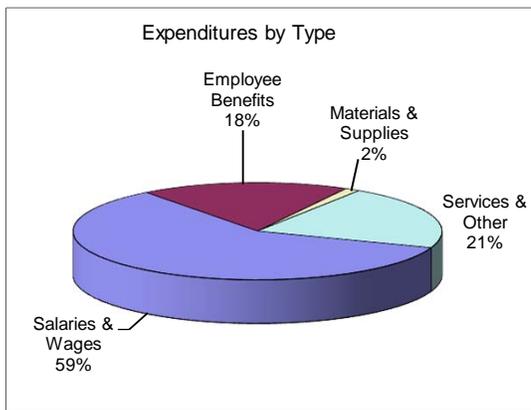
Communications & Public Relations Manager
Multi-Media Coordinator

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	2
2	2	2	3

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



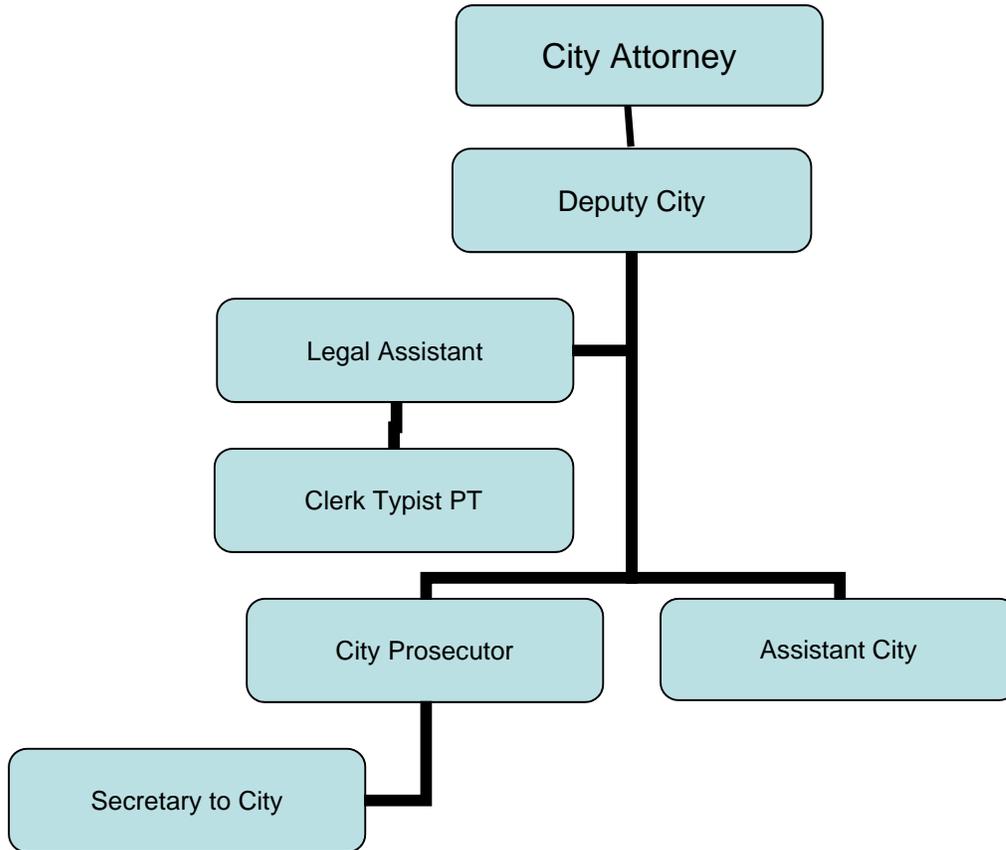
Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	98,634	139,313	93,971	140,246
Employee Benefits	35,567	53,639	35,399	43,374
Materials & Supplies	4,549	3,100	3,100	3,100
Services & Other	45,851	47,061	48,808	50,445
Total	184,601	243,113	181,278	237,165

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Othr Fnds-Cost Alloc.	8,752	8,752	8,752	8,752
General Fund	175,849	234,361	172,526	228,413
Total	184,601	243,113	181,278	237,165

LEGAL SERVICES



Legal Services

Mission

To provide effective and timely legal representation and advice to the City Council and City Administration. The office represents the City in legal controversies and is committed to minimizing negative legal exposure and potential liability.

Core Services

- Represent the City Council, City Administration, operating departments and specified boards and commissions (Planning Commission, Board of Zoning Adjustment, Landmark Commission, Development and Plan Review) in all matters of law pertaining to their official duties.
- Assist departments in preparation of ordinances, resolutions, contracts, leases and other documents.
- Assist departments in ensuring compliance with terms and conditions set forth in legal documents.
- Represent the City in litigation; and/or monitor the activities of outside counsel retained to assist with litigation.
- Prosecute Municipal Court violations through the City Prosecutor, who files charges and makes recommendations, as necessary and appropriate under the applicable facts and circumstances.
- Attend regular City Council meetings, special meetings and/or work sessions as required.
- Maintain up-to-date information on legal issues facing municipalities and ensure that the City is in compliance with newly enacted legislation, both State and Federal, if applicable.
- Assist with development of the City's official position on certain proposed legislation at the State and Federal level.
- Monitor legislation being proposed during the legislative session for purposes of keeping apprised of any legislation that might have an affect -- either positively or negatively -- on the City; advise department directors accordingly.
- Assist with the annual review and update of the City's Personnel Manual.
- Act as a member of the City's Labor Negotiation Team.

Current Year Activity/Achievements

- Participated in contract discussions with representatives of various labor unions; considered compensation requests from existing labor unions in conjunction with budget preparations.
- Attended Development Review Committee meetings for purposes of providing input and keeping development projects on track.
- Provided quarterly litigation reports to the City Council and Administration.
- Engaged in lengthy real estate negotiations and condemnation proceedings related to the Eastside Sewer Project, enabling the City to proceed on schedule and to maintain eligibility for SRF funding.
- Reviewed multiple real estate contracts for NSP projects related to the City's sale and purchase of property.
- Assisted with various code revisions, including revisions to the Zoning Code.
- Reviewed Health Department documents for purposes of gaining reimbursement under the Affordable Care Act.
- Assisted with the Administrative Hearing process related to the City's liquor code.
- Continued negotiations related to the City's sewer system operations with state and federal regulatory agencies.
- Continued negotiations and development of a contract with South St. Joseph Industrial Sewer District for secondary treatment of the District's wastewater.
- Updated numerous contracts for less-expensive services purchased by the City, to clarify responsibilities, better define the services or products to be provided and add language designed to limit the City's liability exposure.
- Advocated for the Board of Zoning Adjustment's position in two lawsuits filed regarding solar panel placements.
- Assisted in the development of the City's Write-off and Collection Policy
- With CDBG staff, conducted regular meetings to monitor those with loans offered through that division.

Performance Statistics:

Monitor over 50 contracts, leases and other legal documents.

Average 40-50 requests for legal assistance weekly; respond, typically, within a week of the request with the goal of responding to all requests within a two-week period of time

Budget Challenges/Planned Initiatives

Loss of one full-time Legal Assistant four years ago continues to cause strain on the department.

LEGAL SERVICES

Program 8390

Program Description

Legal staff conduct litigation involving the City, prepare and enforce City ordinances and resolutions, render legal opinions and advice, and draft City contracts, leases and other legal documents. The City Prosecutor represents the City when individuals are seen in Municipal Court for citations issued by a city department for violations of state or municipal laws and codes.

Staffing Detail

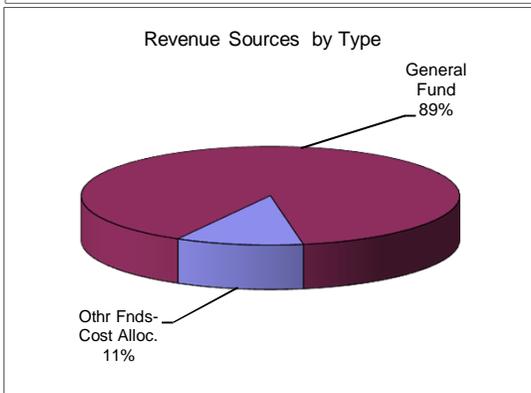
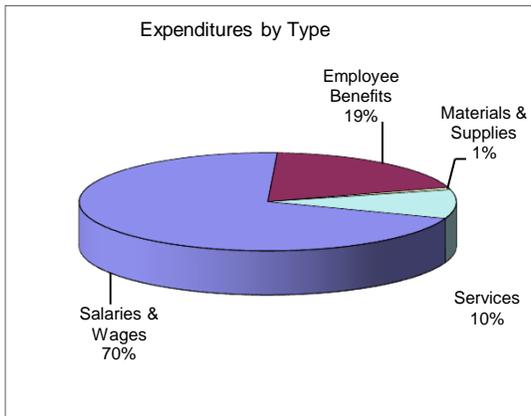
City Attorney
 Deputy City Attorney
 Assistant City Attorney
 City Prosecutor
 Legal Assistant
 Secretary to City Prosecutor
 Clerk (PT)

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	1	1
2	2	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0.02	0.02	0.02	0.02
6.02	6.02	6.02	6.02

Major Budgetary Changes & Program Highlights

~Mid-year FY2015 an Assistant Attorney position was reclassified to that of Deputy City Attorney.
 * Proposed salary & wage increase and 27th payroll budgeted in the Salaries & Wages category.

Operating Budget Summary



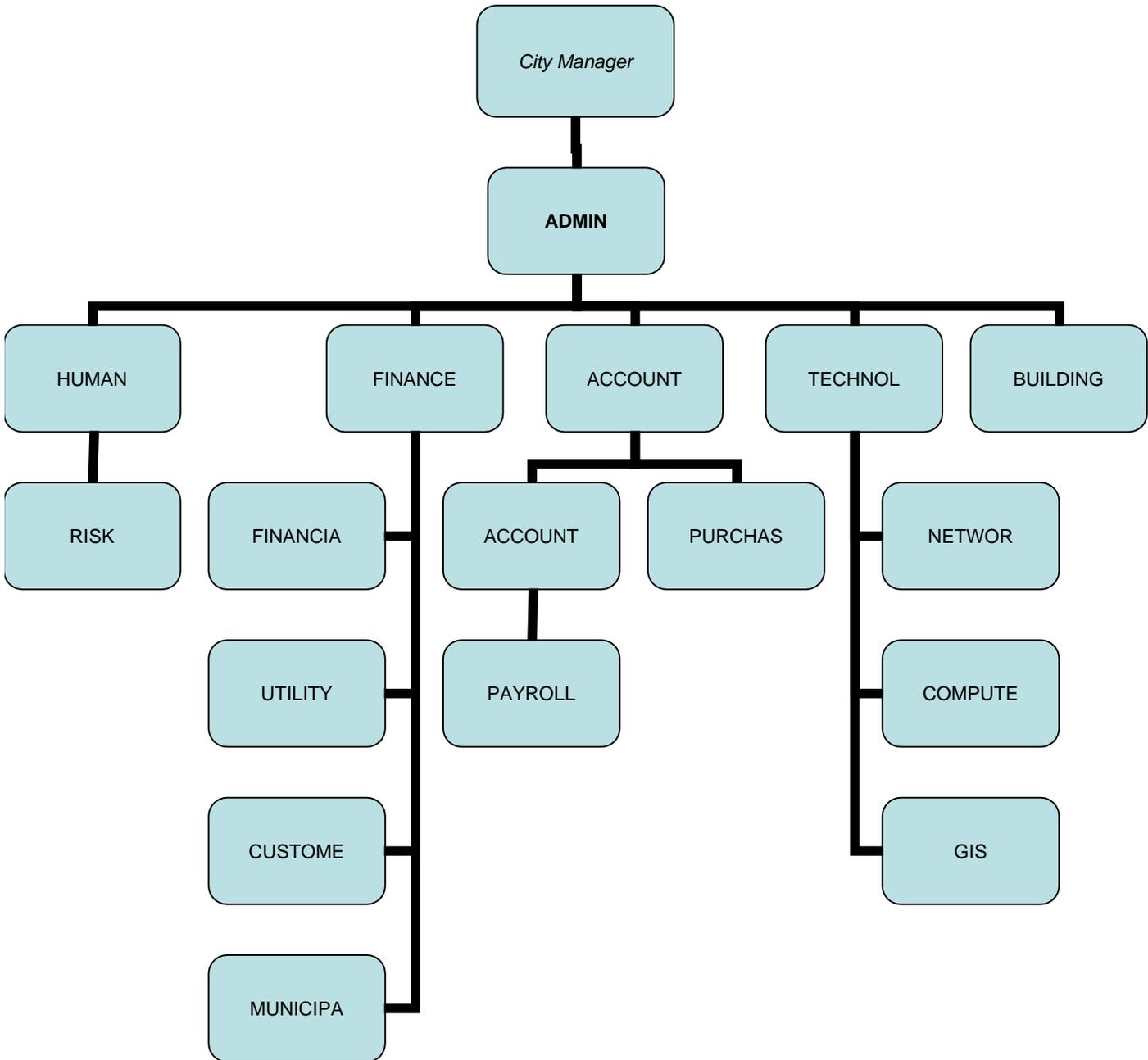
	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	366,696	378,732	378,818	406,434
Employee Benefits	110,105	124,710	115,997	112,448
Materials & Supplies	4,759	4,500	4,500	4,500
Services	46,600	48,654	58,137	55,119
Total	528,160	556,596	557,452	578,501
Revenue Sources:				
Othr Fnds-Cost Alloc.	62,878	62,878	62,878	62,878
General Fund	465,282	493,718	494,574	515,623
Total	528,160	556,596	557,452	578,501

ADMINISTRATIVE SERVICES DEPARTMENT

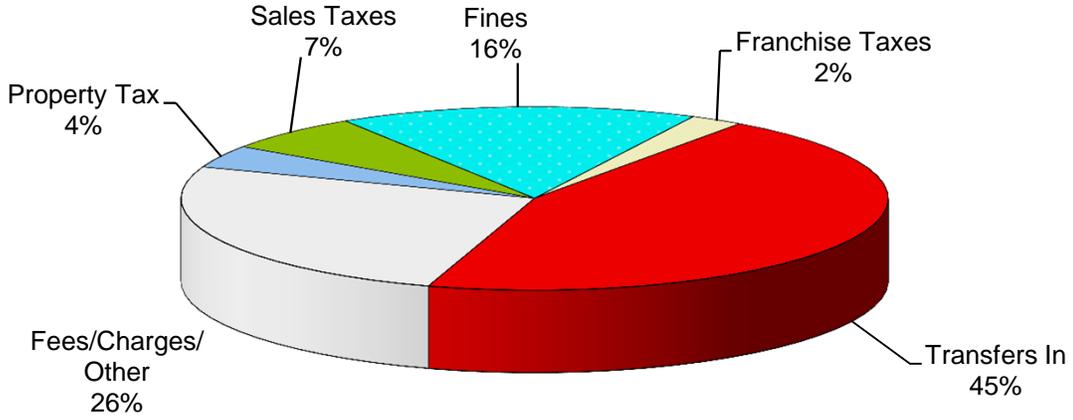
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

These operations are funded through the local general sales tax, property taxes and other general fund revenue sources. Over 60% of these services are funded through reimbursements from the Enterprise Funds indicating the level of support provided to each and/or from revenues generated by the programs.

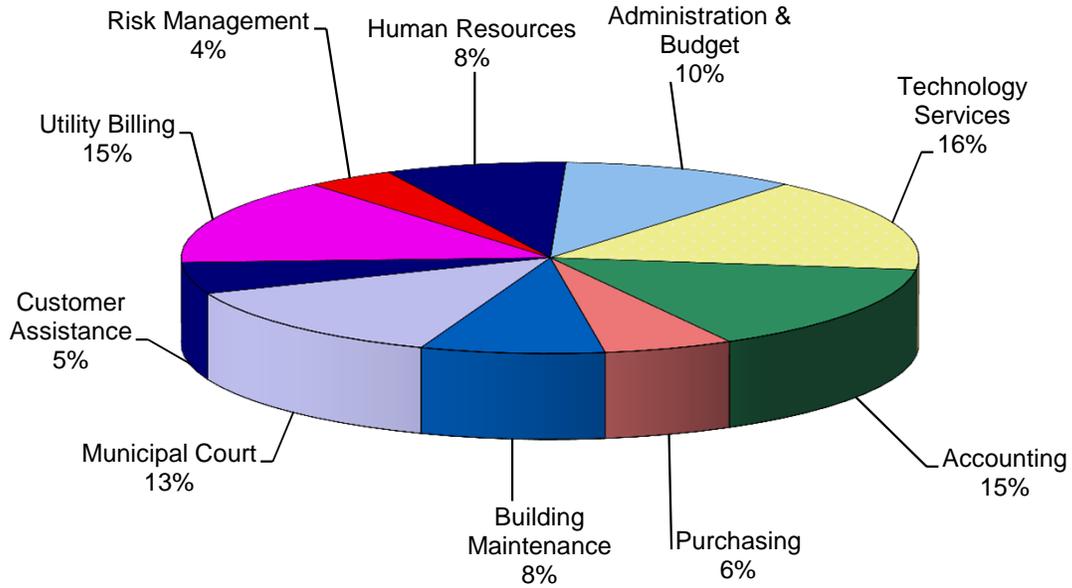
TOTAL BUDGETED RESOURCES: \$ 3,928,744



ADMINISTRATIVE SERVICES SOURCES & USES



FUNDING SOURCES



DEPARTMENT USES

ADMINISTRATIVE SERVICES DEPARTMENTS

ACCOUNT TYPE	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,597,588	1,749,806	1,692,036	1,881,375
Payroll Expenses & Benefits	579,152	655,372	606,097	632,824
Materials & Supplies	178,147	185,865	181,803	186,765
Utilities & Other Contracted Services	1,039,102	1,145,264	1,269,567	1,224,153
Capital Outlay	0	3,627	3,627	3,627
	3,393,989	3,739,934	3,753,130	3,928,744
USES BY PROGRAM				
Administration & Budget	346,643	385,192	438,191	481,823
Accounting	524,851	544,079	510,318	539,013
Purchasing	194,542	201,259	183,447	194,070
Customer Services	171,559	191,419	173,997	198,488
Utility Billing	467,726	610,863	643,511	689,605
Building Maintenance	299,434	298,487	294,957	304,653
Municipal Court Services	442,741	480,610	467,194	492,513
Designated Court Training	4,858	7,950	7,950	7,950
Human Resources	267,201	289,773	291,793	292,065
Risk Management	132,928	145,897	145,897	143,502
Network Services	269,434	299,628	299,431	296,662
GIS	25,199	29,950	34,050	30,550
Computer Network Operation:	246,873	254,827	262,394	257,850
	3,393,989	3,739,934	3,753,130	3,928,744
FUNDING SOURCES				
General Fund	2,020,677	2,787,061	2,230,503	2,222,779
CDBG Fund	112,009	108,121	112,009	102,650
Museum Fund	1,816	1,570	1,816	2,101
Spcl Allocation Fund	254,985	266,170	276,000	266,170
Golf Fund	34,124	38,751	34,124	34,619
Water Protection Fund	747,272	328,610	875,572	1,032,761
Mass Transit Fund	64,175	60,519	64,175	55,190
Airport Fund	37,758	36,561	37,758	37,969
Landfill Fund	71,750	71,750	71,750	69,972
Parking Fund	49,423	40,821	49,423	104,533
	3,393,989	3,739,934	3,753,130	3,928,744
STAFFING SUMMARY				
Administration & Budget	4	4	4	4
Accounting	6	6	6	6
Purchasing	3	3	3	3
Building Maintenance	2.75	2.75	2.75	2.75
Municipal Court Services*	5	5	5	5
Customer Services	3	3	3	3
Utility Billing	2	2	2	2.625
Human Resources	3	3	3	3
Risk Management	2	2	2	2
Network Services	4	4	4	4
GIS	0	0	0	0
Computer Network Operations	0	0	0	0
Full Time Equivalents:	34.75	34.75	34.75	35.375

*Does not includes 1 elected official - Municipal Judge

PROPOSED CAPITAL OUTLAY FY2015

Administration & Budget

Mission

To preserve the City's strong financial condition by creating a responsible financial strategy, effectively managing the City's resources. To assist city management in the allocation of public resources to meet the service, program and facilities' needs and expectations of the community, as determined by the Mayor and Council, in accordance with federal/state/local statutes and generally accepted accounting principles. Provide oversight and direction to the Administrative Services Department personnel.

Core Services

- Provide financial policy, cash management, debt management for the City.
- Monitor City's financial condition and provide financial strategies to ensure fiscal solvency.
- Prepare quarterly and annual financial reports that provide City Council, City staff and the public with the financial information necessary to make informed choices and decisions.
- Provide consistent, cohesive budget planning, implementation, and administration. Oversee preparation of the annual Operating and CIP budgets as well as the Five Year CIP plan.
- Act as part of the City's Labor Relations Negotiating Team.
- Management and control of City revenues and accounts receivable, including the financial requirements related to the City's Special Allocation Fund (TIF, TDD, CID, and EDC programs).
- Work with the Buchanan County Assessor's office to ensure compliance with Enterprise Zone, Chapter 100, Chapter 353 tax abatements
- Track and review Buchanan County annual tax billing and monthly collection reports and disbursements.
- Develop sewer reports and documenting processes. Work with Customer Assistance to provide customer convenient methods for payment of billings and questions regarding the accounts.
- Reporting and monitoring past due accounts and Collection Agency reporting.
- Maintain the data base for the parking ticket program and manage the collection process, including issuance of summons to Municipal Court.
- Reconcile accounts receivable, Sewer (Springbrook), Municipal Court (INCODE), and parking citation subsystems to general ledger.
- Track, review and monitor TIF reimbursable expenses to Developers per Redevelopment Agreements and prepare and file TIF Reports with the Missouri Department of Economic Development.
- Review and certify reimbursement requests for CIP and Sewer bond projects.
- Conduct Cash Handling training for city employees and supervisors to ensure safekeeping of city assets and employee safety.
- Monitor daily revenue deposits of departments outside of City Hall. Enter revenues into the general ledger.
- Perform quarterly monitoring of employee delinquencies for City services/fees as required by Personnel Code.

Current Year Activity/Achievements

- Provided financial information for use tax proposed initiatives.
- Prepared annual indirect cost plan.
- Prepared Annual Budget document to reflect the new Public Safety Tax Fund requirements.
- Implemented collection procedures for Special Assessments, Administrative Penalties and Sewer Receivables including monthly listings provided to City's Collection Agency.
- Implemented Springbrook Cash Receipts and Accounts Receivable modules to record all cash receipts within same software systems.

Budget Challenges/Planned Initiatives

- Careful monitoring of city revenues & expenditures; preparing for the challenges facing the City.
- Oversee integration of Springbrook cash receipts processing with financial software system - ONEsolution.
- Continue development of utility billing system.
- Continue auditing utility billing system by adding accounts to City's GIS to track those areas that appear unserved by City sewer system. Work with Sewer Maintenance to perform dye tests on areas where accounts seem to be on sewer.

ADMINISTRATION & BUDGET

Program 8310

Program Description

Staff assist city management in the allocation of public resources to meet the service, program and facilities needs and expectations of the community, as determined by the Mayor and Council, in accordance with federal/state/local statutes. Develop information that demonstrates the impact of decisions on the City's financial policies and the City's goal of maintaining a high level of quality services. Prepare the Annual Operating and Capital Budgets as well as the Five Year CIP Plan. Administer all financial aspects of the City's TIF and TDD projects. Provide oversight and direction to the Administrative Services Department personnel.

Staffing Detail

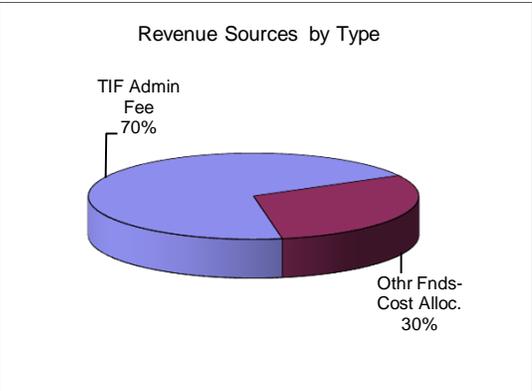
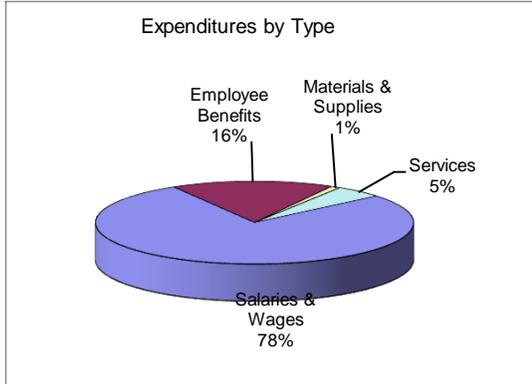
Director of Administrative Services
 Associate Director - Finance & Revenue
 Financial Analyst
 Revenue Technician

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

- Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the entire department.
- Retaining the former Director in a professional capacity in order assist in the preparation of the FY16 budget increased the FY15 Services category.
- A legal settlement caused the increase in FY15 Other Charges.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	249,126	271,459	281,139	373,716
Employee Benefits	74,276	85,358	82,687	79,732
Materials & Supplies	4,161	4,700	4,700	4,700
Services	18,842	23,425	59,425	23,425
Other Charges	238	250	10,240	250
Total	346,643	385,192	438,191	481,823

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
TIF Admin Fee	254,985	266,170	266,170	266,170
Othr Fnds-Cost Alloc.	114,974	114,974	114,974	114,974
General Fund	(23,316)	4,048	57,047	100,679
Total	346,643	385,192	438,191	481,823

Customer Assistance

Mission

Provide excellent customer service in the issuance of business licenses and payments for sewer use, parking tickets, bus passes, and all other services provided by customer assistance clerks for other city departments. Provide a positive attitude to both external and internal customers.

Core Services

- Provide prompt, accurate and courteous customer service.
- Help customers in understanding, completing and processing of applications for licenses, tickets and other billings.
- Maintain proper cash handling protocols in order to comply with auditing practices.
- Maintain Real Estate ownership records provided by the County.
- Support other city departments by collecting sewer utility payments, fees and providing proper information regarding their programs and policies.

Current Year Activities/Achievements

- Continued yearly auditing of business licensing, checking for correct type of licenses
- Cleaning up of notices and unnecessary information in permits plus, in preparation of new software

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of business, health, liquor licenses; fire & alarm permits issued (Prior year)	8,100	8,360	8,573
Number of new business licenses issued	645	709	501
Amount generated for business licenses	\$867,000	\$860,321	\$882,068

Budget Challenges/Planned Initiatives

- **WORK MANAGEMENT SOFTWARE:** Implementation of a new, integrated work management program
- May transition to a paperless, on-line customer service center.
- May allow customers to apply and pay for permits, garage sale permits, etc. on-line.
- Project approvals and scheduling status may be available on-line.
- Email notifications may be sent out to customers when a status changes or a request is approved.
- Activities and/or concerns throughout the city may be available to all city departments and customers.

- **UTILITY BILLING:** With the City's re-acquisition of the sewer billing function, the division has seen increased walk-in traffic from individuals who prefer paying in person and customers paying bills by phone. Temporary staff have been added during business license billing cycle.

- **BUSINESS LICENSING UPDATE:** Our business licensing ordinance remains severely outdated. Many of the work classifications are no longer appropriate and many new ones do not fit very well in the old scheme. Serious consideration must be given to revising the fee schedules as business practices have changed. For example: Drive throughs were not common when last updated and are now essential to our fast food industry. Considerable effort and a possible vote of the people may be required to update this ordinance.

CUSTOMER ASSISTANCE

Program 5420

Program Mission

The Customer Assistance staff issues business licenses, liquor license, health permits. They provide cash receipting services and perform collections for special tax billings and sewer utility billings. Staff also issues garage sale permits, bus and parking passes while managing the city’s sidewalk grant program.

Staffing Detail

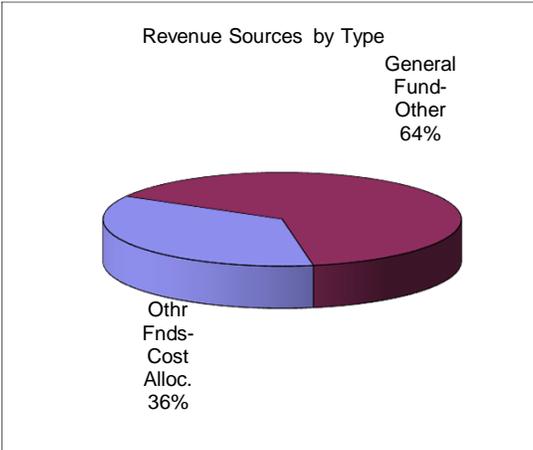
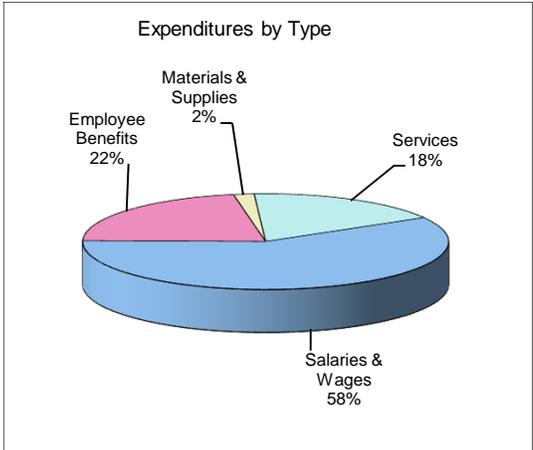
Customer Services Manager
 Customer Services Representative
 Customer Services Representative - Utility Payments (TBD)

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
2	2	2	2
0	0	0	0
3	3	3	3

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	103,953	114,348	103,041	116,348
Employee Benefits	40,965	44,515	42,820	43,460
Materials & Supplies	2,632	3,600	3,000	3,600
Services	24,009	28,956	25,136	35,080
Total	171,559	191,419	173,997	198,488
Revenue Sources:				
Othr Fnds-Cost Alloc.	71,304	71,304	35,413	71,304
General Fund-Other	100,255	120,115	138,584	127,184
Total	171,559	191,419	173,997	198,488

Utility Billing

Mission

Provide accurate and timely utility billing statements. Research requests to correct billing errors. Verification of sewer billing accuracy. Offer prompt and courteous customer service when contacted for information whether by phone, e-mail or in person.

Core Services

- This division generates the monthly utility billing statements for the users of the City's sewer system.
- Citizens' contact for issues with sewer billings. Research possible account adjustments.
- Audit daily receipt batch postings for accuracy.
- Reconciles the Sewer billing system with General Ledger and prepares journal entries to account for monthly adjustments to billings.
- Prepare Aging reports on utility accounts receivable and follow collection procedures per City ordinance and State Statutes.
- Provide back-up and assistance to the other customer representatives and permit clerks as necessary.

Current Year Activities/Achievements

- Utility billing system implemented in FY13. Collection policy approved by Council in fiscal year 2014. Collection letters being sent out quarterly.
- Upgraded Customer Service telephone line to direct citizens directly to IVR (automated payment system), Customer Service for direct payments, and to Utility Billing staff to respond to any questions they have.

Performance Statistics	<u>FY2013*</u>	<u>FY2014</u>	<u>FY2015</u>
Average Number of bills generated monthly	25,700	25,700	26,343
Average Number of monthly payments, by type:			
Lockbox	12,000	12,835	10,510
Web	2,500-2,700	2,246	2,770
IVR (interactive voice response by phone)	n/a	611	880
FirsTech (contracted vendor in grocery stores)	1,000	965	931
City Hall walk-ins, drop box, direct mail	500	418	475
Paperless Bills /Web Billing	450	450	450
Web Payment Types			
Credit cards	64.5%	58.1%	55.3%
e-Check	35.5%	41.9%	44.7%

*Amounts estimated in FY13 since little actual experience had been realized.

Budget Challenges/Planned Initiatives

- ~Prepare procedure manual regarding billings, adjustments, collections etc. regarding sewer billing/collection process.
- ~Further communicate the enhanced Customer Service options for sewer payments via citizen interactive voice response (IVR) system, online payments and contracted outside locations, as well as City staff's availability to answer any questions citizens may have.
- ~Continue training customer service representatives on acceptance of utility payments and on answering basic utility billing questions.
- ~Evaluate the ability of the current customer service staff to undertake the additional tasks related to receiving utility payments at the counter.

UTILITY BILLING

Program 8560

Program Mission

As of October 2012, the City took over billing its sewer customers from the water company. Utility Billing staff strive to provide accurate and timely utility billing statements. Research requests to correct billing errors. Verify sewer billing accuracy. Offer prompt and courteous customer service when contacted for information whether by phone, e-mail or in person.

Staffing Detail

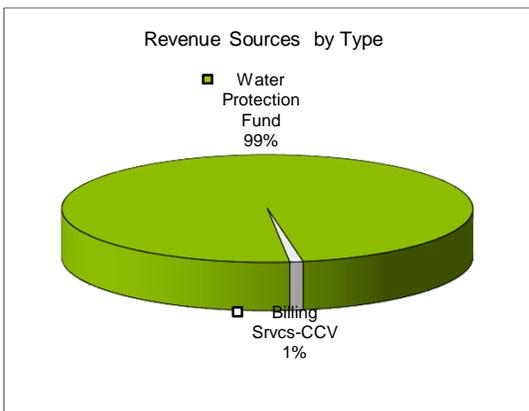
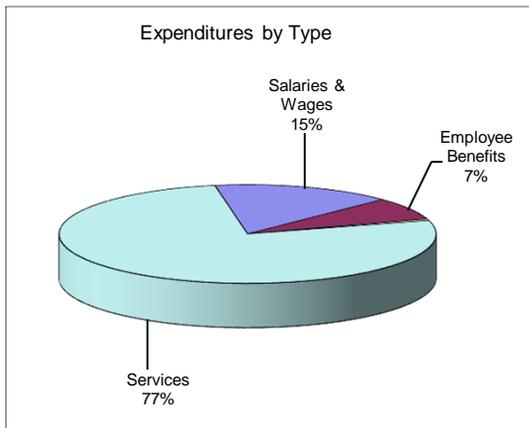
Utility Billing Technician
 Utility Billing Account Technician
 PT Utility Billing Account Technician (25 hrs/wk)

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	2
0	0.625	0.625	0
2	2.625	2.625	3

Major Budgetary Changes & Program Highlights

- ~Given the labor intensive nature of the service, the PT position has been upgraded to that of Full Time.
- ~While the department was analyzing the need and type of position required, the PT position was unfilled and employees of a temporary services used.
- ~Largest cost of the program is in the on-going licensing for the various software program which allow multiple customer options in paying their bills - web-based, lockbox, IVR, etc.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	51,973	85,191	66,761	106,018
Employee Benefits	28,014	48,591	40,093	50,866
Materials & Supplies	1,927	2,500	2,500	3,400
Services	385,812	470,954	530,530	525,694
Other Charges	0	3,627	3,627	3,627
Total	467,726	610,863	643,511	689,605
Revenue Sources:				
Billing Svcs-CCV	1,131	7,200	7,200	7,200
Water Protection Func	466,595	603,663	636,311	682,405
Total	467,726	610,863	643,511	689,605

Municipal Court Services

Mission

Provide for the efficient running of Municipal Court in a manner that complies with City codes and the Office of State Courts Administrator (OSCA).

Core Services

- Management, collection and control of Municipal Court revenues and accounts receivables - general financial oversight of Municipal Court.
- Prepare warrants, failure-to-appear notices and subpoenas.
- Initiate suspension letters to defendants for failure to appear on traffic violations in court. Initiating suspension of driver's license with Missouri Department of Revenue if defendant fails to comply within 30 days.
- Transmit monthly reports to the City Clerk, Buchanan County Circuit Court and Missouri Department of Revenue.
- Enforce administrative policies and procedures as directed by Municipal Court Judge with regard to the judiciary functions of the Municipal Court.
- Comply with judicial orders and/or judicial directives given by the Municipal Court Judge.
- Oversee all internal financial controls and audit functions associated with Municipal Court.
- Coordinate case filings, updates, and dispositions with the City Prosecutor.
- Coordinate warrant issuance and update warrant status with the SJPD.
- Provide Court docket for arraignments and trials; schedule specific weekly arraignments and trials for specialized hearings, i.e. Code Compliance, Animal Control, and Spanish-speaking (or other individuals needing a translator).
- Provide Municipal Court Judge and substitute judges with training necessary for Certification.
- Provide staff training necessary for obtaining and continuing education required for certification from Missouri Association for Court Administration (MACA).
- Coordinate scheduling of substitute judges in the Municipal Court Judge's absence.

Current Year Activity/Achievements

- Continue to testing of interface with the St. Joseph Police Department and Municipal Court to download citations and work with new City Prosecutor and Police Department to finalize this implementation.
- Migration toward a paperless environment by scanning web payments, driver licenses, Photo ID's, and Attorney entries with regard to Municipal Court information.
- Continue to send unpaid pay orders to contracted outside collection agency.

Budget Challenges/Planned Initiatives

- Research and implement solution for storage of citation data as required by State Statute.
- Develop procedures for monitoring outside collections.
- Explore the possibility of online citation inquiry access to attorneys and defendants for court dates and times to reduce the number of telephone calls coming in to Court staff.
- Continue migration to "paperless court" process with the hardware & software provided for in the FY13 budget.

MUNICIPAL COURT

Program 2710

Program Description

Municipal Court protects the safety and welfare of the citizens of St. Joseph and upholds municipal codes and ordinances by processing and rendering decisions on the cases filed by the City's Prosecuting Attorney. Court support staff, under the direction of the Financial Services Department, also collect the fines levied by the court, prepare warrants and failure-to-appear notices, schedule bond forfeiture hearings, and transmit monthly reports to the City Clerk, County Circuit Court and State Department of Revenue.

Staffing Detail

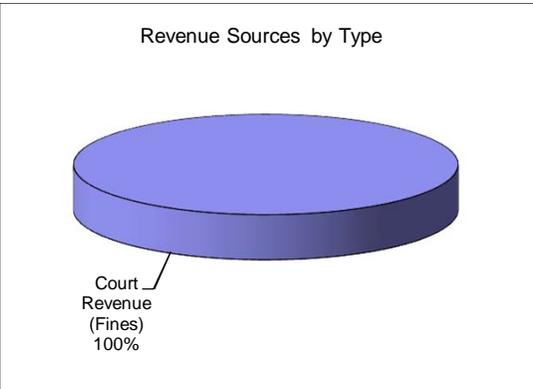
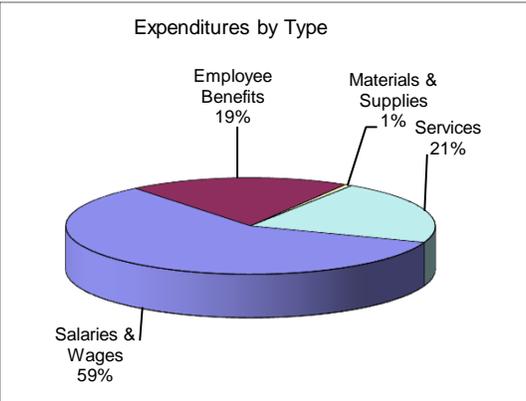
- Municipal Court Judge (elected)
- Municipal Court Administrator
- Senior Court Svcs Representative
- Court Services Representative
- Substitute Judges (PT) less than 100 hours per year

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3
0	0	0	0
6	6	6	6

Major Budgetary Changes & Program Highlights

~Requested increase in materials & supplies to replace the worn carpet with an easier to maintain hard surface outside of the cashier windows. \$1,700

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	244,723	271,086	275,669	289,101
Employee Benefits	88,583	95,549	85,810	95,198
Materials & Supplies	2,604	3,225	3,225	3,225
Services	106,831	110,750	102,490	104,989
Total	442,741	480,610	467,194	492,513
Revenue Sources:				
Interest & Other	1,790	850	1,050	850
Court Revenue (Fines)	842,349	846,500	807,500	862,500
Total	844,139	847,350	808,550	863,350

MUNICIPAL COURT DESIGNATED

Program 8580

Program Description

This program accounts for the revenues and expenditures in the Financial Services Department from the Judicial Education revenues. This is training funded over and above what might be paid from General Fund revenues. Since there is a per person cap annually on the amount of money that can be reserved for training, the revenues and expenditures are being tracked in this program.

Staffing Detail

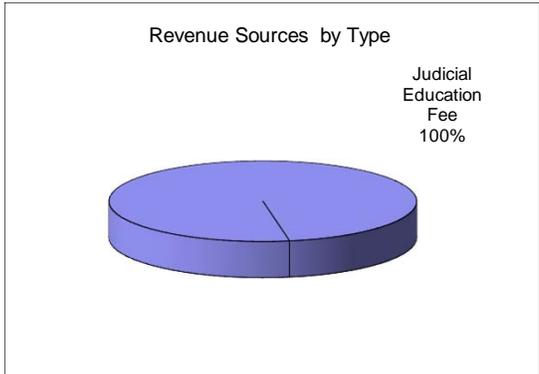
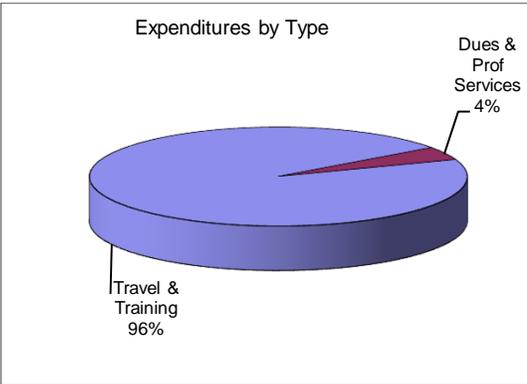
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual

Major Budgetary Changes & Program Highlights

~ In FY12 a change in state law allowed prisoner costs to be charged to this account. In FY13 another change allowed a portion of the fund be set aside to supply a public defender to an indigent defendant if so requested. Exact amount of the dollar split remains to be determined by the Municipal Judge.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Travel & Training	4,483	7,600	7,600	7,600
Dues & Prof Services	375	350	350	350
Total	4,858	7,950	7,950	7,950
Revenue Sources:				
Judicial Education Fee	12,615	10,000	10,000	11,800
Total	12,615	10,000	10,000	11,800

Accounting

Mission

Promote confidence in the City's financial operations by providing management with timely, accurate and meaningful financial information and by continuing to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Core Services

- Provide investment and cash management, accounting, and payroll services.
- Safeguard and manage city's assets.
- Monitor internal controls, debt compliance, and grant reconciliation.
- Conform, comply and implement the City's financial reporting to GAAP standards and statements.
- Provide departments with accurate and timely monthly financial reports/updates.
- Review policies and procedures and update (or develop) as necessary.

Current Year Activity/Achievements

- Received an unqualified (clean) audit opinion on the City's CAFR and received the GFOA distinguished CAFR Reporting award for the 25th consecutive year.
- Reconciled 23 funds including the General fund, nine (9) special revenue funds, 1 capital project fund, six (6) enterprise funds, 1 internal service fund, six (6) trust and agency funds.
- Successfully migrated from IFAS to OneSolution Accounting Software.
- Recorded another two (2) State Revolving Fund Direct Loan offered by Department of Natural Resources as well as final offering of the original \$105,000,000 bond authority.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Police pension investment portfolio monitored	\$ 28,461,827	\$ 31,782,713	\$ 37,845,496
Federal grants reconciled: # of grants	53	44	44
\$ of grants	\$ 14,130,514	\$ 12,042,467	\$ 18,498,897
City's investment portfolio diversified	\$ 45,000,000	\$ 50,000,000	\$ 71,000,000
Number of capital assets inventoried	2,007	2,059	2,113
Maintained debt compliance for total debt service of:	\$ 144,890,788	\$ 169,522,678	\$ 265,895,626
Number of procurement cards controlled	230	250	250
Number of community development loans processed	77	76	59
Payroll processed for: Full Time employees	649	637	643
Permanent, Part Time employees	37	35	45

Budget Challenges/Planned Initiatives

Planned Initiatives:

- Stay current with OneSolution Accounting Software upgrade and fixes.
- Upcoming CAFR will require compliance with GASB issued Statement No. 72 (Fair Value Measurement and Application)

ACCOUNTING

Program 8540

Program Description

The Accounting staff provides management with timely, accurate and meaningful financial information. They continue to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Staffing Detail

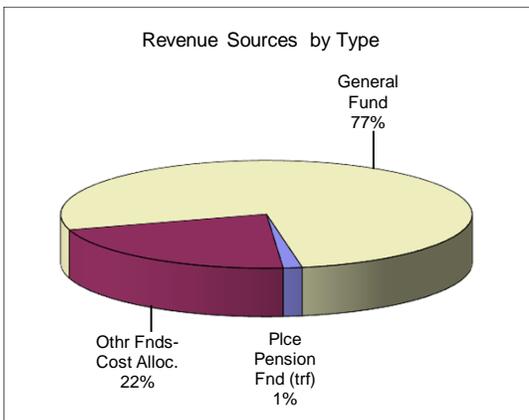
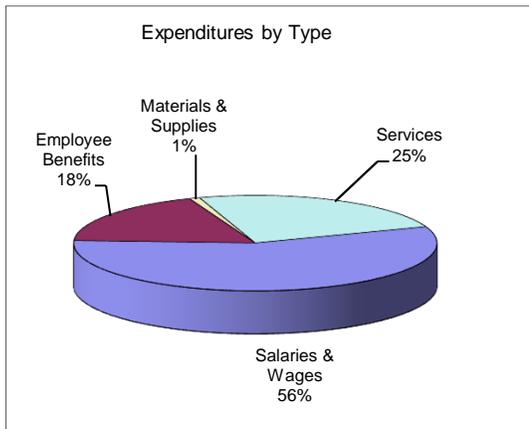
Accounting Manager
 Associate Director - Accounting & Procurement
 Accounting Supervisor
 Accountant
 Account Technician
 Payroll Technician

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	0	0	0
0	1	1	1
1	1	0	0
2	2	3	3
1	1	1	1
1	1	1	1
6	6	6	6

Major Budgetary Changes & Program Highlights

- ~Other than the impact of the Compensation Study implementation, no major changes.
- ~The Police Pension Fund will reimburse the General Fund approximately \$8,000 for the costs of its annual audit.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	299,311	308,052	287,673	303,700
Employee Benefits	98,709	103,986	94,985	98,622
Materials & Supplies	3,677	5,000	4,693	5,000
Services	123,154	127,041	122,967	131,691
Total	524,851	544,079	510,318	539,013
Revenue Sources:				
Plce Pension Fnd (trf)	7,800	8,000	7,800	8,000
Othr Fnds-Cost Alloc.	116,384	116,384	116,384	116,384
General Fund	400,667	419,695	386,134	414,629
Total	524,851	544,079	510,318	539,013

PURCHASING

Program 8600

Program Description

This division helps ensure public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute the procurement function at the highest professional level.

Staffing Detail

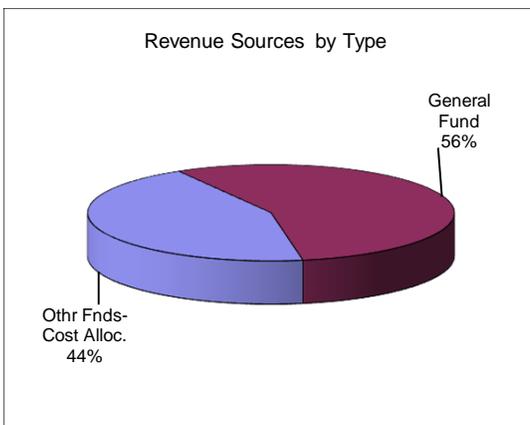
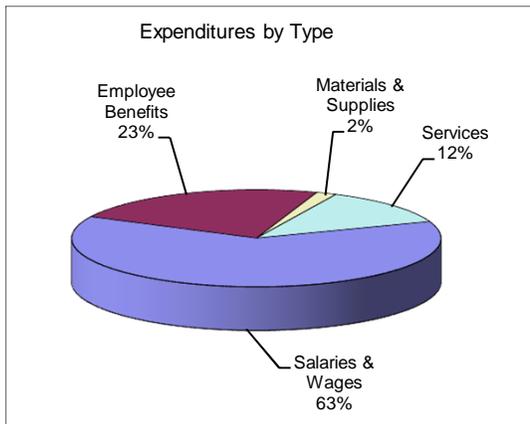
Purchasing Agent
 Compliance Technician
 Account Technician

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~The Services Category increased by \$3,000 to try to stay even with the costs of advertising for bids and RFP's.
 ~The vacant Purchasing Agent position was filled by an individual at a lower salary, decreasing the program's payroll costs.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	123,395	124,854	107,384	120,296
Employee Benefits	45,116	47,311	41,733	44,167
Materials & Supplies	3,360	3,400	3,275	3,400
Services	18,017	21,040	26,401	23,640
Other Charges	4,654	4,654	4,654	2,567
Total	194,542	201,259	183,447	194,070
Revenue Sources:				
Othr Fnds-Cost Alloc.	86,101	86,101	86,101	86,101
General Fund	108,441	115,158	97,346	107,969
Total	194,542	201,259	183,447	194,070

Building Maintenance

Mission

Maintain a clean, orderly, safe, comfortable and aesthetically pleasing work environment at City Hall.

Core Services

- Maintain a clean orderly, safe, comfortable and aesthetically pleasing work environment at City Hall.
- Review existing custodial activities and recommend improvements if appropriate
- Work with the Risk Manager and Fire Marshal in doing annual safety checks of the building.
- Complete capital improvement upgrades to City Hall as scheduled in the CIP or operating budgets.
- Monitor the building's heating and cooling systems for maximum efficiency.
- Maintain efficient use of storage space in the basement.
- Develop a landscaping design for City Hall, purchase and plant annually.

Current Year Activity/Achievements

- Annual inspections for boiler, air conditioning system, and elevator system passed.
- One accident report filed, no workers compensation claims upheld for City Hall building related injuries.
- Fourth floor conference room was re-painted. Replacement furniture was installed to provide more seating area for meeting attendees.
- First floor conference room was remodeled per the request of the City Manager's Office with paint, vertical blinds and tables and chairs re-purposed from the fourth floor conference room.

Performance Statistics:

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of work orders completed	175	286	302
Percent of work orders completed within 5 working days	98%	98%	98%

Budget Challenges/Planned Initiatives

A new dumpster enclosure will be completed by fall of 2015
Several areas within City Hall will be repainted.

Line item accounts for M&R of Buildings, Minor Equipment and Other Supplies have been increased as the result of unexpected purchases (flags, blinds, remodeling) in several areas.

BUILDING MAINTENANCE

Program 8710

Program Description

Maintenance staff provide a clean, orderly, safe, comfortable and aesthetically pleasing work environment at City Hall.

Staffing Detail

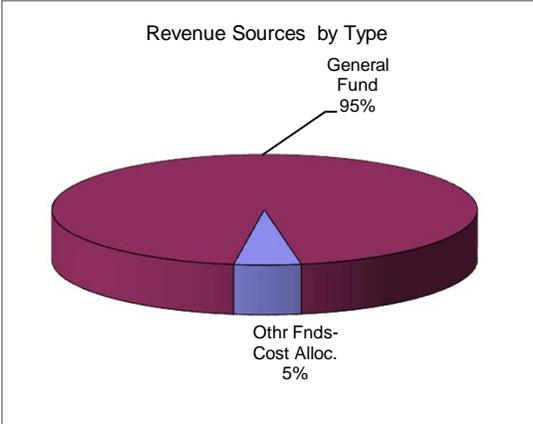
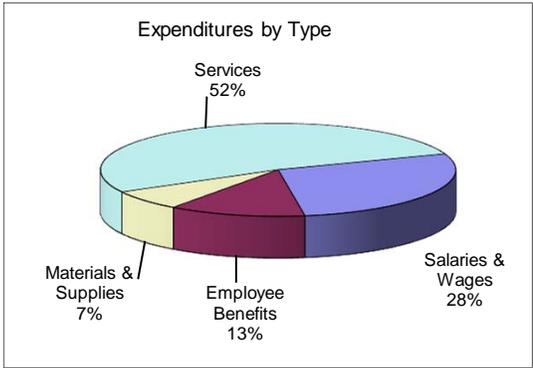
Building Maintenance Technician
 Custodian
 PT Custodian

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.75	0.75	0.75	0.75
2.75	2.75	2.75	2.75

Major Budgetary Changes & Program Highlights

~Requested increase for Painting Mayor's office Ceiling and repair/painting 3rd floor hallway ceiling. \$10,000

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	75,307	87,952	83,952	85,742
Employee Benefits	28,395	39,443	30,300	37,819
Materials & Supplies	23,509	21,415	21,415	21,415
Services	172,223	149,677	159,290	159,677
Total	299,434	298,487	294,957	304,653
Revenue Sources:				
Othr Fnds-Cost Alloc.	15,483	15,483	15,483	15,483
General Fund	283,951	283,004	279,474	289,170
Total	299,434	298,487	294,957	304,653

Human Resources

Mission

To support City management in securing and maintaining a qualified workforce to complement the City in meeting its goal of maintaining a high level of quality services.

Core Services

- Conduct all position recruitments including advertising, screening, and testing.
- Maintain Human Resources Information System and other database systems for employees and retirees.
- Administer an employee benefit package including bids, renewals and open enrollment periods.
- Provide New Employee Orientation by educating the employees on benefits and policies.
- Maintain city-wide classification system as well as assisting with the preparation and maintenance of job descriptions.
- Oversee policy administration, maintenance of HR records, employment and labor laws, and all other HR functions.
- Annually review and update the Personnel Manual to ensure the Manual reflects the needs of the City while maintaining legal aspects in dealing with personnel policies.
- Coordinate mandated training.
- Maintain labor relations and participate on the City's Labor Relations Negotiating Teams.
- Provide direction and assistance to departments on policies, procedures, disciplinary matters, hiring procedures, etc.
- Coordinate employee benefit events (e.g. Benefits Fair, 457 presentations, MOST presentations)
- Encourage wellness through events such as Health Screenings, Health Risk Assessment, Flu Shot Clinics, Webinars, My Rewards, National Walk at Lunch, etc.
- Coordinate employee leaves including but not limited to Family & Medical Leave Act absences.
- Generate monthly performance evaluation list and track completion.
- Process all personnel actions and the various tasks associated with each.

Current Year Activity/Achievements

- Finalized implementation of new compensation plan.
- Contributed as part of the Labor Negotiating Teams.
- Conducted police entry level written and physical agility tests and fire entry level written test.
- Conducted police and fire promotional level testing.
- Performed annual Personnel Manual review and revisions, adopted by Council in October 2014.
- Reviewed and distribute Compensation Guide.
- Worked with CBIZ to renew health insurance with Blue Cross Blue Shield for coverage effective 7/1/14.
- Continued to offer wellness incentive program through My Rewards provided by Blue Cross Blue Shield.
- Provided annual wellness events to employees including Health/Benefit Fair and flu shot clinics.
- Arranged presentations and employee meetings with benefit vendors (457 and MOST plans).
- Complete JCPER and GASB 45 reports.
- Administered employee benefit plans: health, dental, life, LTD, supplemental life, Colonial Cancer, universal life, dependent life, three pension plans, FLEX, DECAF, EAP, etc. and reconciled monthly statements.
- Staff participated throughout the year in educational forums to keep abreast of employment law changes.
- Advised employees and supervisors on policies, procedures, & benefit inquiries.
- Advised retirees on benefit options.
- Advised and assisted supervisors with disciplinary and other employment related issues.

Performance Statistics:	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Entry level and promotional tests administered	8	10	9
Applications processed	3,100	5,000	4354
Jobs posted	110	145	119
New hires in-processed:			
Full time	80	100	83
Part time	155	147	124
Performance appraisals reviewed	667	657	677
Retirement applications facilitated	36	21	18
FMLA Requests processed	152	120	121
Personnel actions processed	507	588	513

Budget Challenges/Planned Initiatives

Budget Challenges:

- Accomplish increased work requirements with decreased staffing.
- Sustain new compensation plan.

Planned Initiatives:

- Contribute insights to the employee compensation plan.
- Meet the increased regulatory compliance in light of heightened government enforcement.
- Continue to work with OneSolution and gain training on the system's functions and reporting capabilities.
- Prepare and ensure compliance with the ACA reporting requirements.
- Research testing options for entry level and promotional tests.

HUMAN RESOURCES

Program 8620

Program Mission

This division assists other City departments in hiring and maintaining qualified individuals through the basic staff services of employee recruitment, in-processing, evaluation, benefits administration, labor relations, examinations, position and pay administration, employee records maintenance, training and development, employee and retiree assistance.

Staffing Detail

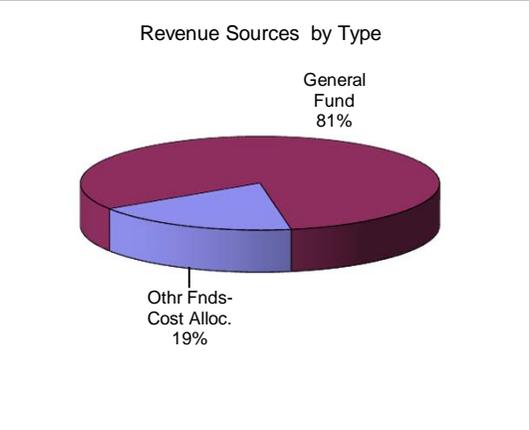
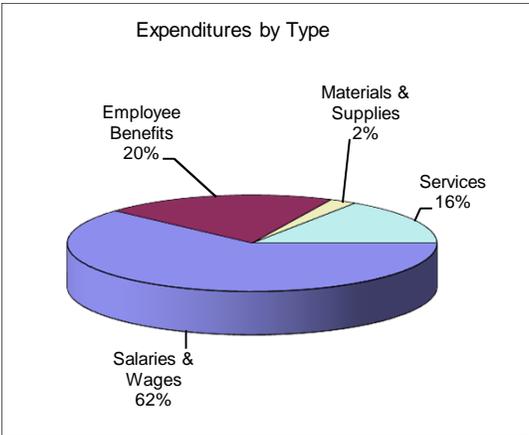
Human Resources Division Director
 HR Manager
 HR Technician

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~The Services category increased with the inclusion of an additional \$5,000 to the program's advertising budget. HR has routinely run out of advertising budget.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	171,533	180,162	180,162	180,162
Employee Benefits	60,406	62,186	62,186	59,478
Materials & Supplies	2,592	6,900	6,920	6,900
Services	32,670	40,525	42,525	45,525
Total	267,201	289,773	291,793	292,065
Revenue Sources:				
Othr Fnds-Cost Alloc.	54,138	54,138	54,138	54,138
General Fund	213,063	235,635	237,655	237,927
Total	267,201	289,773	291,793	292,065

Risk Management

Mission

To continually monitor and evaluate City operations in order to manage the associated risks through aggressive management and administration of the City's Property/Casualty Insurance Program, Sewer Backup Reimbursement Program, the Self-Insured Workers' Compensation Program, Drug/Alcohol Testing Program and Safety/Loss Control Programs.

Core Services

- Manage the City's risk financing methods such as the procurement of insurance policies and self-insurance programs.
- Investigate liability claims asserted by members of the public and initiate appropriate response procedures.
- Manage and administer claims under the City's Sewer Backup Reimbursement Policy/Program.
- Assist the Legal Department with litigation strategies in response to liability causes of action.
- Process insurance or reimbursement claims for damage to City property, whether damage results from an insured cause of loss through City operations or damage caused by members of the public.
- Investigate occurrences and submit State-required reports for all work-related injuries and manage associated workers' compensation claims with assistance from contract third party administrator and legal counsel.
- Manage the City's risk transfer methods related to contract services and special events.
- Administer the City's Drug/Alcohol Testing Program.
- Provide assistance to departments related to safety/loss control policies and initiatives through employee meetings, training programs and resources.

Current Year Activity/Achievements

- Worked with agents and insurance companies to process property/casualty renewals.
- Conducted site visits and interviews for investigation of claims.
- Attended meetings and worksessions to present and discuss matters of insurance and claims.
- Provided annual claim and operational statistics, including financial information to the State and other agencies as required to maintain self-insurance authority for the Workers' Compensation Program.
- Reviewed contracts and event permits.
- Coordinated activities associated with workers' compensation claims (e.g. processing claim, authorize medical treatment, referrals, payroll & settlements).
- Submitted property and liability claims and coordinated with claims administrators and all liability insurance carriers on matters related to claims, lawsuits and other actions filed with them.
- Maintained Certificates of Insurance.
- Coordinated drug & alcohol testing and EAP referrals.
- Conducted training for new employees and other employee groups.
- Developed and communicated informational and incident reporting resources to staff.

Performance Statistics:

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u> (As of March 2015)
• Responded to liability incidents	211	255	155
• Processed subrogation incidents	26	45	27
• Processed employee injury incidents	167	188	93

Budget Challenges/Planned Initiatives

Budget Challenges:

- Establishing an effective and sustainable Safety/Loss Control Program, including training with limited staffing.
- Effective incident investigation with limited staffing.

Planned Initiatives:

- Develop and Implement innovative safety communication strategies that include training elements specific to departmental operations and equipment through the use of available technologies.

RISK MANAGEMENT

Program 8650

Program Mission

Staff works to reduce the City's exposure to insurance risk (loss) through aggressive management of the City's Property/Casualty insurance program, the self-funded workers' compensation program, the city's Loss Control Program, Drug/Alcohol Testing Program and the employee Wellness Program.

Staffing Detail

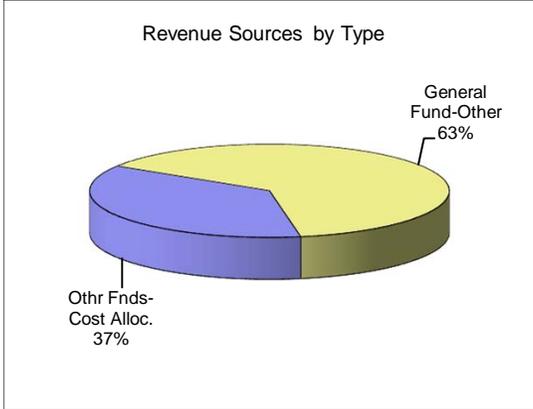
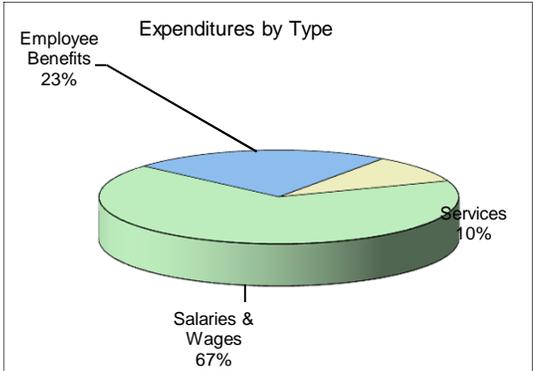
Risk Manager
 Claims Technician

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Services

Total

Revenue Sources:
 Othr Fnds-Cost Alloc.
 General Fund-Other

Total

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
88,760	96,665	96,665	96,135
32,076	35,392	35,392	33,527
12,092	13,840	13,840	13,840
132,928	145,897	145,897	143,502
52,623	52,623	52,623	52,623
80,305	93,274	93,274	90,879
132,928	145,897	145,897	143,502

TECHNOLOGY SERVICES

Mission

Promote ready access to municipal government information through appropriate day-to-day maintenance of the City's PC-based computer network, by assisting other city departments with the development, implementation and use of various computer software systems at a minimum cost.

Core Services

Network Services

- Provide data/voice/video services to over 600 staff at 30 locations.
- Maintain the data/phone network, establishing and maintaining minimum standards for desktop hardware and a standardized software environment.
- Elements of the data network consist of computing platforms, local area networks (LAN) and Internet access.
- Maintain the City's website (hosted by CivicPlus), as well as host/maintain sites for the nature center, CIP, Parks, Transit, Police and GIS.
- Plan, manage, and maintain the production environment to maintain and enhance security, reliability, availability and performance.
- Provide "on demand" service and support for system and security administration; problem resolution or coordination; research into possible software/hardware acquisitions; and information requests regarding the same.
- Provide timely assistance and/or information in response to requests.

Network Operations

- Meet the requirements of replacing/upgrading PCs, printers, services and other equipment as needed through a funding mechanism based on a per PC charge.

GIS Development

- Maintain GIS data for access by City employees.

Current Year Activity/Achievements

- Upgrading to OneSolution complete.
- Upgrading Permits Plus to Accela Automation continues.
- Implementation of a new VOIP phone system.
- Server consolidation and virtualization.
- Implemented major network changes.
- Installation of several more wireless access points at City facilities.
- Installation of DELL Appassure backup and disaster recovery software.
- Continue to replace Windows XP workstations with Windows 7.
- Launch OpenGov site for public viewing.

• Performance Statistics:

Maintain a data network consisting of more than 450 desktop and laptop computers accessing a full suite of general purpose software tools, as well as over 15 business applications and services.

More than 600 users are spread out over 30 locations.

Over 100 mobile smartphone and tablet users plus personal devices.

Approximately 4TB of data to manage.

Maintain over 400 Avaya phones on the network.

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Complete implementation of: Microsoft Office 2010 throughout the network; Accela Automation; Windows 7/8 upgrades.
- Continue virtualization/consolidation of servers.
- Maintaining the new Avaya phone system.
- Continue to upgrade PCs and replace Windows XP machines.
- Develop and implement a BYOD policy.
- Upgrading the network.

NETWORK SERVICES

Program 8570

Program Description

The division promotes ready access to municipal government information through appropriate day-to-day maintenance of the City's computer network, by assisting other city departments with the development, implementation and use of various computer software systems and other technologies.

Staffing Detail

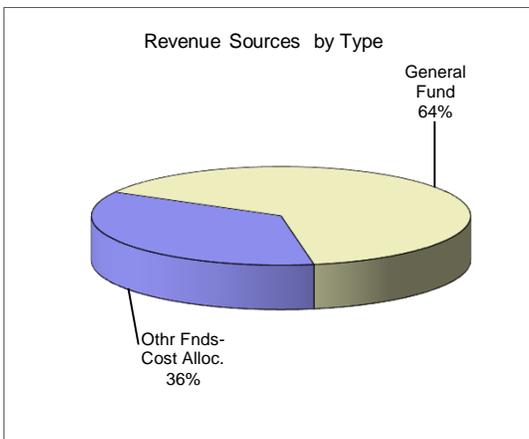
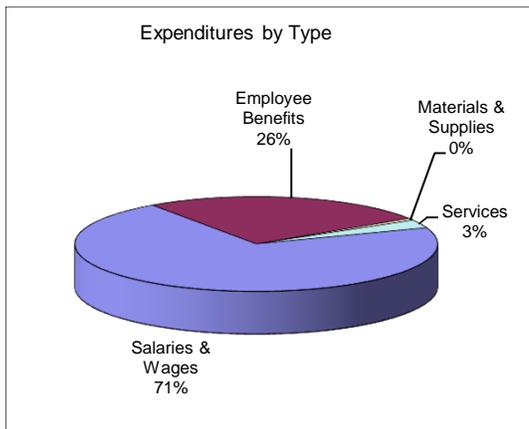
- Assoc Director - Technology Services
- Network Administrator
- Computer Support Technician
- Computer Support Specialist

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



Expenditures:

- Salaries & Wages
- Employee Benefits
- Materials & Supplies
- Services

Total

Revenue Sources:

- Othr Fnds-Cost Alloc.
- General Fund

Total

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
189,507	210,037	209,590	210,157
72,802	79,241	79,491	76,155
137	1,975	1,975	1,975
6,988	8,375	8,375	8,375
269,434	299,628	299,431	296,662
106,161	106,161	106,161	106,161
163,273	193,467	193,270	190,501
269,434	299,628	299,431	296,662

NETWORK OPERATIONS

Program 8590

Program Description

This program provides for the City's future technology needs through timely replacement or upgrades of computer network hardware and software and through implementation of new advances in technologies when appropriate.

Staffing Detail

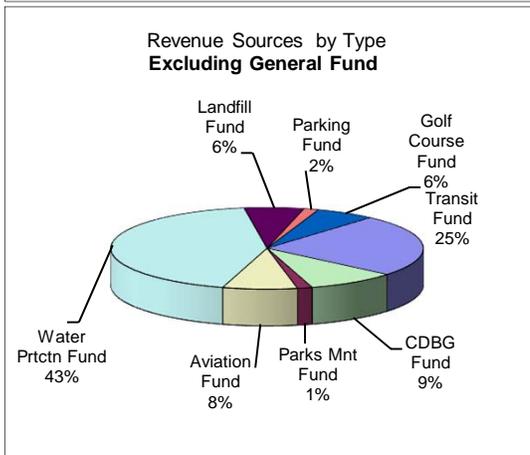
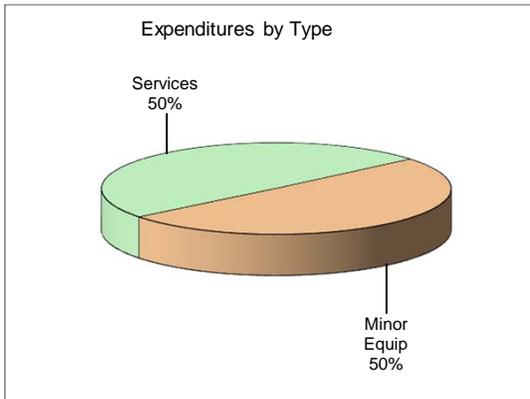
N/A

2013-14 Actual	2014-15		2015-16
	Adopted Budget	Estimated Actual	Budget
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

~Per desktop PC or laptop PC contribution remained at \$1,090. Any change in the contribution amount is due to an increase or decrease in the number of machines in the fund.

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Minor Equipment	133,548	130,000	130,100	130,000
Services	113,325	124,827	132,294	127,850
Capital Outlay	0	0	0	0
Total	246,873	254,827	262,394	257,850

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
General Fund	176,023	185,067	200,264	187,000
CDBG Fund	6,540	6,540	6,540	6,540
Parks Mnt Fund	1,090	1,090	1,090	1,090
Aviation Fund	5,450	5,450	4,360	5,450
Water Prctn Fund	30,520	30,520	22,890	30,520
Landfill Fund	4,360	4,360	4,360	4,360
Parking Fund	1,090	1,090	2,180	1,090
Golf Course Fund	4,360	4,360	4,360	4,360
Transit Fund	17,440	17,440	17,440	17,440
Total	246,873	255,917	263,484	257,850

GIS DEVELOPMENT

Program 8595

Program Description

The GIS program is responsible for funding and managing the City's multi-department GIS function, including server administration, software updates, development of additional data layers and applications to update and access the data.

Staffing Detail

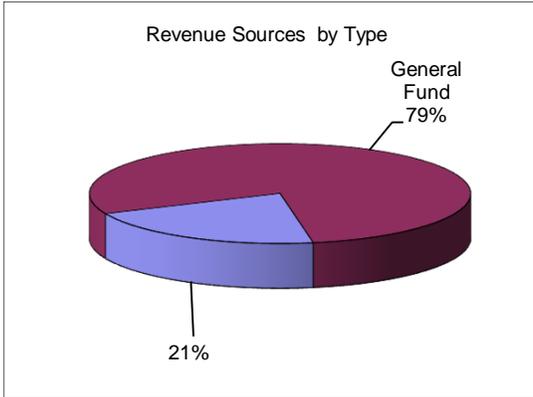
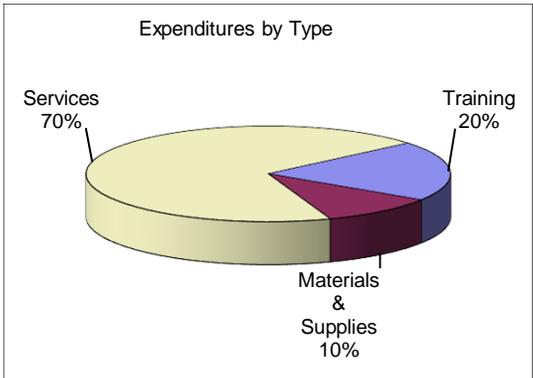
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

~ No major changes

Operating Budget Summary



Expenditures:

Training
Materials & Supplies
Services

Total

Revenue Sources:

Trf frm Sewer
General Fund

Total

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
5,327	6,200	3,000	6,200
0	3,150	0	3,150
19,872	20,600	31,050	21,200
25,199	29,950	34,050	30,550
6,450	6,450	6,450	6,450
18,749	23,500	27,600	24,100
25,199	29,950	34,050	30,550

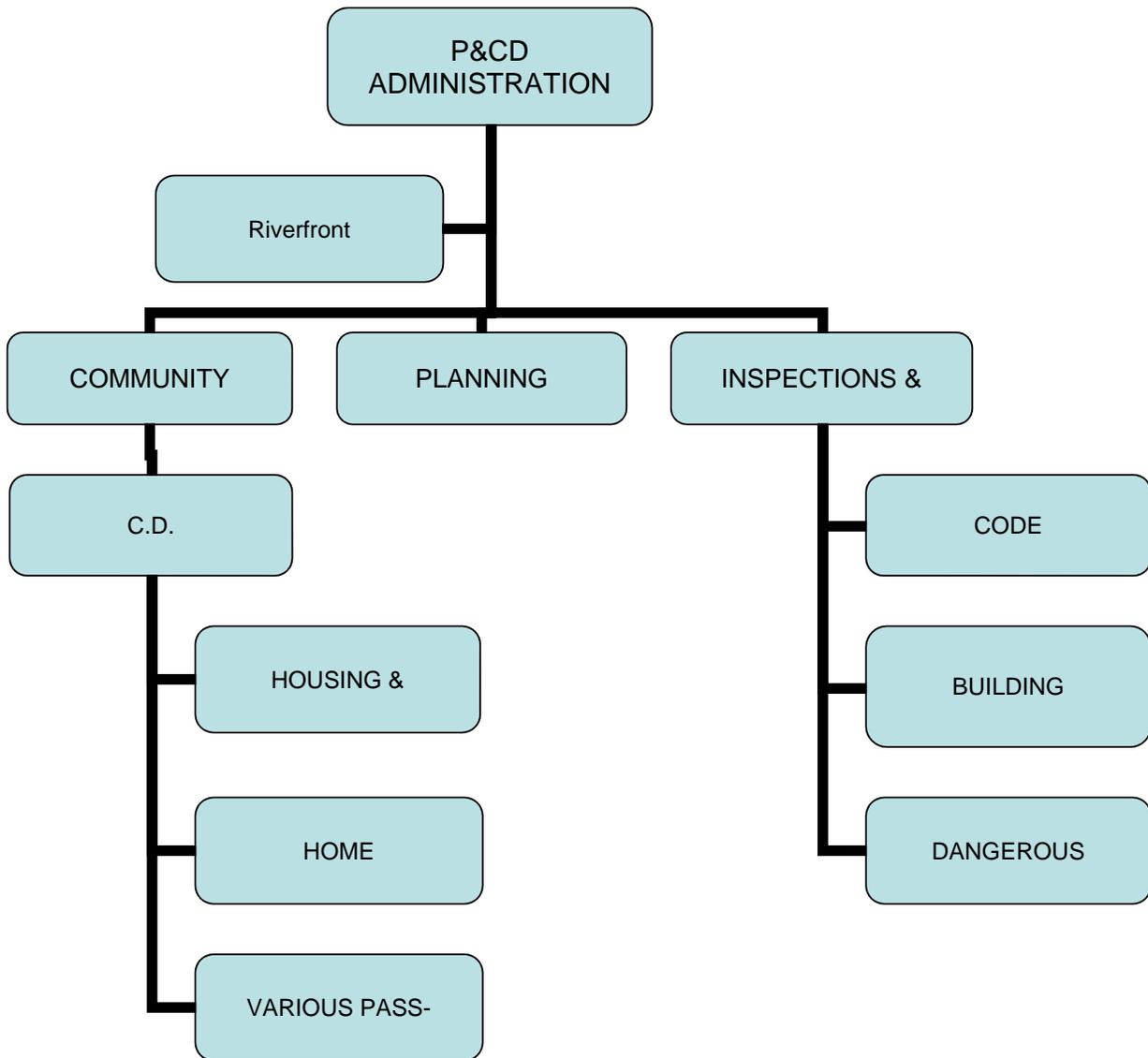
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

The City of St. Joseph's planning and community development department provides economic planning and public/private sector cooperation in order to diversify the economic base of the community. Planning ensures that development within the city follows adopted city plans and policies through review and consultation with private developers. And, the Community Development divisions address housing and non-housing-related community development needs.

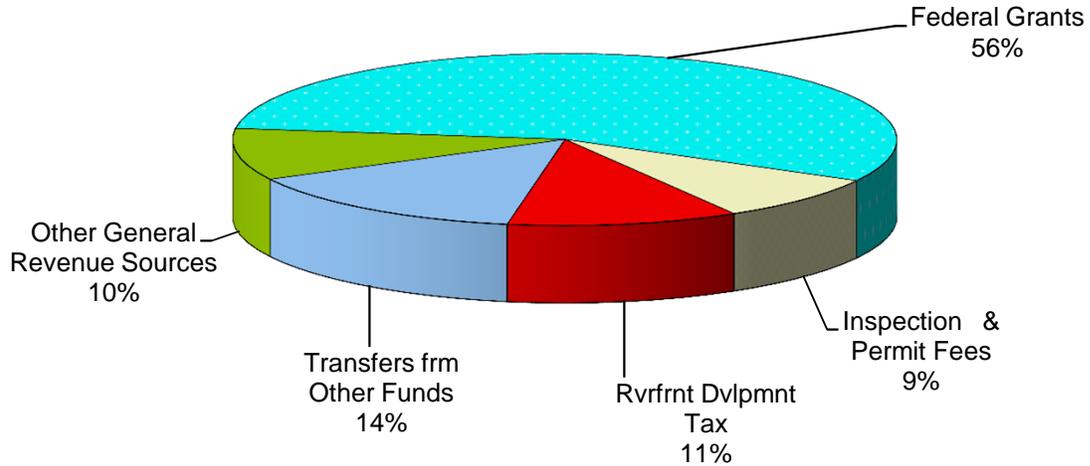
The Inspections and Code Compliance programs provide review and approval of code compliant construction and development.

These operations are funded through the local general sales tax, property taxes, special use permit fees, building inspections and permit fees and federal community development block grant sources.

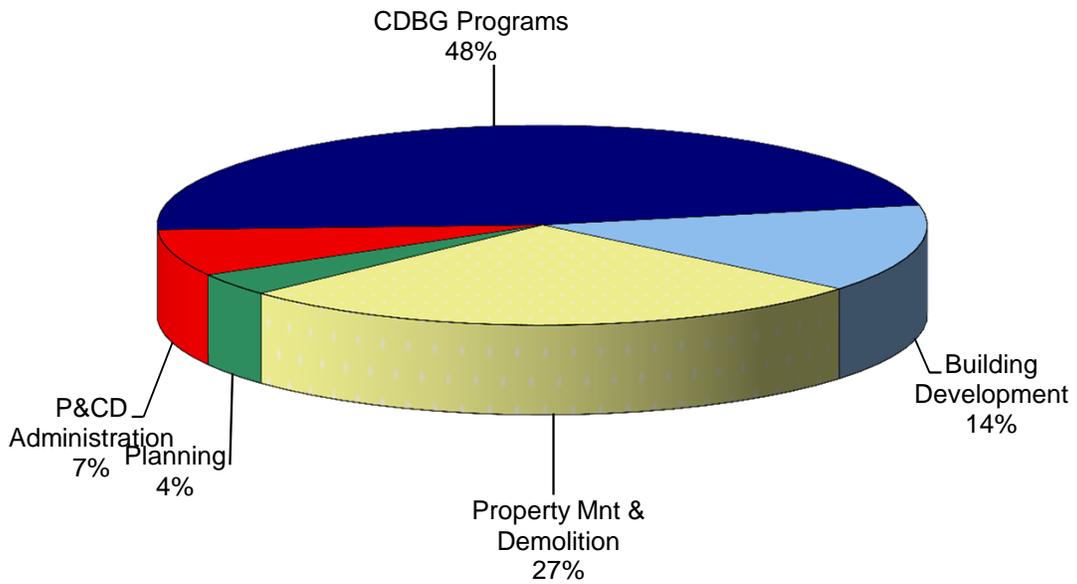
TOTAL BUDGETED RESOURCES: \$ 3,993,166



PLANNING & COMMUNITY DEVELOPMENT SOURCES & USES



FUNDING SOURCES



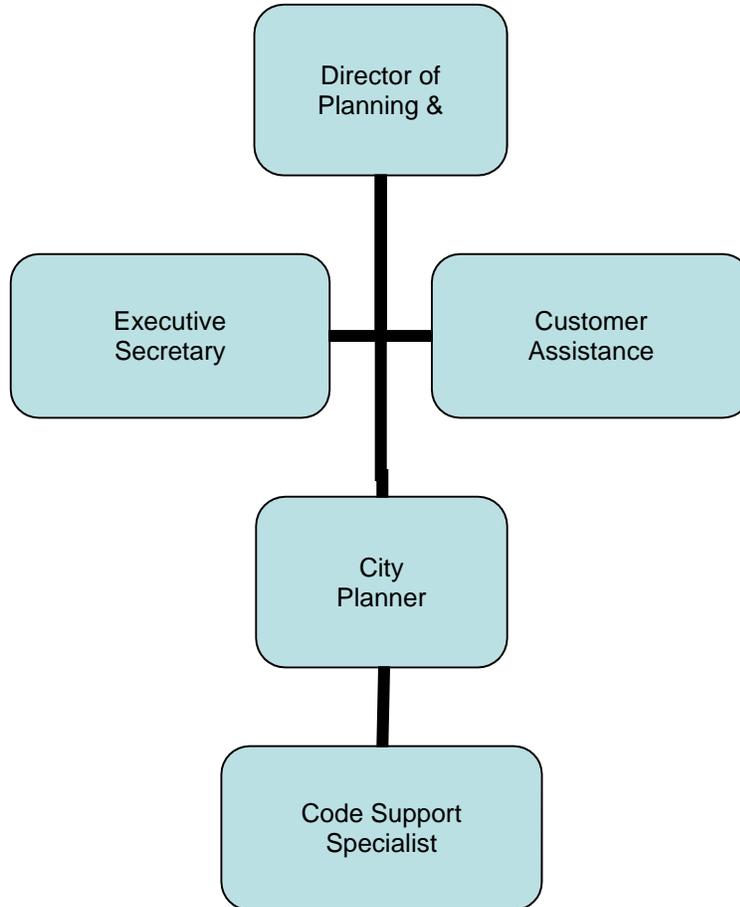
PROGRAM USES

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	1,298,733	1,384,658	1,333,247	1,454,962
Payroll Expenses & Benefits	478,384	543,962	519,403	523,539
Materials & Supplies	61,859	63,322	60,722	63,222
Utilities & Other Contracted Services	1,819,000	2,496,169	1,971,309	1,728,177
Claims/Insurance/Fund Transfers	204,054	211,824	208,642	223,266
	<u>3,862,030</u>	<u>4,699,935</u>	<u>4,093,323</u>	<u>3,993,166</u>
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	231,243	236,676	224,925	301,698
Planning	124,347	147,287	168,351	146,331
CDBG Management	326,524	346,189	335,717	373,758
Housing & Revitalization	847,865	857,527	869,296	848,265
Home Program	353,955	335,855	335,855	328,374
Public Service Agencies	320,000	320,000	340,000	330,000
Federal Emergency Srv Grnt	54,080	0	0	0
Slum/Blight Activity & Low/Mod Activity	22,164	55,000	55,000	20,000
Restricted ARRA Program	22,322	725,000	127,000	0
Building Development	549,190	579,721	552,348	567,107
Property Maintenance	757,523	766,096	758,550	744,895
Demolition	252,817	330,584	326,281	332,738
	<u>3,862,030</u>	<u>4,699,935</u>	<u>4,093,323</u>	<u>3,993,166</u>
FUNDING SOURCES				
General Fund	1,162,303	1,229,780	1,204,174	1,260,031
Landfill Fund	500,000	500,000	500,000	500,000
CDBG Fund	2,199,727	2,970,155	2,389,149	2,233,135
	<u>3,862,030</u>	<u>4,699,935</u>	<u>4,093,323</u>	<u>3,993,166</u>
STAFFING SUMMARY				
P&CD Administration	3.0	3.0	3.0	3.0
Planning (Split from Admin program)	2.0	2.0	2.0	2.0
CDBG Management	2.0	2.0	2.0	2.0
Housing & Revitalization	3.5	3.5	3.5	3.5
Home Program	0.0	0.0	0.0	0.0
Building Development Services	9.0	9.0	9.0	9.0
Property Maintenance	8.0	8.0	8.0	8.0
Demolitions	2.5	2.5	2.5	2.5
	<u>30.0</u>	<u>30.0</u>	<u>30.0</u>	<u>30.0</u>

* Includes the Riverfront Economic Development Tax Program

PLANNING AND COMMUNITY DEVELOPMENT ADMINISTRATION, PLANNING DIVISIONS



Planning & Community Development Administration

Mission

Support and enhance our community's economic development while ensuring public health and safety and compliance with city ordinances and adopted codes.

Core Services

- Managerial oversight of planning & zoning, neighborhood services and federally funded project administration including the historic preservation functions of the City.
- Implementation of the Downtown Master Plan and DREAM Initiative goals.
- Facilitate in-house meetings of the Economic Development Team to ensure continuity and project coordination.
- Work with Private Development to promote job creation.
- Downtown Redevelopment
- The integrated review, approval and inspection of buildings and developments.
- The enforcement of assigned city ordinances and adopted codes.
- The coordination, approval and permitting of special events such as parades and festivals which are sponsored by a variety of individuals or groups in the community.
- The review and evaluation of various city ordinances planning and building codes to ensure compliance with changing national, state and local laws, statutes and regulations.
- Economic Development - Representatives from Administrative Services, Public Works, Legal, and Planning, as well as involvement of the Chamber of Commerce, work in collaboration to achieve a comprehensive approach to economic development efforts. A number of economic programs are available for businesses wanted to locate or expand in St. Joseph: Chapter 100 Bonds, Chapter 353 Tax Abatement, Neighborhood Improvement Districts & Community Improvement Districts, Enhanced Enterprise Zone, Sales Tax Improvement Agreements, Tax Increment Financing

Current Year Activities/Achievements

- Updated Downtown Redevelopment Study
- Updated the Development Review Process
- Administered economic development incentives to 15 companies.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of special events processed & coordinated	124	116	132
Number of walk through inspections for new businesses	265	285	312

Budget Challenges/Planned Initiatives

- WORK MANAGEMENT SOFTWARE: The continued upgrading of our work management and information system is our biggest challenge for this next year. This upgrade will not only allow us to more effectively support our customer's needs but communicate more effectively between city departments. It will allow us to extend many of our services to our customers wherever they may be with on-line access and provide them with much of the same geographic information we will have.

Property Maintenance

Property Maintenance, Demolitions

Mission

To work with citizens in an effort to reduce conditions that may pose health and safety hazards to the public and to reduce blight in the community.

Core Services

- Work with citizens in an effort to eliminate the amount of trash, debris and overgrown weeds, hazardous trees and junk vehicles on private property.
- Investigate complaints of violations of minimum housing standards and interior housing conditions.
- Remove nuisance conditions on private and public property.
- Enforcement of code compliance ordinances in order to curtail further blight.
- Provide programs to educate property owners on their responsibility to responsibly maintain their properties through public meetings and presentations.
- Track complaints, inspections, notices, re-inspections, abatements, summons, incorporated photos with each complaint and provide a variety of reports through the Permits Plus program.
- When necessary, secure or demolish dilapidated, abandoned, or dangerous structures.
- When possible, assist in the stabilization and marketing of vacant, abandoned, or deteriorating buildings as an alternative to demolition.

Current Year Activity/Achievements

1. Completed adoption and implementation of the new property maintenance codes as recommended by the Citizen's Review Committee and adopted by Council.

2. Complete implementation of Asset Management, Development Review and Planning work management software and continue working toward implementation of Building Development, Property Maintenance and Business License work management software.

Performance statistics	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of nuisances abated by the City	1,230	1,485	1153
Number of violation notices sent	6,312	9,348	8265
Current dangerous building cases	296	264	235
Number of structures demolished	63	69	52

Budget Challenges/Planned Initiatives

1. Continue to fund the Historic Neighborhood grant program and work closely with midtown neighborhood associations to address concerns.
2. Allocate a portion of Gaming funds budgeted for abatements and demolitions to fund public information efforts in the form of informational workshops on the part of the Landmark Commission as well as for a discovery trip to historic cities to learn how they have revitalized historic areas of their communities.

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION

Program 8380

Program Description

The administrative office provides managerial oversight of planning and zoning, building inspections, property maintenance issues, economic development coordination and federally funded project administration including the historic preservation functions of the City. Staff oversees permitting, licensing, building inspection, code compliance and development review and coordination. The Special Events Coordinator, makes sure that parades, festivals, and other special events sponsored by a variety of individuals or groups in the community are properly permitted and have met all street and safety concerns. The position also serves City's primary point of contact for all liquor licensing issues.

Staffing Detail

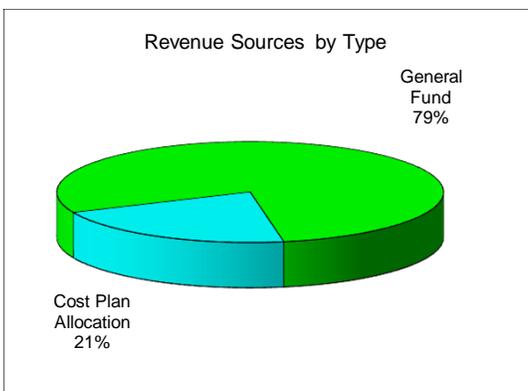
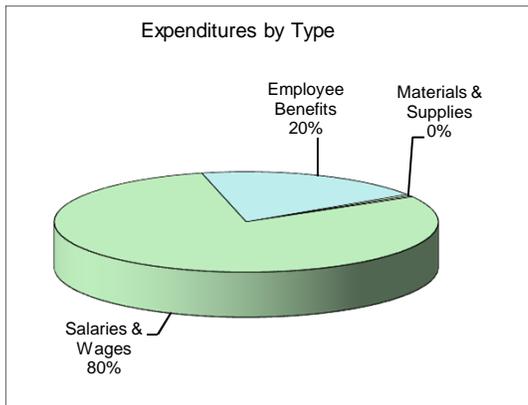
Director of Planning & Comm Develop
 Executive Secretary
 Customer Assistance Specialist

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the department programs within the general fund.

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total
Revenue Sources:
 Indirect Cost-CDBG
 General Fund

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
165,862	172,460	163,510	240,192
62,942	61,626	58,825	58,916
1,095	1,500	1,500	1,500
1,344	1,090	1,090	1,090
231,243	236,676	224,925	301,698
58,199	64,571	58,199	80,623
173,044	172,105	166,726	221,075
231,243	236,676	224,925	301,698

Riverfront Economic Development Tax

Program 0022

Program Description

Program used to track the revenue and expenditures of the Downtown/Riverfront Economic Development Tax. This is the additional 3% transient guest tax on hotel/motel rooms as approved by voters. The revenue generated by downtown hotels is to be used for downtown development. Until the end of the 3rd Street Hotel TIF, the only hotel downtown, all the additional revenue generated there goes to pay off that TIF. Revenues generated by hotels/motels outside the downtown area are dedicated to riverfront development projects.

Staffing Detail

None

2013-14	2014-15		2015-16
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Program Highlights

~No specific expenditures are planned for FY2016.

Operating Budget Summary

	2013-14 Actual	2014-15		2015-16
		Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	0	0	0	0
Total	0	0	0	0
Revenue Sources:				
Hotel/Motel Tax	427,711	449,500	449,500	449,500
Total	427,711	449,500	449,500	449,500

Planning

Mission

Planning ensures that development within the city follows adopted city plans and policies through review and consultation with private developers.

Core Services

- Reviews all residential and commercial development plans, all zoning and subdivision platting, annexation proposals in order to:
 - ~ Ensure compliance with the City's Comprehensive Land Use Plan (CLUP) in order to manage the City's growth & development
 - ~ Ensure compliance with the City's Boulevard System master Plan in order to manage the expansion of the Boulevard/Parkway system to encompass the entire City.
 - ~ Ensure compliance with the City's zoning code for proper spacing, location and design in order to make sure quality of life standards are met.
- Provide staff support to the Downtown Review Board, Planning Commission and Zoning Board of Adjustment.
- Provide technical planning assistance to the Downtown Partnership Board of Directors, St. Joseph Metro Chamber of Commerce Government Relations Committee, and the St. Joseph MPO.
- Prepare and review all US Census Bureau data for the city to be utilized in long range planning and goal setting.

Current Year Activity/Achievements

- Downtown Redevelopment
- Job Creation/Retention

Budget Challenges/Planned Initiatives

- Work to meet customers needs in planning services.
- Promote economic development initiatives through various incentive programs.
- Continued downtown redevelopment efforts.
- Historic Property Inventory Plan

PLANNING

Program 5110

Program Description

Planning ensures that development within the city follows adopted city planning and zoning plans and policies through review and consultation with private developers.

Staffing Detail

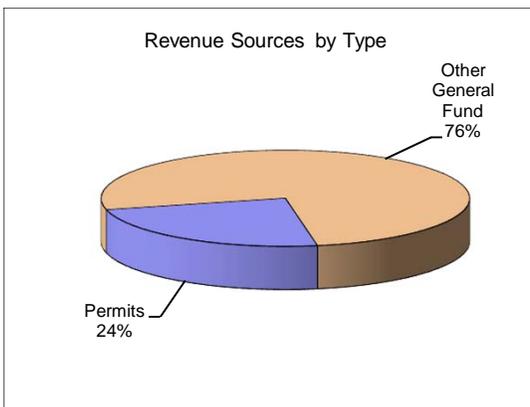
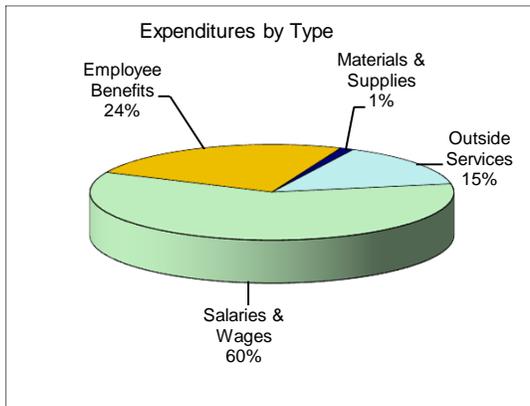
City Planner
Code Support Specialist

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

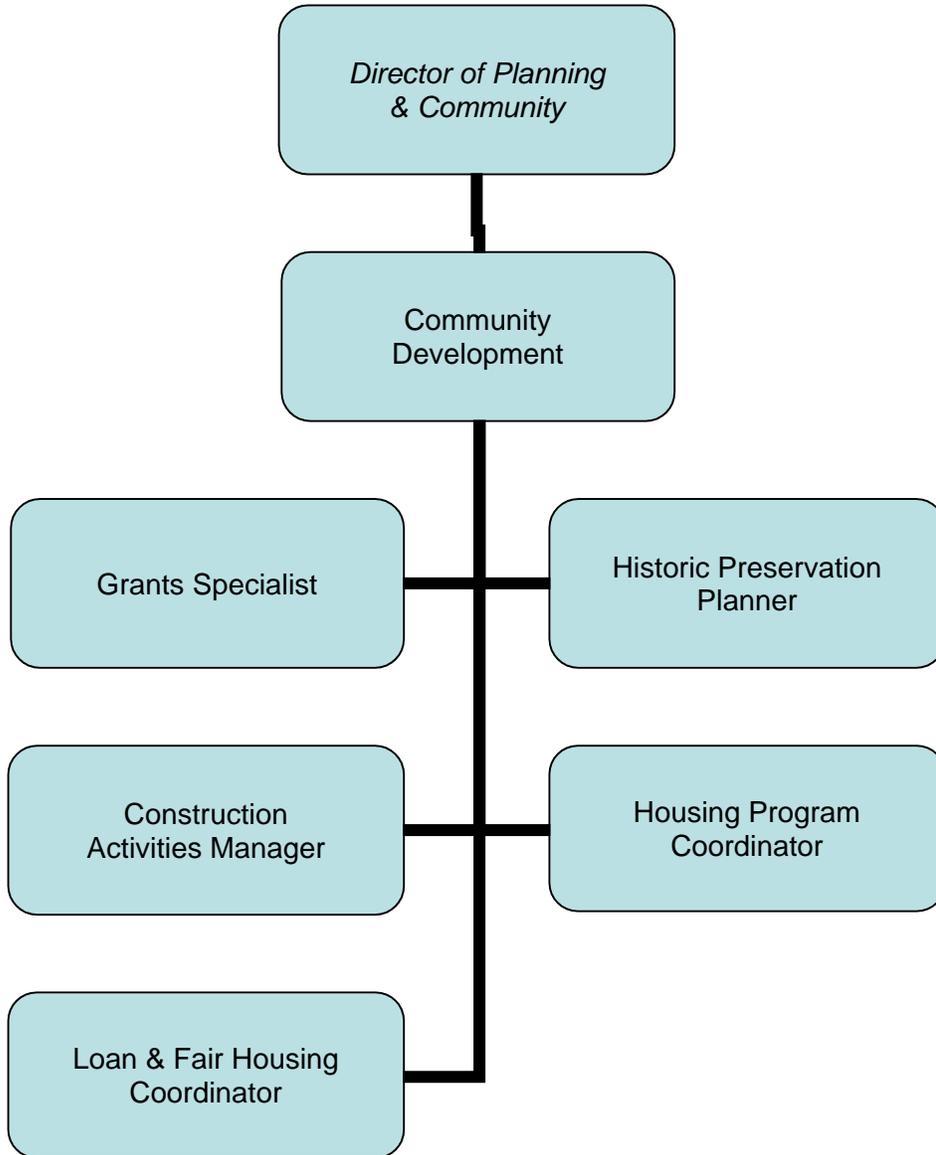
~No major changes.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	81,612	90,390	83,990	87,181
Employee Benefits	25,733	36,047	34,473	35,680
Materials & Supplies	1,504	1,750	1,750	1,750
Outside Services	15,498	19,100	48,138	21,720
Total	124,347	147,287	168,351	146,331
Revenue Sources:				
Permits	35,574	35,000	35,000	35,000
General Fund-Other	88,773	112,287	133,351	111,331
Total	124,347	147,287	168,351	146,331

Community Development (CDBG)



Community Development Block Grant Program

Mission

To address housing and non-housing-related community development needs as identified by citizens and community groups; to provide decent housing by assisting the homeless and those at risk of homelessness; to provide a suitable living environment by improving safety and livability of neighborhoods, restoring and preserving properties of special value for historic, architectural or esthetic reasons; and, to expand economic opportunities to low-income persons.

Core Services

Community Development Administration

- Administer, monitor, and supervise all Community Development programs, public service projects, and special projects funded through HUD, CDBG, Home and Neighborhood Stabilization Program programs
- Allocate and monitor use of federal funds to organizations and individuals able to undertake eligible activities toward the national Strategies of the CDBG program.

Housing and Revitalization & HOME Programs

- Prevent further decline of the city's housing stock by focusing efforts on revitalization of core inner-city neighborhoods.
- Promote revitalization downtown through residential development.
- Provide decent safe and sanitary housing for low to moderate-income families through implementation of federal loan programs.

Historic Preservation

- Assist in the stabilization and marketing of vacant, abandoned, or deteriorating buildings as an alternative to demolitions when possible.

Demolition

- Enhance public health and safety, as well as the community's appearance by securing or demolishing dilapidated, abandoned, or dangerous structures. (See Property Maintenance Department for Achievements & Activity statistics.)

Current Year Activity/Achievements

- Underwent audits by HUD staff from the Region VII office, State Neighborhood Stabilization Program auditors and city auditor and received clean opinions.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of home improvement loans provided	24	26	32
Number of slum/blight construction undertaken*	0	0	0
Amount available for support to programs addressing child care, public health, drug & alcohol, domestic violence, and treatment for children with disabilities	\$300,000	\$300,000	\$300,000
Number of sub-grantee programs approved & monitored	11	11	12

*No federal funding for the activity

Budget Challenges/Planned Initiatives

The City's CDBG entitlement will receive a 2% increase in 2015. The City's HOME program will see a 10% reduction starting in July 2015. The City's entitlement for CDBG is projected to be \$1,357,756 in 2015; the HOME Program is projected to be \$258,374.

COMMUNITY DEVELOPMENT ADMINISTRATION

Program 5260

Program Description

The program oversees the administration of funding received from the U.S. Department of Housing & Urban Development.

Staffing Detail

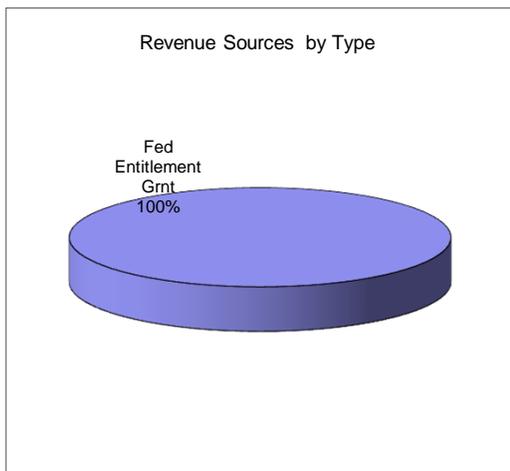
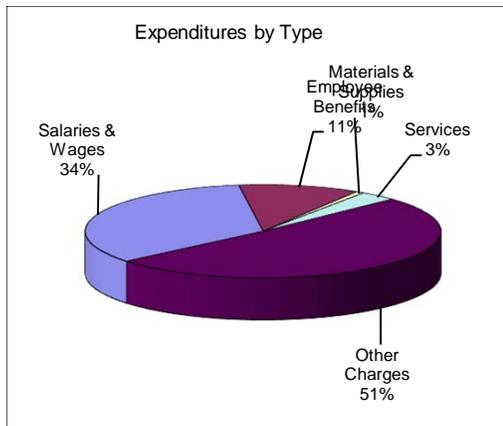
Community Development Manager
Grants Specialist

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for all of the CDBG programs.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	99,809	101,490	101,490	126,800
Employee Benefits	35,550	42,283	38,793	41,121
Materials & Supplies	219	2,800	200	2,800
Services	7,526	12,456	11,256	12,456
Other Charges	183,420	187,160	183,978	190,581
Total	326,524	346,189	335,717	373,758

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Interest & Other	104,947	0	34,721	0
Transfers In	0	0	0	0
Fed Entitlement Grnt	1,428,041	1,893,300	1,893,300	1,887,142
Total	1,532,988	1,893,300	1,928,021	1,887,142

HOUSING & REVITALIZATION

Program 5210

Program Description

Provides decent, safe, and sanitary housing for low to moderate income families through coordination, implementation, and monitoring of Community Development Block Grant Emergency Assistance and Home Improvement programs. Staff also coordinate and oversee activities designed to promote the revitalization of St. Joseph's core inner-city neighborhoods. Projects within the NRSA will receive priority funding.

Staffing Detail

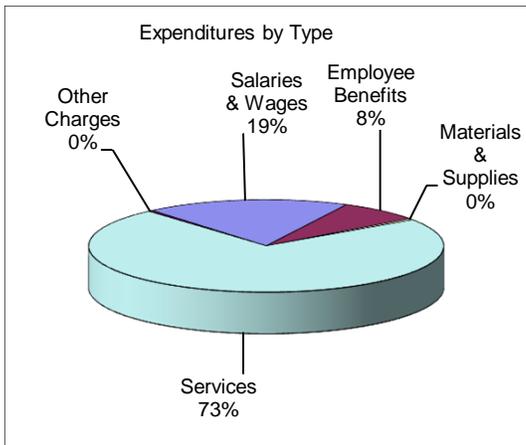
Housing Program Coordinator
 Construction Activities Manager
 Loan & Fair Housing Coordinator
 Historic Preservation Planner

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
3.5	3.5	3.5	3.5

Major Budgetary Changes & Program Highlights

Housing Loans \$474,437
 Emergency Assistance \$75,000

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	149,057	157,604	160,536	157,604
Employee Benefits	59,938	67,159	67,571	63,872
Materials & Supplies	1,472	4,917	4,917	3,917
Services	636,210	624,347	632,772	619,367
Other Charges	1,188	3,500	3,500	3,505
Total	847,865	857,527	869,296	848,265

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Fed Entitlement Grant	0	0	0	0
Interfund Transfer	190,548	0	29,003	0
Total	190,548	0	29,003	0

Restricted Community Development

Program 5280

Program Description

Program used to track restricted federal funds, mainly stimulus grant funds, for the purpose of promoting job creation, economic development, homeless prevention and neighborhood stabilization in areas most impacted by the recession.

Staffing Detail

None

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	22,322	725,000	127,000	0
Total	22,322	725,000	127,000	0
Revenue Sources:				
Other Grants	35,318	127,000	127,000	0
ARRA Grants	0	0	0	0
Total	0	0	127,000	0

HOME PROGRAM

Program 8880

Program Description

This program administers HUD funding in a broad array of eligible housing activities including both home ownership and the expansion of affordable rental housing. The majority of HOME funds are focused on infill construction within the NRSA.

Staffing Detail

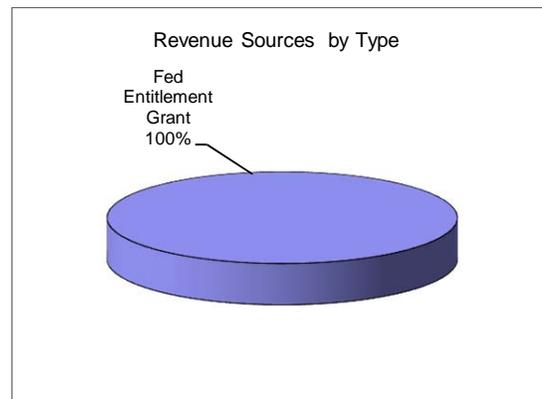
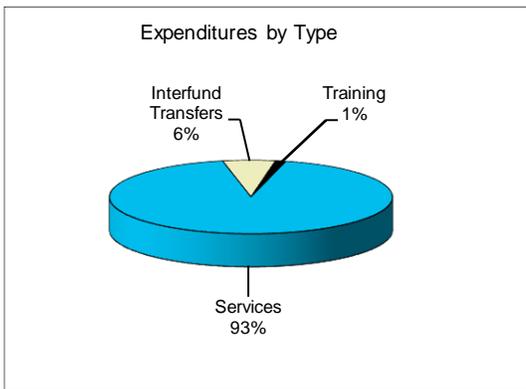
2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

- Applewood Estates - Phase 2 \$ 150,000
- Habitat for Humanity \$ 150,000

-HUD funding was reduced to the level no personnel costs could be absorbed by this program.

Operating Budget Summary



Expenditures:

Training
Services
Interfund Transfers

Total

Revenue Sources:

Fed Entitlement Grant
Other Revenue
Interfund Transfer

Total

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	3,000	3,000	3,984
334,869	313,191	313,191	304,710
19,086	19,664	19,664	19,680
353,955	335,855	335,855	328,374
276,490	335,855	408,306	328,374
0	0	0	0
0	0	0	0
276,490	335,855	408,306	328,374

HISTORIC PRESERVATION

Program 5250

Program Description

The program strives to protect historic resources, preserve neighborhoods, enhance economic stability and encourage economic development by identifying, protecting and preserving buildings, structures and other resources in St. Joseph that have historical and architectural value and integrity.

Staffing Detail

~Historic Preservation Planner position is allocated between Housing & Revitalization and Demolitions programs.

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues anticipated.

Operating Budget Summary

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	0	0	0	0
Total	0	0	0	0
Revenue Sources:				
Fed Entitlement Grnt	0	0	0	0
Total	0	0	0	0

FEDERAL EMERGENCY SHELTER GRANT

Program 6800

Program Description

Federal funds are allocated to alleviate homelessness by providing rent, utility assistance and legal service for individuals and families who are homeless, threatened with homelessness or lack the funds to secure housing by providing funds to various non-profit organizations in St. Joseph that address these needs. Allocations are determined by a Citizens Advisory Committee after public hearings on funding applications.

Staffing Detail

None

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	54,080	0	0	0
Total	54,080	0	0	0
Revenue Sources:				
ECG	53,960	0	46,507	0
Reprogrammend Fnds	0	0	0	0
Total	53,960	0	46,507	0

SLUM/BLIGHT/REDEVELOPMENT ACTIVITIES LOW/MODERATE ACTIVITY

Program 8840 & 8860

Program Description

To meet one of the national objectives of the CDBG program, the City Council allocates a limited amount of funds to organizations and individuals to undertake eligible slum and blight activities. The dollar amount that the City can award is restricted by federal regulations. Activities include preservation of historic structures, infrastructure improvements, and streetscape and landscape improvements.

Staffing Detail

None

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Grant Disbursement

- ~Slum/Blight Activity expenditures in FY16 - \$20,000 for the Legal Aid Abandoned Property program.
- ~Low/Mod Activity - no activity since FY2013

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	22,164	55,000	55,000	20,000
Interfund Transfers	0	0	0	0
Total	22,164	55,000	55,000	20,000
Revenue Sources:				
Fed Entitlement Grant	0	0	0	0
Total	0	0	0	0

PUBLIC SERVICE AGENCIES

Program 8850

Program Description

Funding is allocated to non-profit organizations in St. Joseph concerned with public issues such as child care, public health, drug and alcohol abuse, recreational activities, domestic violence, and treatment of children with physical and developmental disabilities. Disbursement is determined by a citizen committee charged with evaluating applications for the grant.

Staffing Detail

None

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~See below. [Decisions on funding for individual programs were not made until after the proposed budget was presented to Council. Will be updated in the Adopted Budget document.]

Operating Budget Summary

- Hillcrest Transitional Housing of Buch Co
- Amer 2nd Harvest Emergency Food Assist
- Interfaith Com. Srv-Youth Latchkey
- Bartlett Center - Family Resource Program
- Northtown Com. Cntr Recreation
- Samaritan Counseling-Client Assistance
- Social Welfare Brd-Dental Care Program
- United Cerebral Palsy-Integration & Advocacy
- YWCA-Women & Children's Shelter
- Community Missions-Housing for Hmless
- NWMO Children's Advocacy-Abuse Cnslng

Expenditures:

Services

Total

Revenue Sources:

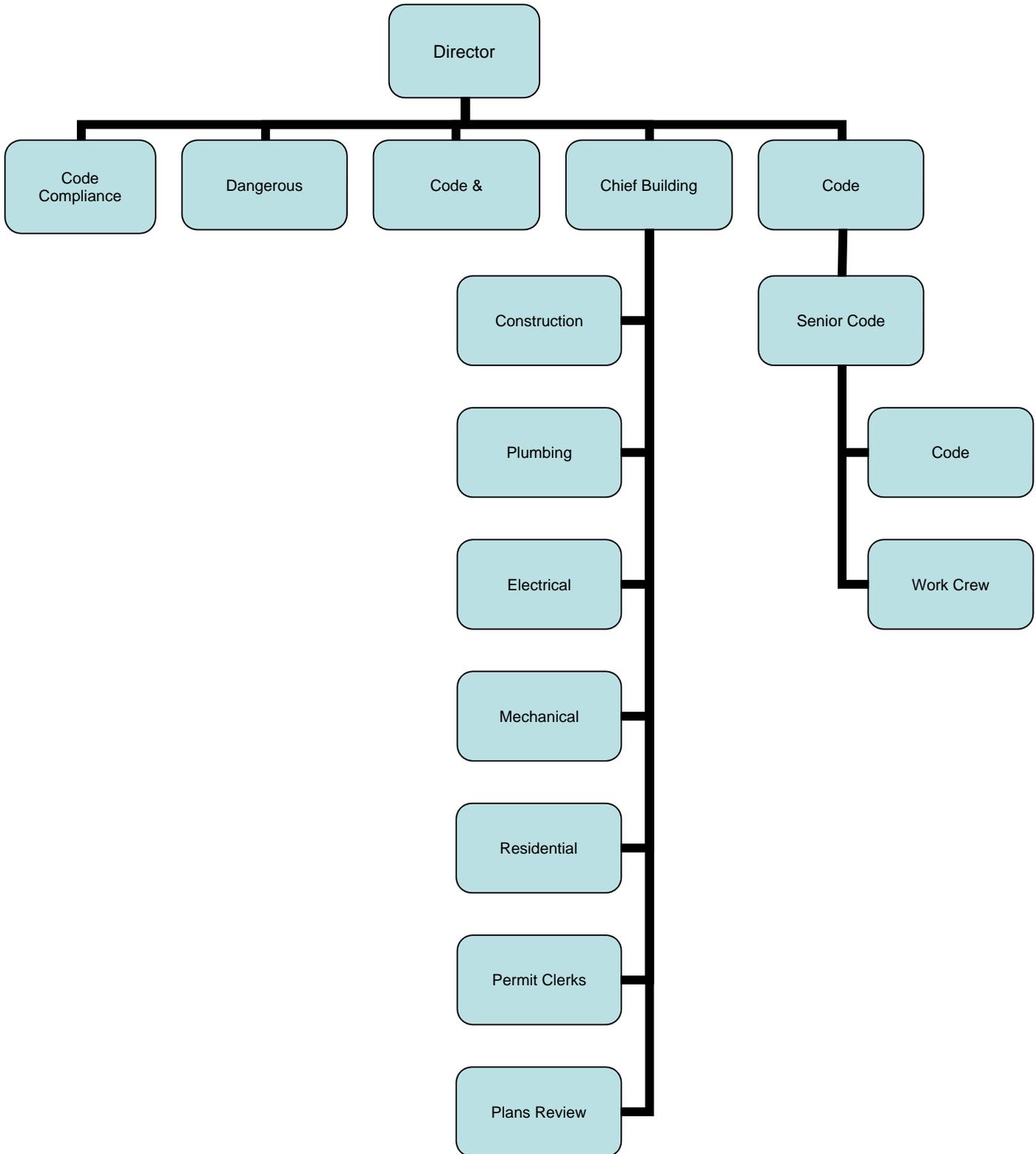
Fed Entitlement Grant

Total

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Services	320,000	320,000	340,000	330,000
Total	320,000	320,000	340,000	330,000
Fed Entitlement Grant	0	0	0	330,000
Total	0	0	0	330,000

\$0

BUILDING REGULATIONS & PROPERTY MAINTENANCE



Building Development Services

Mission

Ensure public health and safety through review and approval of code compliant construction and development while establishing creative policies and procedures designed to enhance community development and reinvestment.

Core Services

- Integrated development and building review and approval process.
- Building, mechanical, electrical & plumbing inspection and approval process.
- Mechanical, electrical & plumbing trade licensing review and approval process.
- Conceptual and preliminary customer consultation and review services.
- Existing building inspection and reutilization services.
- Building code enforcement policies and processes.
- Internal and external building code compliance training.

Current Year Activities/Achievements

- Implementation of new requirements for residential re-roof permits. The new requirements greatly increase roofing contractor accountability to their customer as well as to the building department.
- Implementation of new requirements for demolition permits. Demolition permits now require additional inspections to hold contractors accountable for when they wrongfully damage property improvements.
- Set new tone and expectation regarding customer service. As a department, we are to help customers navigate code to discover solutions that allow their projects to comply with adopted building regulations.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Building permits issued	1,150	826	1205
Mechanical inspections completed	555	661	619
Electrical inspections	713	1,134	1250
Plumbing inspections	615	919	958
Percent of plans reviewed within 10 working days of submission:	100%	100%	100%

Budget Challenges/Planned Initiatives

- WORK MANAGEMENT SOFTWARE: Significant staff time will be required to effectively train employees, inform the public and establish procedures for using the new software. Continued work to make online permitting available to customers and providing mobile inspection capabilities available for inspectors.
- TRAINING: Staff members are updating their certifications during the next year. Other staff continue to attend professional training opportunities to maintain current certifications. An adequate level of training funds is important to allow the City to maintain its current ISO rating.

BUILDING DEVELOPMENT SERVICES

Program 5410

Program Description

Building Development Services staff oversee review of development plans, perform building plan review, inspection building construction activities and interacts with building and industry organizations in order to promote a vibrant and safe building environment. Through property and construction information, inspections and enforcement the staff verifies construction projects meet appropriate building code standards thereby ensuring public safety.

Staffing Detail

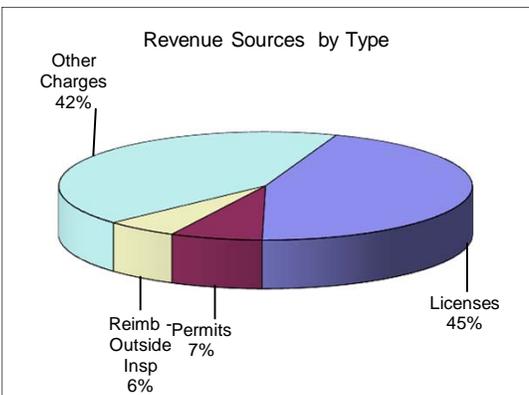
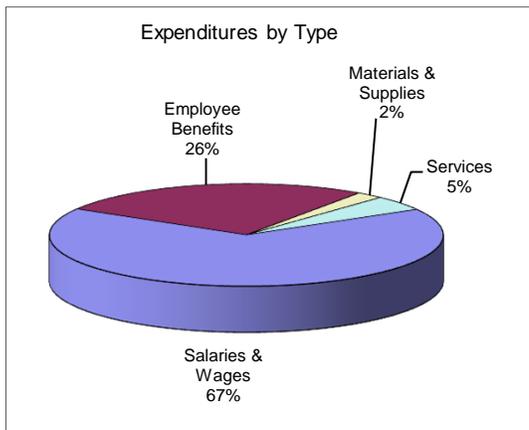
Chief Building Official
 Construction Inspector
 Residential Plans Review Examiner
 Plumbing Inspector
 Electrical Inspector
 Mechanical Inspector
 Plans Review Coordinator
 Permit Clerk

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
9	9	9	9

Major Budgetary Changes & Program Highlights

- ~Requested increase in materials and supplies for plotter copier. \$8500
- ~Requested increase in supplies for office supplies. \$400.
- ~Turnover in personnel led to lower salaries in some cases.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	376,716	382,741	352,745	373,245
Employee Benefits	141,007	151,745	135,718	146,492
Materials & Supplies	12,340	11,400	11,400	12,300
Services	19,127	33,335	51,985	26,570
Capital Outlay	0	500	500	8,500
Total	549,190	579,721	552,348	567,107
Revenue Sources:				
Licenses	78,217	79,000	79,000	79,000
Permits	11,585	12,700	12,700	12,700
Reimb - Outside Insp	604	10,000	10,000	10,000
Other Charges	37,184	75,000	75,000	75,000
Inspections	303,208	385,500	303,500	385,500
Total	430,798	562,200	480,200	562,200

Property Maintenance

Property Maintenance, Demolitions

Mission

To work with citizens in an effort to reduce conditions that may pose health and safety hazards to the public and to reduce blight in the community.

Core Services

- Work with citizens in an effort to eliminate the amount of trash, debris and overgrown weeds, hazardous trees and junk vehicles on private property.
- Investigate complaints of violations of minimum housing standards and interior housing conditions.
- Remove nuisance conditions on private and public property.
- Enforcement of code compliance ordinances in order to curtail further blight.
- Provide programs to educate property owners on their responsibility to responsibly maintain their properties through public meetings and presentations.
- Track complaints, inspections, notices, re-inspections, abatements, summons, incorporated photos with each complaint and provide a variety of reports through the Permits Plus program.
- When necessary, secure or demolish dilapidated, abandoned, or dangerous structures.
- When possible, assist in the stabilization and marketing of vacant, abandoned, or deteriorating buildings as an alternative to demolition.

Current Year Activity/Achievements

1. Completed adoption and implementation of the new property maintenance codes as recommended by the Citizen's Review Committee and adopted by Council.
2. Complete implementation of Asset Management, Development Review and Planning work management software and continue working toward implementation of Building Development, Property Maintenance and Business License work management software.

Performance statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>% Inc (Dec)</u>
Number of nuisances abated by the City	1,230	1,485	17%
Number of violation notices sent	6,312	9,348	48%
Current dangerous building cases	296	264	(11%)
Number of structures demolished	63	69	10%

Budget Challenges/Planned Initiatives

1. Continue to fund the Historic Neighborhood grant program and work closely with midtown neighborhood associations to address concerns.
2. Allocate a portion of Gaming funds budgeted for abatements and demolitions to fund public information efforts in the form of informational workshops on the part of the Landmark Commission as well as for a discovery trip to historic cities to learn how they have revitalized historic areas of their communities.

PROPERTY MAINTENANCE

Program 5430

Program Description

Property maintenance staff work with citizens in an effort to eliminate trash, debris, overgrown weeds and dangerous buildings throughout the city. The staff also provides rodent and mosquito control and rental dwelling inspections.

Staffing Detail

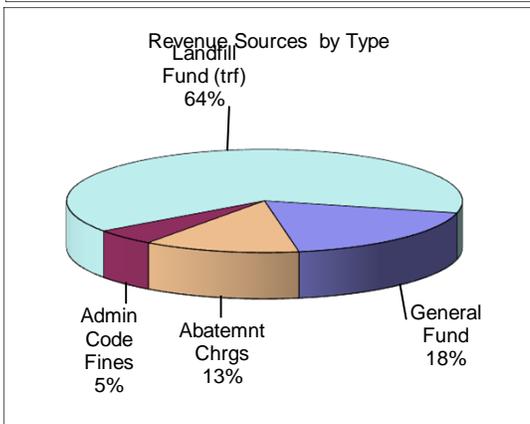
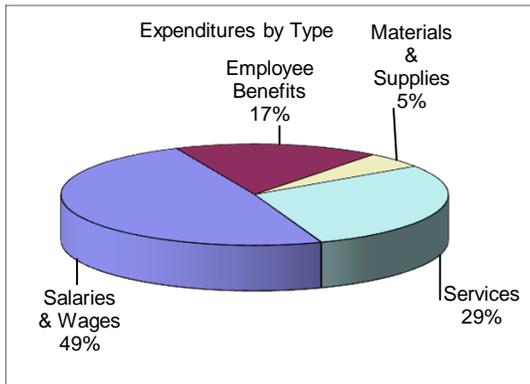
Assoc Director - Inspections & Code Enf
 Property Maintenance Manager
 Work Crew Supervisor
 Senior Commun. Compliance Insp
 Community Compliance Inspector
 Code & Neighborhood Support Tech
 Code Enforcement Clerk

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
1	1	0	0
0	0	1	1
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
8	8	8	8

Major Budgetary Changes & Program Highlights

- ~Budgeted expenses for outside contracted abatements and clean-up are budgeted directly in Gaming.
- *Revenues budgeted for reimbursement from the CDBG Demolitions program as General Fund employee documented activity applicable to HUD guidelines has been reduced to more accurately reflect actual transfers.
- ~Wage and wage-related expenses decreased as the result of down-grading of the Associate Director position to that of Property Maintenance Manager.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	362,711	377,907	368,910	364,419
Employee Benefits	127,708	135,399	134,123	127,686
Materials & Supplies	41,751	37,400	37,400	37,400
Services	224,993	214,890	217,617	214,890
Insurance Claims	360	500	500	500
Total	757,523	766,096	758,550	744,895
Revenue Sources:				
Abatement Chrgs	102,803	100,000	100,000	100,000
Admin Code Fines	20,275	24,000	38,000	40,000
Grants/Insurance Prcd	0	0	0	0
Landfill Fund (trf)	500,000	500,000	500,000	500,000
CDBG Fund (trf)	0	500	500	500
General Fund	134,445	141,596	120,050	144,395
Total	757,523	766,096	758,550	784,895

DEMOLITIONS

Program 5360

Program Description

Through this program, federal funding is used to eliminate slum and blight conditions by securing or demolishing dilapidated, abandoned, or dangerous structures thereby assuring public health and safety. The Historic Preservation Planner also provides historic preservation review compliance for rehab and demolition projects using State and Federal funding.

Staffing Detail

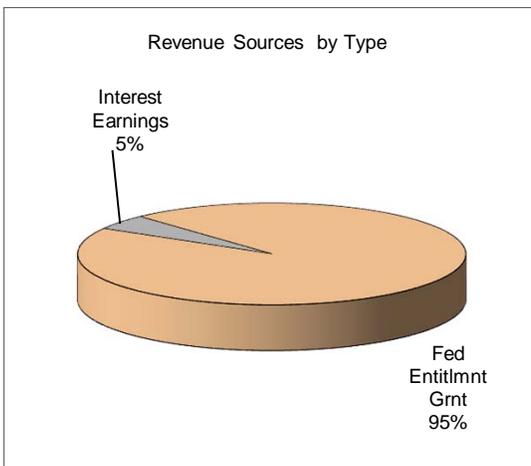
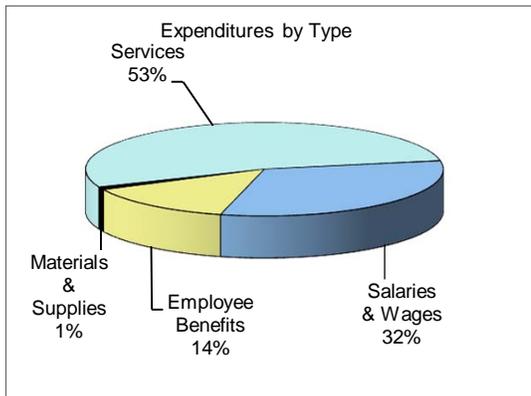
Property Maintenance Inspector
Historic Preservation Planner

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
2	2	2	2
0.5	0.5	0.5	0.5
<u>2.5</u>	<u>2.5</u>	<u>2.5</u>	<u>2.5</u>

Major Budgetary Changes & Program Highlights

~Funds are budgeted for possible transfers to the Property Maintenance Department should efforts in HUD-eligible areas are documented. Amounts have been much less than anticipated.
~A long-term vacancy depressed expenses in FY14 wages. FY15 reflects the implementation of the new Compensation Plan.

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Salaries & Wages	62,966	102,066	102,066	105,521
Employee Benefits	25,506	46,703	46,900	45,788
Materials & Supplies	3,478	3,555	3,555	3,555
Services	160,867	177,760	173,260	177,374
Transfers	0	500	500	500
Total	<u>252,817</u>	<u>330,584</u>	<u>326,281</u>	<u>332,738</u>

Revenue Sources:

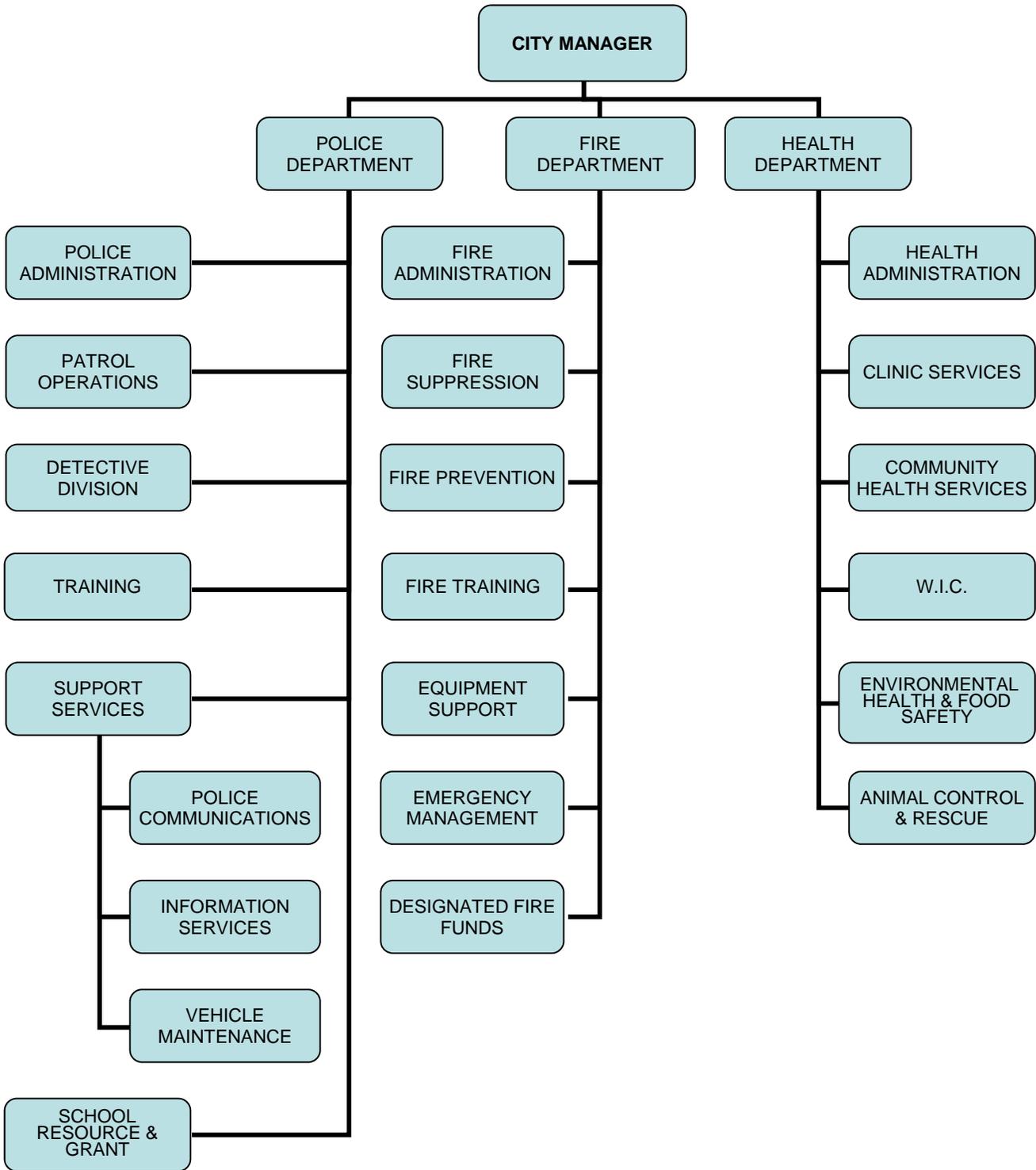
	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Principal Earnings	61,975	15,000	36,000	
Interest Earnings	1,305	1,000	8,000	16,000
Fed Entitlmt Grnt	251,512	329,584	318,281	316,738
Total	<u>252,817</u>	<u>330,584</u>	<u>326,281</u>	<u>332,738</u>

PUBLIC SAFETY DEPARTMENTS

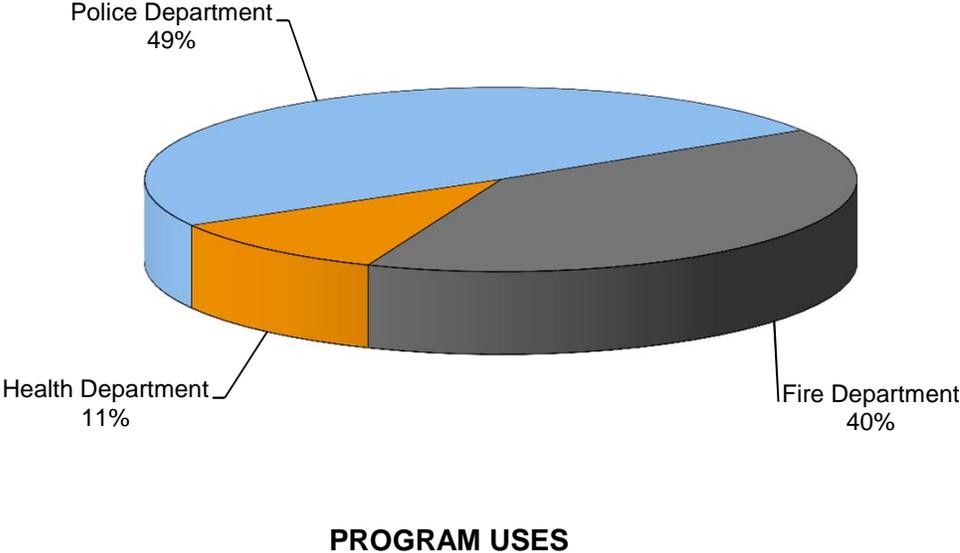
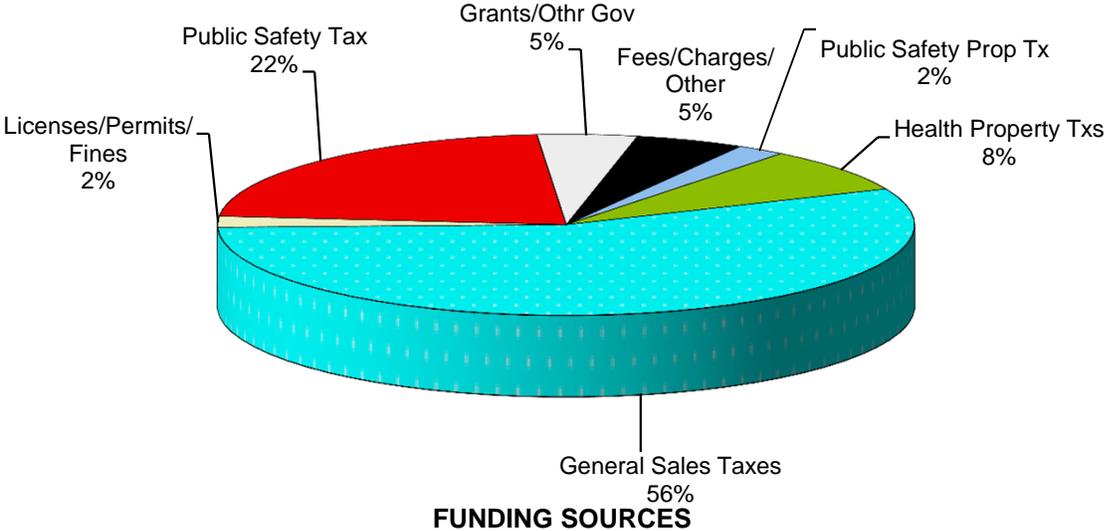
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

Services are funded through the public safety property tax, general property taxes, general sales taxes, the 2013 voter approved half-cent public safety sales tax, charges for services, transfers from the Gaming Fund, and a variety of state and federal grants.

TOTAL BUDGETED RESOURCES: \$ 36,569,269



PUBLIC SAFETY SOURCES & USES



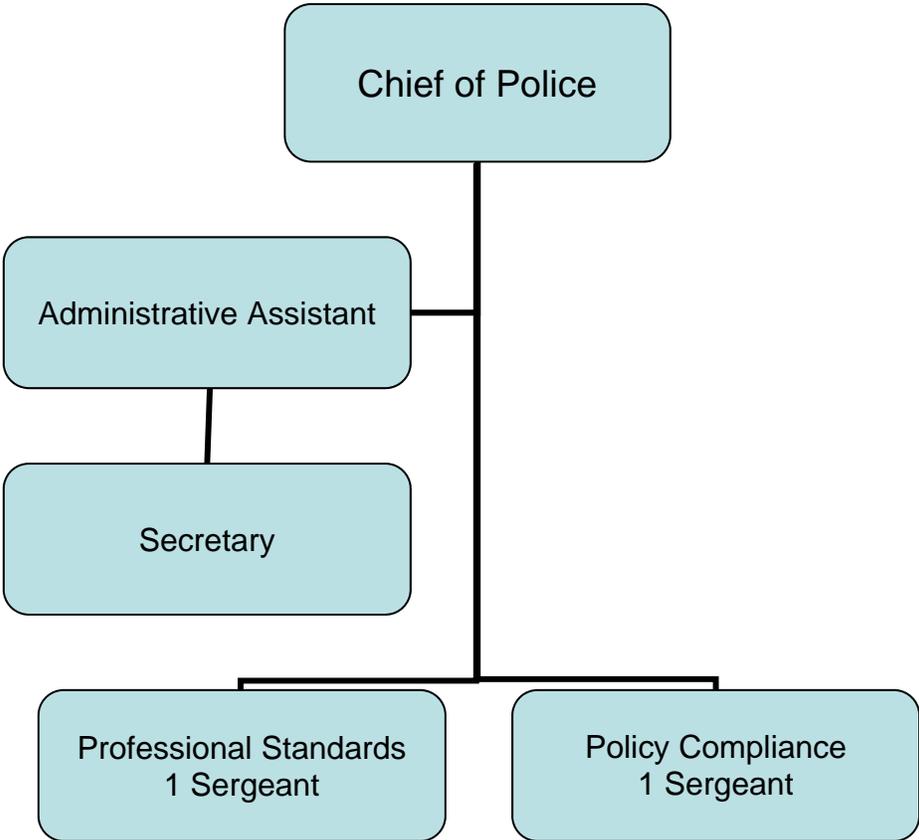
PUBLIC SAFETY DEPARTMENTS SUMMARY

ACCOUNT TYPE	2013-14		2014-15		2015-16	
	Actual	Adopted Budget	Estimated Actual	Budget		
					Actual	Budget
Salaries & Wages	15,480,680	17,341,862	16,923,050		18,842,130	
Retired Fire "Consultant" Pay	152,884	157,000	152,000		154,400	
Payroll Expenses & Benefits	8,389,290	9,202,079	8,892,790		9,102,683	
Materials & Supplies	844,023	1,051,028	908,559		852,734	
Utilities & Other Contracted Services	3,126,357	3,285,644	3,371,683		3,359,996	
Transfers	0	0	2,716,665		2,733,826	
Capital Outlay	338,948	747,382	703,043		1,523,500	
	<u>28,332,182</u>	<u>31,784,995</u>	<u>33,667,790</u>		<u>36,569,269</u>	
USES BY PROGRAM	DEPARTMENT					
Police Administration	Police	836,350	897,032	899,732		1,552,780
Patrol Operations	Police	6,061,060	6,425,833	6,463,144		6,461,988
Detective Division	Police	1,760,278	1,964,043	1,858,413		1,934,572
Public Safety Tax - Police	Police	1,185,407	2,685,227	2,577,069		3,248,447
Training	Police	165,177	132,103	132,828		131,249
Support Services	Police	661,098	756,547	638,620		652,726
Police Communications	Police	2,341,330	2,521,219	2,516,043		2,507,639
Information Services	Police	612,751	678,518	599,962		624,795
Police Maintenance	Police	474,887	481,658	405,538		432,196
School Resource/Grants	Police	522,016	540,609	550,082		499,620
Fire Administration	Fire	525,386	489,408	481,130		1,084,943
Fire Suppression	Fire	9,664,434	10,570,518	10,335,559		10,421,229
Fire Prevention	Fire	384,258	403,669	410,689		398,211
Fire Training	Fire	194,765	219,153	218,887		215,750
Equipment Support	Fire	367,208	335,520	382,189		377,095
Emergency Management	Fire	111,783	140,107	39,773		107,942
Public Safety Tax - Fire	Fire	507,750	1,275,643	1,275,643		2,041,151
Health Administration	Health	886,786	945,981	982,915		941,822
Clinic Services	Health	800,587	907,661	892,127		891,504
Community Health Services	Health	303,208	405,073	386,322		348,041
WIC Services	Health	437,558	495,788	430,243		460,522
Health/Food Safety	Health	167,111	201,345	204,015		200,766
Animal Control/Rescue	Health	761,533	853,377	800,484		848,227
Public Safety Tax - Health	Health	72,700	223,050	223,050		186,054
		<u>29,805,421</u>	<u>34,549,082</u>	<u>33,704,457</u>		<u>36,569,269</u>
FUNDING SOURCES						
General Fund		29,805,421	34,549,082	31,555,362		32,385,349
Public Safety Fund		0	0	2,149,095		4,183,920
		<u>29,805,421</u>	<u>34,549,082</u>	<u>33,704,457</u>		<u>36,569,269</u>
STAFFING SUMMARY						
Police - Sworn		116	122	122		129
Police - Civilian		44	45.56	45.56		45.56
Fire Service Personnel		127	127	127		127
Fire - Civilian		3	3	3		3
Health		43	43	42		42
		<u>333.00</u>	<u>340.56</u>	<u>339.56</u>		<u>346.56</u>

PROPOSED CAPITAL OUTLAY FY2016

~ Public Safety Police - 7 patrol vehicles, 6 program cars, police packages - \$485,130; Additional radios, mobile data equip, firearms, etc for new officers - \$139,804; Replace AV systems, IBM RS6000, and Dispatch servers \$164,385
 ~ Public Safety Fire - Replace Stn 12 1998 Aerial Squirt - \$653,400, Extrication equipment - \$26,000 heavy duty treadmill - \$6,610; Mechanic's 1/2-ton Pickup Decision - \$28,171; HQ Building repairs \$90,000.

POLICE ADMINISTRATION



Police Administration

Mission

To ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside the department.

Core Services

- Administer the financial, operational and capital budgets of the department.
- Manage the overall working of the department to provide a safe and secure community environment
- Create a more involved, responsible community by building stronger community partnerships and improving customer service.
- Provide organizational leadership and support.
- Ensure effective communications between Administration and line officers.
- Educate the public as to general police procedures and give them information they can use to effectively work with the Police Department through the Citizen Police Academy.
- Coordinate strategies to reduce crime , the fear of crime, and improve quality of life for the citizens of St. Joseph.
- Coordinate the achievement of goals and objectives in the multiyear strategic plan.
- Work with Division Commanders in setting annual goals, and monitor achievement.

Current Year Activity/Achievements

- Continued implimentation of crime reduction strategy Informed Response through Intelligence an Statistics.
- Maintain State Certification standards for performance and administration of the police department, audits completed, conducted staff inspection to include policy update.
- Overcame staff reductions related to Military deployments, retirements, and officer injuries while hiring and training new personnel and continuing to meet or exceed the level of services provided in the past.
- Added 6 commissioned personnel and 2 part time non-commissioned personnel
- Completed and maintained system for providing and customer service feedback.
- Planning and budgeting for additional personnel.
- Attended weekly public meetings and provided presentations to citizen groups including Neighborhood Watch, Community Police Advisory Committee, etc.
- Conducted background investigations for new hires.

Performance Statistics (represent prior year totals)

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of "use of force" incidents reviewed	364	300	365
Number of pursuits reviewed	4	2	15
Number of documented complaints investigated	38	48	41
Total crimes reported	10,752	10,729	10,517
Percent change in violent crimes		11%	4%
Percent change in property crime		-7%	-3%
Total vehicle accidents	2,276	2,127	2,280

Budget Challenges/Planned Initiatives

- Increase staffing by 6 officers initially, 1 sergeant,additional training to increase staffing will stress resources.
- Manage overtime to ensure adequate services are provided for the most serious crimes, while continuing to address other crime and quality of life issues in the community.
- Coordinate the achievement of goals and objectives established in the multiyear strategic plan.
- Revise multi year strategic plan to for the next 5 year period.
- Monitor monthly activity reports and progress on long term and short term goals and objectives.
- Enhance relationships with citizens and partner agencies.
- Ensure consistent compliance with department policies, procedures, as well as state and federal laws.
- Continue to investigate allegations of misconduct.
- Identify areas we can improve services
- Respond to every complaint filed by a citizen.

POLICE ADMINISTRATION

Program 8340

Program Description

The Police Chief and staff ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside the department. The Buchanan County Law Enforcement Center serves as the operational headquarters of the St. Joseph Police Department. The City pays 40% of the total L.E.C. operating budget. That expenditure is also budgeted in this program.

Staffing Detail

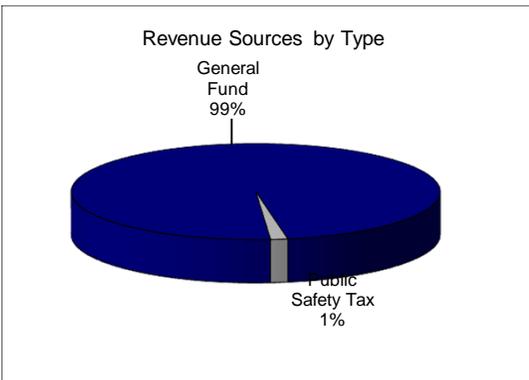
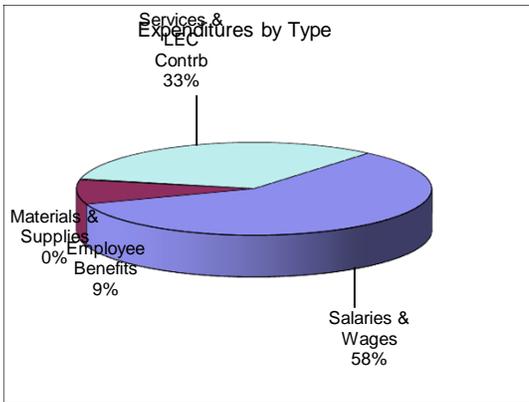
Police Chief
 Police Sergeant
 Administrative Asst to the Chief
 Secretary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	2	2	2	2
	1	1	1	1
	1	1	1	1
	5	5	5	5

Major Budgetary Changes & Program Highlights

- ~Services category has increased due to (1) City's portion of LEC expenses are projected to increase \$4,400 to \$444,141; (2) \$16,000 included as the City's contribution for the Communication Center's HVAC system repairs; \$23,000 budgeted to add to previously approved \$38,000 for replacement of (2) LEC elevators.
- ~Transfer revenue from the Public Safety Tax Fund is to cover the incremental increase in wages and other payroll costs as a result of the compensation plan implementation and negotiations with the police union.
- ~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the police programs in the General Fund.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	291,463	305,912	308,112	907,516
Employee Benefits	125,052	121,341	120,341	132,088
Materials & Supplies	4,118	4,600	4,600	4,600
Services & LEC Contrl	415,717	465,179	466,679	508,576
Total	836,350	897,032	899,732	1,552,780
Revenue Sources:				
Public Safety Tax	23,250	23,250	23,250	23,250
General Fund	813,100	873,782	876,482	1,529,530
Total	836,350	897,032	899,732	1,552,780

PUBLIC SAFETY - POLICE

Program 2295

Program Description

This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures for the additional personnel hired, per the plan approved by the voters, are accounted for in this program. Staff are assigned to various other divisions within the department. Eventually the department hopes to create a variety of positions in Patrol, Detectives, and the support areas. Transfers are also made to the Police Department in the General Fund to cover salary enhancements for the department employees.

Staffing Detail

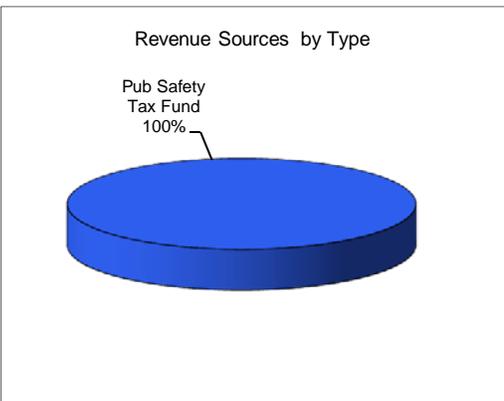
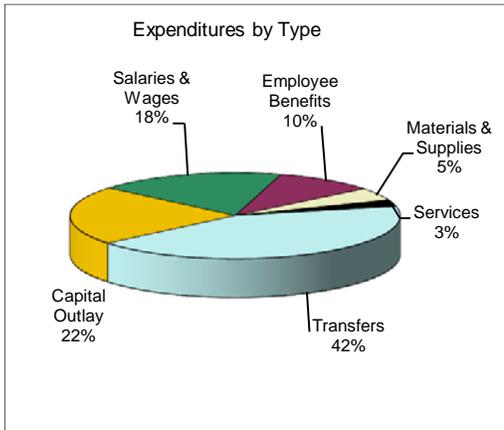
Patrol Officer
 Sergeant
 PT Main Control Technician (28hrs/wk)
 PT Evidence Control Technician (28hrs/wk)

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
0	6	6	12
0	0	0	1
0	0.7	0.7	0.7
0	0.7	0.7	0.7
0	7.4	7.4	14.4

Major Budgetary Changes & Program Highlights

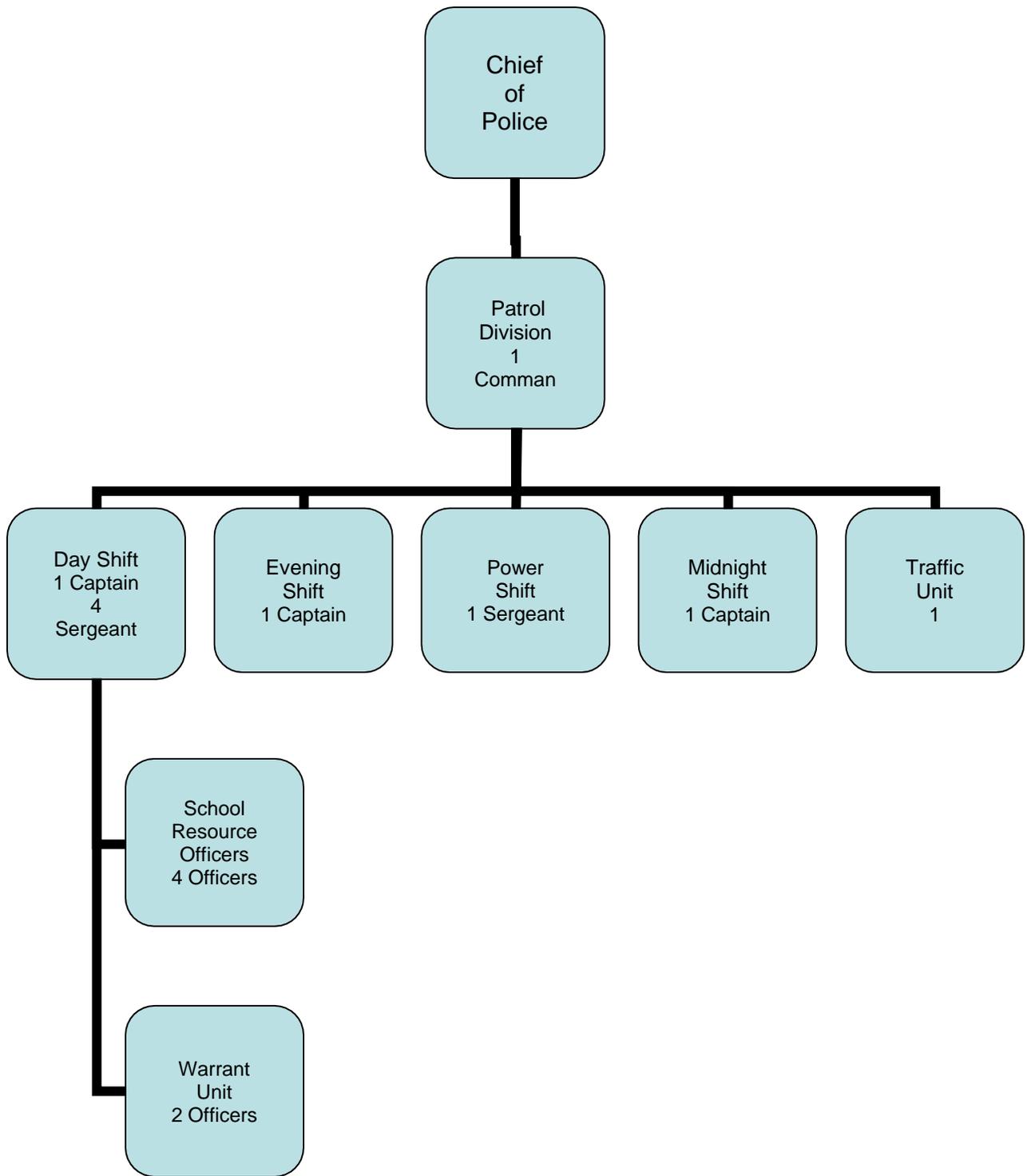
- Six new Patrol officers and one Sergeant were added.
- Budget reflects the additional equipment, vehicles, travel and training, etc to support the new officer positions. Budget for other major equipment purchases are reflected here as well.
- Capital acquisitions includes police vehicles; replacement of A/V systems in Detective interview rooms to meet State requirement; replace 8 year old servers, switches, and hardware, upgrade logging recorder for dispatch, records management and mobile data.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	0	262,514	275,214	597,216
Employee Benefits	0	141,245	140,677	318,325
Materials & Supplies	0	234,070	195,070	154,152
Services	0	36,300	25,660	81,533
Transfers	888,275	1,324,470	1,324,470	1,377,902
Capital Outlay	297,132	686,628	615,978	719,319
Total	1,185,407	2,685,227	2,577,069	3,248,447
Revenue Sources:				
Public Safety Fund	1,185,407	2,685,227	2,577,069	3,248,447
Total	1,185,407	2,685,227	2,577,069	3,248,447

POLICE PATROL



Police Patrol/School Resource Officers

Mission

The Patrol Division is a 24 hour operation responsible for responding to calls for service and initiating enforcement activities within the 46.5 square miles of the city of St. Joseph. In addition, the division participates in planning and provides manpower for the security needs of the many special events held within the city. The division is comprised of 90 commissioned officers and one civilian clerk, divided into three shifts. Each shift is responsible for an 8 hour tour of duty.

Core Services

- Respond to calls for service
- Enforce traffic safety laws and investigate traffic crashes
- Maintain specialized units to provide specific services, to include:
 - Special Response Team
 - Warrants Unit
 - K-9 Unit
 - School Resource Officers
- Serve felony and misdemeanor arrest warrants
- Work with other agencies and city departments to provide a unified response in emergency situation

Current Year Activity/Achievements

During FY 15 the division continued efforts to establish partnerships with area businesses and neighborhood groups. Officers from all shifts now participate in the group meetings. This provides citizens with more contact with the officers assigned to their neighborhoods.

The department hired and trained six officers from the public safety tax.

Performance Statistics (represent prior year totals)

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of calls for service (dispatched)	39,932	40,451	39,962
Number of self-initiated activities	31,662	35,538	31,148
Number of Traffic summons issued	16,477	21,379	16,996
Number of Warrants Unit arrests	545	628	765
Number of School Resource Officer cases	750	1,270	449
Number of Adult arrests	6,121	4,898	6,318
Average response time (priority calls)	10m24s	10m44s	10m56s

Budget Challenges/Planned Initiatives

Budget Challenges

- Maintaining items needed to properly run the division.
- Provide adequate training required for all officers.
- Keep adequately staffed and trained officers in patrol.

Planned initiatives

- Increase positive community interaction through participation in neighborhood meetings, business groups and youth programs.
- Continue our efforts to accomplish patrol related objectives listed in the department's multi-year Strategic Plan.
- Integrate the first wave of additional officers into service in patrol.
- Develop new Field Training Officers
- SRT secure funding for replacement tactical vests.
- Work with the St Joseph School District and establish at least one more officer in the schools

PATROL OPERATIONS

Program 2210

Program Description

To enforce Federal, State and local laws by providing 24 hour responses to public safety emergency , non-emergency situations and other incidents that require police intervention or participation in order to protect life and property and to promote a sense of safety and well being in the community.

Staffing Detail

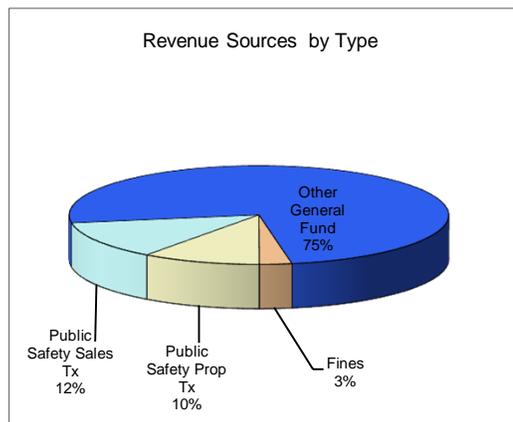
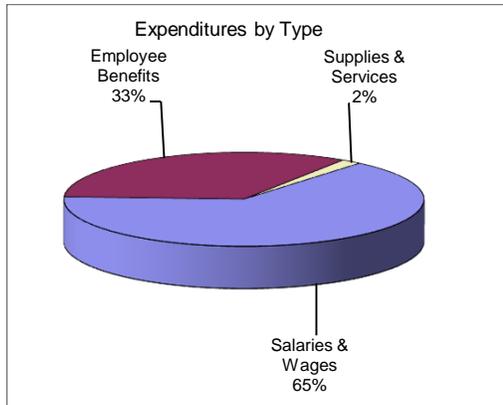
Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Patrol Clerk

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
11	11	11	11
64	64	64	70
1	1	1	1
80	80	80	86

Major Budgetary Changes & Program Highlights

- ~ Requested increase for equipment, clothing, other supplies. \$10,881
- ~ Requested increase for 5yr. Taser maintenance contract. \$4,810

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Salaries & Wages	3,756,191	4,188,905	4,211,230	4,178,207
Employee Benefits	2,091,184	2,126,008	2,118,496	2,166,630
Materials & Supplies	90,162	82,455	88,663	93,336
Services	118,523	19,005	20,295	23,815
Insurance/Claims	5,000	9,460	24,460	0
Capital Outlay	0	0	0	0
Total	6,061,060	6,425,833	6,463,144	6,461,988

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Fines	347,626	177,000	182,000	177,000
Grants & Other Rev	17,458	400	400	400
Public Safety Prop Tx	649,655	649,655	649,655	649,655
Public Safety Sales Tx	797,543	797,543	797,543	797,543
Other General Fund	4,248,778	4,801,235	4,833,546	4,837,390
Total	6,061,060	6,425,833	6,463,144	6,461,988

SCHOOL RESOURCE & GRANT FUNDED PROGRAMS

2280

Program Description

This program was developed to account for the revenues and expenditures by the Police Department from grant or other special revenue sources such as the Gaming Fund. The largest program within this division is the School Resource program with the mission of providing a police presence in the City's high schools both for security and for positive interactions with the students..

Staffing Detail

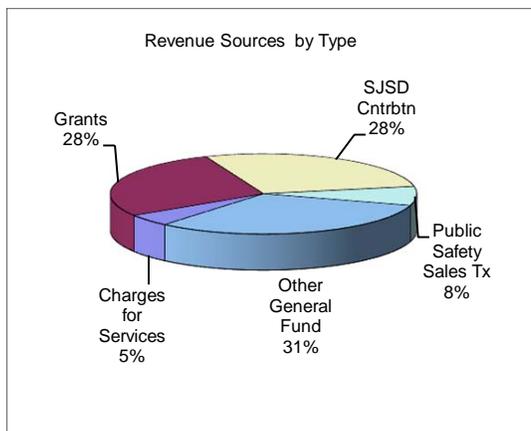
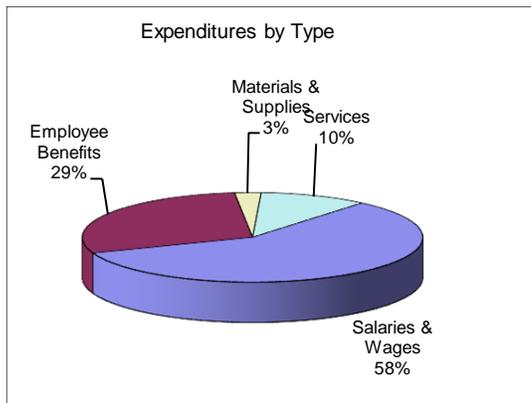
School Resource Officers (Patrol Officers)

2013-14	2014-15		2015-16
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
4	4	4	4

Major Budgetary Changes & Program Highlights

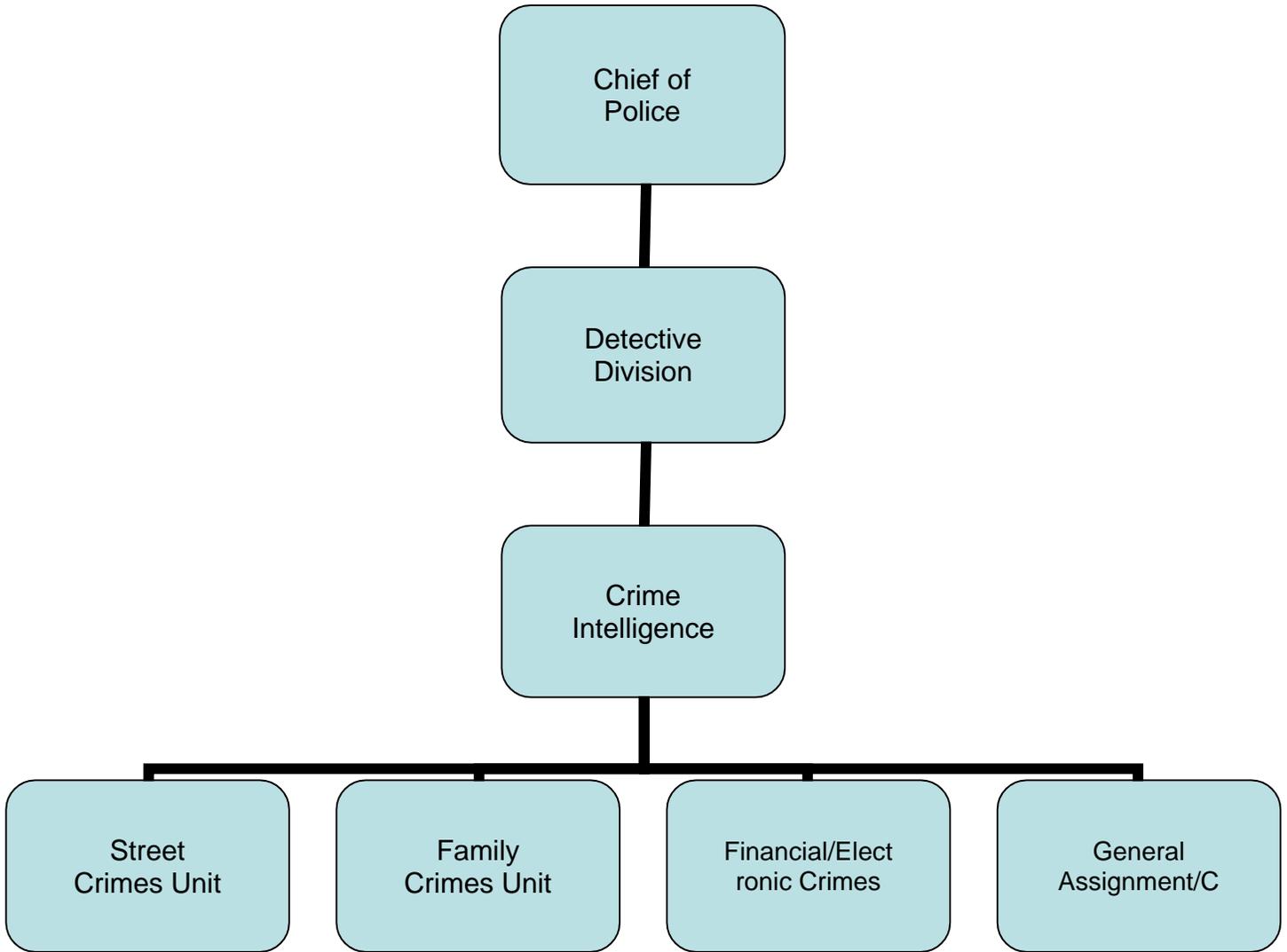
~No major changes

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	249,669	284,384	277,304	290,420
Employee Benefits	136,401	135,443	127,933	145,240
Materials & Supplies	45,421	35,620	37,353	12,500
Services	49,524	84,462	83,592	51,460
Capital	41,001	700	23,900	0
Total	522,016	540,609	550,082	499,620
Revenue Sources:				
Charges for Services	25,404	26,000	26,000	26,000
Grants	163,083	217,365	215,449	151,053
SJSD Cntrbtn	137,807	152,587	152,587	152,587
Public Safety Sales Tx	0	41,310	0	41,310
Interest & Other	5,802	20	20	20
Other General Fund	189,920	144,637	156,026	169,960
Total	522,016	581,919	550,082	540,930

POLICE DETECTIVES



Detectives

Mission

To apprehend suspected offenders, assist in the prosecution of those individuals, and recover stolen property through the investigation of criminal acts that occur within the boundaries of the City in order to reduce crime and the fear of crime

Core Services

- Investigate all crimes assigned; question witnesses, victims, and suspects to determine factual material and provide evidence of leads.
- Direct activities at the crime scene to assist victims; obtain clues, gather and preserve evidence.
- Ensure photographs and fingerprints of all persons who are charged with violations are included in records.
- Record progress of investigations and maintain informational files on crimes and suspects.
- Review Department reports and other data pertaining to criminal cases such as auto theft, armed robbery, homicide, fraud, burglary, assault, arson, possession of controlled substance, and other related crimes
- Aid patrol officers in the apprehension of suspects or offenders, act as a liaison between the department and other law enforcement agencies.
- File applications for and review all search warrants obtained by any officer or unit of the department.
- Assist in the preparation of cases for court. Prepare assigned cases for court and charges or responses to charges and procedures.
- Assist in planning, conducting, and training citizens, students, and businesses in crime prevention programs.
- Assist in training officers, volunteers and members of other city departments and outside agencies in criminal investigations and related issues.

Current Year Activity/Achievements

- An established goal of the division during the year has been to research and take advantage of non-traditional training opportunities such as group webinars and other methods beyond the standard offerings that involve travel expenses that often exceed the cost of the training. This effort has proven very successful. Throughout the year members of the division received quality training at a reduced cost by adopting this method. Although it will never replace traditional training approaches entirely, it is a method we intend to continue whenever available.
- The division has an obligation to provide 24 hour investigative/crime scene services for major incidents occurring within the city. Notification procedures and callout schedules were examined and adjusted during the year and have proven to provide a more efficient response than the previous method.
- Since the Electronic Crimes Unit was established it has been a goal for the investigators assigned to the unit to obtain EnCase Certified Status. Through a difficult and lengthy process one of the detectives completed the testing and met the requirements to become the first certified examiner in the unit's history. The process now begins to certify a second examiner.

Case status and Disposition (prior year totals)	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Total Crimes reported	11,937	10,938	10,572
Open Cases	3,961	3,383	3,699
Closed by Arrest	3,630	3,921	3,631
Unfounded	67	67	51
Referred to Juvenile Unit	5	233	233
Cleared by Exception	1,010	573	364
Referred to State Prosecutor	416	727	814
Referred to City Prosecutor	558	439	266
Referred to Other	7	137	155
Unassigned	2,283	4,876	1,359

Budget Challenges/Planned Initiatives -

- Members of the division will continue to work toward accomplishing the objectives in the current Department Strategic Plan that relate to our function.
- The planned addition of personnel to the division will require preparation in terms of additional equipment and organizing office space to accommodate the incoming detectives. This budget/logistics challenge remains a good problem to have.
- A major challenge in terms of the program budget is the need to replace the aging and unreliable video/audio recording system in our interview rooms. By statute interviews/interrogations in most Part I crimes are required to be recorded. The current state of our equipment is becoming difficult to maintain. Previous attempts to sustain the system through replacing individual components to keep costs down have brought us to the point where full replacement of the system, with the exception of peripherals (cameras, microphones) is the only solution.

DETECTIVE DIVISION

Program 2240

Program Description

The Detective Division was formed to apprehend suspected offenders, assist in the prosecution of those individuals, and recover stolen property through the investigation of criminal acts that occur within the boundaries of the City. Detectives also provide assistance to the public, other law enforcement agencies and fellow officers.

Staffing Detail

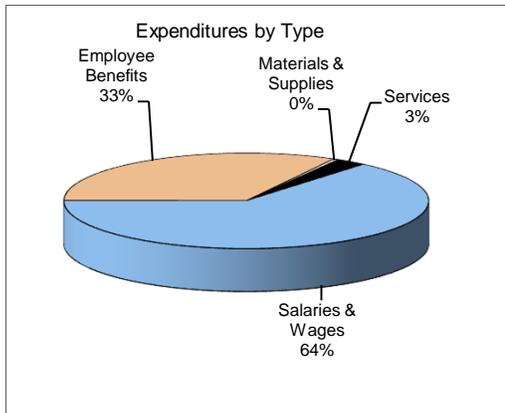
Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
24	24	24	24

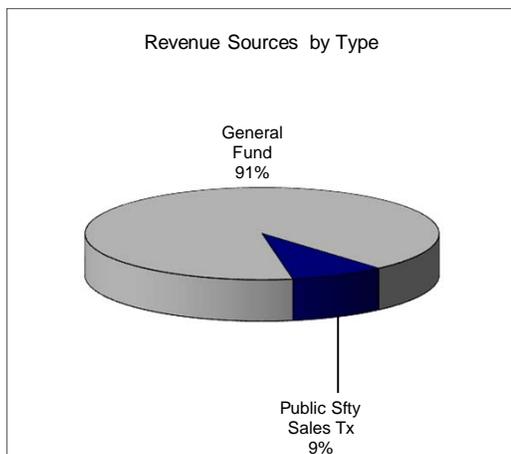
Major Budgetary Changes & Program Highlights

~Professional Services was increased by funds for City contribution to Children's Advocacy towards a FT Forensic Interviewer (cases involving children). \$18,000

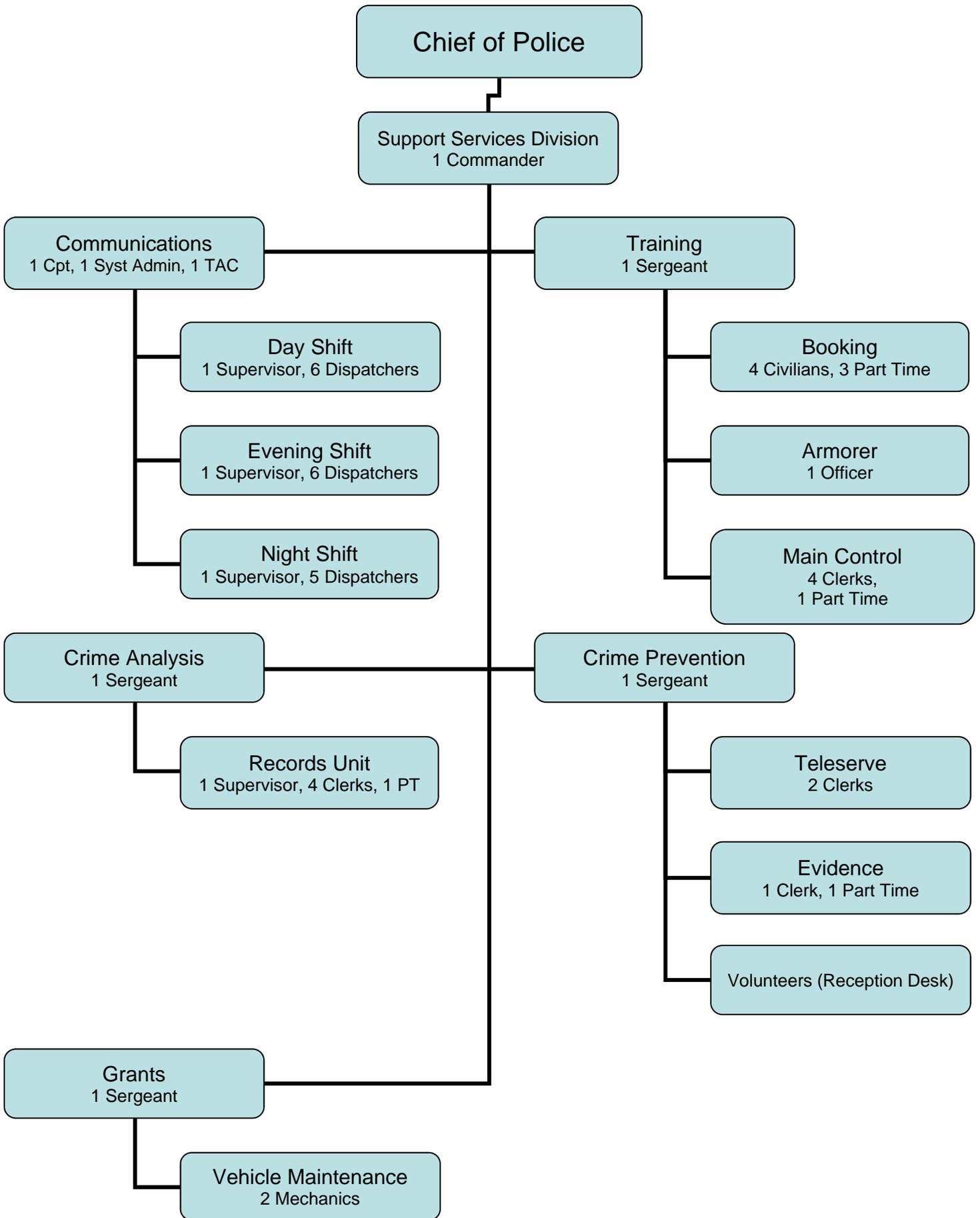
Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,101,119	1,281,276	1,206,276	1,237,164
Employee Benefits	607,983	637,594	603,469	636,488
Materials & Supplies	30,851	10,993	14,488	8,740
Services	20,325	34,180	34,180	52,180
Capital Outlay	0	0	0	0
Total	1,760,278	1,964,043	1,858,413	1,934,572
Revenue Sources:				
Public Sfty Sales Tx	167,481	167,481	167,481	167,481
General Fund	1,592,797	1,796,562	1,690,932	1,767,091
Total	1,592,797	1,796,562	1,690,932	1,767,091



POLICE SUPPORT SERVICES



Police Support Services

Support Services/Training/Communications/Information Services/Vehicle Maintenance

Mission

To enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. To educate the public in crime prevention and public education in areas such as police procedures and operational functions. To provide skilled, professional public safety officer training. To maintain the police fleet in a state of good repair. To ensure 24-hour, accurate, clear and timely communication between the public, the Police Department, the Fire Department, and the County Sheriff's Department. To serve as custodial gatekeeper of police records and maintain those records as required by state statute and federal law.

Core Services

- Provide crime analysis and statistical reports to the department.
- Identify specific training needs of department personnel and provide customized public safety training programs for sworn and civilian employees
- Provide timely, comprehensive preventive vehicle maintenance checks.
- Maintain tracking systems for gas usage, mileage, maintenance and repairs
- Provide clear, accurate and timely communications between the SJP, SJFD, Rural Fire Departments, County Sheriff's Department, the public, and Police Dispatch operators
- Enter data to the MULES system.
- Process all external and internal requests for reports and information.
- Crime Prevention Unit engages in speaking engagements with civic groups, service clubs, neighborhood associations, business groups, etc.

Current Year Activity/Achievements

- Communication Center completed upgrades of the 911 phone system, radio system and computer consoles.
- Advanced authentication completed.
- New World System software update completed.
- Communication Center has worked with local volunteer fire and emergency medical responders and city fire officials to define boundaries to provide accurate and timely dispatch of services.
- Continued efforts of the trail watch program resulted in more man hours of volunteers on the trail system.
- Continued work with IRIS (Informed Response through Intelligence and Statistics) to address crime issues and pursuing software to integrate the collection of information in a fashion that is easily and readably useable for use by detectives and patrol officers. New software will allow the crime analyst and intelligence officer to develop crime trends, patterns and predictive analysis of criminal activity

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Number of new grants received	12	15	17
Value of new grants received	\$111,718	\$112,802	\$133,791
Total number of records merged by Records Unit	27,052	32,823	25,676
Case reports	14,555	24,041	12,671
Supplimental reports	5,022	6,602	5,866
Information reports	5,261	n/a	4,859
Traffic accident reports	2,214	2,180	2,280
Tele-serve reports written	1,931	2,301	2,990
Tele-serve calls-for-service	2,090	1,998	3,439
Number of calls dispatched for service	99,808	91,315	84,667
Number of prisoners booked	4,375	4,557	5,231
Speaking engagements by Crime Prevention	32	20	15
Neighborhood watch meetings attended by Crime Prev	25	31	26
Citizen volunteer hours contributed to SJP	1,250	1,408	1,519
Number of car maintenance jobs completed	1,522	1,443	2,111
Number of miles driven by the SJP fleet	1,025,088	1,115,103	1,045,975
Number of citizens completing beverage server class	910	1,171	1,343

Budget Challenges/Planned Initiatives

- Improve CAD Mapping Services and provide training on mapping-SJFD, Buchanan Co Rural
- Explore options to bring outside training to the department to allow more officers the ability to attend training
- Work on update of fleet and equipment with funds from public safety initiative
- Continue with the effort to accomplish Support Services related objectives in the multiyear strategic plan.
- Assess needs of organization and assignments of volunteers to effectively utilize volunteers
- Complete the Incode interface to Municipal Court.
- Develop and implement a more stable server/database environment through virtualization-server replacement
- Increase community and patrol officer interaction in neighborhood watch and crime prevention programs
- Implementation of ATAC Raids

SUPPORT SERVICES

Program 2250

Program Description

Staff enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. It also educates the public in crime prevention and public education in areas such as police procedures and operational functions. The Police Commander in this division also oversees the operations of the Training, Information Services, Maintenance, and Communications divisions.

Staffing Detail

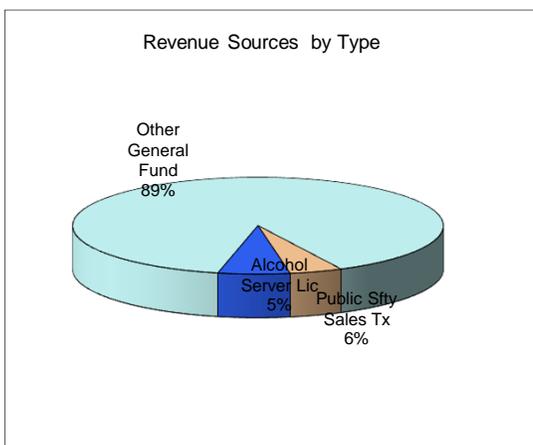
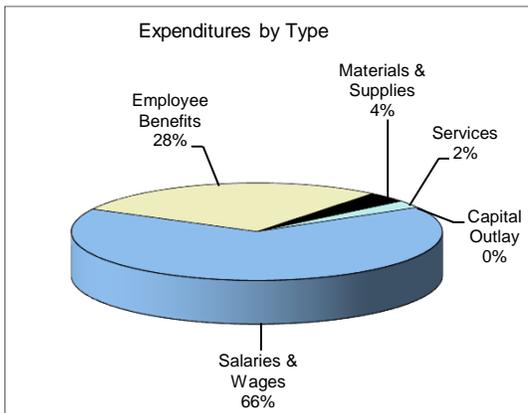
Police Commander
 Police Sergeant
 Police Officer
 Booking Officer
 Booking Officer PT (2) / 1 PT as needed

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1.0	1.0	1.0	1.0
10	10	10	10

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	409,353	490,912	404,739	430,763
Employee Benefits	190,942	207,950	180,696	183,036
Materials & Supplies	45,991	27,879	23,379	22,832
Services	13,997	16,095	16,095	16,095
Capital Outlay	815	13,711	13,711	0
Total	661,098	756,547	638,620	652,726
Revenue Sources:				
Alcohol Server Lic	37,643	29,960	40,585	29,960
Public Sfty Sales Tx	40,757	40,757	40,757	40,757
Other General Fund	582,698	685,830	557,278	582,009
Total	661,098	756,547	638,620	652,726

POLICE TRAINING

Program 2260

Program Description

This Unit is responsible for in-service training, specialized seminars, and the mandated, Missouri Police Officers Standards of Training Commission (P.O.S.T.) training in order to provide skilled, professional public safety officers.

Staffing Detail

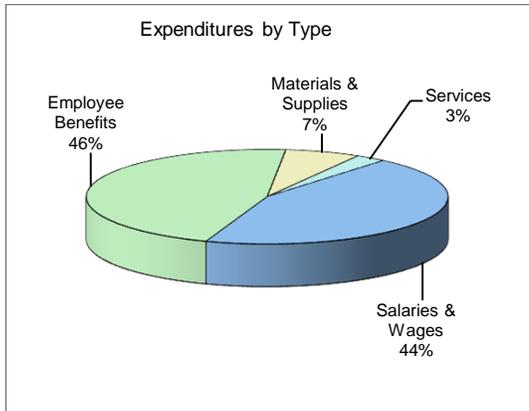
Police Sergeant

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary

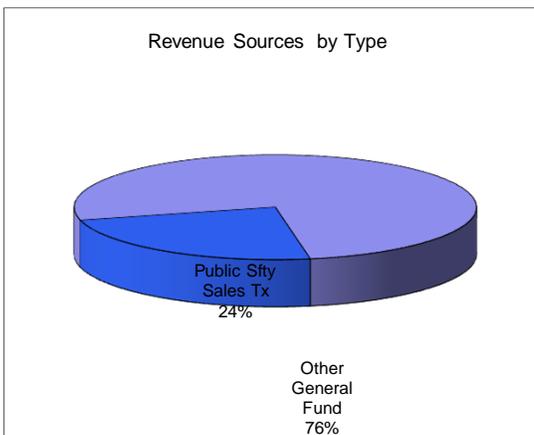


Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	55,076	56,810	58,210	58,210
Employee Benefits	61,547	59,811	59,811	60,624
Materials & Supplies	47,954	11,592	11,217	8,825
Services	600	3,890	3,590	3,590
Total	165,177	132,103	132,828	131,249

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Public Sfty Sales Tx	31,193	31,193	31,193	31,193
Other General Fund	133,984	100,910	101,635	100,056
Total	133,984	100,910	101,635	100,056



POLICE VEHICLE MAINTENANCE

Program 2290

Program Description

CHECK NUMBER OF VEHICLES IN DESCRIPTION

Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance checks. With the increase in the number of officers starting in FY2015, the number of vehicles in the fleet will increase. FY2015 fleet will consist of 65 marked and 43 unmarked vehicles, 9 trucks and vans, 4 motorcycles and 2 trailers.

Staffing Detail

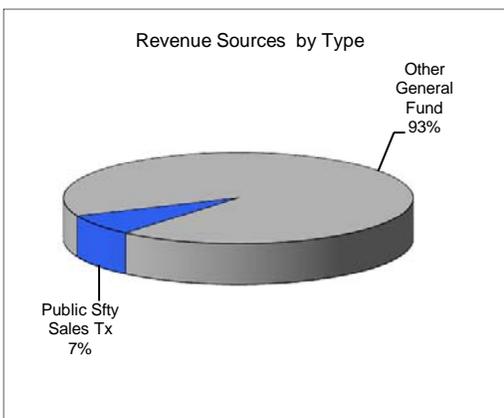
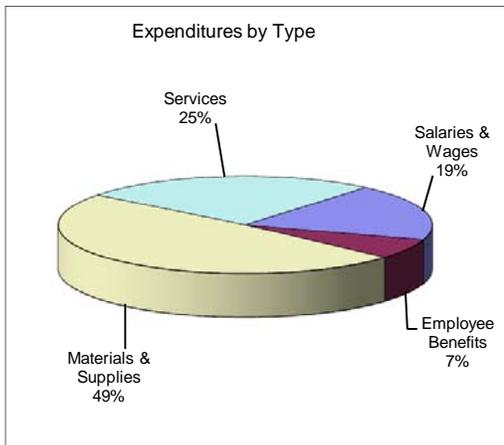
Master Mechanic
Auto Mechanic

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~The additional \$40,000 budgeted in the Supplies area in FY15 to cover anticipated fuel expenditures have not been needed. In fact, the \$10,000 budgeted in the Public Safety - Police program hasn't been touched as yet. Projections for FY15 and FY16 for fuel were reduced in this program. The \$10,000 was left in Public Safety, if needed.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	73,568	81,523	81,523	81,523
Employee Benefits	28,380	30,430	30,430	28,853
Materials & Supplies	259,955	257,120	181,000	211,120
Services	112,236	112,585	112,585	110,700
Insurance	748	0	0	0
Capital Outlay	0	0	0	0
Total	474,887	481,658	405,538	432,196
Revenue Sources:				
Insurance Proceeds	9,104	1,430	1,430	0
Public Sfty Sales Tx	32,165	32,165	32,165	32,165
Other General Fund	433,618	448,063	371,943	400,031
Total	474,887	481,658	405,538	432,196

POLICE COMMUNICATIONS

Program 2910

Program Description

The police communications center ensures that accurate, clear and timely communication occurs between the public, the Police Department, the Fire Department, the ambulance service, the County Sheriff's Department and outlying fire districts by providing routine and emergency public safety communications service twenty-four hours a day, seven days a week.

Staffing Detail

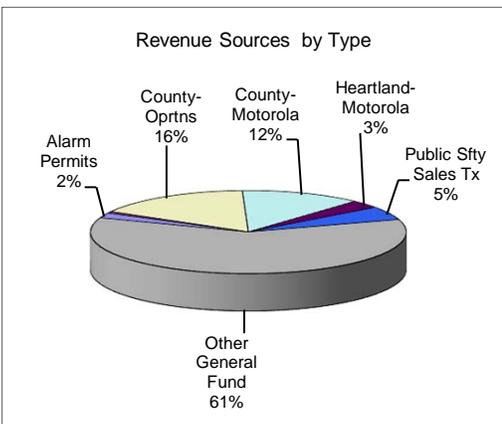
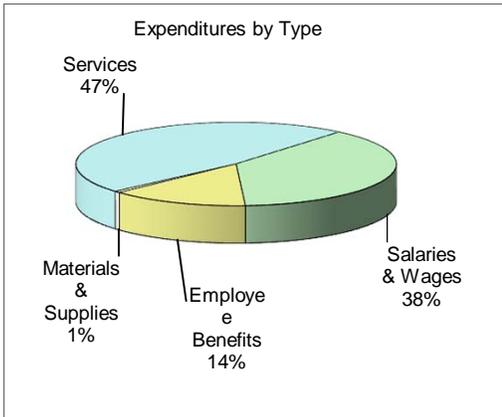
Police Captain
 Senior Communications Operator
 Communications Operator
 Public Safety Network Administrator
 PT Communication Operators (2) as needed in lieu of overtime

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
0	0	0	1
23	23	23	24

Major Budgetary Changes & Program Highlights

~Increase in supplies for VRLA battery replacements. \$4,535
 ~Increase in Communication equipment maintenance contract costs. \$12,490
 ~Overall, budget was reduced with the introduction of (2) part-time Communication Operators who are trained (but retired). They will return as needed for vacancies, vacations, etc, and will reduce the need for OT by the FT operators. The overtime budget was reduced accordingly. Funded at the per hour equivalent of one FTE.

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total
Revenue Sources:
 Alarm Permits
 Tower Rents/Other
 County-Oprtns
 County-Motorola
 Heartland-Motorola
 Public Sfty Sales Tx
 Other General Fund

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
848,118	964,101	938,101	952,171
341,584	366,263	351,970	347,588
26,431	10,930	10,930	15,465
1,125,197	1,179,925	1,215,042	1,192,415
2,341,330	2,521,219	2,516,043	2,507,639
50,801	49,675	49,675	49,675
20,875	2,305	17,000	16,305
382,614	406,058	406,058	406,058
278,131	310,572	310,572	310,572
70,369	77,600	77,600	77,600
132,236	132,236	132,236	132,236
1,406,304	1,542,773	1,522,902	1,515,193
2,341,330	2,521,219	2,516,043	2,507,639

INFORMATION SERVICES

Program 2920

Program Description

Staff provide direct and indirect support services to the various units of the Police Department as well as direct service to the public by maintenance of police records, teleserve and main control activities.

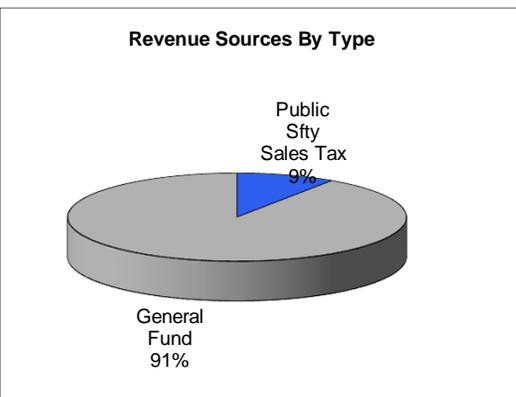
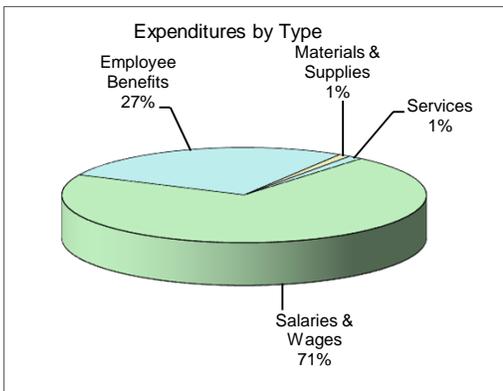
Staffing Detail

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Police Records Supervisor	1	1	1	1
Police Report Specialist	2	2	2	2
Main Control Technician	4	4	4	4
Evidence Control Technician	1	1	1	1
Police Records Clerk	4	4	4	4
Police Records Clerk (PT)	0.62	0.62	0.62	0.62
Main Control Technician (PT) (Paid directly in PS Tax - Police program)	0	0.7	0.7	0.7
Evidence Control Technician (PT) (Paid directly in PS Tax - Police prog)	0	0.7	0.7	0.7
	12.62	14.02	14.02	14.02

Major Budgetary Changes & Program Highlights

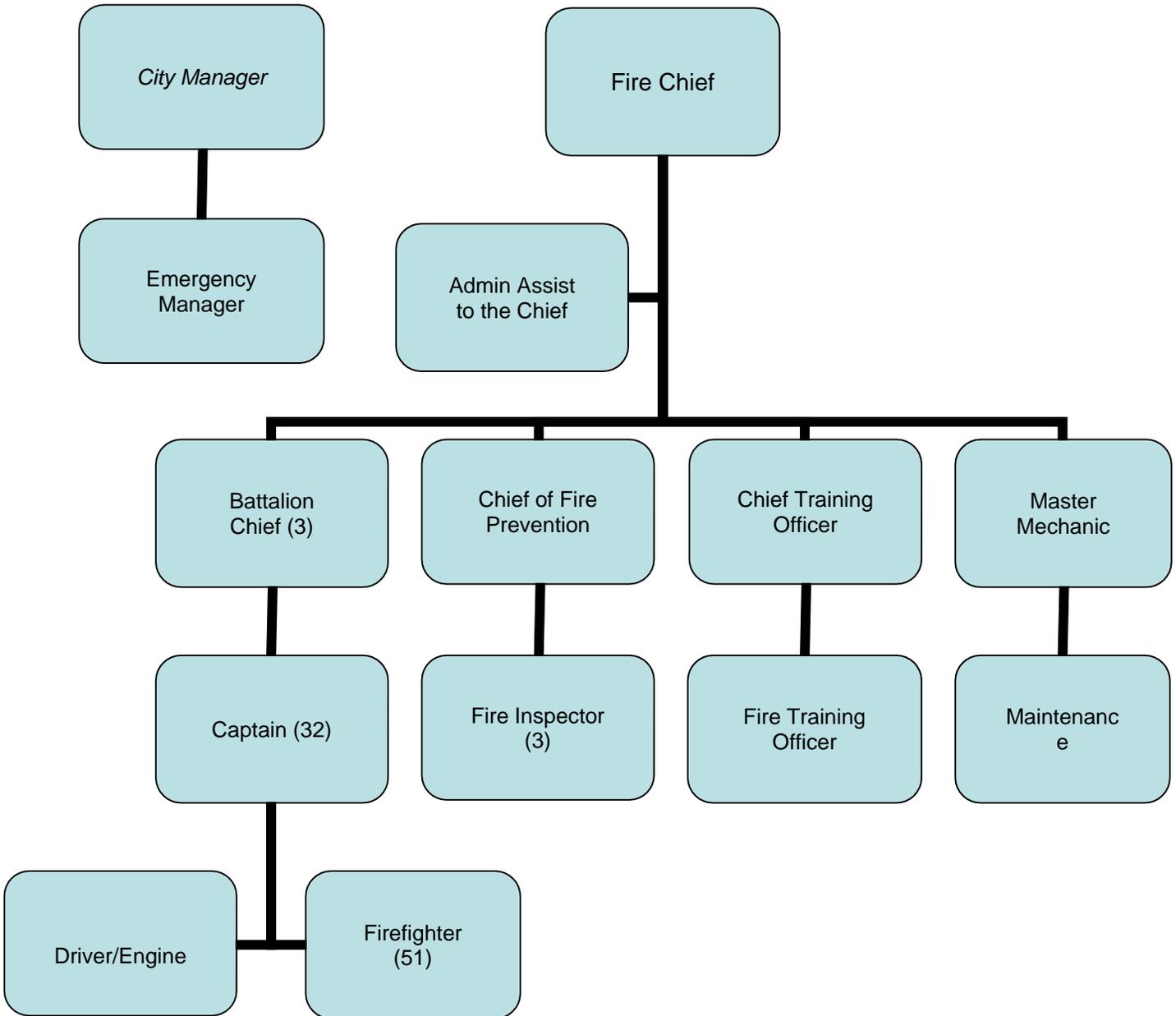
- ~Data Entry Operator position title changed to Police Records Clerk. No change in grade or wages.
- ~Costs of the new, part-time evidence control technician and part time main control tech are displayed in the police public safety program. The Evidence Tech continues to be used part time, 28 hrs/wk, to evaluate the cost/benefit of having the position go full time.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	436,087	480,079	420,887	442,601
Employee Benefits	164,963	186,949	167,480	167,704
Materials & Supplies	4,923	6,500	6,500	6,500
Services	6,778	4,990	5,095	7,990
Total	612,751	678,518	599,962	624,795
Revenues:				
Public Sfty Sales Tx	59,105	59,105	59,105	59,105
Other General Fund	553,646	619,413	540,857	565,690
Total	612,751	678,518	599,962	624,795

FIRE DEPARTMENT



Fire Administration

Mission

To provide creative and innovative leadership in fire emergency and non-emergency services through the management and supervision of all aspects of fire protection.

Core Services

- Oversee the daily operations pertaining to Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance.
- Interact with and ensure that the non-emergent needs of the business community and the general public are met.
- Ensure the completion of all Capital Improvement Program projects relevant to the Fire Department.
- Provide budgeting and oversight services to ensure fiscal control.
- Acts as a member of the Labor Negotiating Committee for the contract with the IAFF.

Current Year Activity/Achievements

- Work continues on the inside of station 4. The sprinkler system has been installed in the living quarters and individual rooms have been built in the bedroom. Painting of the interior is complete and new bathroom fixtures are to be installed. The floor tile will be removed and an epoxy floor installed.
- work also continues on station 5 with the interior painting also complete and floor tile removal and installation of an epoxy floor expected to start soon.
- We recieved two new pumper trucks and placed them in service..
- recieved and put into service two new first responder trucks to reduce the wear and tear on the larger trucks
- Completed our second Citizen's Fire Academy.
- Following our fire station relocation study, we are actively pursuing land at three different sites.
- Established a voluntary physical fitness program for all firefighters, but primarily directed to older members of the Department. Requires set number of workout hours, maintaining or losing weight, and getting an annual physical. A total of 13 older firefighters completed the requirements and are listed on a plaque at the headquarters station.
- Currently working as a member of the REMSA board to move the ambulance from a hospital based to a county based service. attended ambulance board training on ethics, finances and issues related to serving on a board overseeing the ambulance
- attended state and regional conferences.

Budget Challenges/Planned Initiatives

Budget Challenges:

- Finances continue to be a problem. Costs for fuel, repairs and upkeep continue to rise. However, the purchase of two new trucks and the coming availability of public safety tax funds should help.

Planned Initiatives:

- Work to get more older firefighters to participate in physical fitness program.
- Continue to apply for grants.
- Pursue land acquisition for new stations and chose an architect.
- Continue to work toward having all firefighters trained to FF2 level.
- stay abreast of new changes and opportunities with the Affordable Care Act.
- currently working on new dispatching levels. the type or level of calls will drop from 24 to 7 with the new system. Dispatchers will not have to look up different type of emergencies just chose one of the 7 levels. The system will default the the next available unit and make it easier for the Fire Officer and the dispatchers

FIRE ADMINISTRATION

Program 8350

Program Description

Fire Administration provides the leadership and vision for the Fire Department's fire protection and rescue services. Fire Administration manages programs in Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance. Staff interacts with and ensures that the non-emergent needs of the business community and the general public are met. Fire Administration ensures the completion of all Capital Improvement Program projects relevant to the Fire Department. Staff provides budgeting and oversight services to ensure fiscal control.

Staffing Detail

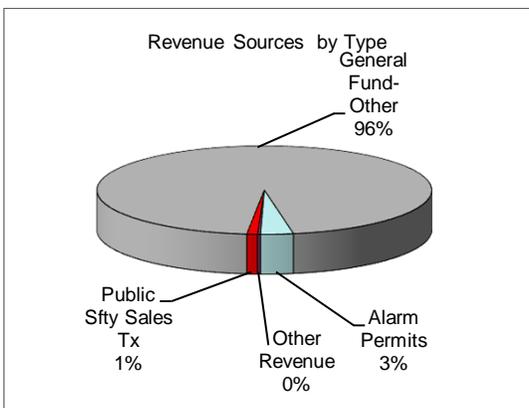
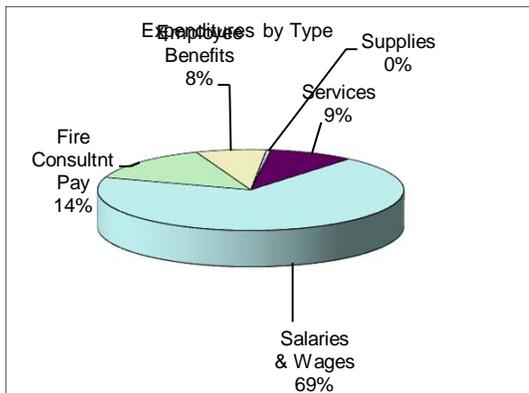
Fire Chief
 Administrative Asst to Fire Chief

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the entire department.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	140,404	144,208	145,698	747,274
Fire Consultnt Pay	152,884	157,000	152,000	154,400
Employee Benefits	134,363	85,725	80,957	80,794
Supplies	3,249	4,750	4,750	4,750
Services	94,486	97,725	97,725	97,725
Capital Outlay	0	0	0	0
Total	525,386	489,408	481,130	1,084,943

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Alarm Permits	34,832	35,000	34,200	34,200
Other Revenue	3,500	3,000	3,307	3,000
Public Sfty Sales Tx	11,249	11,249	11,249	11,249
General Fund-Other	475,805	440,159	432,374	1,036,494
Total	525,386	489,408	481,130	1,084,943

PUBLIC SAFETY - FIRE

Program 2595

Program Description

This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in three areas - transfer to the Fire Department in the General Fund to cover the wage enhancements negotiated by the fire union, equipment purchases, and an escrow established as a sinking fund to enable purchases of major pieces of fire equipment in the future. There are no plans to create new positions in the fire department through this tax.

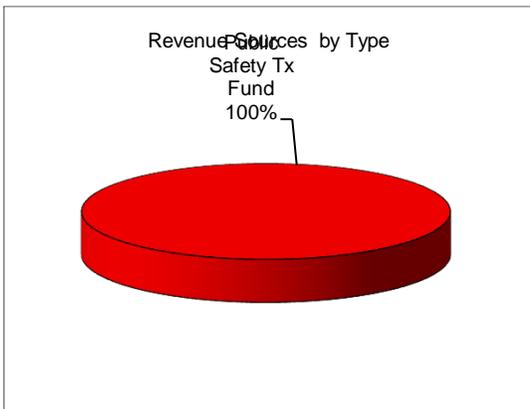
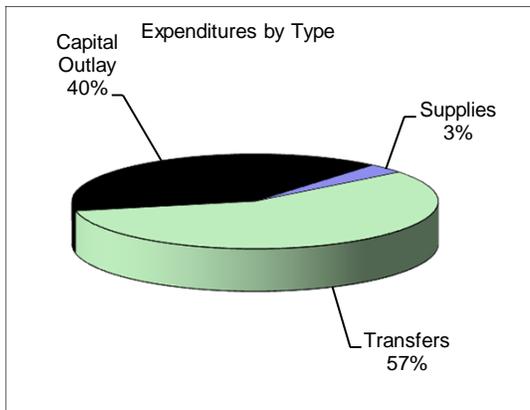
Staffing Detail

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

- Concrete repairs for Headquarters and Station 6, (\$75,000)
- Replacement vehicles requested, 1/2 ton pickup for Maintenance (\$51,871 including equipment for emergency on-site repairs), and Aerial Squirt (\$653,400)
- Replacement extrication and air bag equipment (\$26,000) and minor building repairs (\$15,000)

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Supplies	0	60,155	60,155	67,100
Transfers	507,750	1,169,145	1,169,145	1,169,870
Capital Outlay	0	46,343	46,343	804,181
Total	507,750	1,275,643	1,275,643	2,041,151
Revenue Sources:				
Public Safety Tx Fund	507,750	1,275,643	1,275,643	2,041,151
Total	507,750	1,275,643	1,275,643	2,041,151
Fire Apparatus Escrow	(318,000)	382,000	382,000	732,000

Fire Suppression

Mission

To protect the life, health and property of the public through provision of fire protection, emergency rescue and emergency medical First Responder Services.

Core Services

- Respond to all types of fire-related emergencies within the City.
- Implement specialized emergency rescue operations in: Confined Space Rescue, Light Rescue, Water/Ice Rescue, Swift Water & River Rescue, and Hazardous Materials Response.
- Provide assistance and provide First Responder medical care to victims of sudden illness or injury.
- Conduct fire inspections of residential apartments (multi-family), commercial, and industrial occupancies.
- Maintain mutual aid agreements with surrounding communities.

Current Year Activity/Achievements

- Worked with Local 77 to review current General Orders and SOG's.
- All EMTs completed King Airway insertion refresher class.
- Fire crews are participating in assigned training to meet ISO requirements.
- New voluntary fitness program started - "Fit as a Rookie".
- assist with community activities such as Citizen's fire academy and local festivals /events

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Total number of calls	9,000	8,955	
% of those calls being medical	65%	59%	
Number of inspections completed by fire crews	300	361	

Budget Challenges/Planned Initiatives

- Continue to work toward having all firefighters trained to the level of Firefighter II.
- Continue to work with Local 77 to establish a fitness program that includes a yearly physical for each firefighter.
- Train on new boat for use in local lakes and ponds. Refresher training on ice rescue
- Continue to support employees willing to enhance their medical skills through refresher and additional outside department classes, such as Trauma Trends, state fire schools, Hillyards, and EMS conferences
- Maintain our current ISO rating of 3 while looking at cost effective opportunities to improve.

FIRE SUPPRESSION

Program 2510

Program Description

Fire Suppression personnel provide fire suppression, rescue, and emergency medical service to the City of St. Joseph and four Fire Protection Districts. Fire Suppression personnel provide non-emergent support to the public with fire prevention, festival medical care, and citizen assistance services. Personnel also assist other City departments with manpower and equipment, as needed.

Staffing Detail

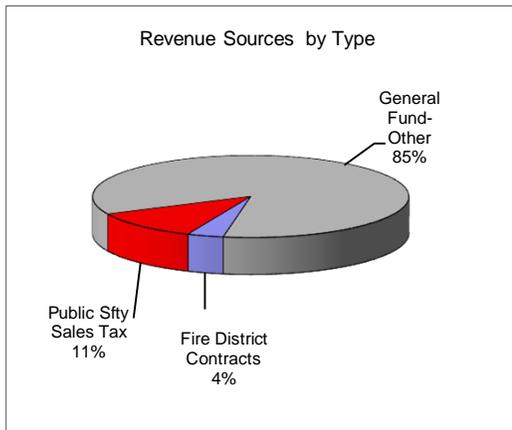
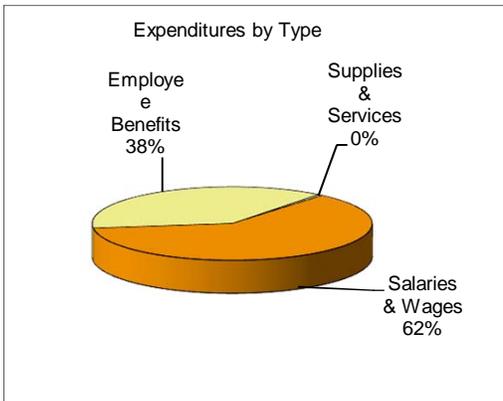
Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
3	3	3	3
33	33	33	33
33	33	33	33
51	51	51	51
120	120	120	120

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	5,940,976	6,431,944	6,310,194	6,443,689
Employee Benefits	3,643,114	4,083,624	3,968,091	3,922,590
Materials & Supplies	54,041	25,335	27,659	25,335
Services	23,852	27,115	27,115	27,115
Insurance Claims	2,451	2,500	2,500	2,500
Total	9,664,434	10,570,518	10,335,559	10,421,229
Revenue Sources:				
Fire District Contracts	385,628	397,197	384,756	385,600
Other Revenue	3,197	0	97	0
Public Sfty Sales Tx	1,193,893	1,193,893	1,193,893	1,193,893
General Fund-Other	8,081,716	8,979,428	8,756,813	8,841,736
Total	9,664,434	10,570,518	10,335,559	10,421,229

Fire Prevention

Mission

To provide the citizens of St Joseph with a safe community to work and conduct business in by building relationships with all business owners in our city with a common goal of making their business a safe place. We will be proactive in our approach to seek out hazards and correct them before they can cause harm to life or property.

Core Services

- Provide assistance with plans review to potential customers wanting to build or expand a business.
- Provide inspections starting with the site review and following the project through to completion and the issuing of a certificate for occupancy.
- Provide an inspection program for existing business completed by Fire Department captains and crews. This will allow all businesses to be inspected within a three year time frame.
- Provide investigations for all fires of significant loss to determine cause.
- Provide public education to schools and service groups on fire safety.
- Provide inspections for target hazards by Fire Prevention Inspectors with assistance from fire crews.

Current Year Activity/Achievements

- Following direction of the fire chief, we have developed a new inspection program for company officers. This program allows Fire Crews to become familiar with the businesses in their district and also helps keep those businesses safe for the public or whoever may enter them.
- Following the completion of each inspection a survey card is left with the business. This survey is sent to City Hall, providing feedback on how we have done.
- Inspections by FireCompanies have allowed fire inspectors to focus on high hazard businesses.
- All inspectors have maintained their certifications.
- working with development review and the new CBO, we have developed a checklist that will help us make sure that new homes, businesses and construction projects have a fire protection footprint and meet current codes
- performed 303 inspections, 50 public presentations, 2 Juvenile fire starter counselings, 31 consultations, 25

Budget Challenges/Planned Initiatives

Budget Challenges:

- Meeting the demands of our community partners and working within our budget.
- Keeping overtime costs within budget is difficult. It can be affected by the number and magnitude of fires we are called to investigate.
- improve scheduling of fire prevention activities like the safety trailer to help offset overtime costs.

Planned Initiatives:

- Of the three fire inspectors, one works mainly on IT projects/problems for the entire fire department. In the very near future we are going to train more of our suppression people and one of our training officers to do more of this type of work.
- We will be working on time management and an alternating schedule to inspect all businesses on a 3 year rotation.

FIRE PREVENTION

Program 2530

Program Description

Fire Prevention staff provide fire investigation services to businesses and the public to ensure accurate fire cause determination. Fire Prevention personnel are the lead inspectors to ensure a fire-safe community. Other activities include plans review, fire code permitting and enforcement, and public education programs. Fire Prevention is the keeper of the Department's emergency response and fire inspection records.

Staffing Detail

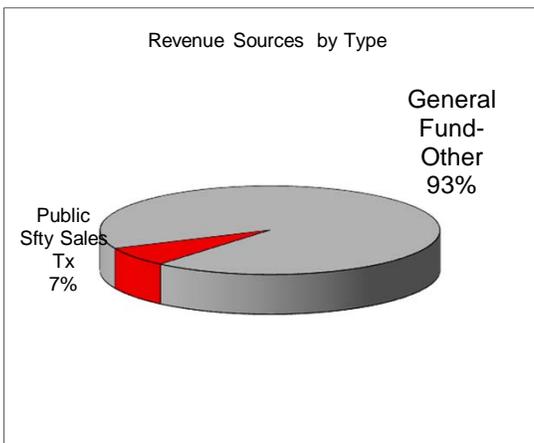
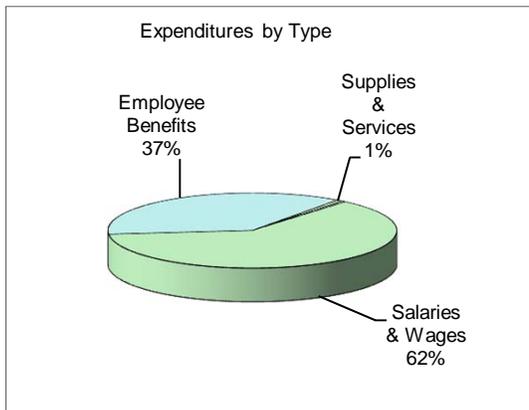
Chief of Fire Prevention
Fire Inspector

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	3
4	4	4	4

Major Budgetary Changes & Program Highlights

-No major changes.

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Salaries & Wages	233,840	247,168	252,168	247,849
Employee Benefits	144,985	152,151	154,167	146,012
Materials & Supplies	3,965	2,550	2,550	2,550
Services	1,468	1,800	1,804	1,800
Capital Outlay	0	0	0	0
Total	384,258	403,669	410,689	398,211

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Public Sfty Sales Tx	28,276	28,276	28,276	28,276
General Fund-Other	355,982	375,393	382,413	369,935
Total	384,258	403,669	410,689	398,211

Emergency Management

Mission

The Emergency Management Coordinator's main objectives are: Life Safety, Incident Stabilization, and Protecting the Environment. This is accomplished through the Four Pillars of: Mitigation, Planning, Response and Recovery.

Core Services

- Plan, organize, and direct the operations of the City's Emergency Management Program with local government, civic and business official and other interested groups.
- Coordinate the emergency management program with other programs of city government. Supervise all subordinate personnel assigned to the program and direct a program to recruit and train volunteer personnel.
- Speak before various groups to promote interest and cooperation in the emergency management program.
- Advise and assist business firms in establishing industrial emergency management programs.
- Meet with state and federal emergency management officials to coordinate the City's emergency program.
- Prepare various forms, official documents and reports for the state and federal officials.
- Prepare the budget for emergency management programs.
- Actively participate in all phases of major program areas- Mitigation, Preparedness, Response and Recovery. Responsibilities include planning for emergency communications support for major programs areas and those systems which have common application for other than emergency-caused disasters.

Current Year Activity/Achievements

This position is currently being filled on a temporary basis. The job has been posted and we hope that it will be filled in the near future

Budget Challenges/Planned Initiatives

EMERGENCY MANAGEMENT

Program 2540

Program Description

As of FY2011 this small division was established to track the revenue and expense relating to the Emergency Management grant the City receives from the State. A Fire Captain acted as the City's Emergency Management Coordinator and was paid a stipend for that responsibility up until mid-FY2015 when the position was renamed and reclassified as a civilian one. The rest of the grant covers other E.M. expenses such as emergency communications' services to the Civic Arena (the City's usual Emergency Operations Center). Maintenance costs for the City's warning siren system is also budgeted in this program.

Staffing Detail

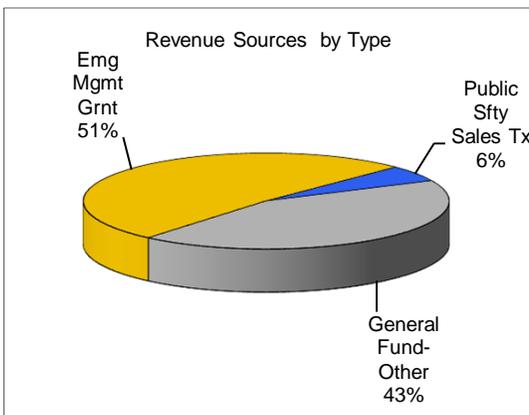
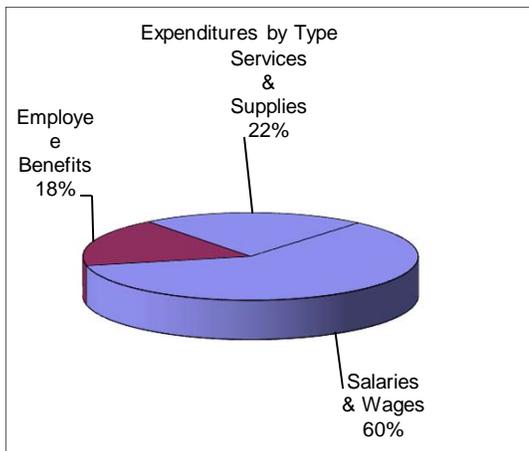
Emergency Manager

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- ~A portion of the Emergency Manager's salary is paid by the Missouri Emergency Management Grant program.
- ~The position has been re-classified as a civilian position. Interviews were taking place as the proposed budget was being completed.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	60,374	65,275	5,000	65,275
Employee Benefits	36,416	40,445	6,151	19,402
Materials	244	11,122	11,007	0
Services & Supplies	14,749	23,265	17,615	23,265
Total	111,783	140,107	39,773	107,942

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Emg Mgmt Grnt	50,704	66,591	66,591	55,469
Public Sfty Sales Tx	5,974	5,974	5,974	5,974
General Fund-Other	55,105	67,542	(32,792)	46,499
Total	111,783	140,107	39,773	107,942

Fire Maintenance

Mission

To provide timely preventive maintenance, supply procurement, supply distribution and repairs for all Fire Department vehicles, buildings and equipment.

Core Services

- Reduce downtime for all first-line fire equipment by:
 - Immediate repair of first-line fire apparatus failures;
 - Monthly preventive maintenance checks;
 - Manufacturer's recommended oil changes; Conduct engine oil analysis
 - Provide a maintenance tracking and prioritization system.
 - Complete building maintenance/repairs, as needed.
 - Schedule and complete third-party testing of aerial units, ground ladders and pumps.
- Snow removal from all Fire Department Facilities. – Respond to any overtime call in emergency service repairs as directed by on duty Battalion Chiefs.

Current Year Activity/Achievements

- Maintained a fleet of 11 front line Fire trucks including 2 ladder trucks, 2 telesqurts, 2 heavy duty rescue trucks and 5 pumpers. Reserve fleet consists of 2 reserve pumpers and 1 telesqurt.
- Maintained fleet of 16 light duty trucks, 1 car, 3 rescue boats, and 5 specialized trailers.
- Maintained 9 fire stations.
- Maintained, organized, and inventoried shop area at Station 5.
- Provided frequent updates on truck repairs to Battalion Chiefs and suppression personnel.
- Assisted with the signage, training and putting in service two new apparatus, two new first responder trucks and the new shop truck.
- painted station 5 interior and ceiling, and station 6 exterior.
- constructed a wall separating the bedroom area from the locker room. built individual cubicles for each bedroom, painted interior and ceiling, replaced old lighting with new LED fixtures and installed new bathroom

Budget Challenges/Planned Initiatives

- Age and condition of the fleet continues to be a problem. With the purchase of the new pumpers and being able to refurbish Ladder 5 will take some of the pressure off of the truck maintenance budget this year. New first responder trucks should save wear and tear on larger aerial trucks.
- Get both maintenance personnel certified on maintenance of emergency vehicles.
- Add spare equipment and parts to limit down-time on front line and reserve trucks. Add spare suppression equipment, parts inventory, and shop tools/equipment to limit down time of front line and reserve apparatus.
- Establish a process to periodically steam clean and seal undercarriages of trucks to preserve frames and undercarriages.
- Replace living area floors at stations 4, 5, and 6, Apparatus floors at Head Quarters, and start construction of new stations to replace aging buildings.
- Replace traditional lighting with more energy efficient lighting.
- Study, review, and complete new daily/weekly driver inspection procedures of equipment by all fire personnel to eliminate costly future repairs.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

Fire Maintenance mechanic either provides or ensures the proper maintenance of the Department's fire apparatus and staff car fleet. Mechanic also procures and distributes fire station supplies. He also schedules, performs and/or ensures testing of Department ladders, aerial fire apparatus and fire pumps.

Staffing Detail

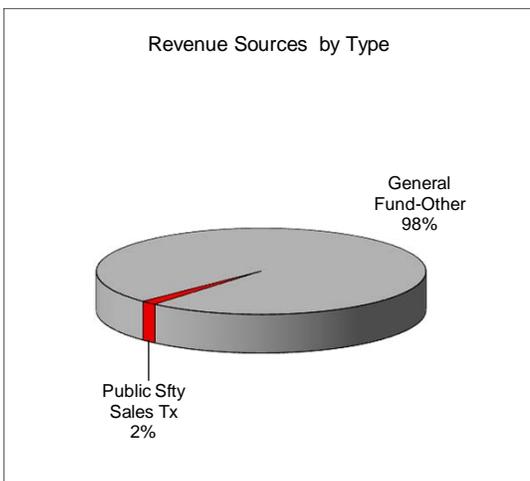
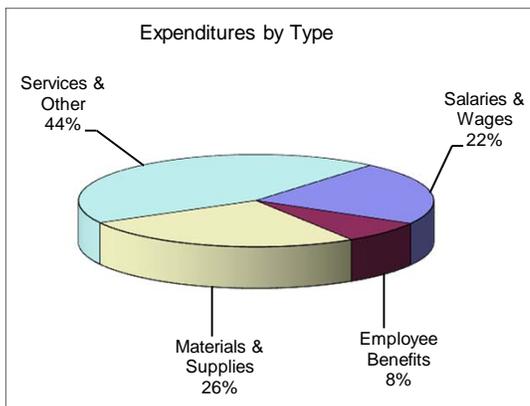
Master Mechanic
Maintenance Technician

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~ M&R of Vehicles account was increased by \$40,000 to meet expenditure history.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	77,436	80,902	84,015	83,616
Employee Benefits	27,407	30,318	31,793	29,179
Materials & Supplies	89,906	98,000	98,000	98,000
Services & Other	172,459	126,300	168,381	166,300
Capital Improvments	0	0	0	0
Total	367,208	335,520	382,189	377,095
Revenue Sources:				
Public Sfty Sales Tx	5,843	5,843	5,843	5,843
General Fund-Other	361,365	329,677	376,346	371,252
Total	367,208	335,520	382,189	377,095

Fire Training

Mission

To preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection education and training.

Core Services

- Increase the efficiency and effectiveness of the Fire Department through the integration of new strategies and old practices, better equipment and an increased awareness of new dangers as they evolve.
- Improve firefighter safety.
- Provide training and orientation for new firefighters.
- Maintain current certifications for both fire and EMS.
- set up testing for promotional exams
- evaluate and purchase new tools and firefighting gear

Current Year Activity/Achievements

- .
- All captains and drivers have completed 40 hour Fire Inspector course.
- Assisted with the Citizen Fire Academy.
- Set up monthly training classes to meet ISO requirements.
- sent firefighters to classes at both the missouri and iowa fire schools
- all firefighters were recertified in CPR
- all EMT's were refreshed on Airway insertion
- All shifts were given Ice Rescue training

Budget Challenges/Planned Initiatives

- Attempt to increase hands-on training by use of props and more realistic training evolutions.
- Make better use of new technology, such as new phone system, that will allow us to teleconference classes.
- Educate all firefighters on bloodborne pathogens and how to protect themselves on medical calls.
- Continue to try to improve participation in the "Fit as a Rookie" physical fitness program, which is open to all firefighters but is geared toward keeping older members in better shape to reduce injuries and heart attacks.
- Attempt to increase certification of staff officers and captains for ISO and personal development.

FIRE TRAINING

Program 2570

Program Description

Training staff preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection, rescue, emergency medical, hazardous materials and terrorism training.

Staffing Detail

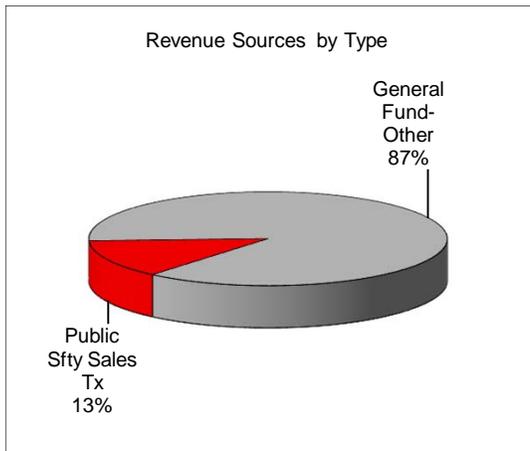
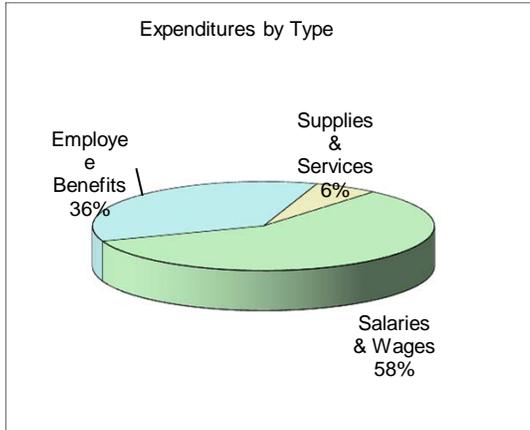
Chief Training Officer
Fire Training Officer

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~No major changes from the prior year.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	115,016	126,213	125,788	125,818
Employee Benefits	73,115	79,905	79,905	76,897
Materials & Supplies	1,007	1,000	1,000	1,000
Services	5,627	12,035	12,194	12,035
Capital Outlay	0	0	0	0
Total	194,765	219,153	218,887	215,750
Revenue Sources:				
Other Revenues	1,200	0	0	0
Public Sfty Sales Tx	28,379	28,379	28,379	28,379
General Fund-Other	165,186	190,774	190,508	187,371
Total	165,186	219,153	218,887	215,750

FIRE DESIGNATED FUNDS

Program 2580

Program Description

This program was established to account for the revenues and expenditures by the Fire Department from grant or other special revenue sources such as the Gaming Initiatives Fund.

Staffing Detail

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

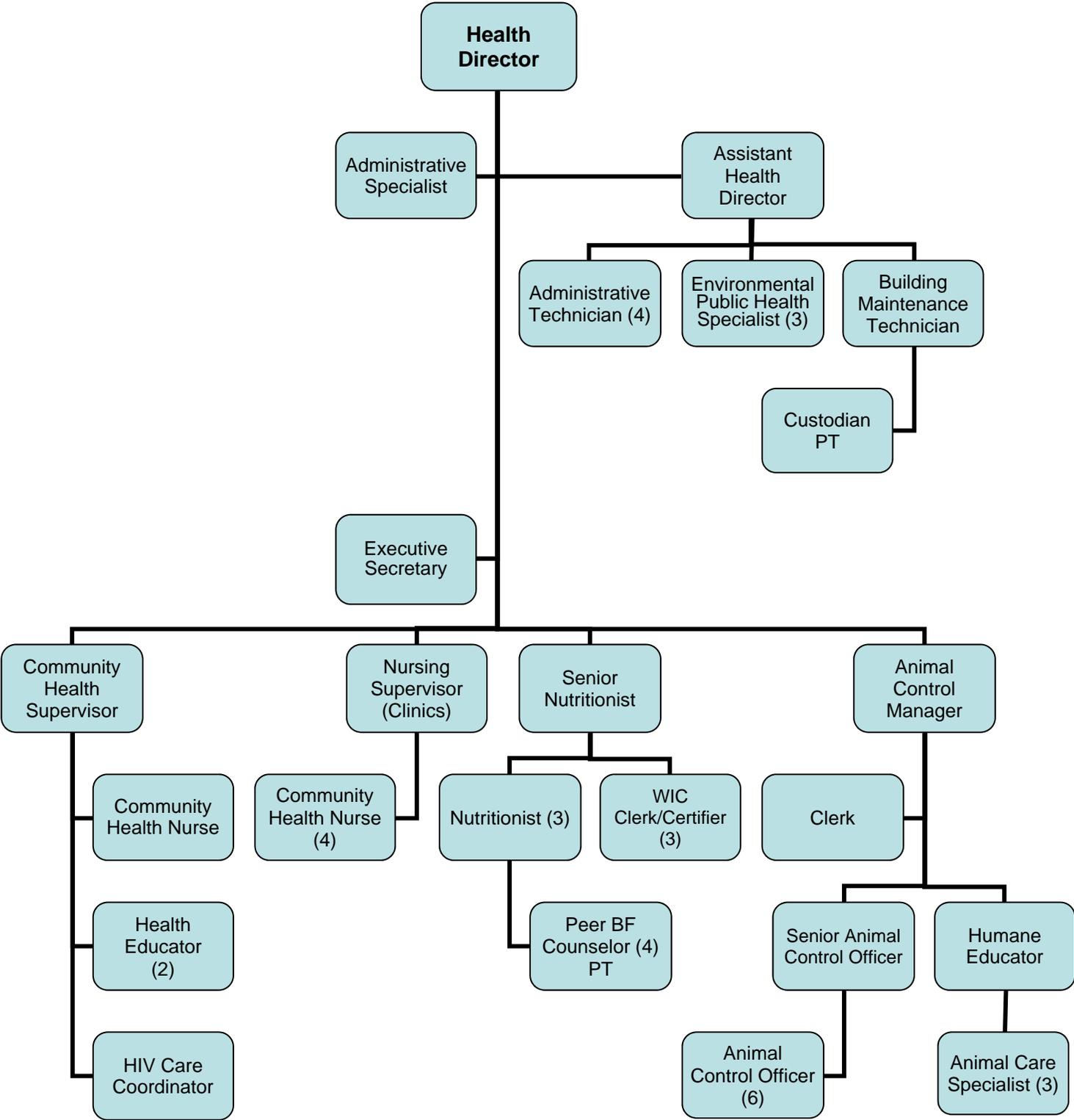
Major Budgetary Changes & Program Highlights

~No funding was anticipated for FY16

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Travel/Training	0	0	0	0
Materials & Supplies	8,058	0	0	0
Capital Equipment	0	0	0	0
Total	8,058	0	0	0
Revenue Sources:				
Grants	11,281	0	0	0
Reimbursements	0	0	0	0
General Fund-Other	(3,223)	0	0	0
Total	8,058	0	0	0

HEALTH DEPARTMENT



Health Administration

Mission

To provide administrative services and management support to all health programs. To supply assessment and education to citizens, organizations and governments. To provide program and policy development which addresses emerging needs in our community. Ensure public health and safety during times of local, state or national crises.

Core Services

- Provide planning, evaluation, budgeting, coordination, and administrative support for all divisions within the department.
- Monitor compliance with State grants and contracts to ensure all contract requirements and deliverables are met.
- Secure revenue from various resources such as contracts and grants, Medicaid & Medicare through monthly billing.
- Collaborate and partner with various community organizations to address priority health issues through the implementation of programs to improve the quality of life for community residents.
- Identify gaps in public health service and create needed programs. Identify existing and new funding opportunities to implement new programs, and identify opportunities for strengthening existing services.
- Develop social media campaigns, participate in community outreach events and other opportunities to promote public health and to educate citizens.
- Provide public information to the media.
- Serve as a referral center for citizens needing to be connected to local resources/agencies for assistance.
- Serve as Vital Statistics Registrar for Buchanan County, which entails filing Buchanan county death certificates with the State, and issuing Missouri birth and death certificates to the public.
- Undertake facilities maintenance for Patee Market Health Center, a 100 year old building which houses two agencies with ever growing and changing needs.
- Provide Public Health Emergency Response and Planning to Buchanan County, and Regional Epidemiology services to Buchanan and surrounding counties.

Current Year Activities/Achievements

- The Health Department has been a key partner in the establishment of "Live Well St. Joseph", a collaboration of representatives from area agencies and private companies working toward building a healthier community.
- The Health Department served as team lead for the tobacco use prevention segment of the MFH grant, which oversees the development of cessation classes, youth prevention and advocacy, policy development, and public education.
- Collaborative partnerships include Live Well St. Joe, Success by 6 Initiative through United Way, Northwest Missouri Tobacco Use Prevention Coalition and Clean Air St. Joe, Youth Alliance, Heartland Foundation, St. Joseph Safety & Health Council, St. Joseph Public Works, St. Joseph Parks and Recreation, Second Harvest, and Pioneering Healthy Communities (YMCA) and several divisions within the State of Missouri Department of Health and Senior Services.
- The Health Department has been collaborating with service providers to identify way to better meet the needs of people living in poverty. The group calls itself HEALTH (Helping Everyone Achieve Long-term Health).
- The Northwest Missouri Medical Reserve Corp (NWMO MRC) received its national certification a few years ago and has been accepting and training volunteers
- NWMO MRC is an affiliate member of Missouri Disaster Response System providing acute care and functional needs support to communities in MO at times of disaster.
- NWMO MRC in collaboration with Show Me Response supports resiliency efforts of emergency management by providing trained and credentialed volunteers in times of disaster.
- NWMO MRC received the annual capacity building award as well as a \$20,000 challenge award from the National Association of County and City Health Officials (NACCHO) for the purpose of training instructors and providing Mental Health First Aid courses throughout Buchanan County and Northwest Missouri.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of death certificates filed	750	262
Certified copies of death certificates issued	6,803	6,833
Certified copies of birth certificates issued	4,852	5,788
Amount of DHSS grant funding (state & federal pass-through)	\$917,986	\$917,986

Budget Challenges/Planned Initiatives

- The health department was graciously awarded CIP funding in both the 2008-2012 round, as well as the 2013-2018 period, allowing us to combine the available funding in 2013 to begin plan development for a full building remodeling project at Patee Market Health Center. Plans were finalized and construction began in March 2014. Patee Market will receive new paint, flooring, millwork, base trim and chair rail. New stairwell treads were added to the three major stair areas of the building in 2012. Damaged soffits and dormers will be repaired and the flat portion of the roof will be replaced as well. A new wall, pass-thru window system and coded doorway will be added to enclose and effectively secure an Administrative area where most financial transactions take place in the building, that was previously part of an open floor plan.
- In the fall of 2013 the previously non-functional security surveillance system was upgraded with additional camera views added.
- In order to maintain Americans with Disabilities Act compliance, the mechanical and interior cab components of the building elevator were also replaced in the fall of 2013. The elevator which was nearing the end of its mechanical life expectancy was frequently malfunctioning, trapping patrons and staff inside the cab. Due to the age of the unit, parts were difficult to find when necessary for maintenance and repair, and often had to be fabricated at a great cost. Finally it was determined that replacement was necessary. The "new" elevator now has an automatic lowering device that will lower to the 1st floor of the building and open the cab doors when a fire alarm sensor is activated, a feature not available on the previous elevator.
- Completed an annual report for 2013. Plan to provide an annual report from here on out.
- Complete the Community Needs Assessment in conjunction with Community Health Services division and write an action plan to address the needs.
- Challenge is to financially support the HEALTH group to address the social determinants of health, poverty, and overall health. The health department will continue to meet with the committee and offer assistance where we can.

HEALTH ADMINISTRATION

Program 8370

Program Description

Provides administrative services and management support to all health programs through planning, evaluation, budgeting, coordination, vital records management, facility maintenance and issue monitoring and response. Ensures enforcement of State and City laws relating to public health and sanitation for the welfare of the citizens of the City.

Staffing Detail

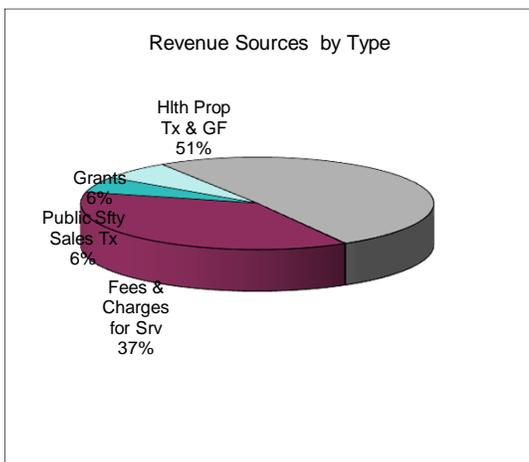
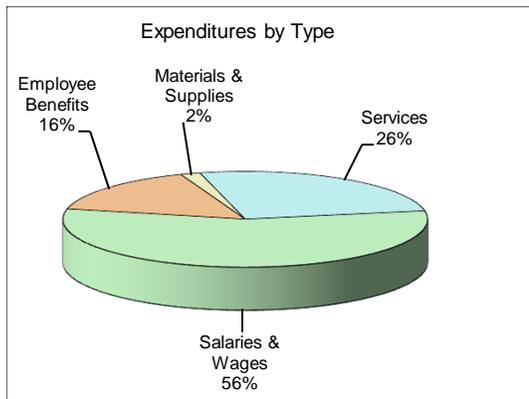
Director of Public Health
 Assistant Director of Public Health
 Community Health Epidemiologist
 Executive Secretary
 Administrative Specialist
 Administrative Technician
 Building Maintenance Technician
 Custodian (PT) @ 25 hrs/wk

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	0	0
1	1	1	1
1	1	1	1
4	4	4	4
1	1	1	1
0	0	0	0.625
10	10	9	9.625

Major Budgetary Changes & Program Highlights

- ~With reduction in the grant amount, the Epidemiologist position eliminated. Reduced services will be assigned to other staff. With the savings in personnel costs, approval given to hire a PT Custodian to help with the exterior & interior maintenance of Patee Hall.
- ~Requested increase in Solid waste due to increased requirements for handling medical waste \$1,300
- ~Requested increase for M&R of Building (Patee Hall) \$1,590
- ~~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the entire department.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	408,604	438,573	438,573	529,473
Employee Benefits	118,682	174,905	171,774	148,848
Materials & Supplies	54,486	40,149	37,050	16,550
Services	254,598	292,354	332,407	246,951
Other Charges/ Debt	50,416	0	0	0
Capital Outlay	0	0	3,111	0
Total	886,786	945,981	982,915	941,822
Revenue Sources:				
Rents & Other Rev	16,226	1,000	3,850	1,000
Fees & Charges for Srv	405,632	453,121	334,210	349,207
Public Sfty Sales Tx	52,271	52,271	52,271	52,271
Grants	92,642	94,592	68,057	61,518
Hlth Prop Tx & GF	574,215	574,215	574,215	477,826
Total	1,140,986	1,175,199	1,032,603	941,822

PUBLIC SAFETY - HEALTH

Program 6795

Program Description

This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in one area - transfer to the Health Department in the General Fund to cover the wage enhancements implemented as a result of the 2013 Compensation Study.

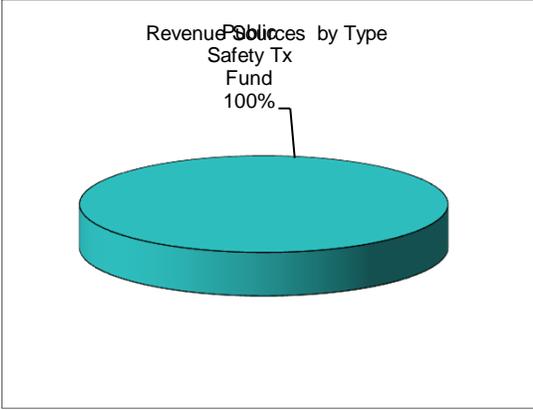
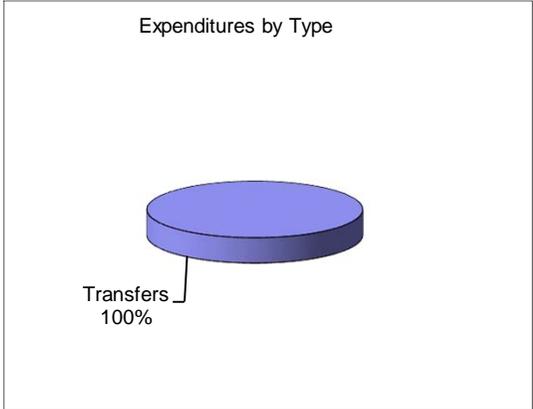
Staffing Detail

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

~Transfer represents the incremental increase to wages and payroll related items as a result of the Compensation Study implementation in 2013..

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Transfers	72,700	223,050	223,050	186,054
Total	72,700	223,050	223,050	186,054
Revenue Sources:				
Public Safety Tx Fund	72,700	223,050	223,050	186,054
Total	72,700	223,050	223,050	186,054

Health Clinics

Mission

The City of St. Joseph Health Department is committed in providing its' citizens with health care programs that promote healthy lifestyles, education, disease prevention and assessment and are committed to the development and maintenance of a healthy environment.

Core Services

- Community-wide immunizations for infants, children and adults through clinic services per DHSS guidelines.
- Annual public influenza clinics.
- Tuberculin skin testing, referral and assessment of LTBI clients and follow-up monitoring of treatment. Intense monitoring of clients with tuberculosis disease; providing Directly Observed Therapy for medication with up to daily visits either in the clinic or the community.
- Pregnancy testing for minimal fee, free prenatal case management offered to females to provide supportive services as well as information regarding the pregnancy and post delivery period. Provide resource and referral guidance for benefit of the individual.
- Child Care Health Consultation program provides nursing on-site visits to child care providers to assess health and safety practices as well as educational programs, per contract guidelines, for the children and care-givers that is interactive and entertaining.
- Lead screenings and venipunctures are done free by request for children up to 6 years of age as well as clinic based nurse case management assessments. Provide the community education about lead dangers and teach prevention activities to reduce the risk of elevated blood lead levels.
- Collaboration with other agencies to establish a local area health care network for various service areas.
- Encourage the community to live healthy lifestyles by focusing on behavior related health habits.
- Blood pressure monitoring is provided on a walk-in basis with results reported to respective physicians as requested or required.
- Free head lice checks performed on a walk-in basis for children and adults with education consultation provided.
- Communicable disease follow-up on all communicable and contagious diseases that are reportable in the state of Missouri. Prevention activities promoted through individual and community education programs. Health department staff serve as resource and referral sources for the prevention, containment and control of communicable diseases for health care professionals and the community at large. Active and passive surveillance is conducted at designated sites.
- Participation in health fairs and other outreach activities that are scheduled to provide health and safety promotional activities throughout the year at various locations by health department staff.

Current Year Activities/Achievements

The health department supplied the Social Welfare Board with \$441,432.00 along with space, utilities, flu vaccine and some supplies.

Performance Statistics	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Immunization Attendance	1,915	1,726	
Immunizations given	3,932	3,302	
Tuberculin Skin Test screenings	770	519	
Individual contacts for TB medication dispensing	216	114	
Pregnancy tests	651	559	
Prenatal case management contacts	1,421	1,750	
Temporary Medicaid assistance forms issued	897	631	
Childhood lead screenings	20	34	
Head lice checks & consultations	11	18	
Blood pressure monitoring	6	21	
Communicable Disease investigation & follow-up	195	157	

Budget Challenges/Planned Initiatives

Challenge: Increase in the cost of vaccine and supplies for purchased vaccine clinics

Solution: Working toward a contract with VaxCare. This private company partnership will allow for us to access the vaccines at no cost to us along with medical supplies that will also be made available. We will save on needles, syringes, alcohol prep pads and private insurance vaccine by having them supplied through VaxCare. This will also be cost saving by eliminating multiple staff to price, purchase and monitor vaccines for expirations. We are able to return vaccine that will expire with no penalty to us which will also be a cost saving benefit. We do have to provide insurance information to VaxCare so they may directly bill the insurance companies.

Challenge: Due to reduction in federal funds, CDC guidelines direct states to now prohibit the use of 317 funded vaccines to be used by local public health agencies, for any person; infant, child or adult, that are fully insured by a health plan that covers immunizations. Vaccine costs are expensive and not typically covered in the government contracts.

Solution: Working toward a contract with VaxCare. As stated above, this private company partnership will allow us to offer vaccinations to both child and adult that are fully insured by a health plan that covers immunizations. VaxCare already has multiple insurance company contracts established and will be the one to bill and collect on the insurance payments. This will be a cost saving measure for the Health Department as it eliminates the need for staff to try to procure the insurance contracts along with being responsible for following up on the billing responsibilities which can be time consuming.

Challenge: Increased restriction on state funded vaccine with increase demand and community need.

Solution: Explore ways to expand coverage to increase immunization rates while keeping costs down. Again, VaxCare could prove beneficial for this purpose. We will get a set fee for every insured person's vaccine that we provide. As we will not need to purchase the vaccine or some supplies, this could prove to be a source of revenue. It will also supply a demand that we have not been able to meet with restrictions on our VFC/317 vaccine. VaxCare is also willing to purchase the private vaccine that we have already purchased, but have not legally been able to distribute. This will blunt a cost expenditure to the Health Department.

Challenge: Increased number of clients requesting prenatal services & pregnancy testing are repeat clients, many with the same risk factors.

Solution: Initiate educational modules/classes to address these risk factors by using evidence-based program guidelines to enhance client outcomes to reduce and eliminate risks.

Challenge: Decrease in revenue from prenatal pregnancy tests and case management follow up

Solution: We currently charge all pregnancy tests five dollars across the board. We have billed Medicaid in the past for those clients who did turn out to have a positive pregnancy test and were Medicaid eligible. The Medicaid reimbursement could be greater than the five dollars charged. Evaluate the specific requirements around Medicaid billing and/or individuals paying for testing fee.

CLINIC SERVICES

Program 6710

Program Description

To provide the citizens of the City of St. Joseph and of Buchanan County with health care programs promoting prevention activities such as immunizations, health education, maternal and child care, pregnancy testing, etc. Staff work collaboratively with other agencies to establish a local area health care network.

Staffing Detail

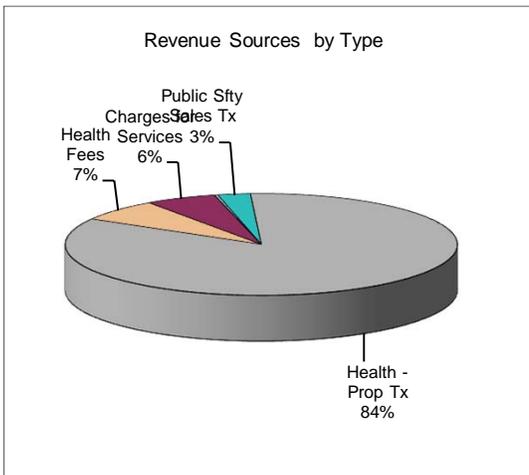
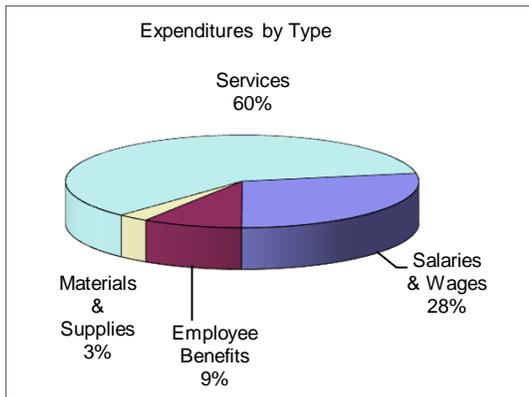
Clinic Supervisor
Community Health Nurse

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	4	4	4
4	5	5	5

Major Budgetary Changes & Program Highlights

- The Services category includes the \$457,015 contribution to the Social Welfare Department. The amount was increased by the same percentage as employees receive in salary increases.
- ~\$50,000 is budgeted for the provision of mental health services to City residents. The funds are contributed to the SWB who administers the program.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	240,921	260,568	268,066	248,145
Employee Benefits	79,983	87,727	88,045	81,239
Materials & Supplies	7,456	28,900	10,800	24,900
Services	472,227	530,466	525,216	537,220
Total	800,587	907,661	892,127	891,504
Revenue Sources:				
Health Fees	78,296	113,800	64,600	62,000
Charges for Services	58,019	43,248	52,321	52,321
Interest	60	150	150	150
Grants	0	1,500	2,200	2,200
Public Sfty Sales Tx	23,952	23,952	23,952	23,952
Health -Prop Tx	640,260	725,011	748,904	750,881
Total	800,587	907,661	892,127	891,504

Community Health Services

Mission

Community Health Services assesses the health behavior outcomes of the community, develops strategies for health promotion, addresses barriers to health and linkage to care improving the quality of life for it's citizens.

Core Services

- Provide access to HIV, STD, and Hepatitis C prevention and care to person in NW Missouri: HIV Care Services, HIV testing, HIV risk/harm reduction, HIV education, HIV case management & linkage to care
- Gonorrhea, Chlamydia, and Syphilis Testing, STD risk/harm reduction, STD education, STD Treatment
- Health Education for smoking cessation, healthy lifestyle habits (food choices, exercise and stress management), and chronic disease management.
- Hepatitis C services including high risk vaccination, education, and testing and reporting

Current Year Activities/Achievements

In 2013 we completed a community health needs assessment, educated our community on the effects of smoking & health and will add a variety of new health education classes to build resilient communities by improving the health of it's individuals.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
HIV positive persons enrolled in case management	69	53
HIV positive persons in case mgmt engaged in care	67	51
Number of clients serviced in prevention for positives	15	-
Number of educational community outreach events	27	11
Number of individuals service in risk reduction sessions	68	144
Number of HIV/STD clinic visits	1286	520
Transit sessions	257	55

Budget Challenges/Planned Initiatives

- Continue to monitor reductions in federal and state grant dollars due to greater access to care provided by the Patient Protection and Affordable Care Act (ACA).
- To keep up with the demand for increased education associated with Department of Health and Human Services recommendations and national trends within current budget and staffing limitations.
- Limited dollars for staff development and training makes it challenging to keep up with current trends in the health care setting.
- Limited dollars to support community outreach and education classes.

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

Staff works to prevent and control the spread of HIV/STD infections and to provide services and outreach to support those infected within northwest Missouri. They work with the network of community groups, agencies and providers to coordinate services for clients infected with HIV as well as to educate the general public. And, they provide discharge planning and case management services for HIV incarcerated persons.

Staffing Detail

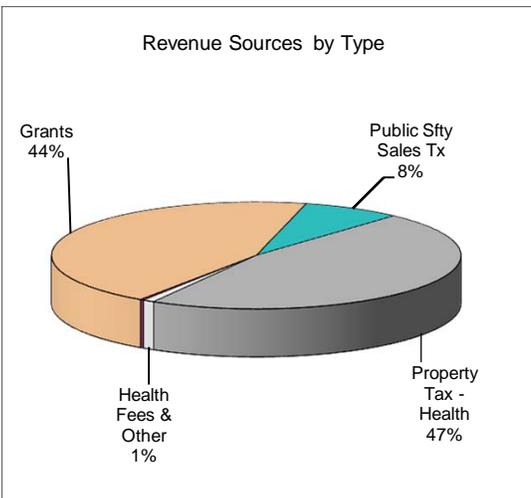
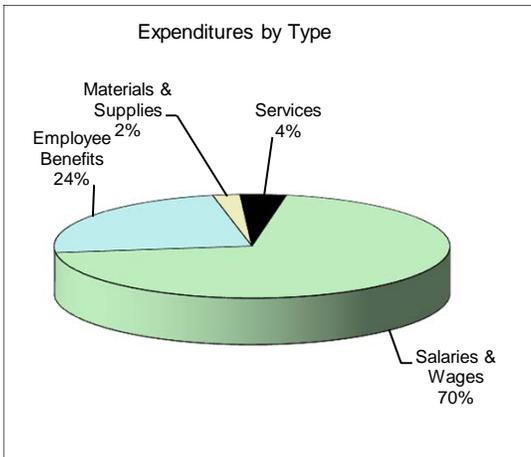
HIV Care Coordinator
 Health Educator
 Community Health Nurse
 Community Hlth Srvc Supervisor

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

~The changes in supplies and services are tied to the level of grant funding in any one year.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	215,963	241,863	241,863	244,354
Employee Benefits	74,529	96,909	87,909	82,937
Materials & Supplies	8,520	44,151	43,000	7,700
Services	4,196	22,150	13,550	13,050
Total	303,208	405,073	386,322	348,041
Revenue Sources:				
Health Fees & Other	4,119	5,200	3,000	3,200
Charges for Services	663	1,000	1,000	1,000
Grants	151,504	216,715	212,727	154,476
Public Sfty Sales Tx	27,165	27,165	27,165	27,165
Property Tax - Health	119,757	154,993	142,430	162,200
Total	303,208	405,073	386,322	348,041

WIC

Mission

The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) was established to provide supplemental foods, nutrition education, and referrals at no cost to eligible persons. The program serves as an adjunct to good health care during critical times of growth and development, in order to prevent the occurrence of health problems and to improve the health status of the participants.

Core Services

- Provide a link to WIC Services as one of the 111 contracted agencies, which provides certification and nutrition services operating in 242 clinics throughout the state of Missouri.
- Check benefits can be cashed at any of the 680 vendors across Missouri.
- Provide evaluation tools to identify the nutritional program risks and income eligibility of potential eligible clients.
- Provides the community with a nutrition intervention program that helps educate on healthy eating, obesity and related diseases that effect nutritional status.
- Provides nutritional foods and special medical dietary supplements during critical times of growth and development for pregnant, breastfeeding, non-breastfeeding women up to when the infant becomes six (6) months of age, newborns to one (1) year and children from one (1) year up to five (5) years of age.
- Provides nutrition and breastfeeding education in an effort to educate families about good health and nutrition practices.
- Provide Anthropometric measurements, Hematological Data and Specific Dental Criteria for the WIC participant to help improve their quality of life.
- Provide Dietary Assessment, Nutrition and Breastfeeding Education and goal setting. In setting the goal, the SMART program is used: S=Specific, M=Measureable, A=Attainable/Achievable, R=Realistic, T=Time Bound.
- Provides a link to community referrals.
- Provides a policy for the WIC program to appropriately respond to community emergencies.

Current Year Activities/Achievements

- Provided billboards and media coverages to promote the WIC Program.
- Expanding nutrition education through use of the State WIC Website.
- Strengthening Northwest WIC agency relationships by teleconferencing each quarter.
- Increasing our support for our breastfeeding and non-breastfeeding participants by participating in the Breastfeeding Task Force, Breastfeeding peer counselor hospital visitations and area Breastfeeding Support group.
- Providing additional educational resources, such as, posters and educational videos in the waiting room, added WIC pamphlets and Breastfeeding pamphlet in packets given out at the local OB clinic and provided a Breastfeeding video to the OB clinic.
- The WIC Coordinator is a representative on the Health Advisory Council, partnering with other community leaders to develop strategies to provide cohesive services for the community.
- Operating a satellite clinic at the Heartland Hospital Obstetrics Unit to expand services for our community and provide WIC certification services for any qualified postpartum woman and infant, who may or may not be participating in any of the Northwest Missouri WIC unit.
- Focusing on decreasing the percent of children qualifying for being at-risk of becoming over weight and decreasing the number of clients on high risk program factors.
- Nutritionists attended various webinars and conference to further their nutrition knowledge.
- Planned and implemented World Breastfeeding Week Activities.
- Participated in a panel to support new mothers in the community through Success by 6.
- Developed Breastfeeding Calendar for prenatal and breastfeeding women.
- Offering weekly Breastfeeding classes for all prenatal participants.
- Presented breastfeeding classes to the JUMP program and Hillyard Technical Center nursing class.
- Promoted Breastfeeding Friendly Worksite Program and mini-grant applications.
- Partnering with Northwest Health and Dental Services.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Dollar amount of checks issued	\$2,041,658	\$2,701,661
Number of program participants	29,176	28,141
Number of Spanish clients	3,788	2,447

Budget Challenges/Planned Initiatives

- Maintaining the current caseload of 2,434 per month.
- Send Breastfeeding Coordinator to the 45 hour breastfeeding course for state compliance.
- Continue to use billboards to promote WIC.
- Increase the number of breastfeeding women in the program and their breastfeeding duration.
- Decrease the trend of overweight children in our program, by decreasing the number that qualify for Risk Factor 114, (at risk for becoming overweight).
- Nutritionists attend at 1-2 nutrition conferences required yearly by WIC policy. Nutritionists will obtain some of the additional trainings needed each year through the new WIC web-based programs.
- Finding funds for incentives for the program.
- Start monthly cooking classes in the coming fiscal year.
- To be able to financially cover all the hours of the WIC Breastfeeding Peer Counselors' operations due to the grant constraints.

WIC Program 6780

Program Description

The program promotes the health of low-income women, infants and children (WIC) through a federally funded nutrition education and food provision program through integration and coordination with other programs. All clients must meet income guidelines and have a medical condition for program admittance.

Staffing Detail

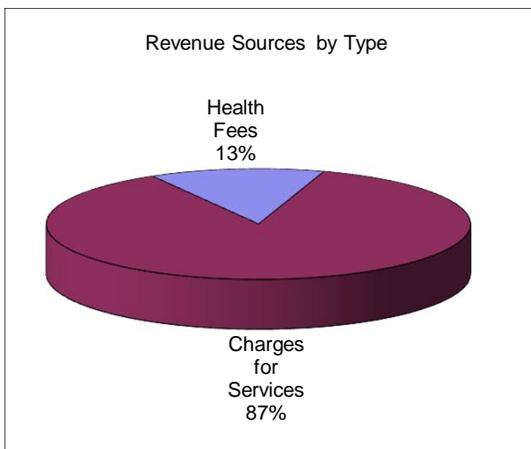
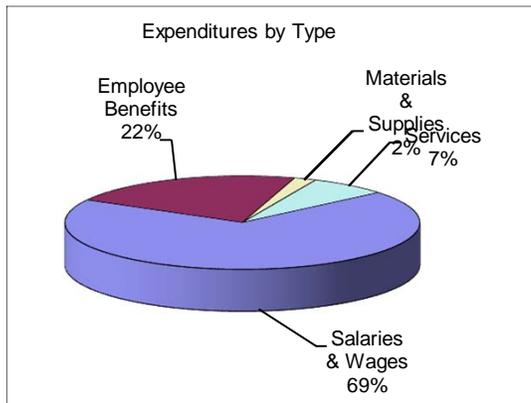
Senior Nutritionist
Nutritionist
WIC Clerk
BFPC Funded Temps

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	3
3	3	3	3
0.6	1.07	1.07	1.07
7.6	8.07	8.07	8.07

Major Budgetary Changes & Program Highlights

~The changes in supplies and services categories are tied to the level of grant funding.
~The PT Peer Breast-Feeding Counselors are not part of the City's compensation plan and have had no raise in hourly wages since the program's inception. Increases in the Wages category reflect raises for FY16.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	279,431	305,187	283,687	318,297
Employee Benefits	90,311	112,962	96,481	100,186
Materials & Supplies	9,659	11,784	10,400	9,284
Services	58,157	65,855	39,675	32,755
Capital Outlay	0	0	0	0
Total	437,558	495,788	430,243	460,522
Revenue Sources:				
Health Fees	20,448	59,000	59,000	59,000
Charges for Services	429,545	409,151	409,151	383,969
Health Tax	(12,435)	27,637	(37,908)	17,553
Total	437,558	495,788	430,243	460,522

Environmental Health & Food Safety

Mission

To safeguard the public's health and safety by ensuring that the appropriate services and establishments meet environmental and food safety codes, laws, and regulations

Core Services

- Provide routine, follow-up, complaint, pre-opening walk-thru, seasonal, temporary event, and/or final inspections of all food, lodging, and tattooing establishments and swimming pools and spas to ensure that they meet environmental and public health safety codes, laws, and regulations.
- Provide public education on many topics such as, but not limited to food safety, mold control, precautions against West Nile virus, childhood lead poisoning prevention, preventing indoor asthma triggers, onsite wastewater treatment system components, operation, and installation, swimming pool and spa operation and maintenance.
- Collect and verify documentation necessary to obtain a tattooing artist card.
- Coordinate and investigate environmental health issues such as, but not limited to: Reports of suspected food borne contamination, surfacing sewage complaint resolution and condemnation process (coordinated with Property Maintenance and Public Works), air quality concerns, odor complaints (coordinated with Missouri Department of Natural Resources or MO-DNR), mercury collection and disposal, new and existing City-wide development plans, educate and enforce the provisions of the Smoke Free Air in Certain Areas of Public Places Ordinance.
- Review applications submitted, permit new system construction and existing system repairs or replacements, evaluate locations for the availability of sanitary sewers, conduct site, construction, and final inspections for Onsite Wastewater Treatment Systems (OWTS), commonly called septic systems.
- Provide Environmental contract services for the Holt County Health Department, including food, lodging and childcare establishment inspections, as well as onsite wastewater treatment system permitting and approval.
- 24/7 response to truck wrecks, fires, floods and other catastrophic events involving environmental health and food safety.

Current Year Activities/Achievements

Food establishment inspections are made on the basis of risk to the consumer. The greater the risk the more frequent inspections are performed to safeguard the general public to maintain minimum sanitation standards as well as proper enforcement of these standards.

Performance Statistics:

	<u>FY2013</u>	<u>FY2014</u>
<u>Number of food/drink establishments inspected by type of inspctn</u>		
Routine	1,513	1,211
Follow-up	404	161
Complaint	86	97
After hours response to truck wrecks	0	3
Food establishment fires	5	5
Other inspections & contacts (pre-opening walk-thru, plan review final inspections, educational visits, training by staff)	510	200

- Two full-time Environmental Public Health Specialists (EPHS) are dedicated solely to food safety. Using the latest statistics, monthly averages for each EPHS are as follows: 51 routine inspections, 7 follow-up inspections, 4 complaint investigation inspections, and 8 other inspections and contacts, or 70 total in-person contacts per month averaging 3.5 establishment visits per working day, not accounting for holidays, vacation/medical/comp time leave, time away for training, or other duties as assigned. Each EPHS receives on average 24 calls per month relative to their program. Calls may act as an opportunity for public education, or require situational response depending on the report.

Number of public & semi-private pools & spas inspected

Routine	40	26
Follow-up	14	8
Complaint	7	5
Fatal accident investigation	0	0

Number/percent of lodging facilities inspected

Routine	12	14
Follow-up	14	9
2nd follow-up	3	4
3rd follow-up	2	3
Complaint investigation/inspections	20	10

<u>Number of OWTS (septic systems) permitted:</u>	<u>FY2013</u>	<u>FY2014</u>
Within the St. Joseph city limits	4	7
(via contract) Within the Village of Agency	0	2
Number of site visits completed during construction/installations	16	20
Complaint investigations (surfacing sewage/illegal installation)	10	8

Other environmental services

Air quality and/or odor complaints investigated	9	10
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Radon, mold, or other environmental factors were addressed as phone calls or e-mails are received.

Holt County Environmental Services (via a Memo of Agreement)

Food establishments inspected	45	45
Lodging establishments inspected	4	4
Childcare establishments inspected	3	2
OWTS inspections (as notified)		

To minimally complete these services, 76 routine inspections are necessary, excluding OWTS inspections.

Budget Challenges/Planned Initiatives

Electronic inspection software and hardware was fully integrated for conducting environmental health services inspections. This new process has received a lot of positive feedback from businesses receiving health inspections. The increased efficiency created through the electronic inspection process reduces inspection time, space required for record retention, decreases reporting issues, allows staff to communicate more clearly and concisely, thus effectively, with establishment owners, or others reviewing report results, and provide continually compiled health and food safety statistics regarding the inspections and their frequency. Electronic inspections may be completed for food, lodging, or tattooing establishments, swimming pools and spas, 24-hour disaster response, emergency response planning, Onsite Wastewater Treatment Systems, or complaints received on any of the afore mentioned programs.

Environmental Health & Food Safety staff have developed a food handler's training to educate the food establishment workforce of standard health and safety practices while encouraging training and accountability. Pending the completion of construction at Patee Market Health Center, those classes will be offered to the public.

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

Staff inspectors ensure that all food, drink or lodging establishments and swimming pools meet environmental and safety codes through aggressive inspection program in order to safeguard public health and safety. Environmental health issues such as elevated blood lead levels, lead remediation, noxious odor complaints, Missouri Clean Indoor Air, water quality, septic tank system permitting are also investigated and coordinated.

Staffing Detail

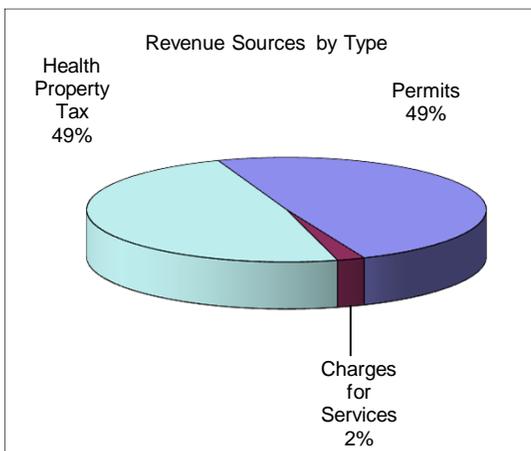
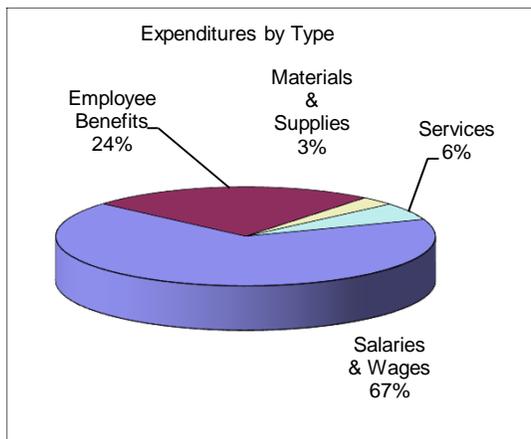
Environmental Public Hlth Specialist

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
3	3	3	3
3	3	3	3

Major Budgetary Changes & Program Highlights

- Requested increase to communications for upgrading to smart phones \$758
- Requested increase for Annual Maintenance cost for Inspection Software.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	112,150	134,496	134,496	134,496
Employee Benefits	42,635	51,159	48,759	48,962
Materials & Supplies	4,481	5,795	4,795	5,795
Services	4,323	9,895	15,965	11,513
Insurance	3,522	0	0	0
Capital Outlay	0	0	0	0
Total	167,111	201,345	204,015	200,766
Revenue Sources:				
Permits	100,912	98,800	98,260	98,800
Charges for Services	4,882	4,500	3,570	4,500
Grants	360	0	3,130	0
Health Property Tax	60,957	98,045	99,055	97,466
Total	167,111	201,345	204,015	200,766

Animal Control and Rescue

Mission

The mission of the Animal Control and Rescue program is to ensure the humane treatment of all animals and to protect the public from diseased and vicious animals through education, surveillance and enforcement of city codes.

Core Services

- Animal Control Officers work 24-hours a day, 7-days a week in order to ensure public safety and a quick response to dire situations.
- Operate the City's Animal Control Shelter pursuant to the Missouri Department of Agriculture Standards.
- Offer public education programs on animal husbandry and safety issues.
- Promote animals for adoption through local media outlets and the Shelter's webpage.
- Investigate all citizen complaints regarding animal abuse and neglect.
- Protect the public from zoonotic diseases by surveillance and impoundment of diseased wildlife and suspected rabid animals.
- Protect the public from feral animals by investigating citizen complaints of vicious or dangerous animals.
- Vaccinate all impounded animals against common disease upon arrival.
- Conduct annual city-wide rabies vaccination and pet registration clinics in partnership with local veterinarians.
- Offer pet micro-chipping.
- Offer low-cost spay/neuter financial assistance program to pet owners.
- Offer cremation services for pets.

Current Year Activities/Achievements

- Volunteers from the Friends of the Shelter conducted Saturday previews once a month to promote shelter animals.
- The shelter is open various hours throughout the week including one late evening and on Saturday to accommodate the public and to increase adoptions.
- Held five (5) city-wide rabies vaccination and pet registration clinics.
- Continued the partnership with the Missouri Department of Corrections for the Puppies for Parolees program.
- Partnered with PetSmart to offer satellite cat adoptions at their North Belt location
- Continued IMPACT Program for repeat offenders.
- Offered pet therapy to local residential care facilities
- Partnered with the Girl Scouts of America to offer educational outreach
- Received a targeted spay/neuter grant from PetSmart Charities for \$63,000.00 to spay/neuter 1,000 animals from zip code 64501

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Dogs:		
Total number live dogs received	1,606	1,446
Percent adopted/redeemed/placed	73	81
Number available for adoption	769	787
Percent of available dogs adopted	87	93
Number of strays impounded	953	865
Number of unwanted pets relinquished to Shelter	458	506
Number in the Prison Dog Program adopted	76	78
Cats:		
Number of live cats received	1,186	1,216
Percent adopted/redeemed/placed	28	34
Number available for adoption	456	520
Percent of available cats adopted	68	75
Number of strays impounded	854	743
Number of unwanted pets relinquished to Shelter	514	517
Number of complaints investigated	8,727	7,804
Number of citations issued	1,702	1,222
Number of in the IMPACT program for repeat offenders	14	* *Not reported for this period
Number of public education programs provided	108	*
Number of pet therapy sessions provided	36	28
Number of rabies vaccination clinics participants	848	864
Number of rabies specimens submitted to lab	89	69
Number of rabies cases confirmed	0	0

Performance Statistics (con't)

	<u>FY2013</u>	<u>FY2014</u>
Number of animal licenses sold	7,100	7,350
Number of micro-chips sold	1,200	1,400
Number of wildlife impounded	1,239	948
Number of volunteer hours contributed to the Shelter	1,810	3,063
Number of animals spay/neutered through assistance programs	165	149

Budget Challenges/Planned Initiatives

- To maintain existing services with shrinking revenues.
- To implement an electronic reporting system to provide clear, legible reports to the court and to minimize the amount of time officers spend at the shelter working on paperwork.
- To decrease the number of healthy adoptable animals euthanized by developing stronger relationships with rescues and challenging staff to think outside the box.
- To clarify statistical reporting of shelter activity, continuing to scrutinize them to improve shelter operations.

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

Animal Control officers provide protection for all animals against inhumane treatment and protect the public from diseased and vicious animals through education and complaint investigation. Staff operate the city's animal shelter.

Staffing Detail

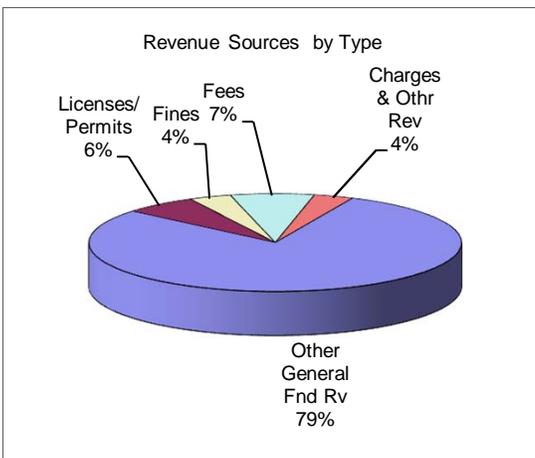
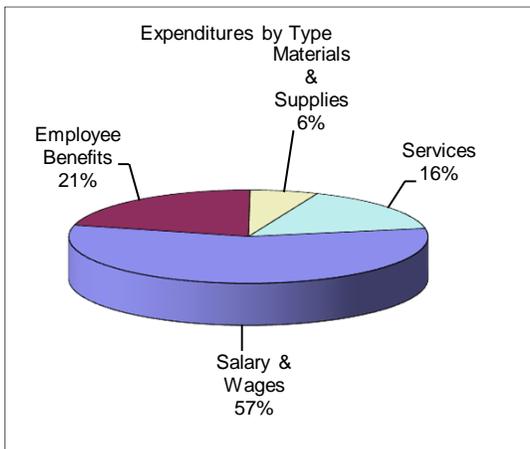
Animal Control Manager
 Senior Animal Control Officer
 Animal Control Officer
 Humane Educator
 Animal Care Specialist
 Clerk

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
6	6	6	6
1	1	1	1
3	3	3	3
1	1	1	1
13	13	13	13

Major Budgetary Changes & Program Highlights

~ No major changes.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salary & Wages	434,921	469,049	451,906	478,053
Employee Benefits	175,714	193,215	177,455	179,061
Materials & Supplies	51,447	46,700	35,200	51,700
Services	99,451	139,413	134,923	134,413
Insurance & Other		5,000	1,000	5,000
Capital Outlay	0	0	0	0
Total	761,533	853,377	800,484	848,227
Revenue Sources:				
Licenses/Permits	51,013	52,200	53,500	53,900
Fines	31,911	31,000	31,000	31,000
Fees	55,704	61,500	51,100	61,500
Grants	22,407	39,863	39,863	0
Charges & Othr Rev	25,898	32,200	27,454	29,200
Other General Fnd Rv	574,600	636,614	597,567	672,627
Total	761,533	853,377	800,484	848,227

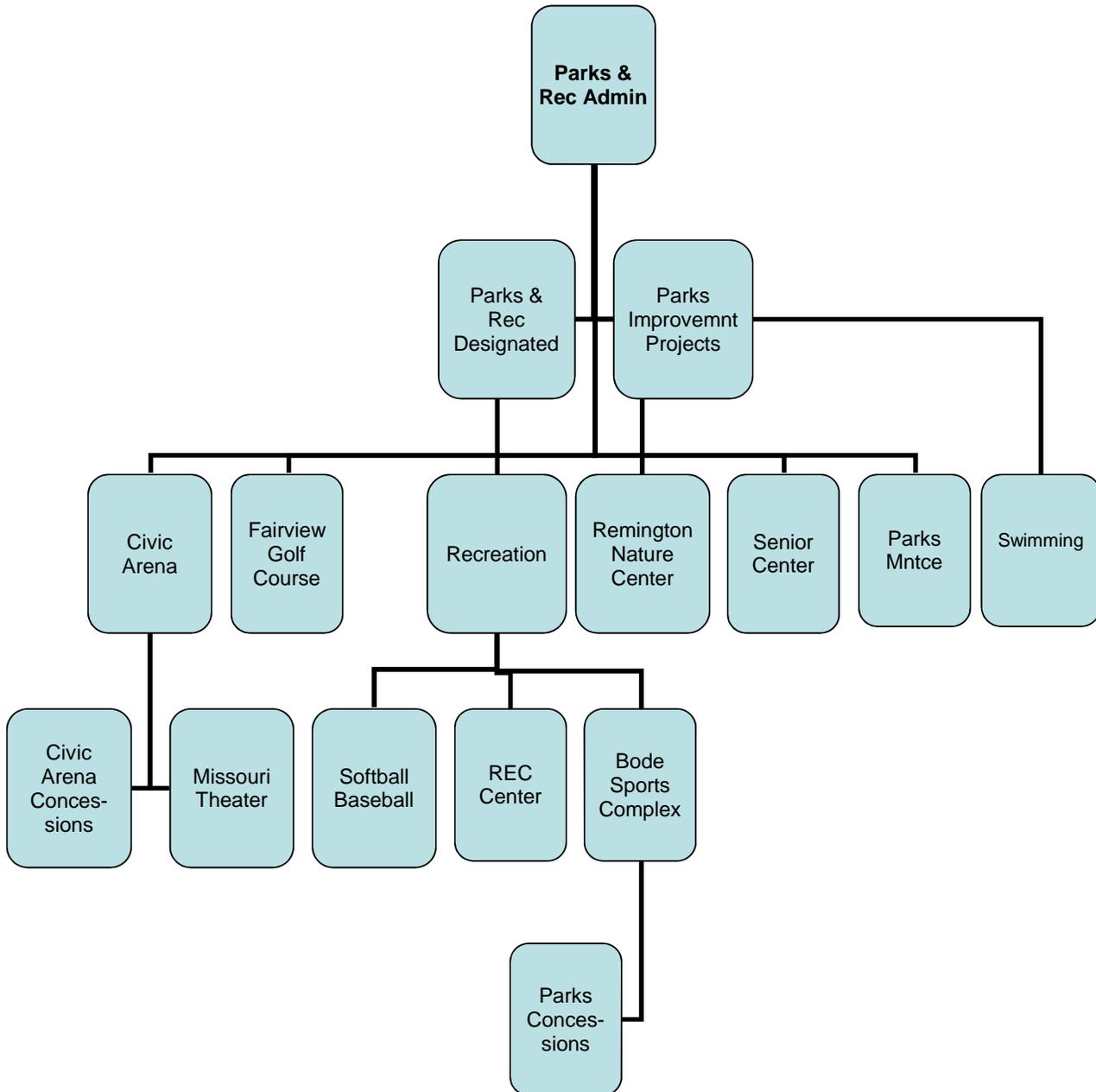
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

The Parks, Recreation & Civic Facilities Department accounts for most parks and recreation activities including swimming, softball, baseball, recreation, REC Center, Senior Center, Bode Sports Complex, the Remington Nature Center and the municipal golf course. The department maintains the city's parks, grounds, facilities and equipment.

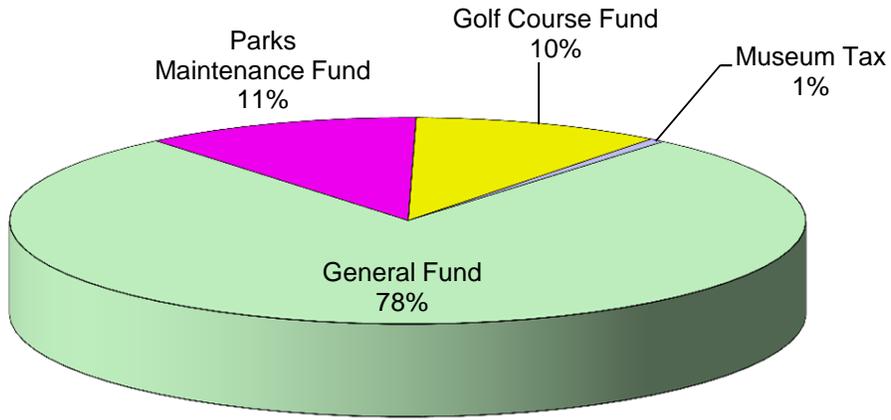
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel tax. One-half of the City Sticker & Penalty revenue was routed from the General Fund to Parks Maintenance in FY2004 to assist that function.

TOTAL BUDGETED RESOURCES: \$ 7,762,008

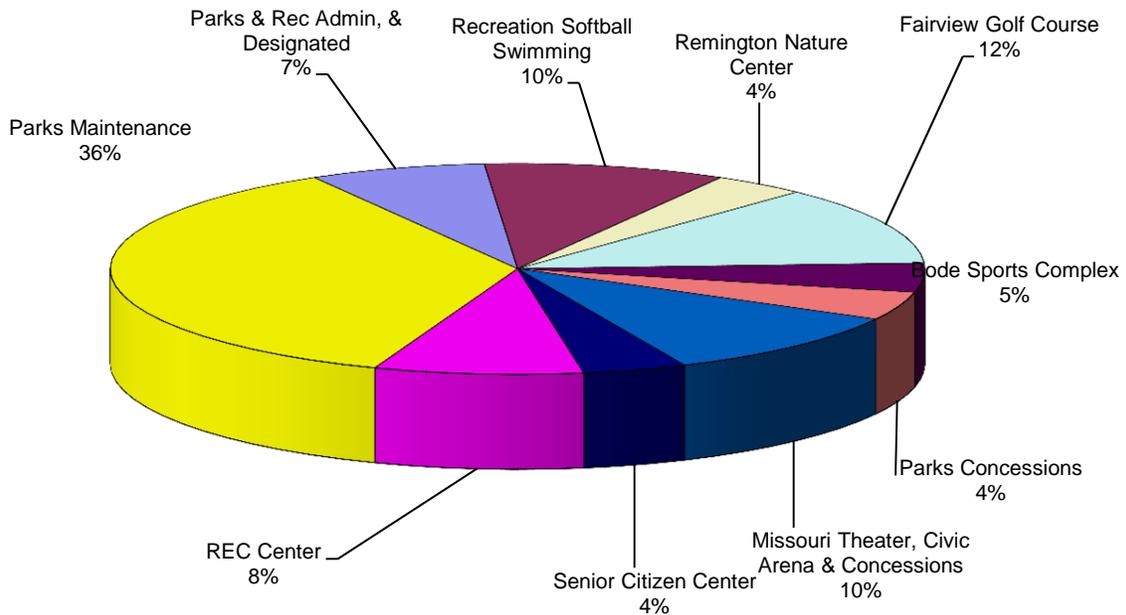
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



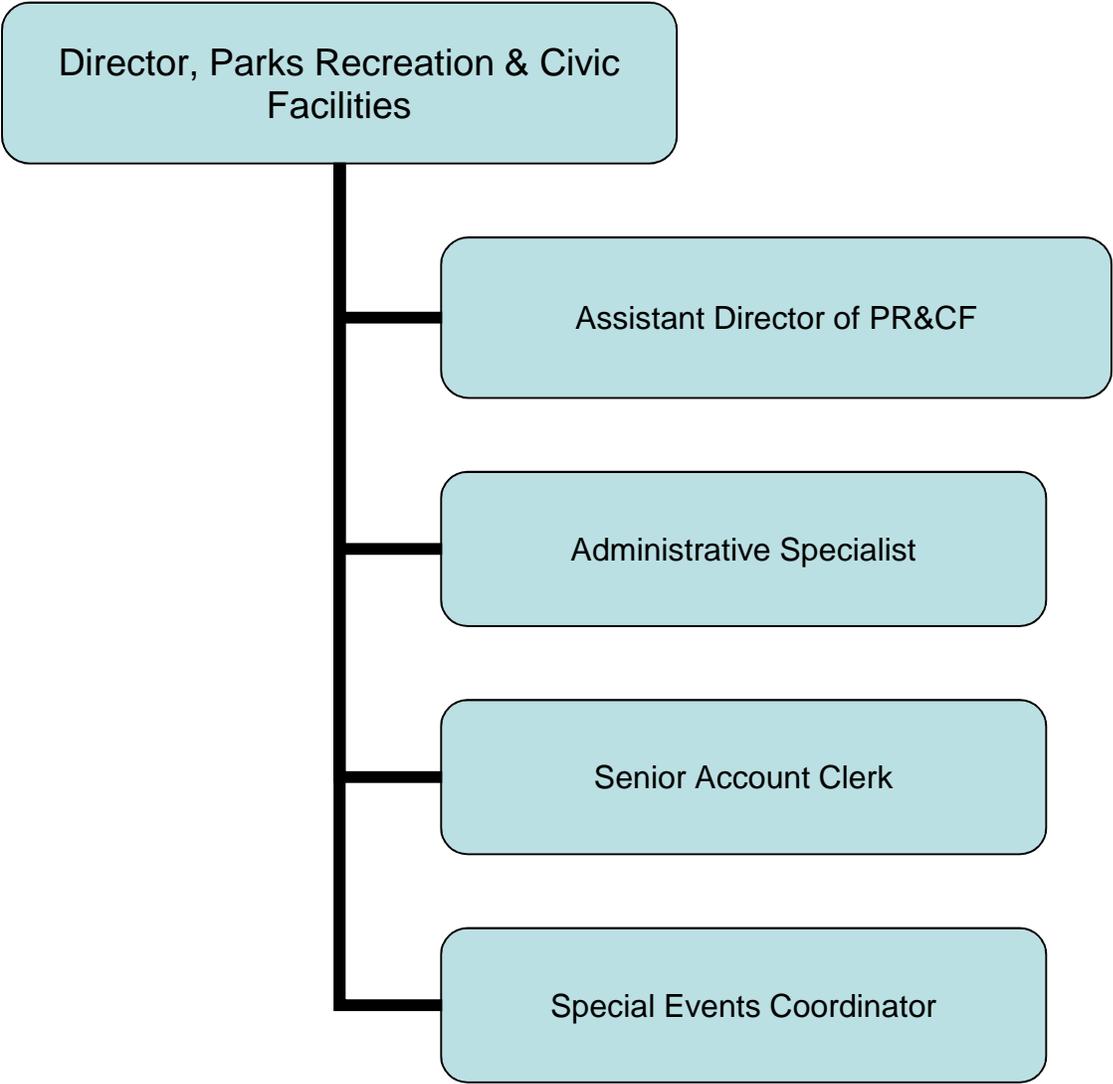
PROGRAM USES

PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

ACCOUNT TYPE	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	3,010,553	3,339,237	3,209,347	3,477,249
Payroll Expenses & Benefits	839,543	970,626	948,305	940,201
Materials & Supplies	799,578	839,035	828,254	867,935
Utilities & Other Contracted Services	1,694,588	1,642,484	1,826,429	1,914,629
* Insurance/Claims/Other	113,837	85,797	201,286	106,785
Capital Outlay/Lease Payment Debt	618,615	545,047	153,736	455,209
	<u>7,076,714</u>	<u>7,422,226</u>	<u>7,167,357</u>	<u>7,762,008</u>
USES BY PROGRAM				
* Parks, Recreation & Civic Facilities Admin	329,071	386,345	378,833	536,705
Recreation	149,986	148,009	131,028	151,186
Softball/Baseball	179,767	209,500	240,229	209,657
Swimming	310,633	315,628	329,285	387,311
Remington Nature Center	253,728	242,951	253,360	287,615
Senior Citizen Center	245,120	255,975	263,841	319,831
REC Center	567,774	631,546	632,080	642,652
Fairview Golf Course	839,458	810,429	793,558	824,120
Golf Course CIP	22,475	15,014	19,964	115,014
Bode Sports Complex	373,716	353,359	367,086	346,050
Parks Concessions	255,836	334,880	336,230	335,810
Parks Designated Expenses	8,485	8,610	6,860	8,610
Parks Maintenance	2,795,092	2,906,217	2,622,198	2,792,853
Civic Arena & Civic Concessions	626,029	681,136	674,223	678,284
Missouri Theater	119,544	122,627	118,582	126,310
	<u>7,076,714</u>	<u>7,422,226</u>	<u>7,167,357</u>	<u>7,762,008</u>
FUNDING SOURCES				
General Fund	5,273,106	5,771,210	5,331,466	6,019,235
Parks Maintenance Fund	924,758	808,782	919,752	889,285
Gaming Fund	14,600	9,700	9,700	0
Museum Fund	50,000	50,000	50,000	50,000
Golf Fund	814,250	782,534	856,439	803,488
	<u>7,076,714</u>	<u>7,422,226</u>	<u>7,167,357</u>	<u>7,762,008</u>
STAFFING SUMMARY (Full & PT Regular)				
Parks, Recreation & Civic Facilities Admin	4	4	4	4
Recreation	1	1	1	1
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	3.5	3.5	3.5	4.2
Fairview Golf Course	4.5	4.5	4.5	4.5
REC Center (3 FT, remainder are PT positions)	9.68	9.95	9.95	9.95
Bode Sports Complex	3.5	3.5	3.5	3.5
Parks Concessions (Temp only)	0	0	0	0
Parks Maintenance	26	26	25	25
Civic Arena & Civic Concessions	5	5	5	5
Missouri Theater	1	1	1	1
	<u>60.175</u>	<u>60.450</u>	<u>59.450</u>	<u>60.150</u>

*Excluding Transfers to Prks Mnt Fund

PARKS, RECREATION & CIVIC FACILITIES ADMINISTRATION



Parks & Recreation Administration

Mission

To provide quality-of-life experiences for the residents of St. Joseph and to add to the aesthetic appeal of the city. To provide for the recreational and special needs of all ages and abilities of the citizenry by administering a well-rounded, interesting and complete experience. To enhance our City's attractions and assets for enjoyment by all citizens and for the encouragement of tourism.

Core Services

- Administer the financial, operational & capital budgets of the department
- Provide professional leadership & guidance to all divisions of the department
- Encourage professional growth of staff, by providing opportunities for training
- Explore funding opportunities through researching, drafting and submitting grants, as well as various other revenue sources
- Work to augment revenue and reduce expenditures
- Collaborate with other departments, outside organizations and programs to provide quality programs and experiences
- Enhance the options for recreation and entertainment for all interests, abilities and ages
- Continue implementation of the Riverfront Development plan by exploring funding sources and options for expansion
- Further develop Parks and Recreation Board, expand involvement and gain feedback from their expertise

Current Year Activity/Achievements

- Installed playground surfacing at 3 locations
- Developed, applied, and secured grants, foundation funding, and donations for various programs, facilities, and improvements
- Initiatives to help our residents be active and combat obesity
- Constructed and opened an accessible treehouse and reviewed plans to install a universal playground at Bartlett Park
- Assisted individuals and groups to honor & memorialize through donations to reforestation and bench additions
- Began work on Krug Lagoon renovations and Hyde Park Ball Field renovations
- Worked on fee adjustments to augment revenue

Budget Challenges/Planned Initiatives

- Continue evaluating properties as to practicality of maintaining and actual usage
- Expansion of Hike & Bike Trails/Maintenance
- Ever increasing use of parks, parkways and facilities for events and organizations increasing need of assistance
- Evaluate and revise some fees to help augment revenue
- Meet public expectation of renovations (CIP & other)
- Research best methods and revenue sources of renovating aging facilities and amenities
- Realizing sufficient funding for universal playground and surfacing
- Scheduling around renovations at Krug & Hyde to meet public needs and wants

PARKS & RECREATION ADMINISTRATION

Program 8330

Program Description

Administrative services and management support for Parks & Recreation programs are provided with the aim of offering a variety of quality of life experiences for the residents of St. Joseph and adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department services and coordinate activities and events using parks and park facilities.

Staffing Detail

Director, Parks, Rec & Civic Facilities
 Special Events Coordinator
 Administrative Specialist
 Senior Account Clerk

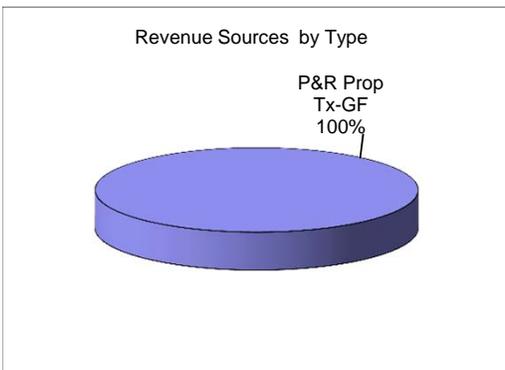
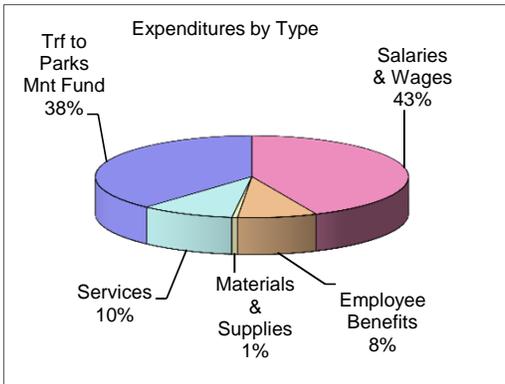
2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

-Increasing costs have resulted in resumption of transfers to the Parks Maintenance Fund from the General Fund, budgeted for \$333,000 in FY16 and for \$350,000 in FY15 (\$80,000 more than originally budgeted).

-Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for all of the department's general fund programs.

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	214,609	220,471	217,334	376,370
Employee Benefits	21,395	75,574	67,283	71,185
Materials & Supplies	4,110	5,090	6,516	5,090
Services	84,759	85,210	87,700	84,060
Trf to Parks Mnt Fund	0	170,000	350,140	332,990
Capital/ Debt Service	4,198	0	0	0
Total	329,071	556,345	728,973	869,695

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
P&R Prop Tx-GF	329,071	556,345	728,973	869,695
Total	329,071	556,345	728,973	869,695

PARKS DESIGNATED FUNDS

Program 3180

Program Description

This program was established to help track expenditures and revenues related to grants and donations

Staffing Detail

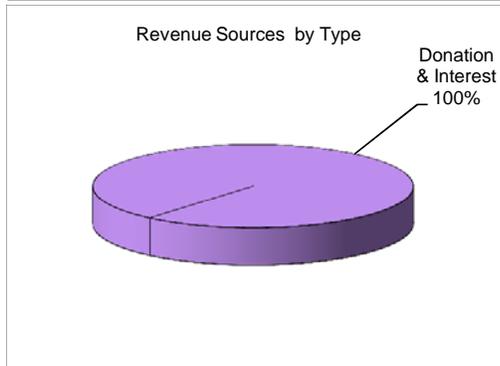
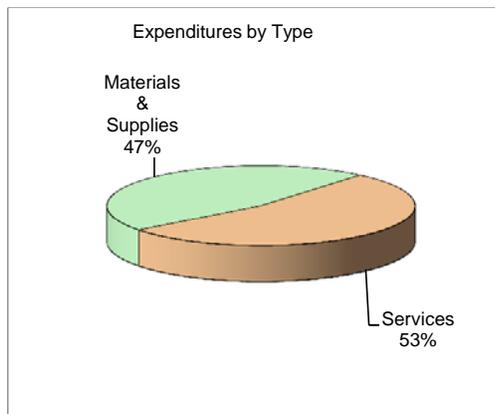
N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Major Budgetary Changes & Program Highlights

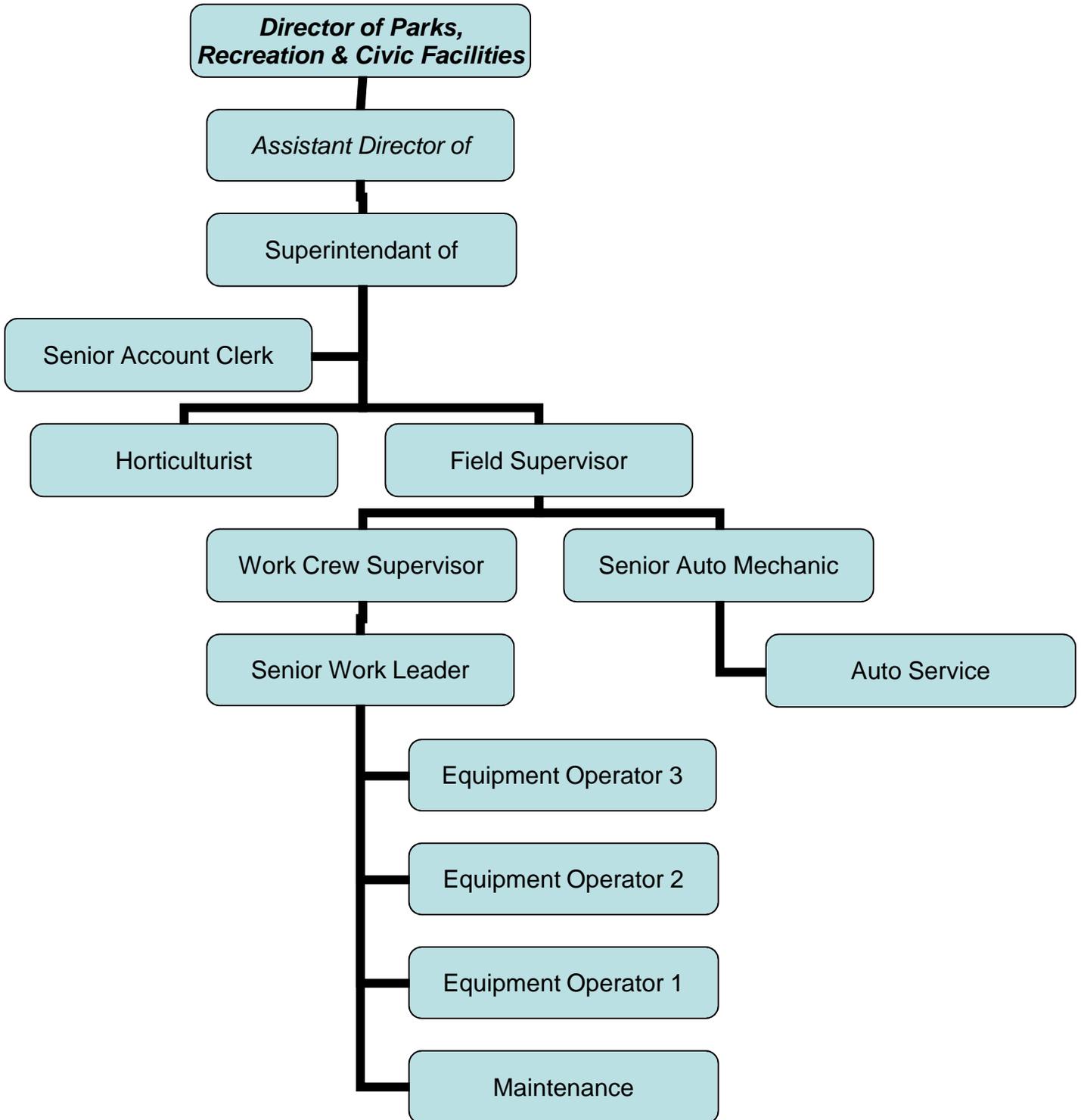
- ~ Both the expenditures and revenues for the annual holiday ornament sale, the Fishing Derby, and the Mayor's Children's Christmas Party are budgeted in this program.
- ~ Other expenditures are tied to donations for landscaping, etc.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	6,422	4,010	6,860	4,010
Services	2,063	4,600	0	4,600
Total	8,485	8,610	6,860	8,610
Revenue Sources:				
Donation & Interest	4,577	8,610	4,010	8,610
Parks Escrow FB:	3,908	0	2,850	0
Total	8,485	8,610	6,860	8,610

PARKS, RECREATION & CIVIC FACILITIES - PARKS



Parks Maintenance

Mission

Enhance both the beauty of the park system and user enjoyment of the City's park facilities by maintaining City parks, park buildings and equipment.

Core Services

- * Work with Garden Clubs and Volunteers to adopt certain landscape areas. Work with organizations to sponsor community improvement projects.
- * Partner with the Downtown Partnership in the Downtown Cleanup Program.
- * Maintain the scheduled maintenance program including mowing the 26 miles of City owned parks and parkways.
- * Clean and Maintain 23 Park system restrooms. Provide summertime trash pickup including emptying 320 trash barrels daily. And the weekly inspection of 16 playgrounds.
- * Raise tree limbs and eliminate hazardous limbs and trees along well traveled areas of the parkway and parks.
- * Pre-emerge, Seed, Aerate and Fertilize high use areas of parks.
- * Continue Capital Improvements such as the Krug Park Renovation, Living History Development and Playground Improvements.
- * Enhance floral plantings throughout the system.
- * Work to increase security and reduce vandalism in our parks and facilities.
- * Work to improve the overall experience and enjoyment of our parks, facilities and boulevard system.

Current Year Activity/Achievements

- * MAINTAINED 8 day mowing cycle of Boulevard system and parks.
- * OPENING of Fort Smith.
- * RESTORATION of "Dolphin Fountain" at Civic Center Park.
- * Provided SUPPORT to 50+ festivals, walks, runs and special events requiring an estimated 1250 man hours.
- * 34th year of HOLIDAY LIGHTING DISPLAYS. Welcoming 80,000 visitors to Holiday Park and an estimated 220,000 visitors viewing The South Pole!
- * Seasonal REMOVAL and REPLACEMENT of the French Bottoms floating boat dock.
- * REPAIRED roof of the Park Maintenance Garage.
- * CONSTRUCTION of "Tree House for Everyone" at Bartlett Park. Including 60' of ADA accessible sidewalk.

Budget Challenges/Planned Initiatives

- * RESTORATION and RENOVATION of Krug Park Lagoon and Waterfall.
- * RENOVATION of Hyde Park Baseball Fields and Complex.
- * IMPROVEMENTS to the N. 25th St. Cul-de-Sac.
- * MAINTAIN 8 day mowing cycle of the boulevard and park system.
- * MAINTENANCE and UPKEEP of the newly added Corby Dog Park.
- * INSTALLATION of new unitary safety surfacing to the Hochman Park Playground.
- * RELOCATE Living History Display from Krug Park to the Remington Nature Center.
- * MAINTENANCE and UPKEEP of aging rolling stock.
- * PURCHASE and INSTALLATION of new universally accessible playground equipment and safety surfacing at Bartlett Park.
- * REPAIR roof of the Carpenter Shop located at our maintenance facility.
- * MAINTAIN our aging rolling stock and equipment.

PARKS MAINTENANCE

Program 3090

Program Description

To enhance both the beauty of the park system and user enjoyment of the City's park facilities, staff maintains City parks, park buildings and equipment.

Staffing Detail

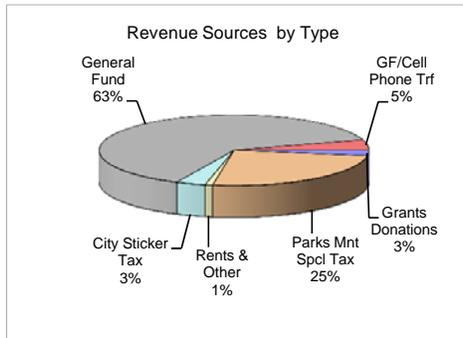
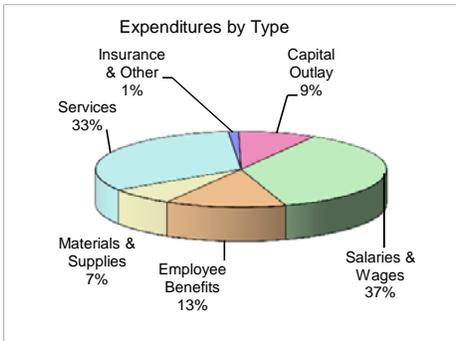
Superintendent of Parks
 Layout & Design Technician
 Horticulturist
 Field Supervisor
 Work Crew Supervisor
 Senior Work Leader
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Maintenance Technician
 Senior Auto Mechanic
 Auto Service Technician
 Senior Account Clerk

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	0	0
	1	1	1	1
	1	1	1	1
	1	1	1	1
	2	2	2	2
	4	4	4	4
	3	3	3	3
	2	2	2	2
	7	7	7	7
	1	1	1	1
	1	1	1	1
	1	1	1	1
	26	26	25	25

Major Budgetary Changes & Program Highlights

- Requests for replacement of 3/4 ton 4WD pickup, 1/2 ton 2wd pickup, parkway mowing tractor, 3/4 ton 4WD , 1/2 ton 2WD pickup, \$220,000 (Transfer from Cell Phone, \$110,000)
- Funds to clean statues and provide sidewalks, \$20,000 (Transfer from Cell phone).
- increase in cost for Holiday park and displays, \$5,000
- Increase in cost to maintain aging equipment and vehicles, \$29,000
- There is \$9,000 budgeted in the Gaming Fund for monument signage at the Dog Park and Eagles Field.
- With the retirement of the Layout & Design Technician, the position was eliminated.

Operating Budget Summary



Expenditures:

Salaries & Wages	994,072	1,162,347	1,013,566	1,025,678
Employee Benefits	379,103	393,320	379,826	374,285
Materials & Supplies	193,625	194,650	177,343	206,650
Services	661,690	692,810	872,634	913,810
Insurance & Other	56,055	3,090	112,829	32,430
Capital Outlay	510,547	460,000	66,000	240,000

Total

	2,795,092	2,906,217	2,622,198	2,792,853
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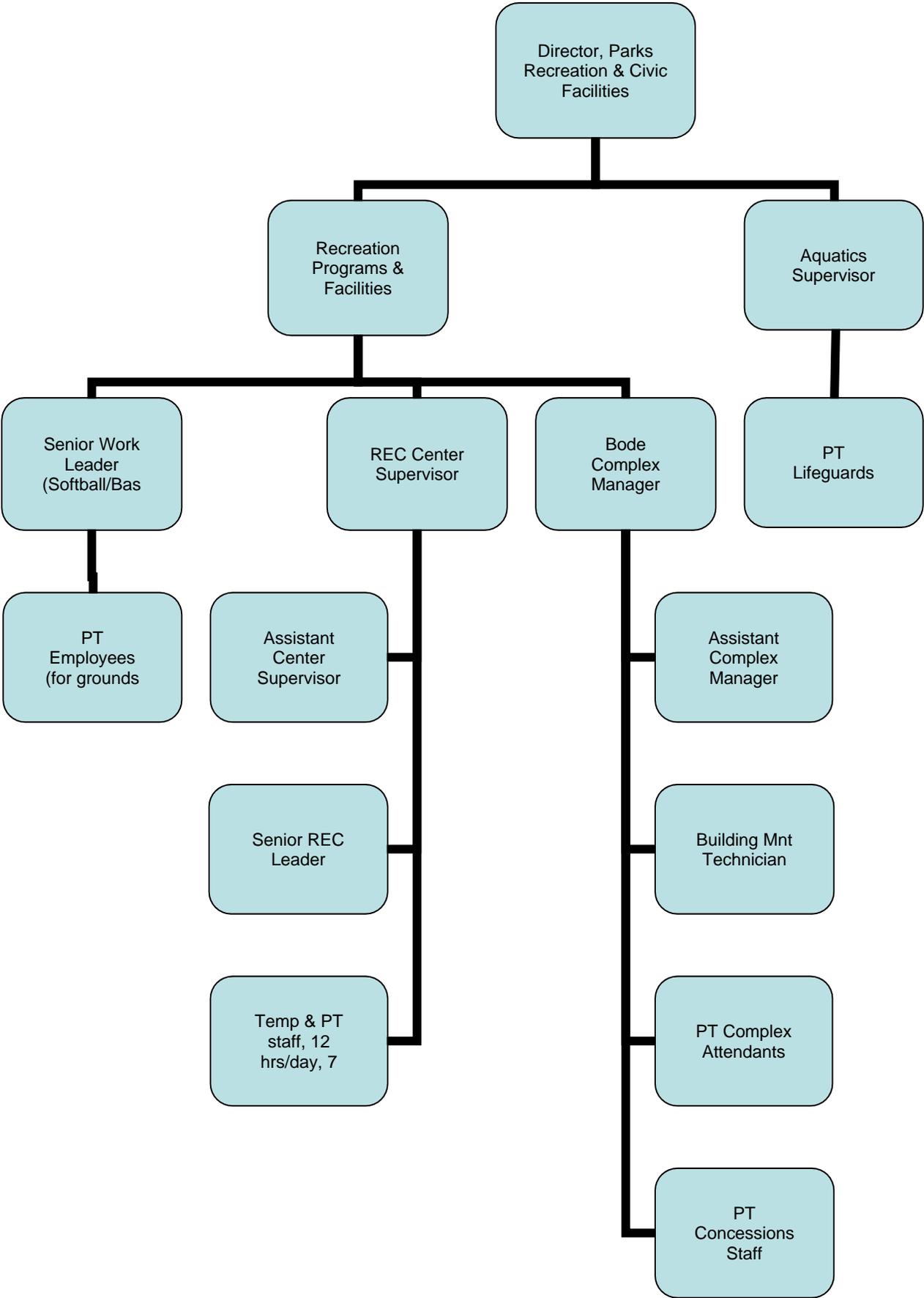
Revenue Sources:

Parks Mnt Spcl Tax	685,344	683,900	683,900	683,900
City Sticker Tax	95,086	96,000	96,000	96,000
Rents & Other	46,435	25,000	26,060	25,000
Grants Donations	58,158	70,000	77,131	70,000
General Fund	1,373,175	1,725,667	1,743,532	1,732,953
GF/Cell Phone Trf	460,000	60,000	60,000	130,000
Prk Mnt FB from(to)	76,894	245,650	(64,425)	55,000

Total

	2,795,092	2,906,217	2,622,198	2,792,853
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PARKS, RECREATION & CIVIC FACILITIES - RECREATION



Recreation Programs

Recreation, Softball/Baseball

Mission

To provide a variety of safe and enjoyable recreation activities to motivate youth to make positive choices and discourage at-risk behavior; to promote tourism through sports tournaments and competition; and to provide recreational activities for the adults in the community.

Core Services

- Administer the financial, operational budgets of the recreation, softball/baseball, REC Center and Bode Recreation Complex divisions.
- Provide professional leadership and guidance to all recreational programs.
- Programs include youth basketball, youth volleyball, youth track and field, youth tennis, tennis facilities, youth and adult softball and baseball programs, and Parkway runs.
- Market the City's facilities for adult & youth National and State Softball tournaments as well as regional and qualifying tournaments.
- Provide a quality, affordable facility for local teams, high school, and benefit tournaments.

Current Year Activity/Achievements

- Facilitating youth basketball leagues involves nearly 30 seasonal employees at 5 different locations.
- Held 37th Annual Parkway Run.
- In conjunction with the St. Joseph School District, hosted the St. Joseph grade school track meet at Noyes Field with nearly 700 participants, representing 16 schools, participating in 7 different events.
- Developed and hosted adaptive sports program for people with disabilities.
- Maintained nineteen ball fields used for both softball and baseball league and tournament play.
- Worked in conjunction with high school baseball teams, an adult wood bat baseball league and American Legion baseball team for field scheduling and use.
- Continued the 10 and under tennis program at Noyes tennis center.
- Facilitated St Joe Fit outdoor fitness program.
- Hosted 16U ASA Girls National Qualifier

Budget Challenges/Planned Initiatives

- With the new REC Center changes will be made to the existing Youth Recreation Basketball leagues to enhance the overall experience for youth.
- Working with several programs (REC Center, Bode, Nature Center, Civic Arena) to offer RecConnect a summer program similar to a former school district program.

RECREATION

Program 3010

Program Description

The program provides a variety of recreational opportunities such as Youth Basketball, Youth Track and Field, Youth Tennis and the Parkway runs for the citizens of St. Joseph and the surrounding areas. Staff also supervise the Softball program.

Staffing Detail

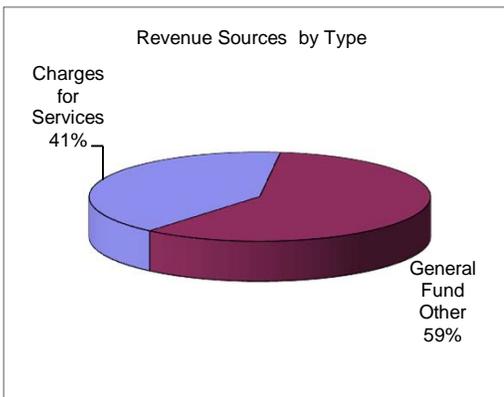
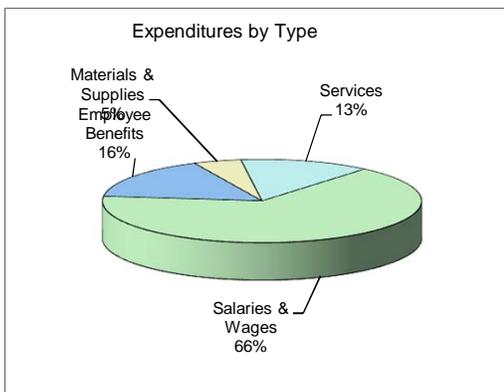
Recreation Programs & Facilities Manager

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~Decreases in the wages and benefits budgets and increase in the Services budget the result of the FY2015 mid-year decision to use an employment service for temporary personnel instead of hiring the temporary employees.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	107,976	107,320	80,611	99,320
Employee Benefits	24,866	26,474	22,057	24,546
Materials & Supplies	8,590	7,320	7,100	7,320
Services	8,554	6,895	21,260	20,000
Total	149,986	148,009	131,028	151,186

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	63,091	61,720	62,420	61,720
General Fund Other	86,895	86,289	68,608	89,466
Total	149,986	148,009	131,028	151,186

SOFTBALL/BASEBALL

Program 3020

Program Description

Provides a safe and enjoyable experience through the management and administration of the City's Spring and Fall Adult Softball programs and the City's 21 baseball and softball fields.

Staffing Detail

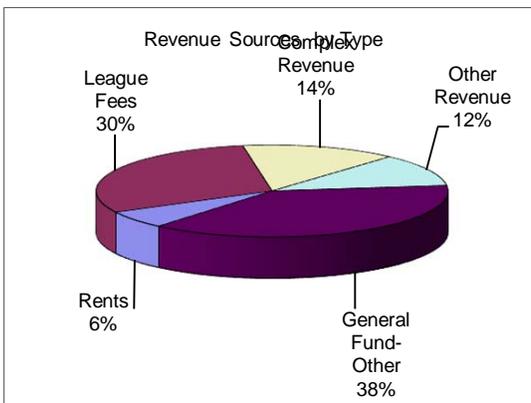
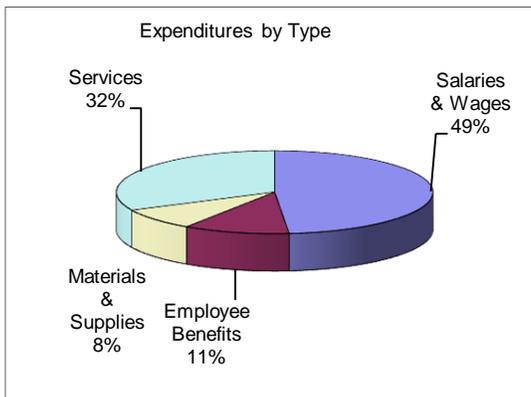
Senior Work Leader
 PT Temporary Employees (Groundskeepers & Gatekeepers)

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~The Pony Express Baseball League entered an agreement with the City in 2014 to pay for the field preparation for League play. Most of the contract amount (\$20,000) covers the expense of seasonal laborers who perform the work with a small amount going toward the materials & supplies used.
 ~Electrical service for the nine ball fields was increased by \$3,000 to \$21,000.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	80,309	101,688	110,514	101,788
Employee Benefits	20,674	22,582	23,506	22,639
Materials & Supplies	14,266	17,720	19,699	17,720
Services	64,518	67,510	86,510	67,510
Capital Outlay	0	0	0	0
Total	179,767	209,500	240,229	209,657
Revenue Sources:				
Rents	17,660	13,000	18,279	13,000
League Fees	58,231	61,510	61,165	62,945
Complex Revenue	23,768	34,500	34,500	30,000
Other Revenue	6,666	4,005	19,992	24,005
General Fund-Other	73,442	96,485	106,293	79,707
Total	179,767	209,500	240,229	209,657

St. Joseph REC Center

Mission

To provide safe, supervised recreation and fitness opportunities through both adult and youth programs for the entire community.

Core Services

For Children:

- Skill development for indoor and outdoor sports through the Lifetime Sports camps, leagues and fitness programs.
- Continue co-sponsoring with Young Champions youth karate programs.
- Open gym time for non-members
- Birthday Parties
- Sports leagues

For Adults:

- Adult sports leagues
- Zumba classes
- Adult fitness/cardio classes
- Judo/Jititsu class
- Fitness room memberships
- Adult open gym for non-members
- Personal Training

Current Year Activity/Achievements

- Added new fitness classes and programs to stay current with the fitness trends.
- Little Ballers program was offered for three sessions again and each session's participant numbers increased.
- Expanding the Youth Volleyball program to offer a summer league.
- Continued the partnership with Mosaic to hold the Pound Plunge weigh-ins and free classes at the center.
- Partnered with more than 30 corporations to offer their employees a corporate rate membership for the facility.
- Promoted the REC Center by attending many health fairs and events.

Budget Challenges/Planned Initiatives

- Finding available space and time to meet the demand of some of the programs, activities, and classes continues to be a challenge. There is a great need for additional rooms and a gym.
- Due to the high volume of traffic the center sees during the winter months, many walls need repair and repainted.
- Looking at the possibility of offering 24-hour access to the fitness room which can increase the amount of memberships. Not having the 24-hour access now has detoured many people from signing up for a membership and they went to other facilities that do offer it. The REC Center is currently the only fitness facility in St. Joseph that doesn't offer 24-hour access to their fitness room.
- Offering additional summer adult and youth volleyball leagues.

REC CENTER

(St. Joseph Recreation, Exercise & Community Center)

Program 3060

Program Description

The staff at the Center provide safe, supervised recreation opportunities through both adult and children's activity programs for the whole community. The REC Center hosts a fitness room, three basketball/volleyball courts, a community room, an indoor running track and rooms for various recreation & fitness programs. The Center also initiates summer playground and Life Skills programs.

Staffing Detail

Recreation Center Manager
 Assistant REC Center Manager
 Senior REC Leader
 Custodian (3) @ 29 hrs/wk
 Receptionists (5) @ 29 hrs/wk
 Fitness Attendants (3) @ 25 hrs/wk
 Center has other Temp Fitness Instructors, Activity Room Attendants

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	1	1
	0	0	0	1
	2.175	2.175	2.175	2.175
	3.625	3.625	3.625	2.9
	1.875	1.875	1.875	1.875
	9.675	9.675	9.675	9.95

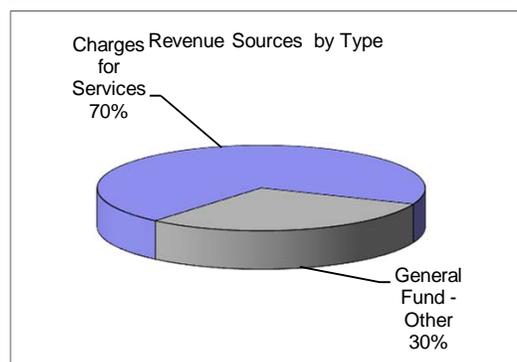
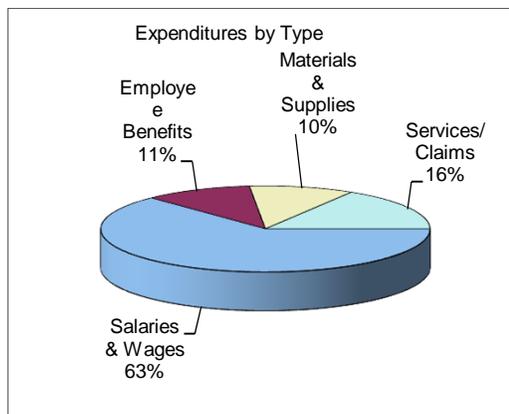
Major Budgetary Changes & Program Highlights

~ Beginning toward the end of FY2015 the REC Center began the Summer Youth ReConnect program. The following budget increases are for support of that program. Entry fees (\$79,000) are projected to cover the costs:

- Rec Supplies \$6,000
- Professional Services for Instructors & Buses for field trips, \$23,840
- Personnel costs for Temp/PT staff, \$47,160

~Funds for the retro-fit of the Fitness Center to allow for 24-hour access to that amenity are budgeted in the Gaming Fund. Revenues are estimated to increase by at least \$18,000 when 2nd & 3rd shift employees can attend during hours not now available.

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	308,918	360,148	360,248	403,604
Employee Benefits	46,538	73,980	74,030	68,378
Materials & Supplies	76,710	68,200	67,200	66,200
Services/ Claims	80,778	79,635	80,280	104,470
Lease Payments	54,830	49,583	50,322	0
Total	567,774	631,546	632,080	642,652

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	414,718	445,300	311,979	450,300
General Fund - Other	153,056	186,246	320,101	192,352
Total	567,774	631,546	632,080	642,652

Bode Sports Complex

Mission

Provide a variety of enjoyable, supervised, recreational activities for the community in a family friendly environment.

Core Services

- Recreational ice skating for individuals, school groups and private parties
- Ice time for figure skating, host of the SJFSC
- Hockey leagues youth, host of the GSJYHA
- Classes for USFS Basic Skills program levels Snow Plow –Basic 8
- 2 synchronized ice skating teams
- Beyond Basic program
- Outdoor, inline skate rink
- 6 lighted outdoor basketball courts including the annual Summer Jam Program
- On-site concessions
- Outdoor skate park, including ramps, rails and half pipe

Current Year Activity/Achievements

- Number of facility attendees – 100,000 people annually.
- Available sessions of recreational ice skating 6 – 10 public sessions weekly depending on schedule of events.
- Numbers of hours of league play Mon – Thur, 6pm – 10pm / Four to six hours on Saturday and four hours on Sunday for hockey games.
- The Griffon Gliders Synchronized skating team and the New Generation Singers combined their individual talents into two spectacular Christmas shows.
- Bode is on target to host more than four hundred parties this season August-May.
- SJFSC will present their spring ice show “Wizard of Oz” May 8th and 9th, 2015
- Pony Express Figure Skating Championship in September had over 215 competitors in the three day event.
- Bode hosted the 3rd annual synchronized skating competition in November. Over four hundred competitors competed in the one day event. The Midwest Skating Council hosted the event.
- St. Joseph Curling Club continues to grow.
- Added an additional Learn to Skate program for the home school community of St. Joseph.
- Implemented an additional Synchronized skating team of younger skaters.
- Doubled the enrollment of Learn to Skate.
- Started a Learn to Hockey Skate program that has generated additional revenue.

Budget Challenges/Planned Initiatives

- Implement a Jr. Figure Skating Club through Bode Ice Arena as a feeder club to the St. Joseph Figure - Skating Club.
- Form a recreational hockey league through Bode for Spring Hockey.
- Continue to market the Learn to Skate Programs offered through the arena to different user groups.

BODE SPORTS COMPLEX

Program 3080

Program Description

This program offers a quality facility that operates on a flexible schedule. The Complex is open 10 months a year for recreational skating, private parties, school groups, hockey and figure skating. Outdoor, in-line rink and basketball courts are open year round, weather permitting.

Staffing Detail

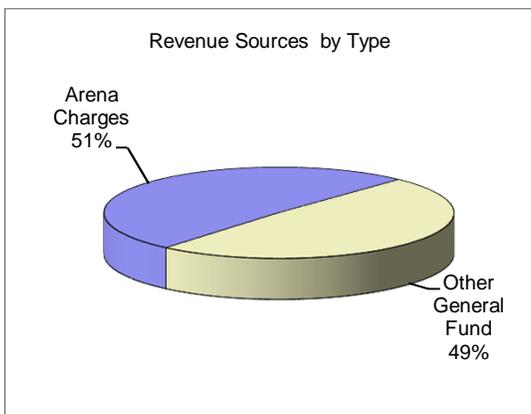
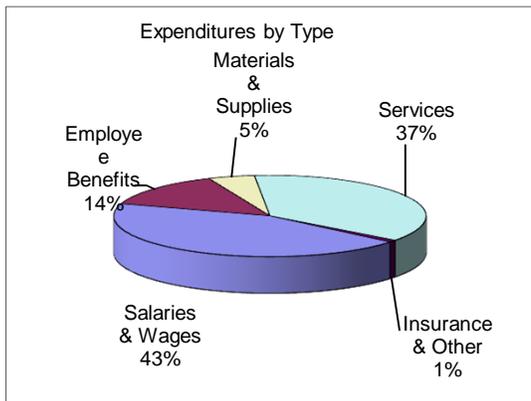
Ice Arena Manager
 Assistant Complex Manager
 Building Maintenance Technician
 Various Positions (PT)

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~ No major changes

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	145,802	156,192	156,393	151,366
Employee Benefits	46,569	49,977	49,977	47,594
Materials & Supplies	17,431	16,700	18,131	16,600
Services	147,214	127,490	127,585	127,490
Insurance & Other	0	3,000	15,000	3,000
Capital Imprvmnts	16,700	0	0	0
Total	373,716	353,359	367,086	346,050
Revenue Sources:				
Arena Charges	160,831	176,100	167,920	176,100
Grants/ Other Revenue	28,990	0	1,660	0
Other General Fund	183,895	177,259	197,506	169,950
Total	373,716	353,359	367,086	346,050

Parks Concessions

Mission

To provide outstanding customer service and a variety of menu options to users of the Parks Concessions throughout the city.

Core Services

- Provide a clean and sanitary eating area and menu to users of Heritage Park, Bartlett Baseball fields, Hyde Complex, Hyde Pool, Remington Nature Center, Aquatic Park, Bode Ice Arena, Bode Sports Complex, Drake Complex, Noyes Tennis Courts, Keatley Center.
- Keep facilities and grounds clean and well maintained within the Health Department Code.
- Offer outstanding customer service to all users.
- Employ over seventy seasonal part-time positions to the community.
- Offer fair and responsible menu pricing.

Current Year Activity/Achievements

- Continue to staff according to need and safety of employees.
- All deliveries were made during the daylight hours to assure safety of staff.
- Changed all cash registers to itemize products for better inventory control.
- Operated a mobile concession site at the Keatley Center that offered service to the Parks, Recreation and Civic Facilities basketball program.
- Opened a concession at Noyes Tennis Courts for a full season with great success.

Budget Challenges/Planned Initiatives

- Continue to work with multiple vendors to achieve the maximum profit.
- Working with the Health Department to establish a healthy eating initiative "Eat Smart in the Parks".
- Continue to strengthen the relationship with the CVB and Rec Supervisor in developing tournaments to utilize city facilities versus privately owned complexes.

PARKS CONCESSIONS

Program 3085

Program Description

This program accounts for the concession services provided by the Parks & Recreation Department to the swimming pools, ballfields, Remington Nature Center and Bode Sports Complex.

Staffing Detail

Part time concession staff only

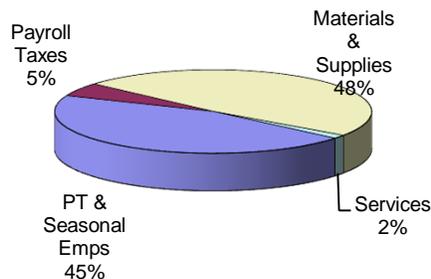
2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
N/A	N/A	N/A	N/A

Major Budgetary Changes & Program Highlights

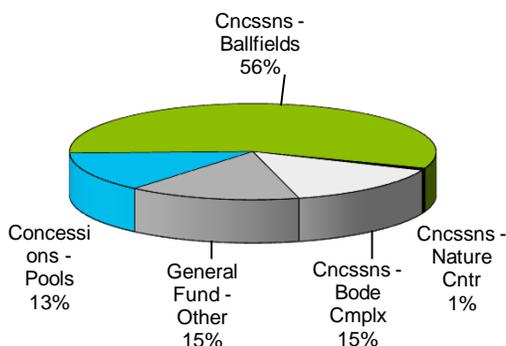
- ~The entire wage category is for part time concessions and recreation attendant personnel who work at the various venues - pools, ballfields, Bode Complex, and the Nature Center.
- ~No major change to the program's budget.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
PT & Seasonal Emps	138,296	151,250	151,350	151,250
Payroll Taxes	15,898	17,115	17,115	17,845
Materials & Supplies	98,221	161,995	161,995	161,995
Services	3,421	4,520	5,770	4,720
Total	255,836	334,880	336,230	335,810
Revenue Sources:				
Concessions - Pools	51,617	94,200	45,145	45,000
Cncssns - Ballfields	119,564	208,900	115,400	188,400
Cncssns - Nature Cntr	64	500	60	2,500
Cncssns - Bode Cmplx	47,088	49,000	59,560	49,000
General Fund - Other	37,503	(17,720)	116,065	50,910
Total	255,836	334,880	336,230	335,810

Swimming

Mission

To enable children and adults the enjoyment of recreational water activities, to provide a safe recreational environment and to learn water safety skills that will last a lifetime.

Core Services

- Supervise recreational swimming at the Aquatic Park and two neighborhood swimming pools.
- Provide a family friendly swimming environment during the summer months
- Swim lesson programming for ages 3 and up
- Private rental and birthday party options available
- Junior lifeguard, lifeguard training classes, and shallow water lifeguard

Current Year Activity/Achievements

- Maintain three pools for approximately 65,000 participants and visitors a year.

Performance Statistics:

	<u>FY2013</u>	<u>FY2014</u>
Number of private pool rentals	n/a	26
Number of enrollees in swim lessons	n/a	195
Number of trained & certified life guards	80	60
Number of Aquatic Park passes sold	n/a	219

Budget Challenges/Planned Initiatives

- Increase hourly staff pay to retain experienced, quality employees, recruit new desired employees and help them offset the high cost of becoming certified and uniform expenses along with matching pay with job duties
- Budget for aging equipment replacement such as loungers, lifeguard stands, and mechanical equipment
- Make repairs to well used facilities that have not had any major repairs in over 10 years and bring them up to current ADA standards
- To begin discussions regarding the feasibility of the addition of an indoor aquatic center which will be necessary to ensure the sustainability of aquatics and aquatic programs for the City of St Joseph

SWIMMING

Program 3030

Program Description

The swimming program provides daily water recreation opportunities for all area residents through administration of the City's swimming pools at Krug and Hyde Parks along with the St. Joseph Aquatic Center at the Noyes Park. The program also provides Red Cross swimming lessons, rental for pool parties, and events such as water fitness.

Staffing Detail

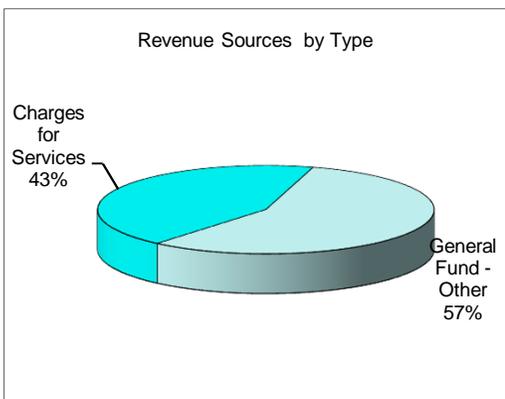
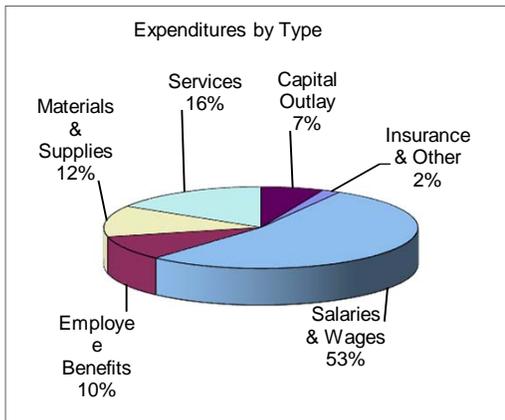
Aquatics/Recreation Supervisor
 PT Temporary Employees

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

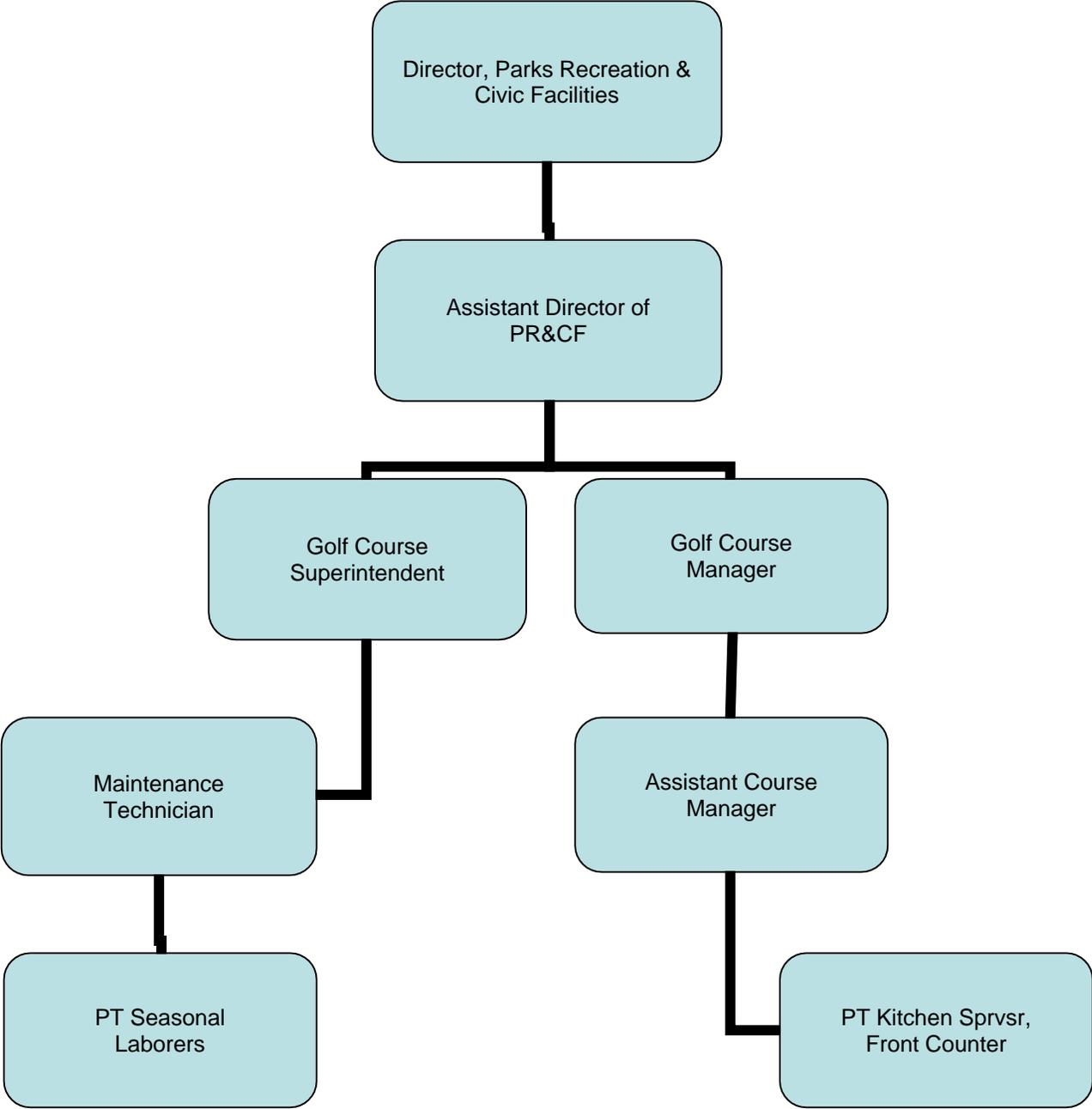
- ~Budgeted PT expenses to cover opening of Krug pool increased that category by \$28,000.
- ~Replacing aged and damaged equipment at the Aquatic Park (lounge chairs, picnic tables & pads,) \$8,000
- ~Replace landscape around activity pool and install roof to protect pump equipment at Aquatic Park \$13,500
- ~Install ADA lift & stairs for Krug pool to meet ADA requirements \$15,000
- ~Increase in professional Services for Annual Slide Safety Inspection \$2,500

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	188,367	178,058	205,886	206,383
Employee Benefits	33,872	38,785	41,099	37,648
Materials & Supplies	40,729	31,950	32,055	47,950
Services	47,665	59,585	49,245	63,080
Capital Outlay	0	0	0	25,000
Insurance & Other	0	7,250	1,000	7,250
Total	310,633	315,628	329,285	387,311
Revenue Sources:				
Charges for Services	155,609	168,200	158,255	168,200
General Fund - Other	155,024	147,428	171,030	219,111
Total	310,633	315,628	329,285	387,311

PARKS, RECREATION & CIVIC FACILITIES GOLF COURSE



Fairview Municipal Golf Course

Mission

To offer a competitive and enjoyable 18-hole golf environment and practice facility for St Joseph citizens as well as visitors through a manicured golf course, full service meeting/banquet room/concessions areas, and a fully stocked Merchandise Shop.

Core Services

- * The City's only public 18 hole golf course
- * Club offers league and regular play for men, women, juniors, seniors, and couples as well as event play for corporate outings and fundraiser tournaments
- * Club offers a fully stocked Merchandise Shop for regular and gift certificate purchases
- * Meeting room and banquet space available as well as 3 outdoor patios
- * On-site concessions and catering services
- * Properly manicured golf course made consistent by adhering to daily, weekly, and other scheduled routines.
- * Maintain optimum turf performance through proper fertilization to greens, tees, and fairways; control and prevention of disease; aeration and seeding practices
- * Provide a clean and attractive clubhouse area with knowledgeable, courteous staff and concessions and catering for a full service experience
- * Provide quality food service with a clean and up-to-date facility and kitchen with properly trained staff

Current Year Activity/Achievements

- * In its third season the Wednesday Men's League has increased to 104 participants each week for 15 weeks. Annual impact is estimated at \$29,000 through golf/cart fees, concessions, and shop.
- * Another company has joined the Corporate Memberships Tier—Altec has 30 initial new members. Highland Community College has dropped out this year—all other companies have retained. This brings our annual membership in this category to 133 members.
- * Junior Program enrollment dropped from 50 participants in 2013 to 29 in 2014. This program is no longer in effect for 2015 due to less funding for Instructor through SJSD.
- * Banquet room has been a busy place this year hosting 59 events in eight months.
- * Maintenance Department has taken out several deteriorating trees this past winter. Areas will be reseeded and golf committee will analyze later in season if replacement trees need planted.
- * Wetter season has allowed for several thousand dollars being saved in water utility expense.
- * A new cart path from west cart shed entrance to area in front of clubhouse has been completed. This allows a much safer route to journey carts back and forth and also less wear and tear on them.

Budget Challenges/Planned Initiatives

- * Raising annual memberships did not happen this year after evaluating current rates elsewhere. To stay competitive we kept rates the same.
- * Finding new revenue sources especially in the off season months of golf becomes even more important to justify remaining fully open during winter months. We hope to purchase a golf simulator next season to bring in revenue through these slower times that will host leagues, open range, and open course play in a virtual atmosphere which will also increase concessions.
- * Finding a way to interest young golfers has been introduced through mini camps provided by MWSU and their golf instructors. They will now just pay a fee to use the different areas of golf course/facility per camper. This will benefit each camper with Professional instruction through the college's PGA Professional.
- * Equipment is currently up to date for maintenance.
- * Several areas of cart path are currently in poor shape. We plan to reshape some areas back into grass areas to eliminate paths all together and make playable area. We also plan to budget for select areas to be taken out and sections of new concrete path installed.

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

Fairview Golf Course, the City's only public course, offers a competitive and enjoyable golf environment and practice facility for St. Joseph citizens as well as visitors through leagues, clubs and other programs for men, women, seniors and juniors.

Staffing Detail

Golf Course Superintendent
 Golf Course Manager
 Golf Course Assistant Manager
 Maintenance Technician
 Part-time

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
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3.25	3.25	3.25	3.25
7.25	7.25	7.25	7.25

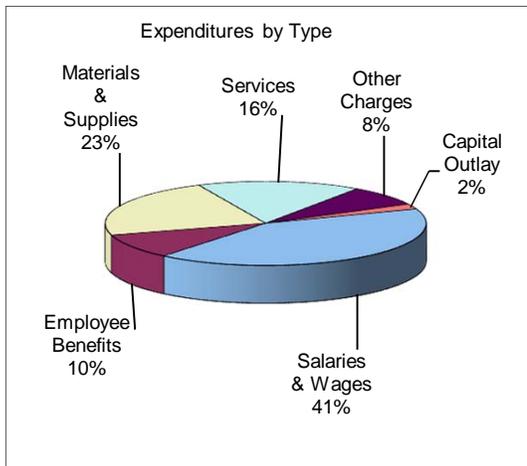
Major Budgetary Changes & Program Highlights

~Major changes for the Golf Course program comes from the addition of the Golf Simulator amenity which will provide opportunities for indoor golf activity during the offseason and for special occasions. Revenues (over \$75,000) are projected to more than offset the initial cost:

- Golf Simulator equipment, \$16,745
- Staff hours to help monitor the winter leagues, open play and open range time on the simulator, \$12,000
- Advertising golf simulator amenity, \$4,500

~Salary & Wages category also reflects the impact of the 27th payroll and a 1.5% COLA.

Operating Budget Summary

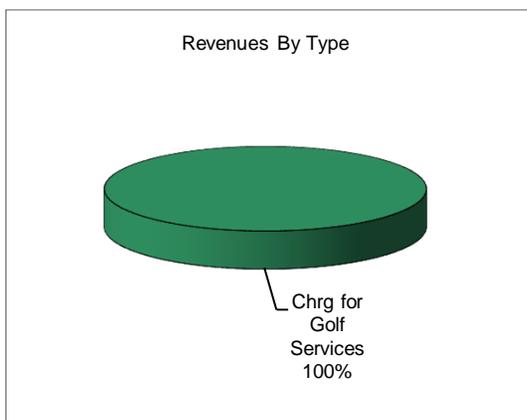


Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	303,388	324,480	326,433	341,669
Employee Benefits	74,923	83,192	82,353	78,801
Materials & Supplies	218,910	186,900	194,000	186,900
Services	184,455	131,400	103,315	135,900
Other Charges	57,782	72,457	72,457	64,105
Capital Outlay	0	12,000	15,000	16,745
Total	839,458	810,429	793,558	824,120

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Chrg for Golf Services	779,212	819,585	797,889	888,895
Trf from General Fund	60,245	0	0	0
(To)/From Golf FB	1	(9,156)	(4,331)	(64,775)
Total	839,458	810,429	793,558	824,120



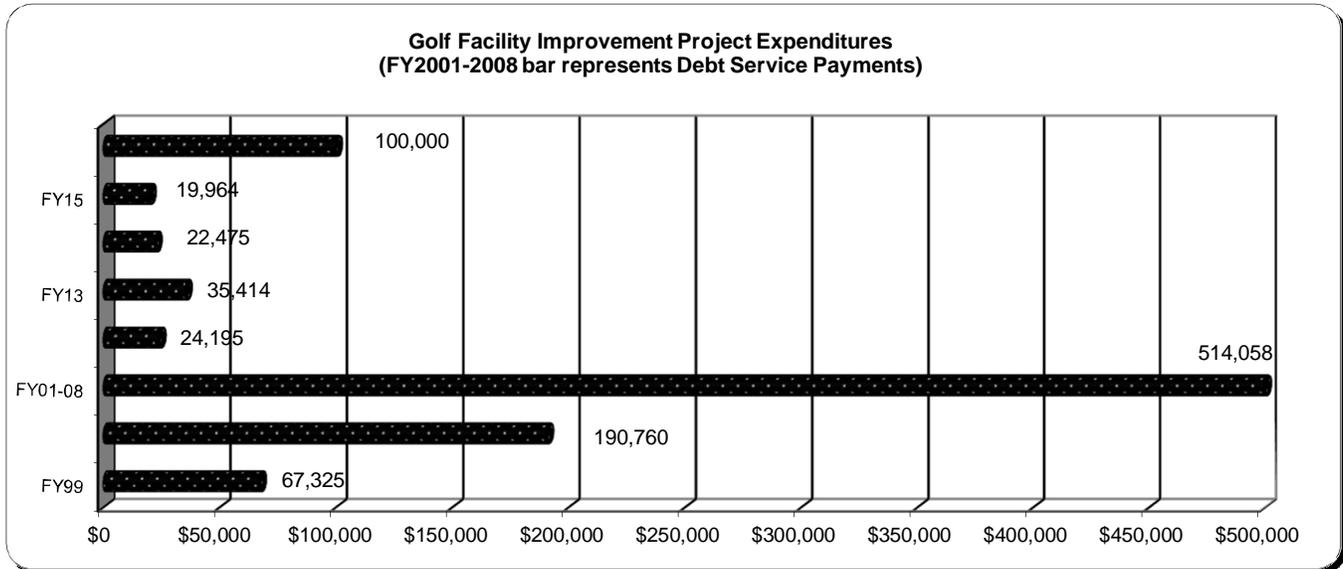
GOLF FACILITY IMPROVEMENTS

Program 1300

PROGRAM DESCRIPTION

The Municipal Golf Improvements Program was established to track, monitor, and facilitate capital expenditures funded by the voluntary \$1.00/round golf surcharge.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



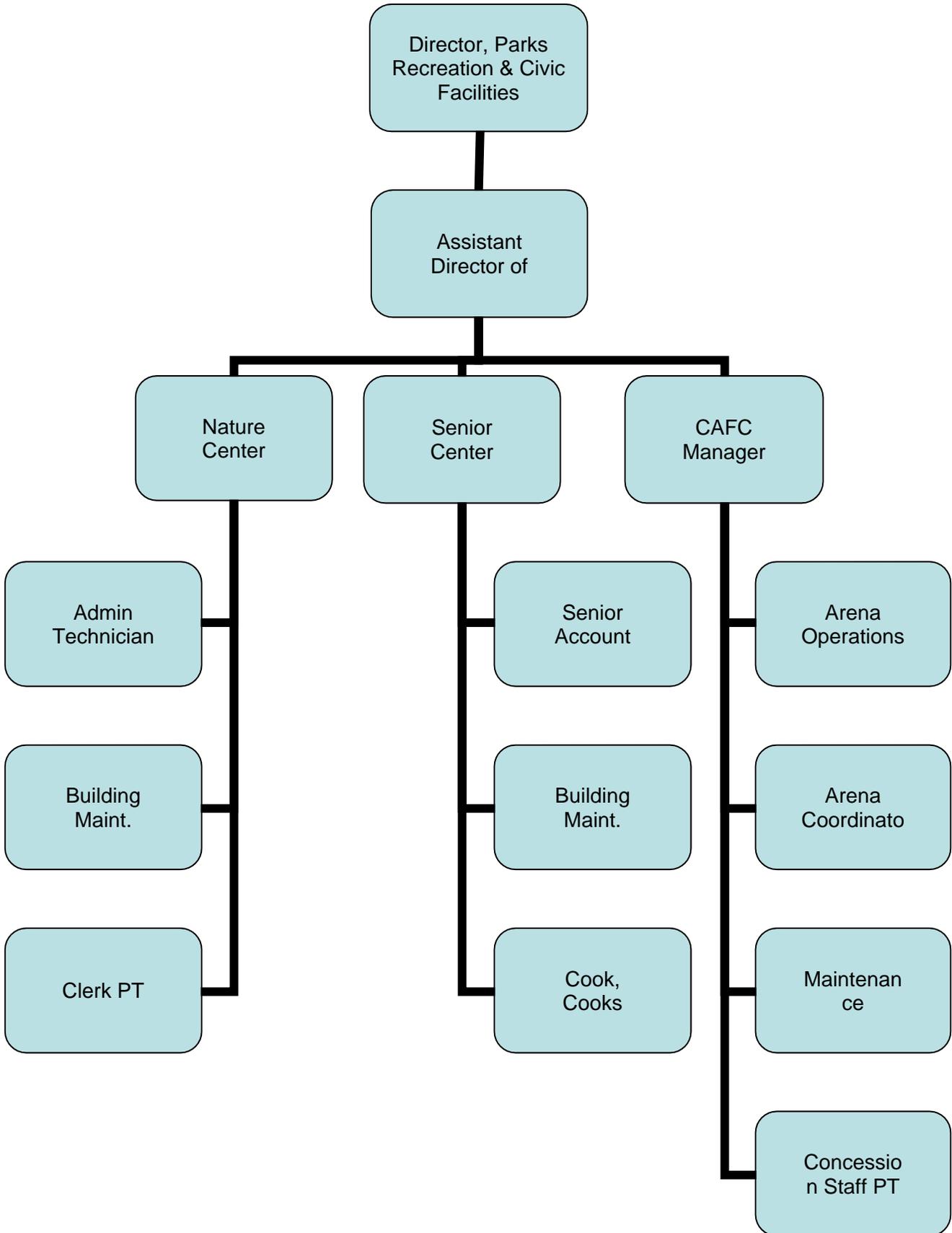
Major Budgetary Changes & Program Highlights

~ Cart Path Replacement , where needed. (From cell phone)

Capital Budget Summary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	0	300	300	300
Debt Charges	0	14,714	0	14,714
Capital Outlay	22,475	0	19,664	100,000
Total	22,475	15,014	19,964	115,014
Revenue Sources:				
Chrgs for Services	22,992	23,600	22,600	23,600
Interfund Transfer	0	0	0	100,000
FB from/(to)	(517)	(8,586)	(2,636)	(8,586)
Total	22,475	15,014	19,964	115,014

PARKS & RECREATION - CIVIC FACILITIES



Remington Nature Center

Mission

To inspire visitors to learn more about human impacts on the Earth, and instill a desire to be a positive steward for our world through programming and hands-on experiences concerning nature and the cultural heritage of the St. Joseph area for our citizens and for tourists.

Core Services

- * 13,000 square foot facility, located on the Missouri River
- * Open 356 days per year, including several holidays such as Memorial Day, Independence Day, and Labor Day
- * Showcase a variety of exhibits focusing on nature, and its relationship to our changing civilizations:
 - Aviary with eight unique varieties of birds
 - 7,000-gallon aquarium of native fish, including Lake and Shovelnose sturgeon
 - Replica woolly mammoth and calf
 - Thousands of authentic Native American and Civil War artifacts
 - Barbed wire display, with over 250 unique examples of patented wire
 - Rock and fossil displays
 - Taxidermy animals such as opossum, beaver, puma, black bear and bobcat
- * Programming available for all ages in three categories: nature crafts, recreation education, and cultural history
- * Conference room space for meetings and special events
- * Memberships available, with a quarterly newsletter for members
- * Monthly email blasts to members, and approximately 395 email contacts
- * Four different types of birthday packages available
- * Indoor and outdoor dining areas
- * Special events and activities year-round including crafts and programming
- * Gift shop with hundreds of unique items

Current Year Activity/Achievements

- * Partnered with Bode Ice Arena to create a "Recreation Education" program package for schools and groups.
- * Gained additional followers to the Remington Nature Center Facebook page, and strengthened our presence on social media. We currently have over 1,200 friends on Facebook, as of print date.
- * Partnered with Creatures by Theresa to offer two additional birthday party packages.
- * We are now able to "theme" our birthday packages so participants can have a customized party.
- * The Parks Department managers are now meeting once a month to discuss challenges and successes within our divisions, as well as keeping each other up-to-date about events and activities. These meetings have proven to be beneficial and insightful. The Remington Nature Center will continue to attend these meetings.
- * Replaced heavy conference room chairs with lighter, fold-up chairs that are much easier to move and store. This has drastically cut down on maintenance overtime hours when we clean and set the room for rentals and groups.
- * Enhanced grounds by adding trees, mulch, planters, bird feeders, etc. Implemented most of these features with donated materials and volunteer assistance.
- * Hosted an average of 52 separate schools during April-June. The following is a sampling: Gallatin Kindergarten, Kearney 3rd Grade, West Platte 2nd Grade, Truman Middle School, North Kansas City Elementary Schools, and Atchison Kindergarten.
- * Participated in a variety of outreach opportunities off-property. The following is a sampling: Earth Day at the State Capital (April 2015), Amelia Earhart Festival in Atchison, Kansas, Tails West Children's Craft Tent (2015) Children's Fair booth at the Civic Arena, Eagle Days at Squaw Creek National Wildlife Refuge, North Side Head Start programs, Downtown Rotary Club program, Carriage Square Health Care Center (with Remi the Woolly Mammoth), Living Community program, and programs for Kansas City's Mid-Continent Library branches.
- * The Remington Nature Center is a member of the Museums Association of St. Joseph. Nature Center Manager Andrea McCoy is president of the Museums Association.
- * Website kept up-to-date and current with events and information.
- * Changed all lighting in the town area to LED, in an effort to conserve energy.
- * Updated many of our displays with the addition of numerous taxidermy animals on long-term loan from the Andrew County Museum, Savannah, MO.
- * The Remington Nature Center will receive complimentary press in the April 2015 edition of "Missouri Life" magazine.
- * Rotated window displays with several new exhibits throughout the year with displays from Chase Candy Company, Stetson, and Hillyard, among others. These displays highlight the history and longevity of local businesses in St. Joseph.
- * Obtained new taxidermy mounts including a Great Blue Heron, full deer mount, Barred Owl and Kingfisher, among others. Many of these mounts were donated, or heavily discounted, for the Remington Nature Center.
- * Updated reference room into a more useable space, "Kid's Corner." We painted the walls, moved the reference books into the back office area and added features such as children's books, educational puzzles and games for the kids to do in this new space. The room is being used much more frequently by our guests. Adult educational books and resources are still able to be viewed and checked out.

Budget Challenges/Planned Initiatives

* Increase conference room fees to supplement budget. Fees will change 7/1/15 and will also include touring the nature center, which will make rentals less confusing for both our staff and guests. The fees have not been raised since opening in 2008, and are in need of increase immediately.

* We would like to forgo the donation line in our budget (Line item 5060). People are hesitant to donate to us, as we are a City Facility, and they know that any donations made will go into the General Fund, and will not benefit the nature center directly.

* We would also like to reduce what is expected from memberships. Our admission fee is very low, (\$3 for adults, \$2 for seniors, and \$1 for kids, and free for children 3 and under). We offer many things for them to see and do while they are here, and the admission prices have not changed since we opened in 2008. If we are not going to increase our admission prices, it seems fruitless to push and promote memberships. We would like to keep memberships as an option, but not do a yearly membership drive, and lower our budget projections for memberships.

* We need to hire an educator to work 21 hours a week, specifically and solely to handle the requests for programs and outreach. We need this position to meet growing requests for formal educational programs, as well as general outside promotion of the Remington Nature Center.

* Give additional hours/benefit package to Front Desk Clerk Beth Downey to bring her up to 29/30 hours a week, as we as are becoming increasingly busier year-round. Beth also maintains our grounds and gardens, as well as maintenance of exhibits, and front desk duties.

* Repair leaking water display and compensate in some fashion for the lack of hologram theatre system, with the assistance of Parks Department employees.

* Get additional feedback and insight from department director regarding the Remington Nature Center. We would appreciate more of a consistent presence from our Director as we move forward.

* Continue to explore, and find a solution for the lack of parking lot lighting. We currently have no parking lot lights and this makes us unable to rent after hours during much of the year, as the parking area is dark and unsafe for our guests. We would like to gain perimeter lighting, solar lighting, or another option so we can host more events, book rentals, and make the overall area safer after business hours.

* Continue to enhance the grounds with the addition of perennial trees, shrubs, and plantings; we will utilize volunteer manpower as much as possible.

* The building is over seven years old; we are actively working to hold off signs of typical wear-and-tear with continuous cleaning, painting, and updating. We will continue to work with Parks Department staff to make improvements and changes at the lowest costs possible, which will enhance our building from fixtures and displays, to exhibits.

* Continue to cross-train employees so they feel comfortable doing a variety of different tasks, from programming to exhibit maintenance.

* Continue, build upon, and expand our extremely successful programming, monthly special events for children, and birthday party packages.

* Continue our relationships and partnerships with Missouri Department of Conservation, Missouri Department of Natural Resources, and the National Park Service through collective outreach and collaborations during public events.

* Create a new brochure in 2015/2016, when copies of our current brochure are gone.

Where They Come From and What They Say...

Visitors come from all 50 states, as well as countries such as Canada, Germany, Korea, South Africa, Wales, France and Norway, just to mention a few.

"We love our trips to the Nature Center! One of our favorite places! Thank you!"

"This place is really cool!!!"

"We love this place, can't wait to return again." – Tim C., Jessica G. & Carson

REMINGTON NATURE CENTER

Program 3040

Program Description

The Nature Center is a 13,000 square foot facility located to the south of the junction of McArthur Drive and Water Works Road with the River Walk and the Missouri River to the west. The Center focuses on the Missouri River, native flora and fauna, and the cultural history of the area. There are outside exhibit areas consisting of gardens, plantings and tree groves, which educate about their care and conservation. Inside the Center there are exhibits, presentations, programs, classes and workshops. Programming and hands-on experiences concerning nature and the cultural heritage of our area are provided for our citizens and for tourists.

Staffing Detail

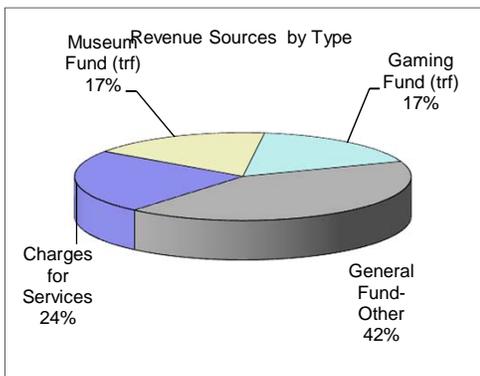
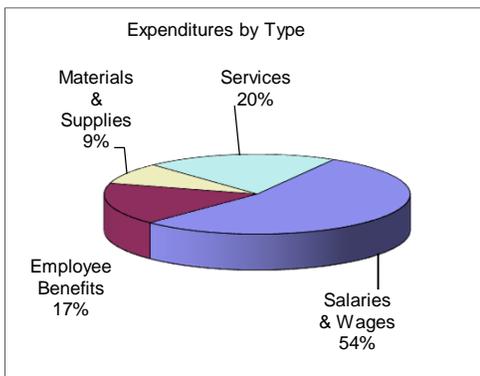
Nature Center Manager
 Administrative Technician
 PT Building Mnt Tech (25 hrs/wk)
 PT Nature Center Educator (@ 21 hrs/wk)
 PT Clerk (1 @ 25 hrs/wk)
 PT Clerk (1 @ 32 hrs/wk)
 Add'l Spring & Summer Hours for PT Emps

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.5	0.625	0.625	0.625
0	0	0	0.525
1.05	1.05	1.05	0.625
0.525	0.525	0.525	0.8
0	0.1	0.1	0.1
4.075	4.3	4.3	4.675

Major Budgetary Changes & Program Highlights

- ~Increase to Wages & Benefits (\$41,300) for additional hours to one PT Clerk, making the position eligible for FT benefits and for a PT Nature Center Educator.
- ~ Increased Maintenance and Repair for aging facilities, \$1,500
- ~Transfers from Museum and Gaming funds continue to support approximately 50% of the cost of operations.

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	116,421	124,931	128,521	155,139
Employee Benefits	34,500	37,280	38,609	49,226
Materials & Supplies	29,823	25,000	26,000	25,000
Services	72,984	55,740	60,230	58,250
Total	253,728	242,951	253,360	287,615
Revenue Sources:				
Charges for Services	66,951	54,500	65,500	67,500
Donations	251	500	766	250
Museum Fund (trf)	50,000	50,000	50,000	50,000
Gaming Fund (trf)	50,000	50,000	50,000	50,000
General Fund-Other	86,526	87,951	87,094	119,865
Total	253,728	242,951	253,360	287,615

Joyce Raye Patterson Senior Center

Mission

Provide a variety of services to persons age 50 and over, and to the disabled in a well maintained, clean, cheerful and healthy environment in order to increase the overall health status of persons 50+ and to enhance the quality of life for our citizens.

Core Services

- Administer the financial, operational budgets of the Center.
- Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab.
- Provide a fitness center geared towards persons 50+ emphasizing strength, safety, and cardiovascular training, with training provided through an instructor from the Shape Shoppe.
- Provide a cafeteria (Tuesday-Friday), offering lunches open to the public with lunches offered at a reasonable price.

Current Year Activity/Achievements

Performance Statistics:	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Attendance at computer users group, blood pressure monitoring & other special groups	n/a	4,236	4,222
Dance sessions attendance	n/a	8,330	7,423
Fitness Center memberships	n/a	790	800
Total attendance at the Center	66,626	65,879	60,936

Ages of Senior Center participants range from 50 years to 95 years

Budget Challenges/Planned Initiatives

- A major challenge is the need to rehabilitate the restrooms at the Senior Center. Pipes are breaking and leaking. The last time the restrooms were rehabilitated was in 1997-98. Paid for by the Senior Citizens Foundation, Inc. At that time, the pipes were not replaced. An architect, hired in FY2014, estimated the work would cost approximately \$126,000 for all 5 restrooms. The Senior Citizens Foundation, Inc. does not feel that the restrooms are their responsibility at this time. This will be a challenge to find funding for this much needed project.
- Solar panels need to be added to the center to reduce energy consumption. Specifications have been requested by Engineering.
- Bulbs and ballasts need to be replaced. One fixture was replaced through engineering.
- Ice machine need to be replaced after about 27 years. It was owned not rented. The ice machine is now rented costing \$100 per month. Many of our user groups use ice from our machine. Also, our cafeteria depends on ice from this machine.

JOYCE RAYE PATTERSON SENIOR CITIZEN CENTER

Program 3050

Program Description

The Center provides a variety of services to persons age 50 and over, and to the disabled in a well-maintained, clean, cheerful and healthful environment. Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab and a fitness room. It also has a cafeteria open to the public.

Staffing Detail

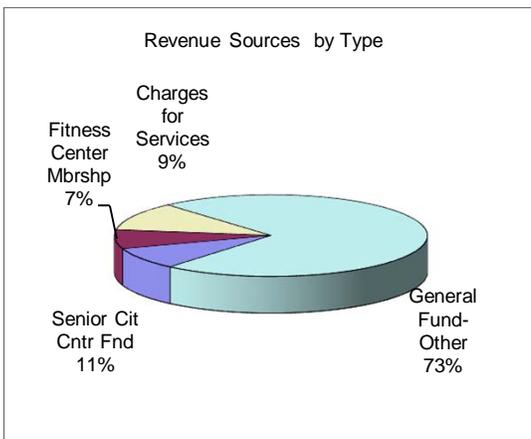
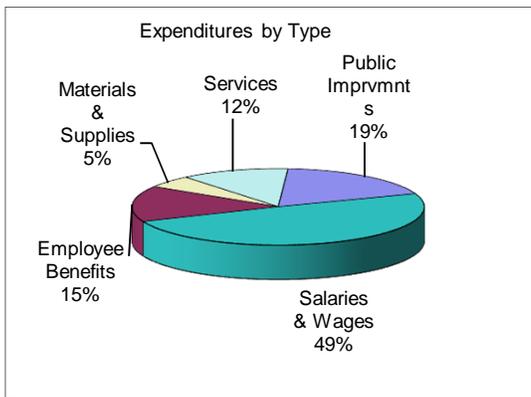
Senior Center Manager	1
Senior Account Clerk	1
Building Maintenance Technician	1

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

- ~Increase to the budget for Material for Resale \$1,000
- ~Increase to the budget for electric service \$3,500
- ~Ice Machine Rental was included with the demise of the Center's old machine, \$1,200
- ~Request due to increase in alarm services \$450
- ~Monies for necessary repairs to the Center's bathrooms budgeted in for building improvement of restrooms \$50,000

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	133,333	146,075	153,291	157,465
Employee Benefits	44,827	48,715	49,415	48,531
Materials & Supplies	24,285	15,700	17,805	16,700
Services	42,675	36,735	40,580	38,385
Public Imprvmnts	0	8,750	2,750	58,750
Total	245,120	255,975	263,841	319,831

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	30,993	25,700	30,910	27,700
Fitness Center Mbrshp	23,298	24,000	34,115	24,000
Senior Cit Cntr Fnd	33,608	35,148	35,938	35,938
General Fund-Other	157,221	171,127	162,878	232,193
Total	245,120	255,975	263,841	319,831

Civic Center Arena and Concessions

Mission

To enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment by providing a downtown facility that hosts concerts, banquets, trade shows, sporting events, conventions, graduations, family shows, dance recitals and other special events.

Core Services

- 40,000 square feet of unobstructed exhibition space for trade shows.
- Provides venue for sporting events that include wrestling, basketball, roller derby, bullriding, mixed martial arts and zumba.
- Provides facility for receptions, banquets, conventions, training and parties.
- Concessions for event vendors and patrons.
- Family entertainment facility for events such as dog shows, chili challenge and circus.

Current Year Activity/Achievements

- Work to continue increase in NEW promoters/corporate usage of facility
- Liberty National's Youth Wrestling Tournament came to St. Joseph from Municipal Auditorium for the second year and has booked for the third year.
- Fourth Season for BlackSnake Roller Derby Girls - featuring four local teams
- Dance Recital with Darcee's School of Dance
- St. Joseph Distributing Trade Show
- SJSD Convocation & SJSD Basketball Jamboree
- Bacon Fest First Annual event was a success and have booked for the 2nd Annual
- Ludacris in concert and Christian concert
- Three (3) Youth Wrestling Tournaments
- Various Trade Shows which included Sports/Guns/Antique/Farm/Holiday Mart/Josephine Expo/Career Fair/Children's Fair/Hiawatha Implement/Home Show
- Numerous training dates
- Hillcrest Transitional Housing hosted the Fall Ball and have been chosen to book their 2nd Annual Fall Ball as did Special Olympics Piccadilly Ladies Night Out
- Pony Express Gymnastics returned after several years off
- Boehringer Ingelheim Animal employee meeting
- Another new event included Healthy Home Summit

Budget Challenges/Planned Initiatives

- Continue to add more diverse events that will fit well with our facility.
- Compile package deals to assist promoters, companies to bring their event to the Civic Arena.
- Continue to develop deeper relationships with promoters showing them their event can be successful in St. Joseph and specifically at the Civic Arena.

CIVIC ARENA

Program 5510

Program Description

The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Staffing Detail

Assit Dir Parks, Rec & CFAC
 CFAC Manager
 Arena Operations Supervisor
 Arena Coordinator
 Maintenance Technician

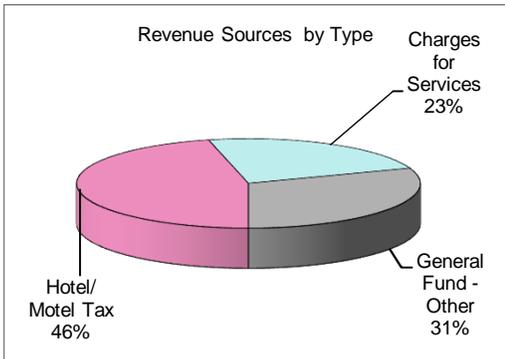
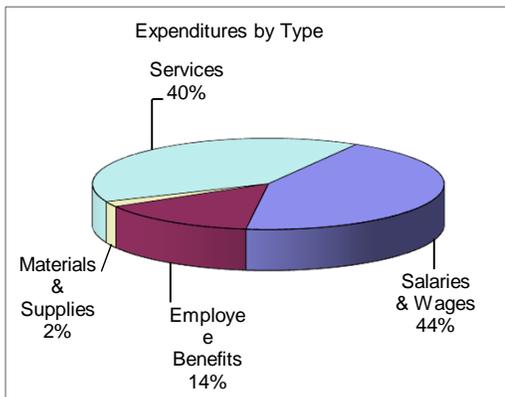
2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

~No major changes.
 ~Applications for subsidized events were reviewed. The following organizations' events approved for Arena use:

- Regional Career Fair (Employee Coalition)
- Women of Excellence (YWCA)
- High School Graduations (SJS District)
- High School Jamboree (SJS District)
- Special Olympics Piccadilly Gala
- Basketball Sectionals (Mo St HS Athletic Assoc)
- Performing Arts Association Fundraiser concern
- Children's Fair (St. Joseph Youth Alliance)
- ✓ The following City sponsored event receives subsidized use: Mayor's Thanksgiving Dinner

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	227,672	244,796	245,321	245,321
Employee Benefits	79,840	85,456	84,956	82,079
Materials & Supplies	15,648	10,800	11,050	10,800
Services	230,483	223,254	228,220	223,254
Debt Charges	9,865	0	0	0
Total	563,508	564,306	569,547	561,454
Revenue Sources:				
Hotel/ Motel Tax	428,378	483,600	483,600	483,600
Charges for Services	207,908	242,400	185,438	242,400
General Fund - Other	355,600	321,906	384,109	319,054
Total	563,508	564,306	569,547	561,454

CIVIC ARENA CONCESSIONS

Program 5520

Program Description

This program accounts for the concession products supplied to the patrons of the Civic arena through stand and bar operations. Staff also do minor catering of events.

Staffing Detail

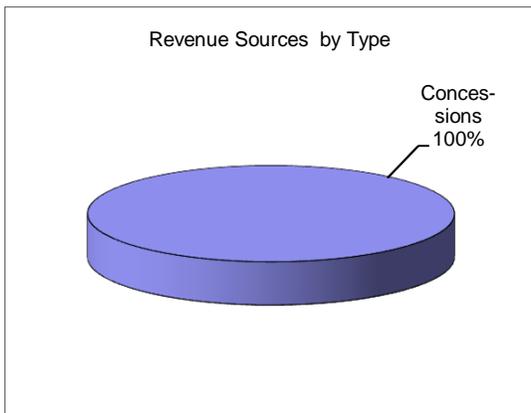
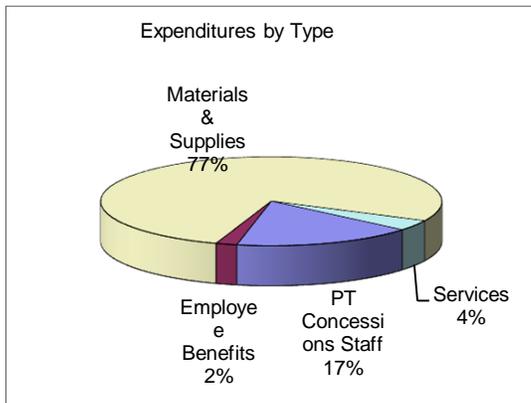
Part time concession staff only

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
N/A	N/A	N/A	N/A

Major Budgetary Changes & Program Highlights

- No major budget changes.
- The increase in Materials for Resale is offset by the revenue received from concessions' sales.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
PT Concessions Staff	10,503	20,000	18,000	20,000
Employee Benefits	1,462	2,330	2,176	2,330
Materials & Supplies	46,610	90,000	80,000	90,000
Services	3,946	4,500	4,500	4,500
Total	62,521	116,830	104,676	116,830
Revenue Sources:				
Concessions	98,061	150,000	81,900	150,000
From (to) FB	(35,540)	(33,170)	22,776	(33,170)
Total	62,521	116,830	104,676	116,830

Missouri Theater

Mission

To provide a home to many of the City's arts associations and to serve as a venue for a wide variety of cultural events.

Core Services

- The Missouri Theater is a renovated 1926 vaudeville style entertainment venue in the heart of downtown St. Joseph.
- The Missouri Theater has 1,200 seats and the inside is gorgeously designed unlike any other facility.
- Rental facility for local arts organizations as well as other local and non-local promoters to produce theatrical productions, touring groups, concerts, dance recitals and group event rentals.
- Provide office/retail space in the office complex for numerous arts organizations, downtown partnership and two local small businesses, including Pony Espresso and A to Z FreshAir Fare.
- Missouri Theater is on the National Registry of Historic Buildings

Current Year Activity/Achievements

- Local Company Productions of Hairspray, Spamalot, White Christmas, Tarzan, Street Car Named Desire.
- Touring Companies that included Rich Litte, Country Gold Tour, Texas Gypies, One Hundred Years of Broadway, TSO, Cantus, Ailey II, In the Mood.
- Four Local Dance Companies presenting their dance recitals.
- Various graduations and art performances including St Joseph Symphony concert series, New Generation Singers, and Creative Arts Productions.
- Major CIP renovations to the stage area.
- We do have all office locations filled and open for business.

Budget Challenges/Planned Initiatives

- Continue to expand marketing of the Missouri Theater through a Missouri Theater website based out the Allied Arts Council office, the City's website and access channel and bi-weekly publications, the Civic Facilities Calendar of Events, and work diligently with the Convention and Visitors Bureau.
- The Missouri Theater is a 1926 facility and with that comes a multitude of maintenance and upkeep challenges that we deal with continuously.

MISSOURI THEATER

Program 3710

Program Description

The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The renovated Theater provides a home to many of the City's arts associations. It serves as a venue for a wide variety of cultural events.

Staffing Detail

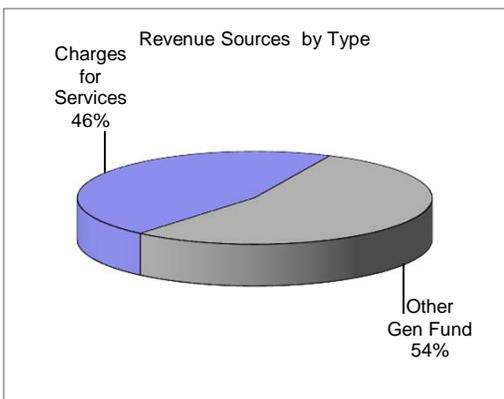
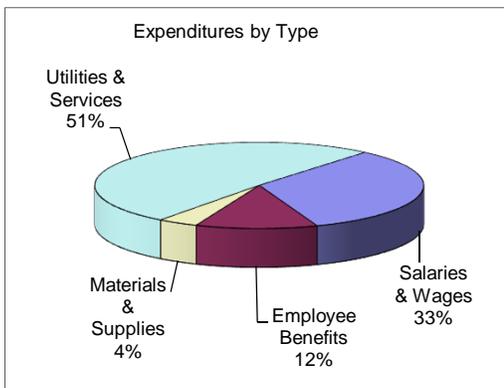
Maintenance Technician

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- ~Increase in Janitorial Supplies \$2,000
- ~Increase in Maintenance & Repair \$2,000

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	40,887	41,481	41,879	41,896
Employee Benefits	15,076	15,846	15,903	15,114
Materials & Supplies	4,198	3,000	2,500	5,000
Utilities & Services	59,383	62,300	58,300	64,300

Total

119,544	122,627	118,582	126,310
---------	---------	---------	---------

Revenue Sources:

Charges for Services	54,926	57,900	54,025	57,900
Other Gen Fund	64,618	64,727	64,557	68,410

Total

119,544	122,627	118,582	126,310
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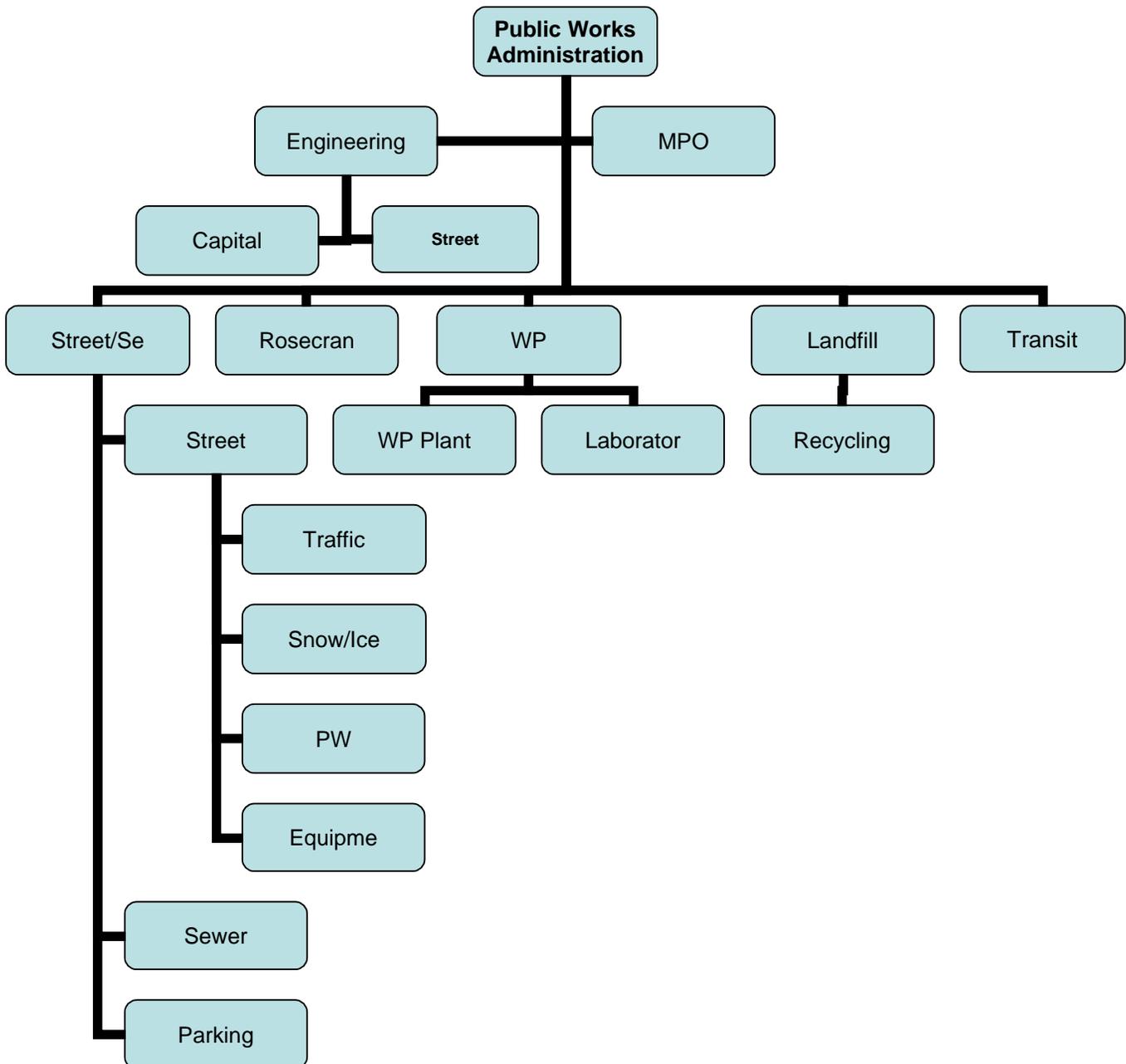
PUBLIC WORKS DEPARTMENT

The Public Works Department provides for street maintenance, street overlay, storm sewers, bridges, street signs, snow removal, street lighting, operations at the city's parking structures and lots as well as downtown parking enforcement, solid waste disposal and recycling, engineering and capital project management, wastewater treatment and sewer collection system maintenance, mass transit services, and a municipal airport.

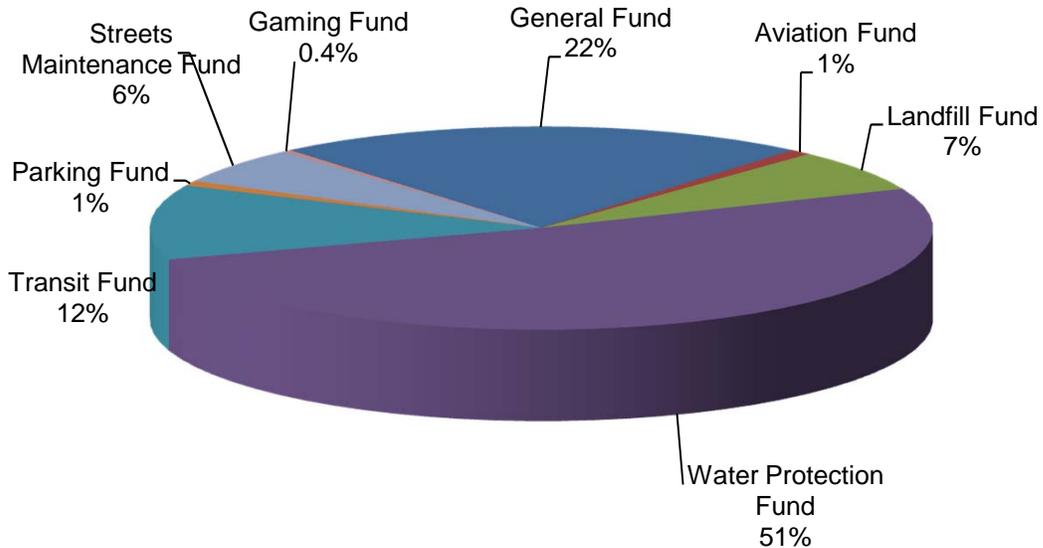
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, use tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

Infrastructure improvements are financed by a combination of tax revenues, fees, State Revolving Loan bonds, revenue bonds, and county, state, and federal grants.

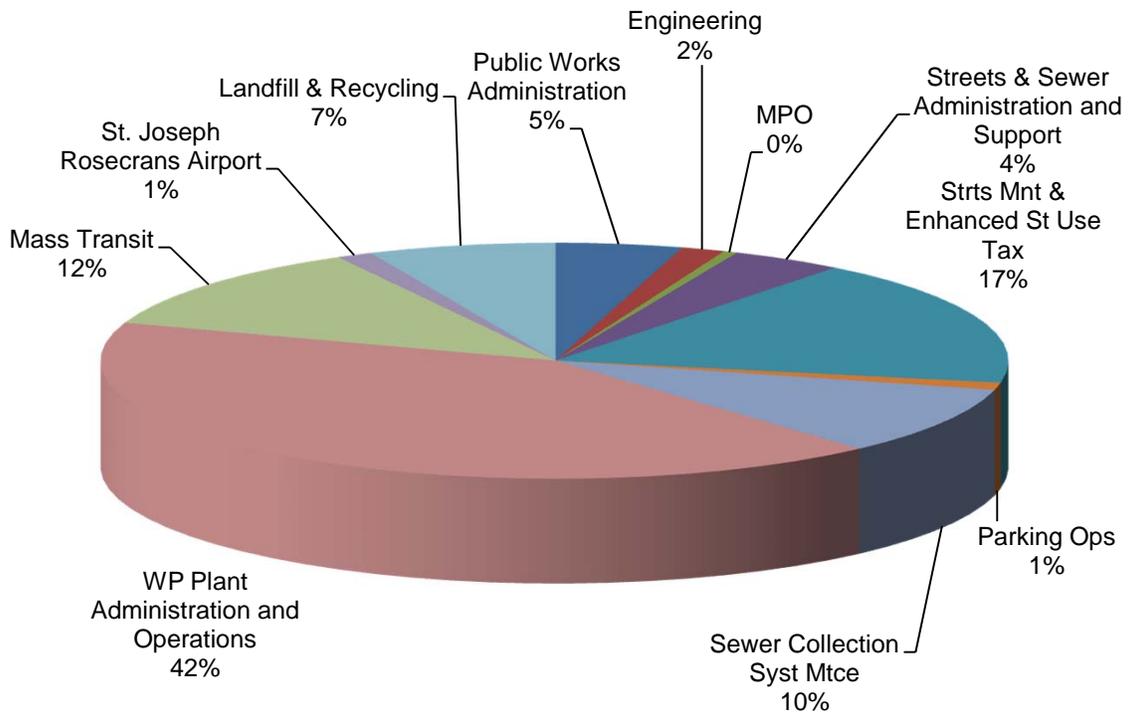
TOTAL BUDGETED RESOURCES: \$ 67,551,000



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING

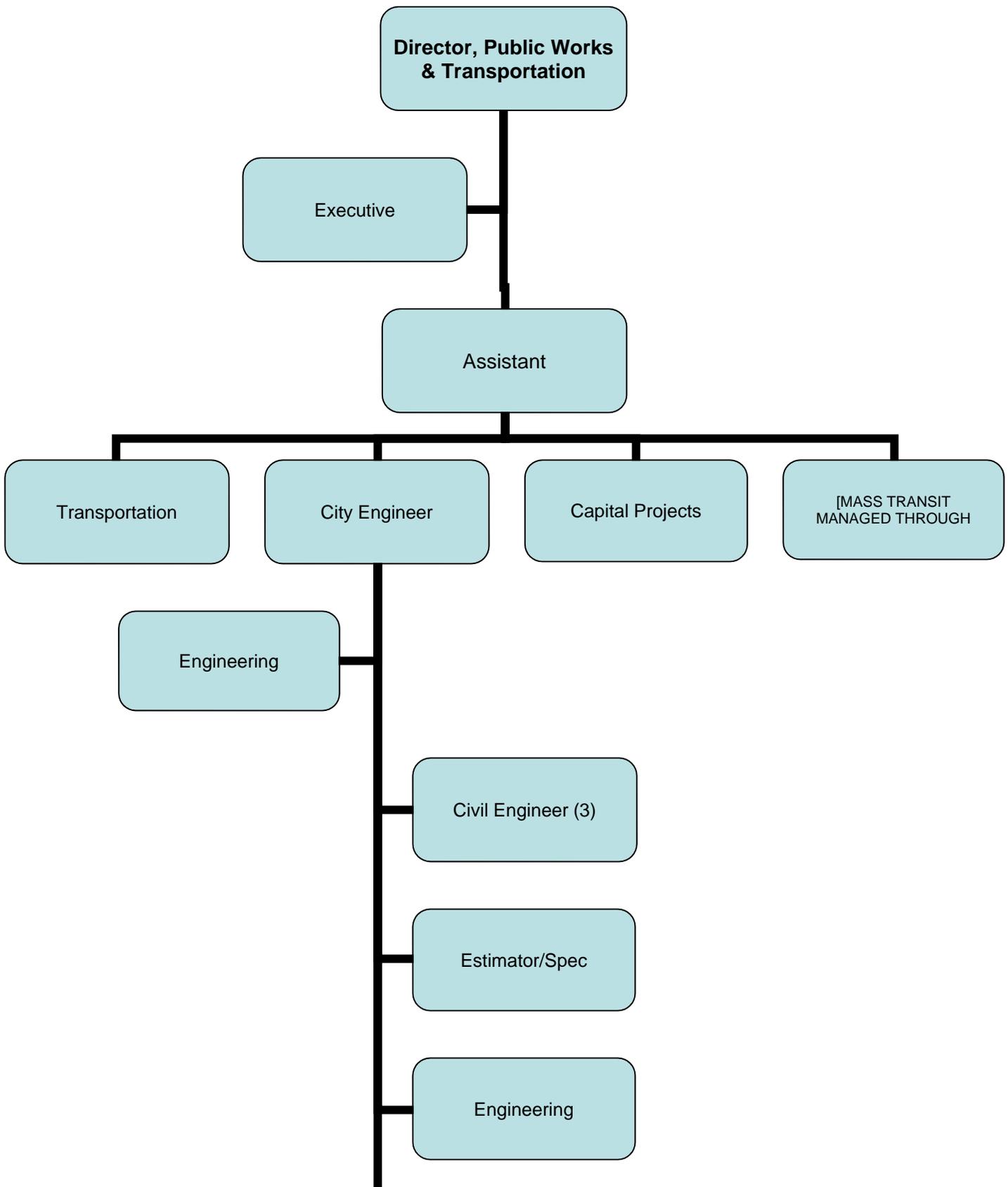


PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

ACCOUNT TYPE	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	7,353,429	8,176,660	7,765,635	8,898,902
Payroll Expenses & Benefits	2,605,998	3,201,542	2,990,628	3,056,002
Materials & Supplies	3,278,356	3,564,400	3,241,022	3,622,000
Utilities & Other Contracted Services	20,628,286	14,064,849	19,301,298	14,854,206
Claims/Insurance/Fund Transfers	4,750,632	4,653,901	6,049,608	5,074,427
Debt Service	7,399,981	6,979,138	7,767,770	9,748,721
Operating Capital Outlay	1,752,060	8,307,700	2,912,016	6,779,700
Public Improvements	58,723,687	33,894,422	31,110,019	15,628,183
	<u>106,492,429</u>	<u>82,842,612</u>	<u>81,137,996</u>	<u>67,662,141</u>
USES BY OPERATING PROGRAM				
Public Works Administration	1,602,325	1,619,621	2,969,251	2,201,792
Engineering	612,648	762,945	721,257	754,569
MPO	243,284	295,409	245,398	242,679
Street Enhancement Use Tax	0	0	0	290,000
Streets & Sewer Administration and Support	1,956,483	1,847,832	1,829,574	1,898,471
Streets Maintenance	8,045,563	8,125,722	9,373,174	8,248,058
Parking Operations	403,324	385,047	391,018	482,391
Sewer & Stormwater Collection System Mtce	4,139,749	4,268,124	4,070,345	4,593,251
WP Plant Administration and Operations	15,533,016	16,647,028	17,402,856	20,420,340
Mass Transit	5,097,542	5,793,915	5,249,777	5,798,236
St. Joseph Rosecrans Airport	618,966	605,255	547,929	618,022
Landfill & Recycling	3,178,968	3,304,592	3,244,933	3,267,649
	<u>41,431,868</u>	<u>43,655,490</u>	<u>46,045,512</u>	<u>48,815,458</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	63,865,334	28,671,000	33,796,364	4,762,505
Mass Transit	5,121	4,595,000	0	5,175,000
Airport	514,798	4,905,122	356,900	8,589,178
Landfill	675,308	1,016,000	939,220	320,000
	<u>65,060,561</u>	<u>39,187,122</u>	<u>35,092,484</u>	<u>18,846,683</u>
TOTAL PUBLIC WORKS BUDGET:	<u>106,492,429</u>	<u>82,842,612</u>	<u>81,137,996</u>	<u>67,662,141</u>
FUNDING SOURCES				
General Fund	9,644,579	9,903,512	12,330,126	10,838,665
Gaming Fund	66,500	81,500	81,500	190,500
Capital Projects Fund	0	35,000	35,000	35,000
Streets Maintenance Fund	2,948,733	2,816,307	2,866,818	2,857,843
Water Protection Fund	83,538,099	49,586,152	55,269,565	29,776,096
Mass Transit Fund	5,102,663	10,388,915	5,249,777	10,973,236
Airport Fund	940,755	5,332,087	736,539	9,028,096
Landfill Fund	3,854,276	4,320,592	4,184,153	3,587,649
Parking Fund	396,824	378,547	384,518	375,056
	<u>106,492,429</u>	<u>82,842,612</u>	<u>81,137,996</u>	<u>67,662,141</u>
STAFFING SUMMARY (Full Time)				
Public Works Administration	4	4	4	4
MPO (1 position grant funded)	2	2	2	2
Engineering	10	10	10	10
Street & Sewer Administration & Support	16	16	16	16
Streets & Traffic Maintenance	55	55	55	55
Parking Operations	5	5	5	5
Sewer Collection System Maintenance	23	23	23	25
WP Administration	2	2	2	2
WP Plant	44	44	44	48
Laboratory	9	9	9	9
Airport	6	6	6	6
Landfill	20	20	20	20
Recycling	2	2	2	2
	<u>198</u>	<u>198</u>	<u>198</u>	<u>204</u>

**PUBLIC WORKS ADMINISTRATION,
ENGINEERING, MPO**



Public Works Administration

Mission

To improve the City's basic infrastructure and services (streets, traffic control, bridges, curbs & gutters, sidewalks, wastewater utilities, mass transit, aviation and other public facilities) in order to support economic vitality and to provide a safe environment within which our citizens live, work, and play.

Core Services

- Oversee department activities related to meeting City Council goals and City Manager priorities.
- Promote best practices and effective technology to improve safe travel and encourage convenient and accessible modes of transportation.
- Provide administrative services and management oversight for Public Works and Transportation divisions and programs.
- Work with external regulatory bodies in developing thorough plans in order to meet local, state and national mandates as to public health and safety in all areas under the responsibility of the department.
- Pursue and monitor grants for both operations and capital projects.
- Coordinate capital projects monitoring and reporting

Current Year Activity/Achievements

- Negotiate approval for the City's long-range CSO plan with the MDNR and the EPA
- Manage debt financing for wastewater projects, including state revolving fund and revenue bonds
- Apply budgeting constraints to prioritize core services

Performance Statistics:

- Dollar amount of operating grants received: \$3,372,085.28
- Dollar amount of capital project grants procured: \$1,606,795.28
- Number of on-going capital projects monitored: 66 projects
- Number of new capital projects that will start in FY14: 16

Budget Challenges/Planned Initiatives

Budget Challenges:

- Fixed revenues and growing expenses continue to reduce the level of street maintenance provided.

Planned Initiatives:

- Focus on improving the public opinion of street maintenance through public education, communication, and discussion on public policy and funding priorities for street, curb and sidewalk maintenance.
- Support sewer revenue bond activities to obtain additional bond authority from the voters as necessary to comply with the Combined Sewer Long Term Control Plan's requirements under the Clean Water Act.

PUBLIC WORKS ADMINISTRATION

Program 8360

Program Description

The Public Works Director and staff provide administrative services and management oversight for Public Works and Transportation divisions and programs with an emphasis on thorough planning consistent with the health, safety and economic needs of the public and goals of the City Council.

Staffing Detail

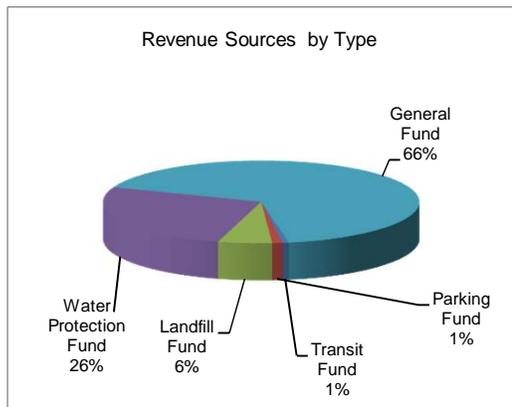
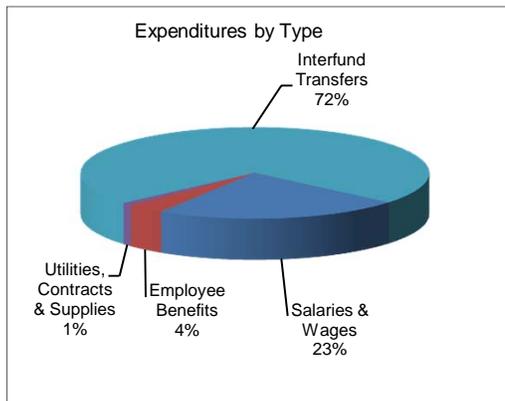
Director Public Works & Transportation
 Asst Director Pub Works & Transp
 Capital Projects Coordinator
 Executive Secretary

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

- ~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for all of the General Fund programs in the department.
- ~Transfers to the Streets Maintenance Fund from the General Fund increased by almost \$350,000.
- ~Requested increase in Travel/training budget. \$3,000

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	255,217	260,793	258,595	503,946
Employee Benefits	16,708	92,370	92,134	78,358
Materials & Supplies	3,276	3,400	3,400	3,400
Utilities & Contracts	11,029	14,218	18,588	18,588
Interfund Transfers	1,316,095	1,248,840	2,596,534	1,597,500
Total	1,602,325	1,619,621	2,969,251	2,201,792
Revenue Sources:				
Aviation Fund	36,900	32,392	36,900	28,554
Transit Fund	58,700	48,589	88,486	12,880
Parking Fund	60,269	20,813	20,813	23,534
Landfill Fund	94,595	80,981	94,595	119,371
Water Protection Fund	383,473	372,513	383,437	572,964
General Fund	968,388	1,064,333	2,345,020	1,444,489
Total	1,602,325	1,619,621	2,969,251	2,201,792

Metropolitan Planning Organization (MPO)

Mission

To address multi-modal transportation planning needs throughout the urbanized area of St. Joseph, Missouri and Elwood, Kansas (Counties of Buchanan, Andrew & Doniphan, Cities of Elwood, Wathena, St. Joseph, Village of Country Club & Savannah).

Core Services

- Coordinate the development of the Unified Planning Work Program to define the major administrative, planning and technical work elements for the upcoming year.
- Address multi modal transportation developments related to funding and program requirements.
- Monitor the Long Range Transportation Plan and the Transportation Improvement Program
- Revise the LRTP every five years
- Maintain a five-year TIP plan
- Address work elements such as revising/updating the transportation micro-model; performing demographic analysis, performing special transportation-related studies.
- Updating required planning documents such as the Public Participation Plan, By-Laws (as needed) and the Title VI/Environmental Justice/Limited English Proficiency Program.

Current Year Activity/Achievements

- Developing Safe Routes to School Plan for each member government
- Conduct bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Sponsoring the 4th Annual Bike to Work Day
- Produce a new 2012-2015 Transportation Improvement Program
- Produce an updated Non-Motorized Geodatabase for the Non-Motorized Plan
- Continue update of Long Range Transportation Plan (LRTP) - 3 year effort

Performance Statistics:

- Number of Technical & Policy Board Meetings conducted - 12
- Amount of FHWA & FTA funding received - approximately \$131,000 for this year

Budget Challenges/Planned Initiatives

- Integrating new initiatives including Active and Healthy Living into the planning process will be an area of focus.
- Working with new stakeholders include health professionals, as well providing a mechanism to include new stakeholders in the decision making process.
- Considerable effort will be made obtaining public input on short, medium and long term transportation issues.

MPO

Program 2180

Program Description

The Metropolitan Planning Organization (MPO) program was established to account for the revenues from grant or other special revenue sources. The major sources of funds in this program are federal and state transportation grants supporting the Unified Planning Work Program developed by the Metropolitan Planning Organization (MPO) for the St. Joseph-Elwood/Wathena, Kansas areas.

Staffing Detail

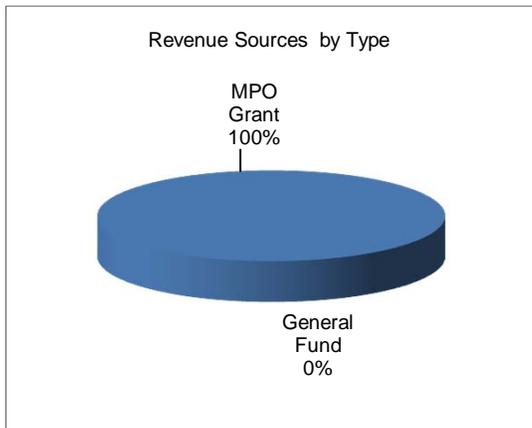
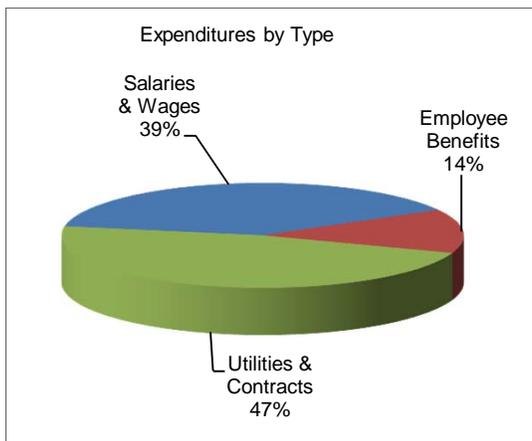
Transportation Planner

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
2	2	2	2

Major Budgetary Changes & Program Highlights

~ No major changes. Largest expense, long-range transportation planning activities, depends on the amount of UPWP grant funds anticipated each year. The amount of the grant was unknown at the time of budget preparation and has been left at the current level. Program expenditures should equal program revenue.

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Utilities & Contracts

Revenue Sources:
 MPO Grant
 General Fund
Total

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
Total	243,284	295,409	245,398
Expenditures:			
Salaries & Wages	86,194	99,393	60,373
Employee Benefits	27,592	36,579	25,588
Utilities & Contracts	129,498	159,437	159,437
Revenue Sources:			
MPO Grant	216,191	242,679	242,679
General Fund	27,093	52,730	2,719
Total	243,284	295,409	245,398

STREET ENHANCEMENT USE TAX

Program 2185

Program Description

In April 2015 voters approved a local use tax on out-of-state purchases for a period of 10 years. The rate of the tax is equal to the local sales tax at any given time, currently 2.875%. Proceeds are being used to preserve the existing general fund revenues and, in this program, to provide revenues for streets maintenance activities and projects.

Staffing Detail

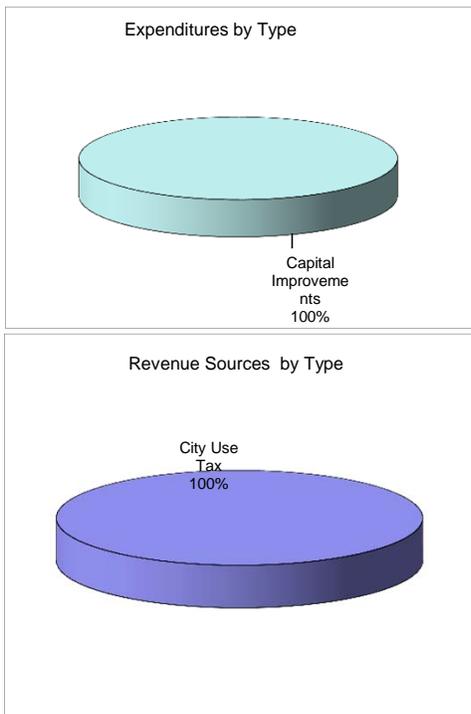
N/A

2013-14	2014-15		2015-16
	Adopted Budget	Estimated Actual	
Actual			Budget

Major Budgetary Changes & Program Highlights

~Tax revenues will not start until July 1 and won't be received by the City until August. With no history on this unpredictable revenue source, budgets have been set conservatively.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted Budget	Estimated Actual	
Expenditures:				
Capital Improvements	0	0	0	290,000
Total	0	0	0	290,000
Revenue Sources:				
City Use Tax	0	0	0	290,000
Total	0	0	0	290,000

Engineering

Mission

Ensure public safety by making sure City improvement projects adhere to national design, construction and maintenance standards and ensure the cost effective use of resources in the design, construction and maintenance of City improvement projects.

Core Services

- Engineering inspection on capital projects, right-of-way, and developer-provided infrastructure.
- In-house design of many smaller improvement projects such as extensions of Hike/Bike trails.
- Provide timely project management for all significant city capital improvement projects at the level requested by the sponsoring department.
- Review CIP and operating budget projects at the start of the fiscal year to establish schedules and coordinate available manpower.
- Review progress of projects with departments regularly through the Project Status Report.

Current Year Activity/Achievements

- Completed in-house designs for 2012 Hike and Bike Trail from Gene Field to Northwest Parkway, County Line and York Pump station, 2 sewer NIDs, and multiple small projects.
- Projects in progress - South St. Joseph Industrial Sewer District wet well and Rosecrans Lagoon disinfection, Wastewater Treatment Plant Disinfection and outfall pump station, Whitehead stormwater bypass pipe, Multi-purpose Athletic Facility, Garfield Bridge Replacement, and Annual Asphalt Overlay.

Performance Statistics:

- Number of formal construction contracts developed - 14
- Number of Developer Plans reviewed - 240

Budget Challenges/Planned Initiatives

- Controlling CIP project designs to remain within funding limits.
- Managing several multi-million dollar wastewater projects with existing staff levels.
- Replacement of one or more retirees during the Wastewater Treatment Plant projects.

ENGINEERING

Program 8500

Program Description

Provides planning, design, inspection, survey, testing, construction management and related services for work on capital improvement and maintenance projects for all City divisions and departments so that the projects are cost-effective and adhere to national/local design, construction, maintenance and safety standards.

Staffing Detail

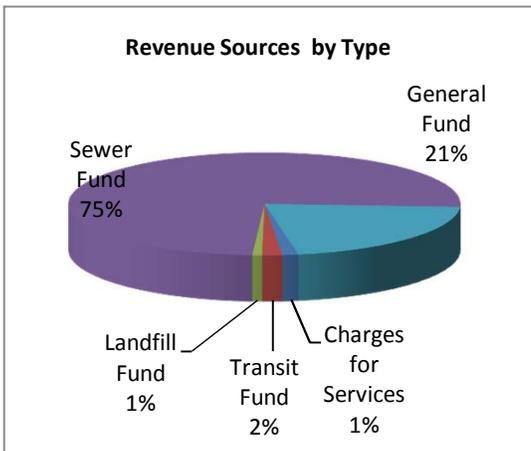
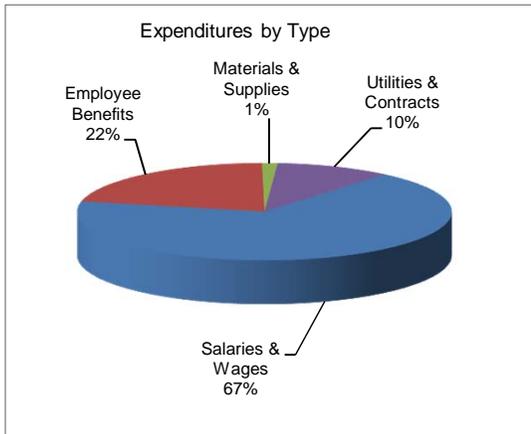
City Engineer
 Civil Engineer
 Civil Engineer Technician
 Senior Engineering Technician
 Engineering Technician
 Associate Engineering Technician
 Engineering Clerk

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	2	2
0	0	1	1
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
10	10	10	10

Major Budgetary Changes & Program Highlights

-In spite of wage related increases due to implementation of the compensation plan, overall staff costs reduced by replacing one (1) Civil Engineer vacancy due to retirement by one (1) Civil Engineer Technician position.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	427,124	502,855	477,519	507,473
Employee Benefits	136,600	180,140	161,738	161,671
Materials & Supplies	12,543	10,200	10,200	10,200
Utilities & Contracts	36,381	69,750	71,800	75,225
Capital Outlay	0	0	0	0
Total	612,648	762,945	721,257	754,569
Revenue Sources:				
Charges for Services	0	10,000	10,000	10,000
Transit Fund	37,932	37,932	28,850	12,496
Landfill Fund	18,548	18,548	14,425	5,979
Sewer Fund	459,486	557,249	526,809	565,659
General Fund	96,682	139,216	141,173	160,435
Total	612,648	762,945	721,257	754,569

Mass Transit

Mission

To provide safe, convenient and affordable public transportation to both the ambulatory and mobility challenged populations with a fixed route system that allows route deviation for curb-to-curb service.

Core Services

- Accessible bus service on 8 fixed routes, 5 days a week.
- Reduced service on 8 routes on weekends
- Curb-to-Curb pickups with scheduled appointment at least 30 minutes prior to departure
- Bus service to Elwood, 7 times daily on weekdays
- Intelligent Transportation System and Scheduling software which allows faster reaction in the event of an emergency; provides better routing information to the passengers; increases passenger confidentiality; improves communications between the Drivers and Dispatchers; automates visual and voice announcements of major intersections and stops for sight and hearing challenged passengers; enables accurate passenger counting.
- "Half-fare" passes and fares available to person with disabilities and over the age of 60.
- "Youth fares" available to those age 18 and younger.

Current Year Activity/Achievements

- Recognized by FTA as the fastest growing ridership in Missouri.

Performance Statistics:	FY2013	FY2014	FY2015 (projected)
• On-time performance	97%	98.7%	98.2%
• Number of fare paying passengers (w/o transfers)	348,443	350,629	343,918
Number of trips (including transfers)	421,945	423,645	413,696
Percent of operating budget funded by paying riders	5.8%	5.6%	5.6%
• Percent of "half-fare" passengers	26%	19%	20%
• Cost per trip per passenger	\$11.87	\$12.06	\$11.46
• Number of deviations	43,912	46,493	52,800

*trip = passenger ride from one bus or one point to another

Budget Challenges

- While fuel costs were lower this year, the market is still volatile, making it difficult to anticipate. The \$3.75 a gallon for FY16 is a very conservative estimate.
- The current CBA (contract) with the ATU (union) expires June 30, 2015, creating uncertainty about wages and benefits going forward in 2016 and beyond.

Planned Initiatives

- In July of 2012, Transit started a four-year cycle of replacing the rolling stock (buses) with the purchase of two Gillig 30' low-floor buses, similar to the current fleet specs. Funding needs to be secured for an additional 5 buses in FY16, 7 buses in FY17, and 6 buses in FY18
- Work toward implementation of recommended route reconfiguration (from comprehensive operational analysis study)

MASS TRANSIT OPERATIONS

Program 1710

Program Description

The transit system provides a safe, convenient, and affordable means of transportation. It strives to equally serve the needs of the disabled community through both fixed route and curb to curb services.

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Staffing Detail

Mass Transit staff (53) are employed by the City's transit contractor.

Major Budgetary Changes & Program Highlights

~The Services category shows an increase in the transit management contract, \$7,300 and from increases in wages & benefits per the union contract, \$ 50,000.

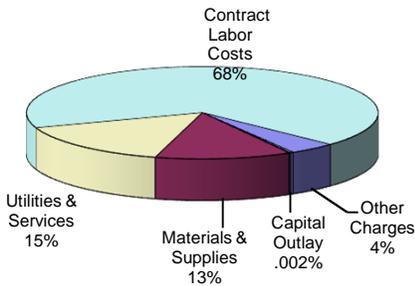
~Transit has applied for a Travel Ambassador Program Grant (\$25,900) which will partially fund the following:

- Mileage reimbursement, \$1,300; advertising & printing, \$5,500; employee hours, \$45,000.

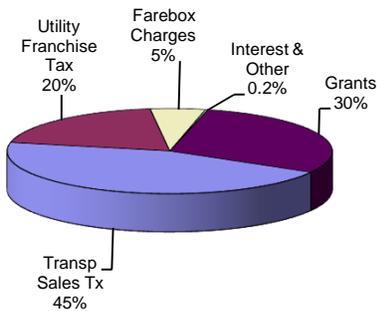
~Replacement of Coin Counting machine, \$6,000 (missing from initial report); replacement Fuel Dispensing system, \$5,000

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Travel/Training	5,656	6,900	4,000	8,200
Materials & Supplies	550,816	724,995	429,600	724,995
Utilities & Services	632,377	902,632	692,000	892,349
Contract Labor Cost	3,614,767	3,816,273	3,700,000	3,911,229
Other Charges	293,926	343,115	343,115	250,463
Capital Outlay	0	0	81,062	11,000
Total	5,097,542	5,793,915	5,249,777	5,798,236
Revenue Sources:				
Transp Sales Tx	1,793,083	2,622,139	2,053,945	2,602,060
Utility Franchise Tax	1,272,415	1,151,820	1,151,820	1,151,820
Farebox Charges	312,206	318,000	295,000	316,500
Interest & Other	43,284	12,800	54,606	12,800
Grants	1,676,554	1,689,156	1,694,406	1,715,056
Total	5,097,542	5,793,915	5,249,777	5,798,236

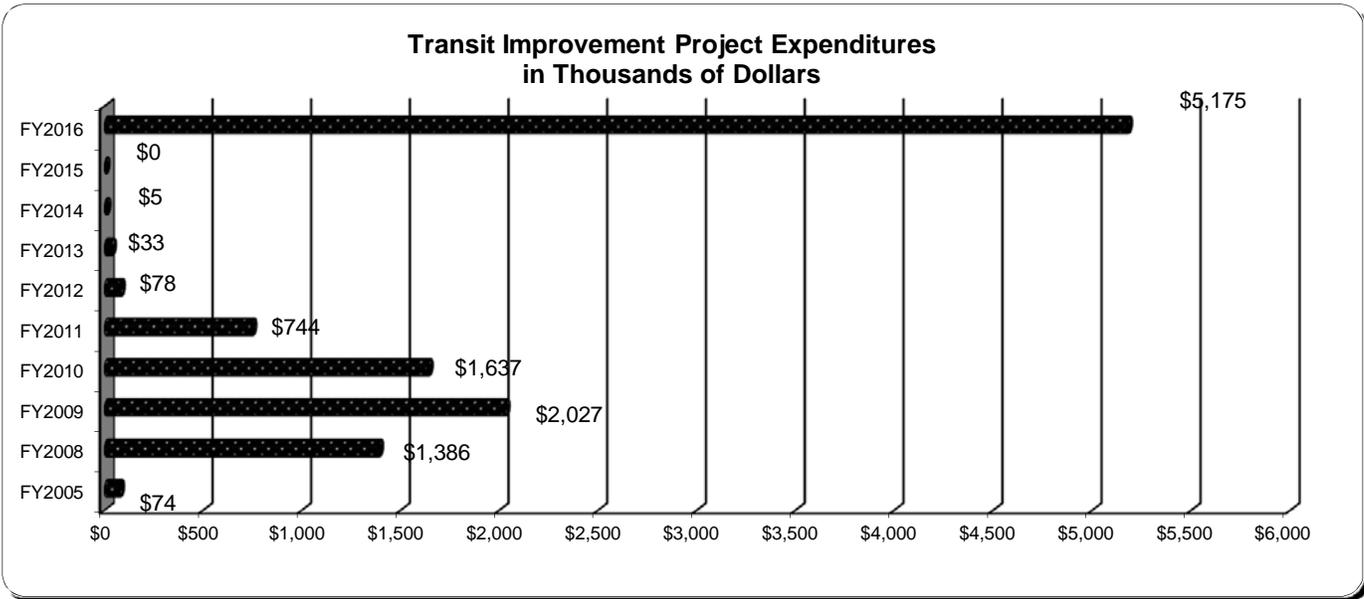
TRANSIT FUND IMPROVEMENT PROJECTS

Program 1280

PROGRAM DESCRIPTION

The Transit Improvement Program was established for project management and project cost reporting for major vehicle, facility, and other capital improvements and capital outlay primarily funded by the Federal Transit Administration (FTA).

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



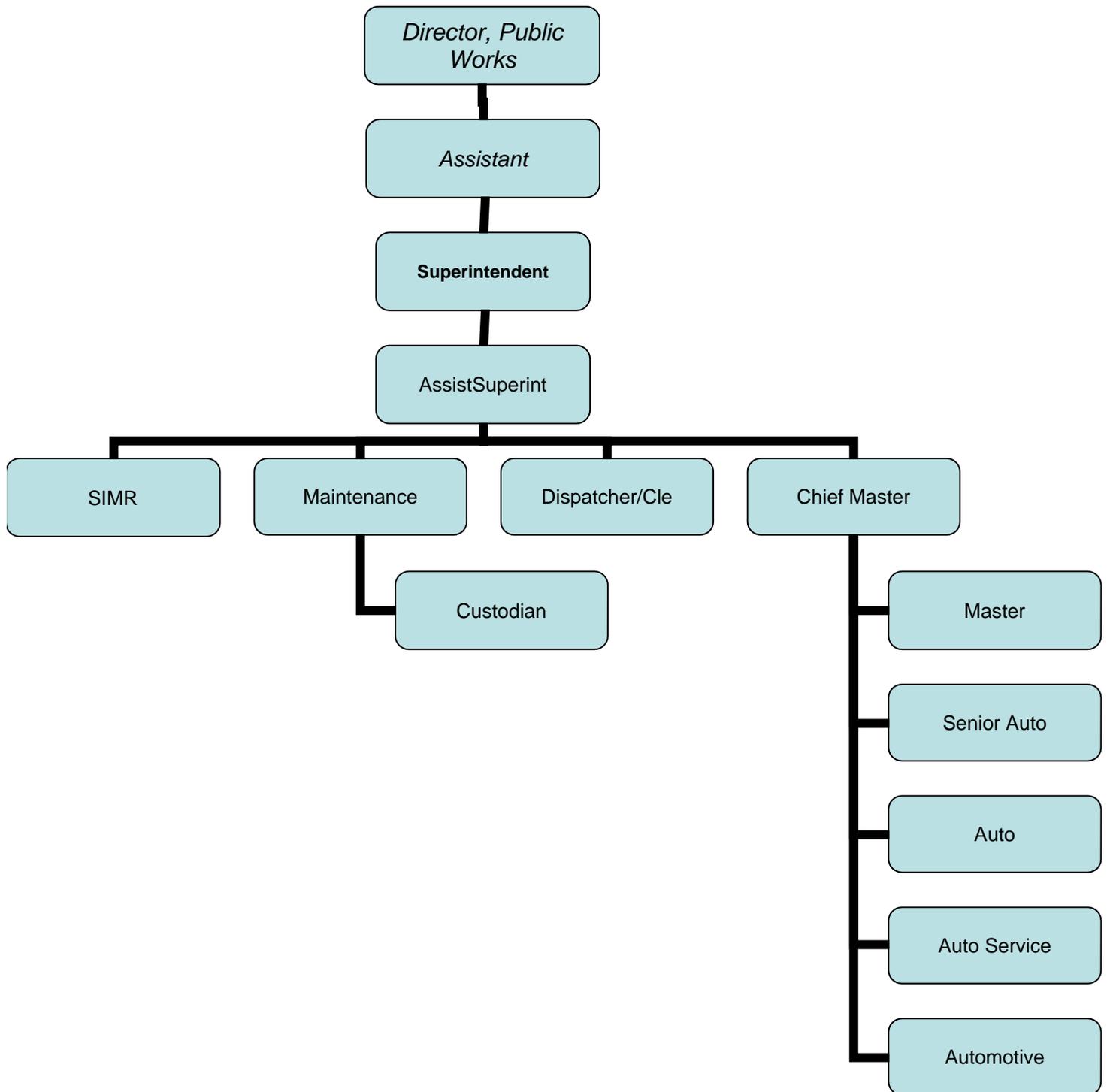
Major Budgetary Changes & Program Highlights

- ~Capital Outlay:
 - Backup Generator \$40,000
 - Mobile Data Computer \$88,000
- ~if received, FTA CIP grant - (-\$4,037,600)
 - Gilling low-floor heavy duty buses
 - Bus wash, Bus vacuum center, replacement shop lube
 - Replacement of roof - Administration & Transfer Center, Fire suppression system repairs
 - Transfer center landscaping, Solar bus stops, ADA accessible bus stop platforms

Capital Budget Summary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	0	0	0	0
Capital Outlay	5,121	4,590,000	0	4,920,000
Improvement Projs	0	5,000	0	255,000
Total	5,121	4,595,000	0	5,175,000
Revenue Sources				
Grants	15,353	3,676,000	0	4,037,600
Transit Sales Tax	(10,232)	919,000	0	1,137,400
Total	5,121	4,595,000	0	5,175,000

S/S MAINTENANCE ADMIN, PW COMMUNICATIONS, EQUIPMENT SUPPORT



Streets/Sewer Maintenance Support

STREETS/SEWER ADMINISTRATION, COMMUNICATIONS, EQUIPMENT SUPPORT

Mission

To provide administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Core Services

- 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries.
- Clerical, data entry, security monitoring and fuel dispensing services to Public Works' Divisions.
- Routine maintenance and emergency repairs for all street, sewer, engineering, traffic, public parking vehicles and equipment following a prioritized preventive maintenance and repair program for the delivery of services
- Dispenses fuel to several City Departments.
- Maintain the Street Rating Management System.
- Supervise and coordinate activities of the above divisions.
- Thorough inspection of all equipment brought in for repair.
- Three-tiered preventative maintenance program
- MO ONE CALL Locates

Current Year Activity/Achievements

- Implementing the response strategy for the CMOM (Capacity, Management, Operation and Maintenance) requirements of the Clean Water Act.
- Preparing for implementation of new Asset Management system.

Performance Statistics:

- Four (4) ASE certified mechanics, with three (3) new hires currently working towards certification.
- Dispensed 98,217 Gallons of Unleaded fuel & 78,028 Gallons Diesel fuel at a cost of \$428,461.43 since July 1, 2014.
- Dispatch calls for Street & Sewer Mtce during normal working hours, also after normal working hours, weekends & holidays handle phone calls & dispatch for the Water Protection Plant.

- Some equipment is sent out for repair due to various reasons such as:

- Painting & Body work
- Glass repair
- Sandblasting
- Electrical diagnostics
- Rebuild Hydraulic Cylinders
- Warranty Work
- Off road tire repair
- Upholstery
- Diesel fuel injector pump repair
- A/C Repair

Budget Challenges/Planned Initiatives

- As equipment ages, the maintenance costs rise to the point where there's more expense to maintain a piece of equipment than there is to purchase a replacement.
- We currently have a list of equipment that will not be repaired due to the lack of adequate funding.

STREET/SEWER MAINTENANCE ADMINISTRATION

Program 8510

Program Description

Staff provides administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Staffing Detail

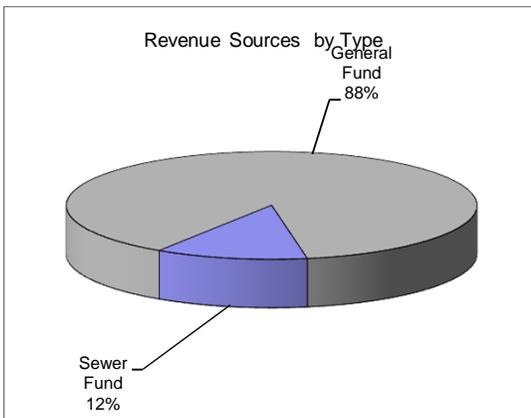
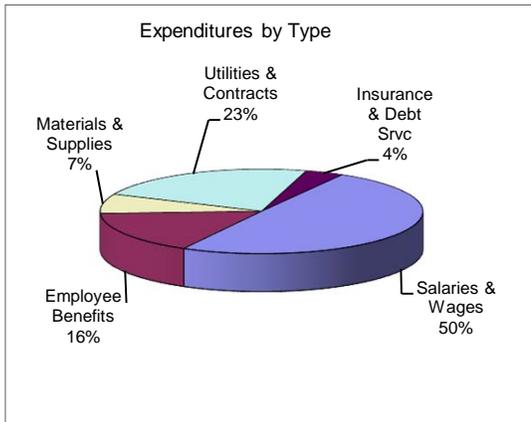
Superintendent Streets/Sewer Maintenance
 Asst Supt Streets/Sewer Maintenance
 SIMR Administrative Technician
 Maintenance Technician
 Custodian

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	248,664	257,640	257,640	257,640
Employee Benefits	83,518	90,459	90,459	84,069
Materials & Supplies	29,699	36,600	36,600	38,600
Utilities & Contracts	118,770	108,260	137,060	118,740
Insurance & Debt Svc	98,359	20,000	10,000	20,000
Total	579,010	512,959	531,759	519,049
Revenue Sources:				
Sewer Fund	75,000	94,595	63,811	62,140
General Fund	504,010	418,364	467,948	456,909
Total	579,010	512,959	531,759	519,049

PUBLIC WORKS COMMUNICATIONS

Program 8520

Program Description

This division provides 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries. Staff also provide communications support for the Health department on holidays, evenings, and weekends; dispense fuel to City vehicles; provide visual surveillance throughout the City Yards using a security monitoring system; and provide clerical and data entry services for the Street Maintenance Administration.

Staffing Detail

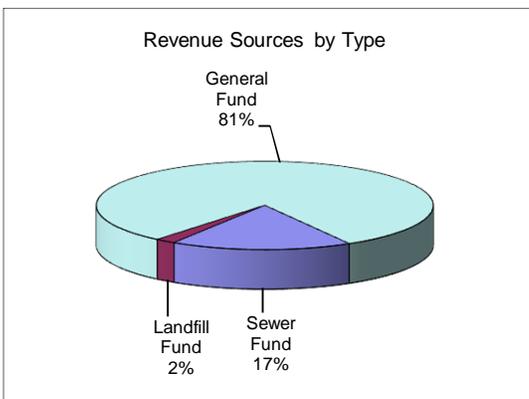
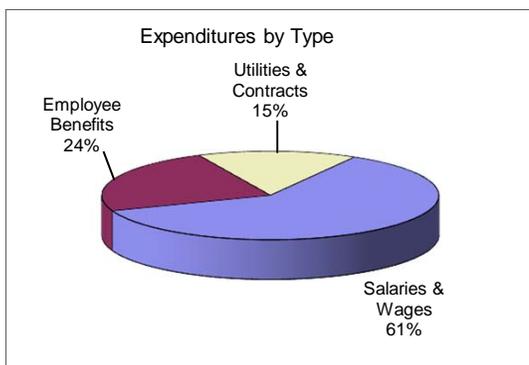
Dispatch/Clerks

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4	4	4	4

Major Budgetary Changes & Program Highlights

- Wage related increases due to implementation of the compensation plan.
- Maintenance contracts on the communications equipment increased the Services category by \$5,000.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	124,620	131,507	140,700	140,563
Employee Benefits	52,423	55,119	57,166	54,826
Utilities & Contracts	32,664	35,330	35,330	35,330
Total	209,707	221,956	233,196	230,719
Revenue Sources:				
Sewer Fund	33,667	40,045	39,061	40,045
Landfill Fund	15,922	4,506	3,599	4,506
Aviation Fund	2,248	0	892	0
General Fund	209,707	177,405	189,644	186,168
Total	261,544	221,956	233,196	230,719

EQUIPMENT SUPPORT

Program 8530

Program Description

Staff provide a well-maintained fleet for all street, sewer, engineering, traffic and public parking vehicles and equipment through annual safety inspections, preventative maintenance work, and on-site repairs when necessary.

Staffing Detail

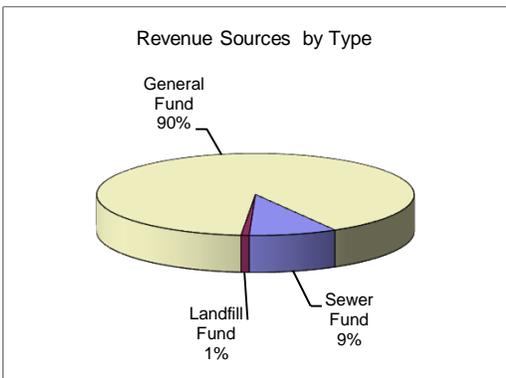
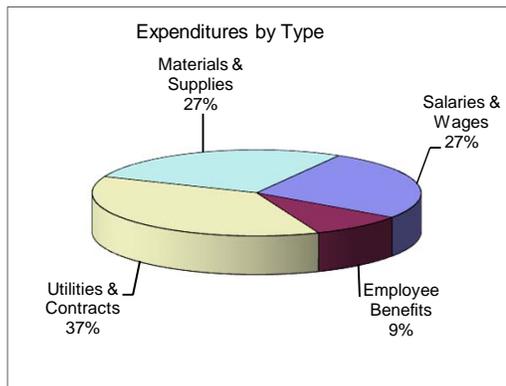
Chief Master Mechanic
 Master Mechanic
 Senior Auto Mechanic
 Auto Service Technician
 Auto Mechanic
 Automotive Storeroom Clerk

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
1	1	1	1
7	7	7	7

Major Budgetary Changes & Program Highlights

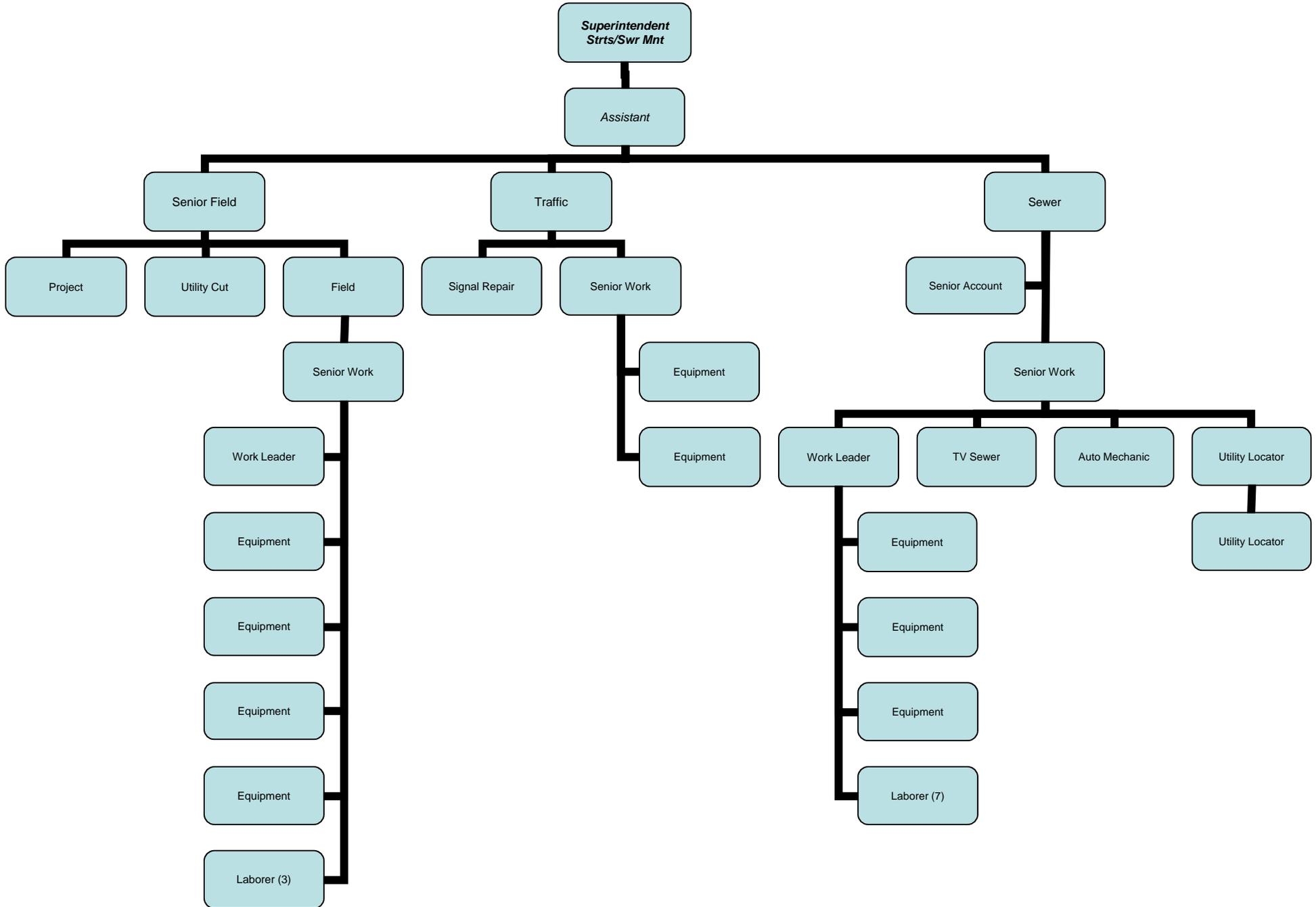
- ~Given the last two years' experience with overtime costs, that item was increased by \$13,000.
- ~FY2015 history led to the reduction of the Fuel budget by \$20,000.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	271,500	292,178	268,950	302,517
Employee Benefits	96,833	108,759	100,689	105,806
Materials & Supplies	345,480	332,380	268,380	312,380
Utilities & Contracts	453,953	379,600	426,600	428,000
Total	1,167,766	1,112,917	1,064,619	1,148,703
Revenue Sources:				
Sewer Fund	91,835	102,905	74,523	102,905
Landfill Fund	8,200	9,500	7,475	9,500
Aviation Fund	2,111	0	1,924	0
General Fund	1,065,620	1,000,512	980,697	1,036,298
Total	1,167,766	1,112,917	1,064,619	1,148,703

STREETS MAINTENANCE, SEWER MAINTENANCE, TRAFFIC



Streets Maintenance

STREETS MAINTENANCE/SNOW & ICE CONTROL

Mission

Ensure public safety and enhance economic development through timely, cost effective preventive maintenance and repair to all public streets & bridges and to storm drainage systems within the City's right-of-

Core Services

- Maintenance & repair of city streets through asphalt overlay, slurry seal program, concrete repair and replacement.
- Curb & gutter work.
- Maintenance of public alleys.
- Patching of paved alleys as time allows if owner purchases material and less than 20% of alley needs patched.
- Repair of private alleys as possible.
- Oversee utility cut repairs in public right of way.
- Regularly scheduled street sweeping.
- Regularly scheduled mowing program along city street right-of-ways.
- Provide navigable streets as soon as possible following a snow storm, ice event or clean-up after a wind storm.
- During floods we fill & place sandbags, fill gaps in levees, close streets and other necessary work as needed.

Current Year Activity/Achievements

Performance Statistics year to date:	FY2013	FY2014	FY2015
• Composite rating for City streets.	85.7	85	83.9
• Miles of streets slurry sealed.	13	23.5	0
• Miles of 3-inch asphalt streets resurfaced.	5.4	.22	2.8
• Tons of asphalt to date to patch and number of potholes.	542 7,028	391 4,856	517 10,126
• Miles of streets swept.	4,881	3,048	7,767
• Number of locations regularly mowed in ROW.	62	62	62
• Snow/ice cleanup statistics.			
Number of inches	2.75	23.13	16.83
total cost	\$86,081	\$291,896	\$311,056.63
Cost per inch of snow	\$17,216	\$12,623	\$18,482.27

Budget Challenges/Planned Initiatives

- As the prices for materials and fuel rise it is becoming more and more important to adhere to the street rating program so taxpayer time and monies are spent wisely.
- Keep up to date on newer and better methods for street repairs.

STREET MAINTENANCE

Programs 1210 & 1211

Program Description

The division ensures the public's health and safety and promotes economic development by providing timely, cost effective preventative maintenance and repair to all public streets, bridges, and storm drainage systems within City owned right-of-way. Staff also assist with maintenance of public alleys; perform street sweeping; and oversee utility excavation repair.

Staffing Detail

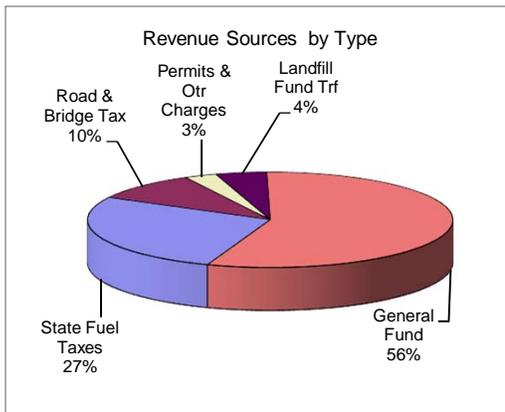
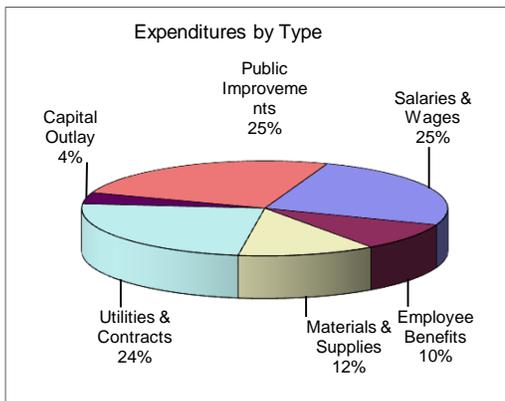
Senior Field Supervisor
 Field Supervisor
 Project Facilitator
 Utility Cut Inspector
 Senior Work Leader
 Work Leader
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Equipment Operator IV
 Laborer

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
18	18	18	18
13	13	13	13
3	3	3	3
3	3	3	3
3	3	3	3
47	47	47	47

Major Budgetary Changes & Program Highlights

- ~ \$ 8,000 added for Minor Equipment & Additional Summer Help
- ~ Cell Phone revenue is being used to purchase \$532,000 of rolling stock and other public improvements.
- ~ General Fund pays for personnel costs and 40% of the other Streets Fund expenditures.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,658,393	1,813,728	1,703,730	1,813,171
Employee Benefits	615,415	724,690	683,938	682,896
Materials & Supplies	747,730	881,500	885,640	876,600
Utilities & Contracts	1,846,404	1,812,900	1,832,432	1,742,900
Capital Outlay	554,379	270,000	349,167	276,000
Public Improvements	1,585,606	1,604,000	2,892,993	1,820,000
Total	7,007,927	7,106,818	8,347,900	7,211,567
Revenue Sources:				
State Fuel Taxes	1,959,637	1,959,102	1,959,102	1,959,102
Road & Bridge Tax	681,986	658,812	691,791	691,791
Permits & Otr Charge	123,768	200,000	200,000	200,000
Interest & Other Rev	125,290	6,700	14,727	6,950
Landfill Fund Trf	325,000	325,000	325,000	325,000
General Fund	3,792,246	3,957,204	5,157,280	4,028,724
Total	7,007,927	7,106,818	8,347,900	7,211,567

Traffic

Mission

To protect the safety of vehicular and pedestrian traffic in accordance with the MUTCD.

Core Services

- Maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings.
- Provide annual traffic signal preventive maintenance programs.
- Serve as a emergency response crew for snow/thunder/wind storms, floods, fires and other emergencies.
- Serve as an "on call " service repairman.
- Perform traffic counts and data collection as required.
- Do visual checks and measurements for handicaps & dumpsters.
- Research traffic needs.
- Provide field safety inspections.
- Coordinate road closures.
- Maintain traffic accident to-date history computer files and determine high accident locations.

Current Year Activity/Achievements

- Continuing major sign replacement program in order to comply with new sign reflectivity standards.
- Replaced the overhead span wire with mast-arm type signal at St. Joseph Ave. & 5th Ave.
- Tested Conflict Monitors in 64 intersections.
- Installed 588 High Intensity Stop Signs to date "2014".
Installed a flashing school zones for a new school locations.
- **Performance Statistics:**
Number of pavement markings lane miles; 408 lane miles.
All Pedestrian crossings and stop bars painted.
Sign maintenance (replacement).
Signal/crosswalks installed - 5 this past year.
Cabinet & Controller up grades- 4 this past year.
Data collection in several different areas.
Preventive Maintenance on traffic signal devices (at least once at each location).

Budget Challenges/Planned Initiatives

- Upgrading sign making material (Plotter) to keep up with the MUTCD on high intensity reflectivity materials.
- Keep replacing signs that do not comply with the MUTCD "as the budget will allow".
- Paint 408 lane miles of pavement markings plus all pedestrian and stop bars.
- Help the airport and park departments with their pavement markings.
- Inventory of all signs throughout the city.
- Events such as the Sound of Speed Airshow severely strain our budget resources.

TRAFFIC

Program 2110 & Program 2111

Program Description

Division staff maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings in order to protect the safety of vehicular and pedestrian traffic. Staff also research traffic needs, provide field safety inspections and coordinate road closures.

Staffing Detail

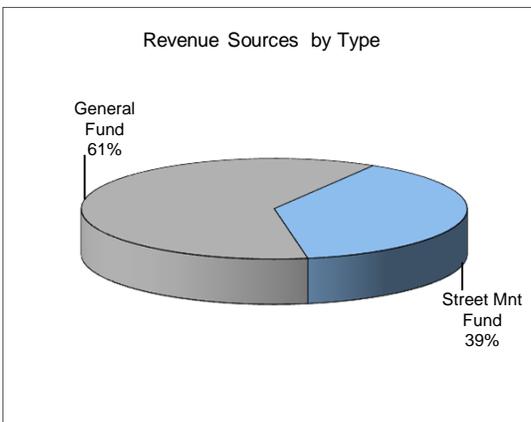
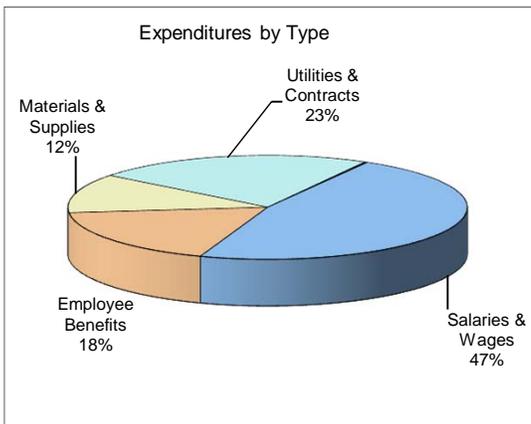
Traffic Supervisor
 Signal Repair Technician
 Senior Work Leader
 Equipment Operator I
 Equipment Operator II

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
2	2	2	2
2	2	2	2
2	2	2	2
1	1	1	1
8	8	8	8

Major Budgetary Changes & Program Highlights

~Safety equipment and freight line item increase. \$2,100

Operating Budget Summary



Expenditures:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	291,830	317,962	317,962	318,990
Employee Benefits	113,097	129,192	129,192	120,851
Materials & Supplies	87,918	94,050	90,000	82,550
Utilities & Contracts	158,625	157,300	164,330	153,100
Insurance & Other	0	1,500	6,000	1,500
Capital Outlay	0	0	0	39,900
Total	651,470	700,004	707,484	716,891

Revenue Sources:

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund	404,927	447,154	447,154	439,841
Street Mnt Fund	246,543	252,850	260,330	277,050
Total	651,470	700,004	707,484	716,891

Sewer Collection System Maintenance

Mission

To protect public health and physical assets by maintaining the physical integrity of the wastewater and combined sewer collection system.

Core Services

- Routine preventive maintenance of the sewer collection system including, but not limited to, inspection and cleaning.
- Closed circuit television inspections of the sewer system.
- Implement the response strategy for the Capacity, Management, Operation and Maintenance (CMOM) requirements of the Clean Water Act.
- Document and report on all sewer maintenance management, operations and maintenance activities to the MDNR on behalf of the EPA.
- Respond to reports of clogged sewer lines and/or backups.
- Clean and repair manholes and storm sewer inlets.
- Update the sewer facilities shown on the City GIS system.
- Work on implementing the new Asset Management System.

Current Year Activity/Achievements

• Performance Statistics (reporting prior year):	FY2013	FY2014	FY2015
Total miles of sanitary sewer line.	396	396	396
Number of miles cleaned.	49	31	50
Feet of sewer line inspected w/closed circuit TV.	36,168	21,229	57,472
Number of inlets repaired.	285	220	125
Number of inlets cleaned.	2,809	1,200	2,848
Number of sewer blockages in main lines removed.	10	-	23
Percent of blockages removed within 4 hours of notification	100%	-	100%
Number of requests for locates.*	6,056	3,600	6,004

Budget Challenges/Planned Initiatives

- Keep up with the ever changing state and federal rules and regulations.
- Keep up with needed sewer and inelt repairs.
- * The division does not have a person to perform locates. A crew member must be taken from an existing crew for this work, thus running the crew short.
- We are proposing to add two people to the current staff. One will do strictly locates. The other person will do inspections of creek crossings, elevated crossings and manhole inspections. When the locate person is off, this person will assume the duties of the locate person.

SEWER MAINTENANCE**Program 6430****Program Description**

Staff maintain the physical integrity of the system. To avoid system breaks, spills, etc., crews inspect, clean, maintain, and repair the wastewater and storm sewer collection system. This includes all City sewers, manholes, and storm sewer inlets located outside the water protection plant.

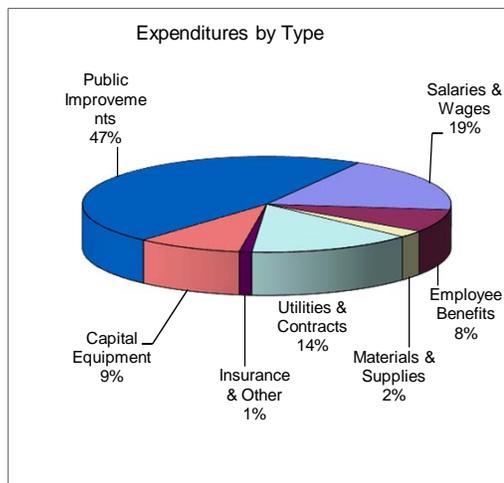
Staffing Detail

Sewer Maintenance Supervisor
 Senior Account Clerk
 Senior Work Leader
 Work Leader
 Auto Mechanic
 TV Sewer Technician
 Utility Locator
 Utility Locator Technician
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Sewer Maintenance Laborer

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	0	0	1
0	0	0	1
3	3	3	3
2	2	2	2
5	5	5	5
7	7	7	7
23	23	23	25

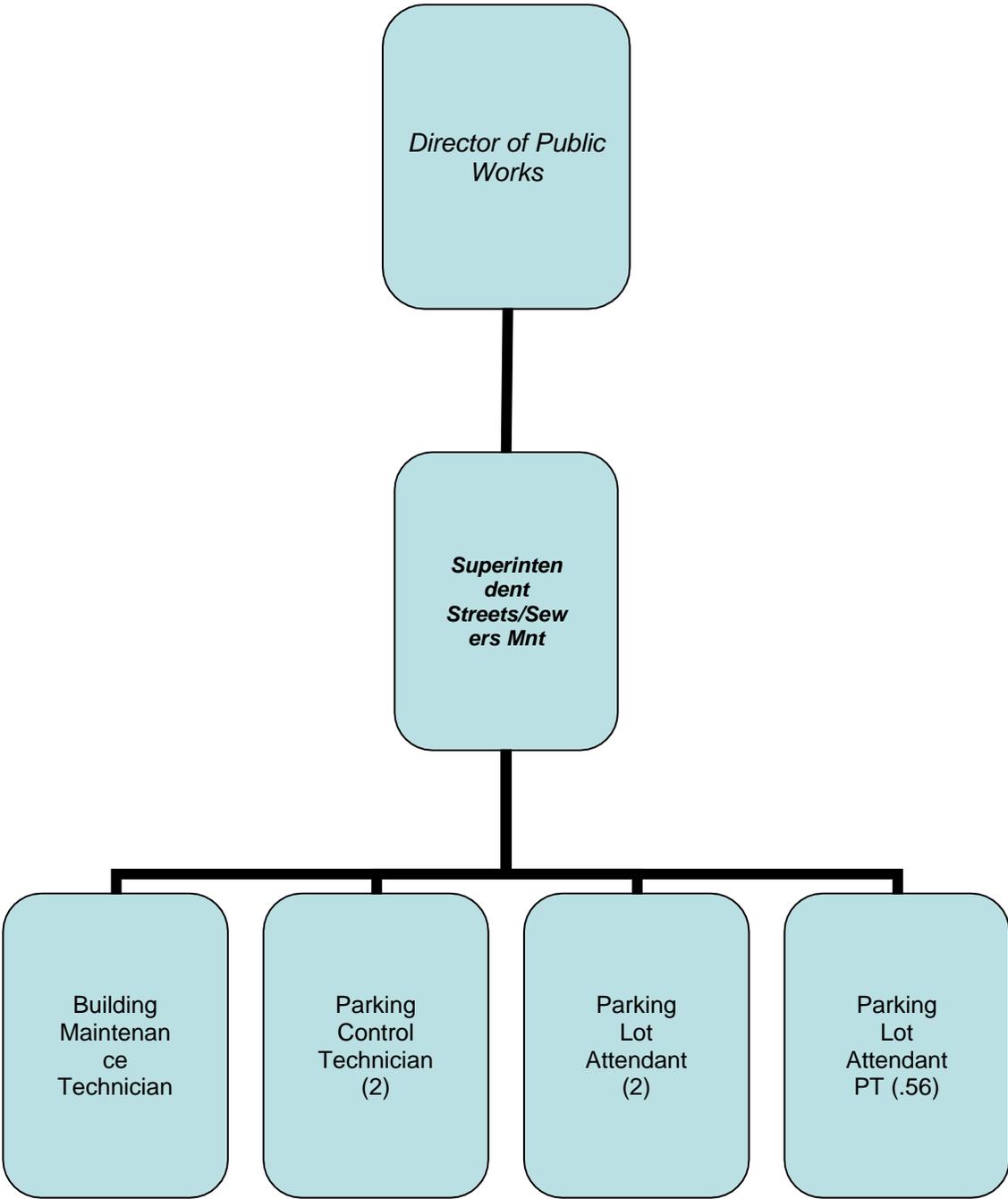
Major Budgetary Changes & Program Highlights

- ~Two new positions added to assist in responding to requests from Missouri One Call on location of City-owned utilities - Utility Locator and Utility Locator Technician.
- ~The majority of rolling stock replacement, CMOM expenditures and other capital outlays funded through operating revenue was moved to this program in FY2014. Previously it was combined with bond-funded, mandated improvement projects in the fund's CIP program.
- ~Capital Outlay (all replacements): 3/4 ton pickup used for sewer inlet inspections & emergency responses (\$25,000); TV van (\$107,000)
- ~ CMOM improvements (infiltration reduction, mainline repairs, cave-in repairs, etc) \$1,874,300; CMOM GPS Equipment \$63,000.
- ~ Green Demonstration Projects - \$200,000

Operating Budget Summary**Expenditures:**

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	738,201	839,200	798,200	851,785
Employee Benefits	293,462	360,449	348,329	351,961
Materials & Supplies	108,579	106,600	86,600	106,600
Utilities & Contracts	588,892	648,875	698,516	662,705
Insurance & Other	64,200	50,000	50,000	50,000
Capital Equipment	431,078	188,700	188,700	424,000
Public Improvements	1,915,337	2,074,300	1,900,000	2,146,200
Total	4,139,749	4,268,124	4,070,345	4,593,251
Revenue Sources:				
Other Revenue	877	3,250	4,025	0
Sewer Charges	4,138,872	4,264,874	4,066,320	4,593,251
Total	4,139,749	4,268,124	4,070,345	4,593,251

PARKING OPERATIONS



Public Parking Operations

Mission

To provide safe, well maintained parking facilities for the public who work and shop in the Central Business District and South Side.

Core Services

- Currently there are 2,061 available parking spaces in the central business district.
- This is a combination of on-street parking, parking lots and parking garages.
- Two garages are staffed with collection booths.
- Maintenance and repair of parking garages, surface lots, and on-street parking spaces.
- Maintain ticket dispensers and electronic gates.
- Enforce parking regulations.
- Ensure quality customer service to the downtown community.

Current Year Activity/Achievements

- Installed Ticket Spitter at the 6th & Faraon parking garage.

Performance Statistics:

	FY2013	FY2014	FY2015
• Tickets issued by Parking Control staff.	6,209	11,315	4,789
• Collection letters issued before legal notices issued.	\$45,965	\$111,256	\$48,701
• Collection letters issued after legal notices issued.	\$59,194	\$136,810	\$119,942
• Vehicles booted.	18	5	0

Budget Challenges/Planned Initiatives

Lack of adequate funding has resulted in the inability to make needed repairs to the facilities. The following is a list of needed repairs:

1. Stairwells and doors at 6th & Jules garage and Library Square Lot.
2. Implement a new system for washing the parking garages to prep them for painting.
3. Improve the aesthetics of the planters located around the 6th & Jules parking garage.
4. The 6th & Jules facility will receive a complete paint job, top to bottom.
5. Upgrade 2 ticket spitters at 5th & Felix and 1 at 6th & Jules.

PARKING MAINTENANCE

Program 1550

Program Description

Parking staff provide safe, well maintained parking opportunities for the public who work and shop in the Central Business District through the maintenance and repair of parking garages, surface lots, and on-street parking spaces. Staff maintain ticket dispensers and electronic gates; enforce traffic and parking regulations, and staff garage collection booths.

Staffing Detail

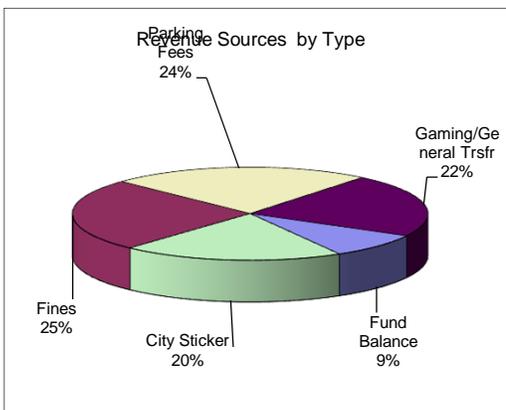
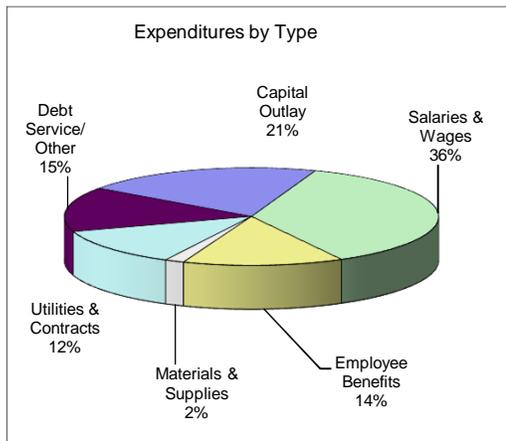
Building Maintenance Technician
 Parking Lot Attendant
 Parking Control Technician
 Prkg Lot Attendant (PT) 4.5 hrs/day

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
2	2	2	2
0.56	0.56	0.56	0.56
5.56	5.56	5.56	5.56

Major Budgetary Changes & Program Highlights

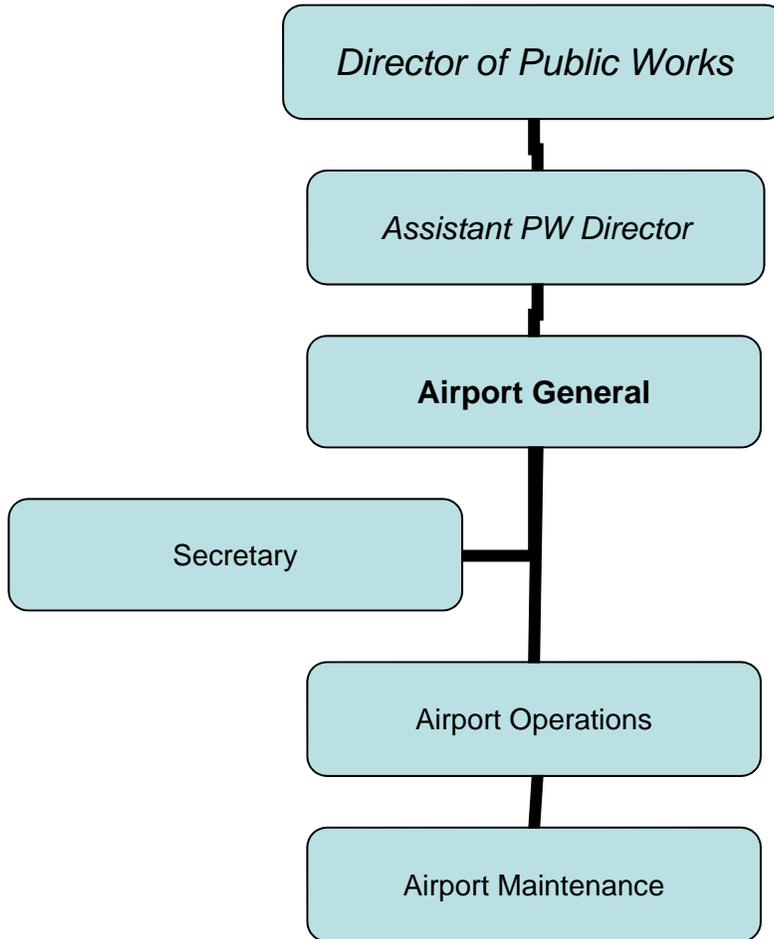
- ~Replacement of Enforcement Vehicle & Updated Ticket Monitoring System (\$43,000) are included the Gaming Initiatives Fund.
- ~Cell Phone program is transferring \$100,000 for the City's portion of the cost of upgrading the garage at 9th & Felix.
- ~Increased Safety Equipment funding by \$1,000
- ~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	145,341	158,985	161,288	176,002
Employee Benefits	61,335	68,970	68,503	66,869
Materials & Supplies	7,745	6,550	7,450	8,050
Utilities & Contracts	64,264	64,760	65,760	59,760
Debt Service/ Other	124,639	55,782	58,017	71,710
Capital Outlay	0	30,000	30,000	100,000
Total	403,324	385,047	391,018	482,391
Revenue Sources:				
City Sticker	95,111	97,000	97,000	97,000
Fines	120,042	138,105	120,350	122,350
Parking Fees	112,103	114,360	114,360	114,360
Interest & Other	112	100	434	100
Gaming/General Trsfr	6,500	6,500	6,500	106,500
(To)/Frm Parking FB	69,456	28,982	52,374	42,081
Total	403,324	385,047	391,018	482,391

ROSECRANS MUNICIPAL AIRPORT



Rosecrans Municipal Airport

Mission

Dedicated to providing safe aeronautical facilities and quality services to all general, corporate, commercial and military aviation operations expected of a progressive community.

Core Services

- Maintain all airport pavement and safety area surfaces, lighting and markings in accordance with FAA directives.
- Provide required FAA airport maintenance and operations such as grass mowing, snow removal, wildlife control.
- Implement Safety Management Systems (SMS) to mitigate risks to aircraft, passengers, tenants, and visitors.
- Meet or exceed compliance requirements evaluated during annual FAA Part 139 Airfield Safety Inspections.
- Maintain a current airfield preventative maintenance program and forecast future airfield pavement rehabilitations.
- Implement airport security measures as necessary to ensure airport safety and satisfy FAA obligations.
- Provide affordable aircraft hangar rental space for private and commercial aircraft at a fair market value.
- Inspect suppliers fueling equipment and vehicles for FAA compliance and ensure availability of aviation fuels.
- Maintain identified operational joint use areas as contracted in the Airport Joint Use Agreement with ANG. Bureau
- Manage various land and property leases with tenants to resolve any deficiencies and monitor for compliance

Current Year Activity/Achievements

- Recently completed a major taxiway rehab project, including LED lighting, airfield signs, and runway distance remaining signs.
- 2012 Airshow successful. Next airshow date yet to be determined.
- Teamed with Engineering to execute Military Cooperative Construction Agreement for ANG projects.
- Spent considerable effort as part of the team to protect levees during the 2011 flood fight.

• Performance Statistics :

Based aircraft - 90 total; 10 military and 80 general aviation includes corporate, agricultural medical and personal.

Number of aircraft operations (takeoffs & landings) - 22,783.

Total volume of aircraft fuel sales - 199,282.3 gallons (based on 2012 calendar year).

Percent occupancy of 34 existing T-hangars - 100% with a waiting list and 3 currently vacant.

Budget Challenges/Planned Initiatives

- Ever increasing FAA requirements to maintain certification, such as wildlife control, crop restrictions, SMS, etc.
- Air Shows are great for community but an added expense for several city departments
- Aging buildings, equipment and surfaces maintenance continue to increase frequency of repair time and costs
- Replacement of several aging equipment and appliances are needed.
- Serious unexpected shortfall in operational funding due to the termination of any AJUA payment by ANGB.

AIRPORT OPERATIONS

Program 1310

Program Description

To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. Over the last five years, the airport has received over \$5 million in capital improvement grants. Aviation is under the direction of Public Works & Transportation Department.

Staffing Detail

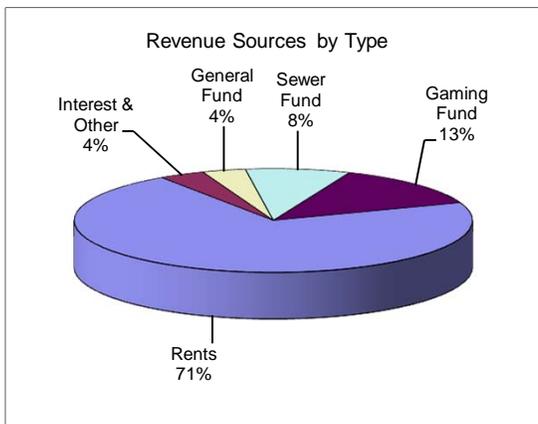
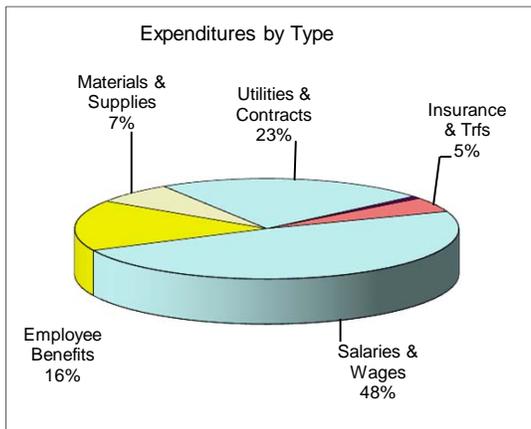
Airport Manager
 Airport Operations Manager
 Airport Maintenance Specialist
 Secretary

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
6	6	6	6

Major Budgetary Changes & Program Highlights

- Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories. Also an increase in the overtime budget for the FY2016 Airshow.
- Annual lease for a tractor budgeted in Capital Outlay.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	256,871	277,401	248,401	299,171
Employee Benefits	91,113	107,707	92,083	101,218
Materials & Supplies	32,726	41,840	25,290	41,840
Utilities & Contracts	119,667	154,554	125,805	141,154
Capital Outlay	0	0	25,000	5,000
Insurance & Trfs	118,589	23,753	31,350	29,639
Total	618,966	605,255	547,929	618,022
Revenue Sources:				
Rents	361,802	383,724	383,724	403,853
Other Revenues	22,446	21,000	22,500	21,000
Interest Earnings	767	100	100	100
General Fund	113,000	20,000	45,000	20,000
Sewer Fund	48,290	48,290	48,290	48,290
Gaming Fund	60,000	75,000	60,000	75,000
Grants	(14,980)	0	0	0
Aviation Fund Balnc	27,641	57,141	(11,685)	49,779
Total	618,966	605,255	547,929	618,022

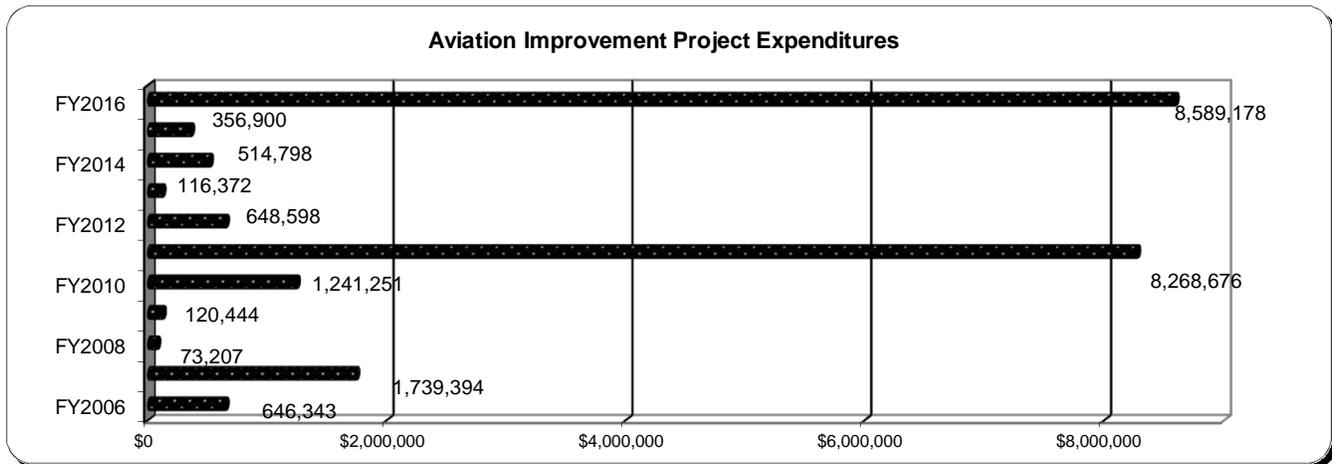
AVIATION FUND IMPROVEMENT PROJECTS

Program 1290

PROGRAM DESCRIPTION

The Airport Improvement Projects Program was established to track, monitor, and facilitate expenditure of the remaining funds for Aviation projects authorized by voters in the 1989 1/4 cent CIP Sales Tax Initiative. Many projects are now being completed for the future move of the Air National Guard unit to the north end of the Airport property. These projects are funded by the Guard. Federal Aviation grants and matching funds from Buchanan County help fund other projects.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

~Most projects at the municipal airport are funded 90% by federal grants with the remaining 10% paid by the City. Occasionally the County will assume its half of the 10% cost.

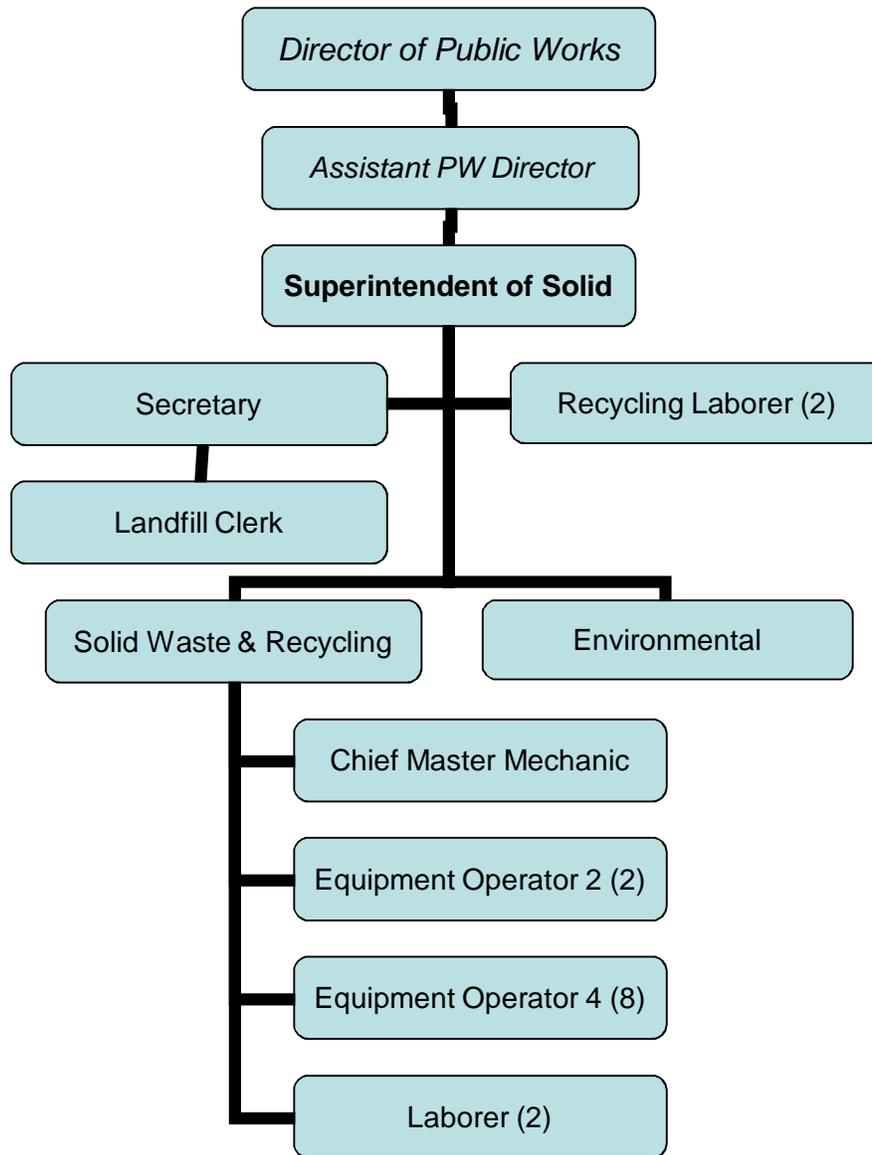
~Major Projects:

- Airport Master Plan Update \$50,000
- Airfield Fencing for Wildlife - Design & Construction \$900,000
- Taxilane design & construction \$300,000
- Taxiway design \$1,620,000
- Construction of a Taxiway "hot spot" \$180,000

Capital Budget Summary

	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Outside Services	452,017	350,000	356,900	1,790,000
Improvement Proj's	62,781	4,555,122	0	6,799,178
Total	514,798	4,905,122	356,900	8,589,178
Revenue Sources				
Grants	152,147	4,870,122	449,789	8,284,178
Transfrs & Other	0	35,000	0	35,000
Aviation CIP FB	362,651	0	(92,889)	270,000
Total	514,798	4,905,122	356,900	8,589,178

LANDFILL OPERATIONS



Landfill & Recycling Operations

Mission

Provide a comprehensive Solid Waste Management program that ensures the optimum protection of public health and of the environment.

Core Services

- Manage daily operations at the existing landfill.
- Provide a drop-off recycling center to reduce the volume of waste sent to the landfill.
- Maintain the three closed landfills.
- Develop new disposal areas for the future.
- Meet all Federal and State laws governing solid waste disposal.
- New gas to energy project completed that is generating electricity from the methane gas produced within the Landfill.
- Offer a Household Hazardous Waste (HHW) program twice a year for items such as oil, antifreeze, latex paint.
- Semi annual Clean-Sweep events during which materials can be brought to the Landfill at no charge for St. Joseph residential property owners.

Current Year Activity/Achievements

- Gas to energy project in full operation with 98% run time
- Completed City's commitment to the YMCA project
Excavating Area III Stage 6B for installation of clay liner and synthetics

Performance Statistics:

- Number of pounds of trash received during "Clean Sweep" 1,001,900
- Number of pounds of material dropped at the Recycling Center 1,043,004
- Percent of pounds of recycling material compared to tons of landfill material .0052%
- Number of tons received at the Landfill annually 96,235.80
- Number of pounds of materials collected at Household Hazardous Waste events 122,278

Budget Challenges/Planned Initiatives

- Complete construction of Area III Stage 6B using City staff and equipment with the exception of synthetics
- Support the alley maintenance program due to damage from trash trucks which are larger and heavier than our alleys were originally meant to service.

LANDFILL OPERATIONS

Program 6110

Program Description

The Landfill staff provide the citizens of St. Joseph and surrounding areas with a comprehensive, cost effective, environmentally safe solid waste management program through efficient daily operations at the existing landfill, through proper maintenance of the three closed landfills, and through development of new disposal areas for the future.

Staffing Detail

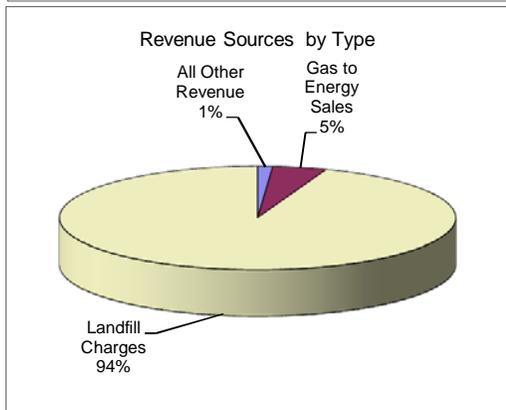
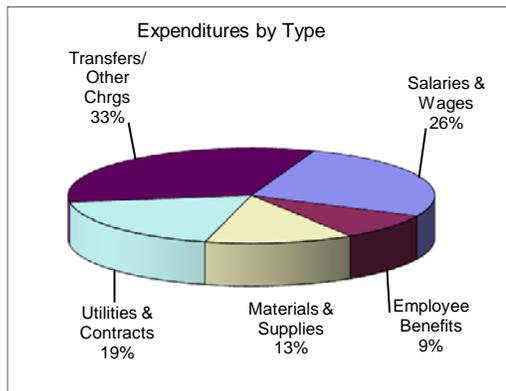
Superintendent of Solid Waste
 Solid Waste & Recycling Supervisor
 Chief Master Mechanic
 Environmental Technician
 Equipment Operator II
 Equipment Operator IV
 Laborer
 Secretary
 Landfill Clerk

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
8	8	8	8
2	2	2	2
1	1	1	1
1	1	1	1
18	18	18	18

Major Budgetary Changes & Program Highlights

- ~Final PBA debt service charges (\$5,149) were paid in FY14.
- ~Based on current history, costs in a few of the Services area were reduced by a net total of \$50,000.
- ~Transfer to the General Fund, based on the franchise rate of 7% of gross revenue, is projected to decrease as revenues continue to decrease.
- ~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for both Landfill programs.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	719,755	788,286	754,473	841,680
Employee Benefits	265,145	299,579	283,854	278,982
Materials & Supplies	409,781	414,400	430,089	414,400
Utilities & Contracts	609,398	640,260	623,662	590,260
Transfers/ Other Chrg	1,074,081	1,057,468	1,046,163	1,039,175
Total	3,078,160	3,199,993	3,138,241	3,164,497
Revenue Sources:				
Permits & Rents	6,647	6,800	7,026	6,800
Misc. Charges	27,805	21,800	131,180	21,800
Interest Earnings	9,865	10,100	9,700	10,100
Gas to Energy Sales	131,876	140,000	140,000	140,000
Landfill Charges	2,901,967	3,021,293	2,850,335	2,985,797
Total	3,078,160	3,199,993	3,138,241	3,164,497

RECYCLING OPERATIONS

Program 6150

Program Description

The recycling center was opened in 1995 to reduce the volume of waste that otherwise would be sent to a landfill by providing a drop-off site which collects eight types of products.

Staffing Detail

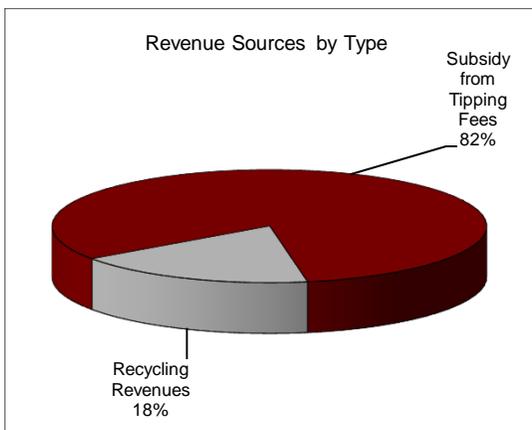
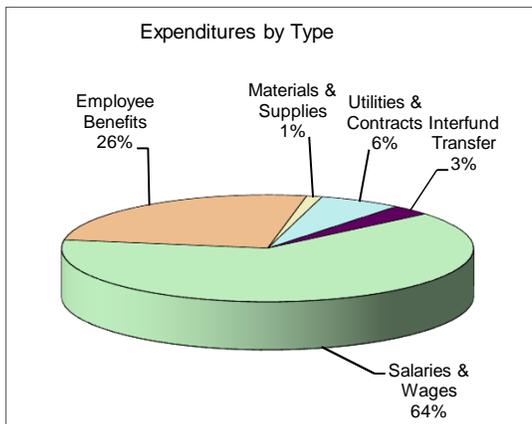
Laborer

2013-14 Actual	2014-15		2015-16
	Adopted Budget	Estimated Actual	Budget
2	2	2	2

Major Budgetary Changes & Program Highlights

-No major changes

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Salaries & Wages	61,189	65,610	65,925	65,609
Employee Benefits	25,932	27,809	27,809	26,363
Materials & Supplies	1,942	1,250	1,508	1,250
Utilities & Contracts	8,495	6,680	8,200	6,680
Interfund Transfer	3,250	3,250	3,250	3,250
Capital Outlay	0	0	0	0
Total	100,808	104,599	106,692	103,152

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Recycling Revenues	17,050	18,500	18,500	18,500
Landfill Revenues	83,758	86,099	88,192	84,652
Total	100,808	104,599	106,692	103,152

LANDFILL FUND IMPROVEMENT PROJECTS

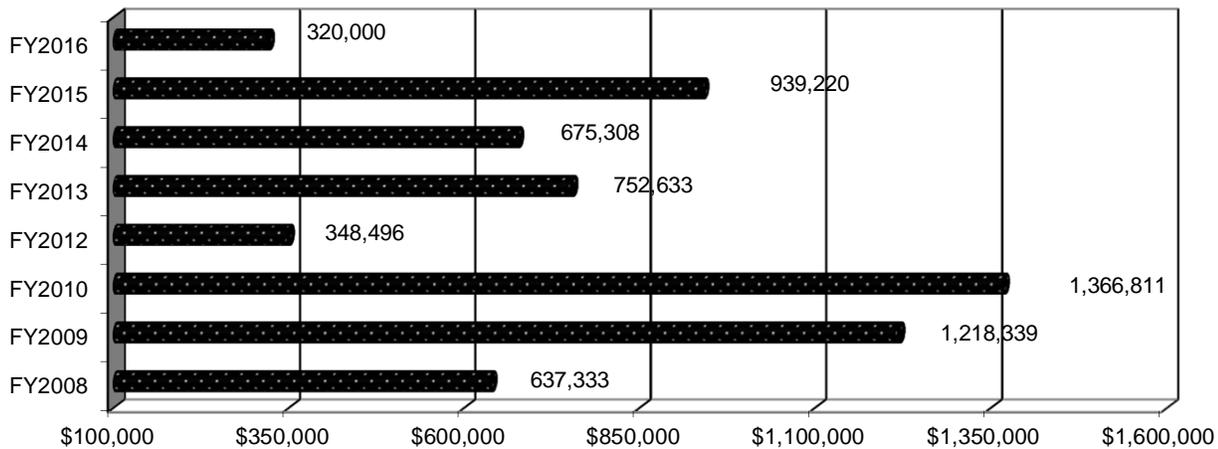
Program 1260

PROGRAM MISSION

The Landfill Improvement Program provides project management and cost reporting for major capital improvements at the Landfill. Projects include grading and construction, liner installation, and improvements related to the close of landfills as required by the Missouri Department of Natural Resources.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS

Landfill Improvement Project Expenditures



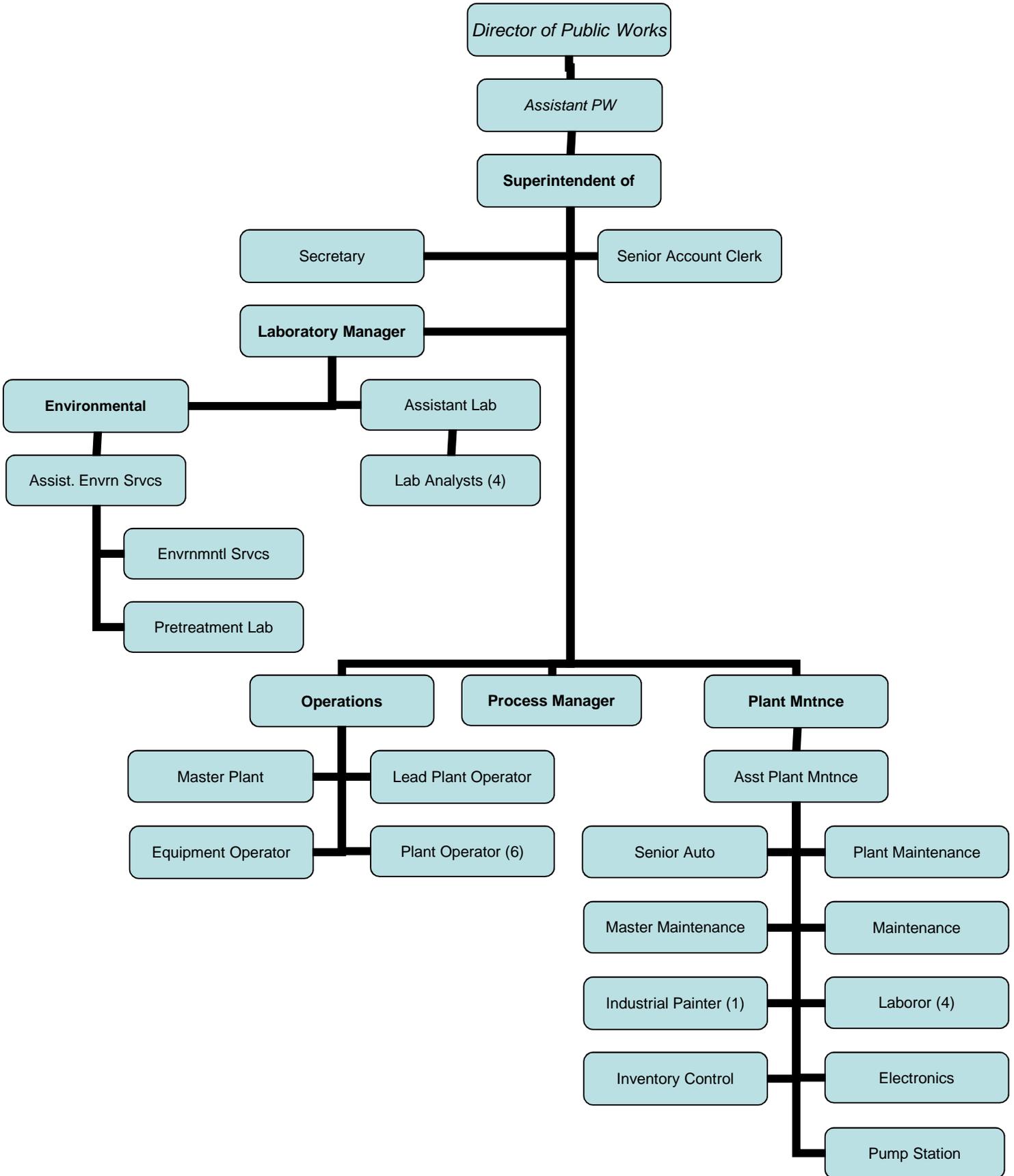
Major Budgetary Changes & Program Highlights

- Major Capital Outlay (all replacements)::
- Flusher Truck \$180,000
- Power Line Installation, to Area 3, Stage 7 \$ 140,000

Capital Budget Summary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Professional Services	547	0	15,240	0
Capital Outlay	465,917	796,000	723,980	180,000
Improvement Proj's	208,844	220,000	200,000	140,000
Total	675,308	1,016,000	939,220	320,000
Revenue Sources				
Fixed Asset Sale	0	0	0	0
Landfill Fees	675,308	1,016,000	939,220	320,000
Total	675,308	1,016,000	939,220	320,000

WATER PROTECTION



WATER PROTECTION ADMINISTRATION, WATER PROTECTION SERVICES, LABORATORY

Mission

To ensure that the public health is protected, the environment is not harmed, and this essential utility service is available to encourage growth and economic vitality in our community.

Core Services

- Provide comprehensive wastewater treatment services.
- Comply with all guidelines set forth by the Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources (MDNR).
- Comply with all discharge regulations set forth by the EPA, the MDNR and the National Pollutant Discharge Elimination System (NPDES).
- Monitor compliance by Significant Industrial Users (SIU's) with regulatory agency effluent guidelines as well as with the City's Pre-Treatment Ordinance.
- Monitor discharge from the City's system daily to ensure regulatory compliance.
- Perform proactive major maintenance of significant process systems.
- Monitor F.O.G.(Fats, Oils, Grease) Compliance from restaurants and other contributors
- Administer MS4 Stormwater Program

Current Year Activity/Achievements

- Implementing Phase 1 of the Long Term Control Plan for reducing combined sewer overflows. Phase 1 is estimated to cost \$150,000,000.00 over the next 20 years.
- Annual Cost of Service Rate Study completed.

Performance Statistics:

- Average number of gallons at the plant daily is 17 million gallons per day.
- Total capacity is 27 million gallons per day.
- Number of pumping stations is 19.
- Number of Notice of Violations issued against the City is zero.

Budget Challenges/Planned Initiatives

- Operate a new disinfection treatment process and effluent pumping station.
- Complete the construction of a new stormwater separation conduit for the Whitehead Creek.
Complete the design of a new stormwater separation conduit for the Blacksnake Creek
- Finish the pilot study for ammonia removal options to complete the design of a new ammonia removal process.
- Continue with design of ammonia removal process

WPC ADMINISTRATION

Program 6310

Program Description

Provides administrative and management support for the sewer treatment plant, pumping stations, airport lagoon system and laboratory. Staff provide internal management duties, oversees regulatory compliance, monitors wastewater classes and licenses, and responds to regulatory inquiries to ensure environmental protection and to protect public health.

Staffing Detail

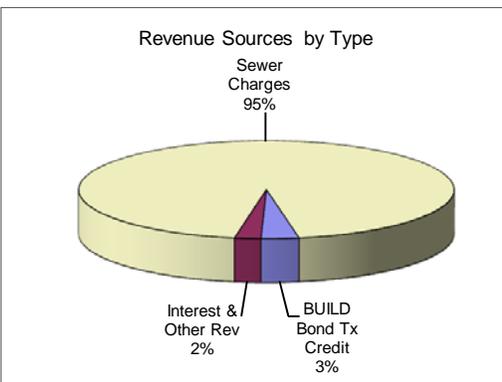
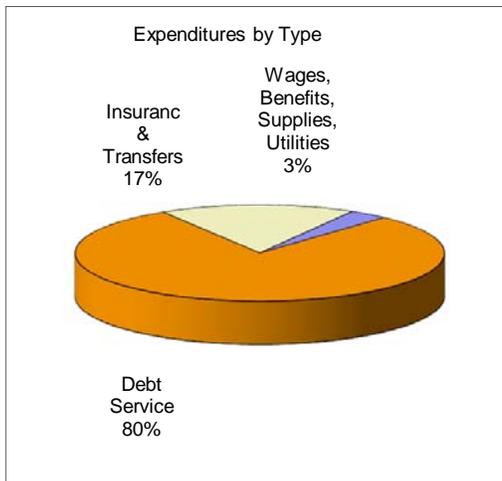
Wastewater Treatment Superintendent
Secretary

2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Salaries & Wages category contains the budget for the impacts of the 27th payroll and for the 1.5% salary increase on both the wages and the benefit categories for the programs in the Water Protection Fund.

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	95,250	100,045	100,045	341,530
Employee Benefits	-496	47,023	47,023	45,632
Materials & Supplies	9,894	8,400	8,400	8,400
Utilities & Contracts	23,392	11,590	24,757	21,730
Debt Service	6,844,619	6,923,356	7,313,561	9,677,011
Insurance & Transfers	1,782,132	1,905,975	1,963,196	2,082,900
Capital Outlay	0	155,000	155,000	0
Total	8,754,791	9,151,389	9,611,982	12,177,203
Revenue Sources:				
BUILD Bond Tx Credit	437,878	387,727	459,428	394,227
Interest & Other Rev	243,512	347,400	378,245	275,400
Sewer Charges	8,073,401	8,416,262	8,774,309	11,507,576
Total	8,754,791	9,151,389	9,611,982	12,177,203

LABORATORY

Program 6350

Program Description

The Laboratory monitors compliance with regulatory agencies such as MDMR, the EPA as well as the City's Pre-Treatment Ordinance. Staff gather field samples and conduct testing. This also allows for industrial cost recovery based on the use of the treatment plant and collection system by industrial users.

Staffing Detail

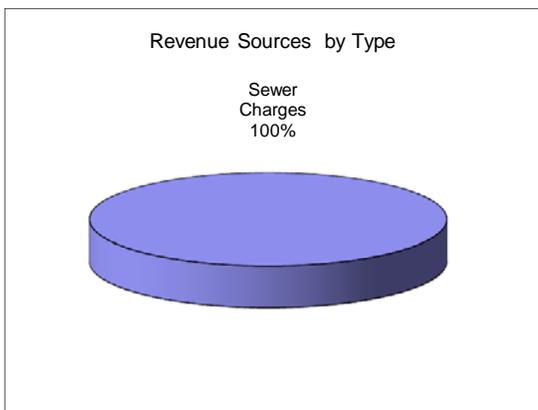
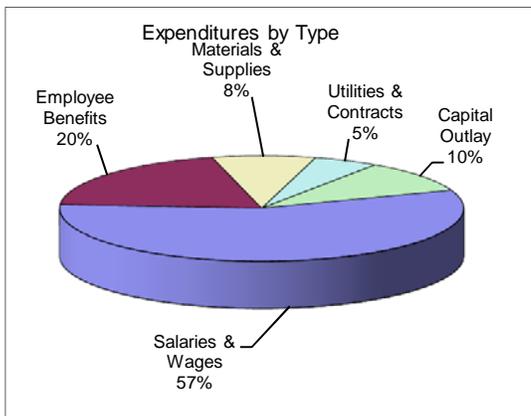
Laboratory Manager
 Assistant Laboratory Manager
 Laboratory Analyst
 Environmental Services Supervisor
 Environmental Services Technician
 Pretreatment Lab Technician

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	1	1
5	4	4	4
1	1	1	1
1	1	1	1
1	1	1	1
9	9	9	9

Major Budgetary Changes & Program Highlights

- ~A Laboratory Analyst position was re-classified to Assistant Laboratory Manager toward the end of FY15 resulting in the increase between FY15 adopted and the FY16 proposed budget's Salaries/Wages category.
- ~As the result of increased testing requirements, budget for Chemicals increased by \$3,000.
- ~ Funds to replace a failed Ammonia Analyzer (\$58,000) and failing BOD incubators (2 @ \$9,000 each) were budgeted.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	331,922	381,918	353,718	432,399
Employee Benefits	126,736	147,504	130,913	152,711
Materials & Supplies	116,185	60,000	90,130	63,000
Utilities & Contracts	29,859	39,680	52,580	39,680
Capital Outlay	0	0	0	76,000
Total	604,702	629,102	627,341	763,790
Revenue Sources:				
Sewer Charges	604,702	629,102	627,341	763,790
Total	604,702	629,102	627,341	763,790

Water Protection Plant

Program 6330

Program Description

Staff operate and maintain all treatment plant facilities and equipment and monitor compliance with effluent guidelines established by the Environmental Protection Agency (EPA) and Missouri Department of Natural Resources (MDNR) in order to protect public health and the environment.

Staffing Detail

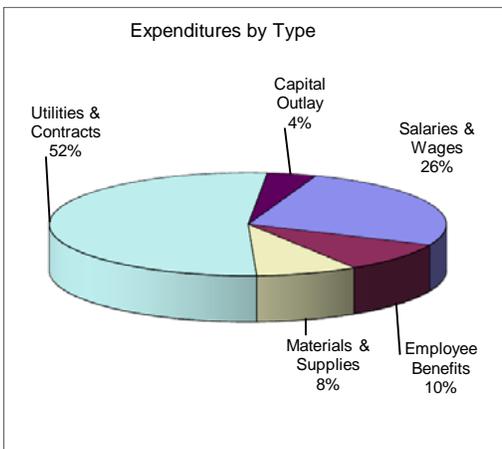
Operations Manager
 Plant Maintenance Supervisor
 Asst Plant Maintenance Supervisor
 Plant Maintenance Mechanic
 Master Plant Operator
 Lead Plant Operator
 Plant Operator
 Master Maintenance Electrician
 Electronics Technician
 Inventory Control Technician
 Senior Auto Mechanic
 Maintenance Technician
 Industrial Painter
 Equipment Operator III
 Asst Environmental Supervisor
 Pump Station Collection Technician
 Process Manager
 Laborer
 Senior Account Clerk
 Engineering Clerk PT (25 hrs/wk)

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Operations Manager	1	1	1	1
Plant Maintenance Supervisor	1	1	1	1
Asst Plant Maintenance Supervisor	1	1	1	1
Plant Maintenance Mechanic	12	12	12	12
Master Plant Operator	1	1	1	1
Lead Plant Operator	5	5	5	5
Plant Operator	6	6	6	6
Master Maintenance Electrician	2	2	2	2
Electronics Technician	1	1	1	1
Inventory Control Technician	1	1	1	1
Senior Auto Mechanic	1	1	1	1
Maintenance Technician	2	2	2	2
Industrial Painter	1	1	1	1
Equipment Operator III	4	4	4	4
Asst Environmental Supervisor	0	0	0	1
Pump Station Collection Technician	0	0	0	2
Process Manager	0	0	0	1
Laborer	4	4	4	4
Senior Account Clerk	1	1	1	1
Engineering Clerk PT (25 hrs/wk)	0.625	0.625	0.625	0.625
Total	44.625	44.625	44.625	48.625

Major Budgetary Changes & Program Highlights

- Four positions added - Asst Environmental Supervisor, Process Manager, Pump Station Collection Technician (2)
- Increased cost of wastewater treatment chemicals, safety equipment/clothing, and minor equipment boosted the Supplies category by \$87,500.
- Anticipating increased need for professional services in meeting state & federal mandates, the line item was increased \$100,000.
- M&R of Buildings & Facilities and of Equipment increased a combined \$121,300.
- Major Capital (replacements): Highloader w/load cells (\$135,000) and a roll-off dump truck (\$165,000)

Operating Budget Summary



Expenditures:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Salaries & Wages	1,641,358	1,889,159	1,798,116	1,951,497
Employee Benefits	594,929	718,293	647,210	702,655
Materials & Supplies	480,151	531,635	558,635	619,135
Utilities & Contracts	3,408,937	3,679,450	3,805,995	3,906,060
Capital Outlay	48,148	48,000	353,577	300,000
Total	6,173,523	6,866,537	7,163,533	7,479,347

Revenue Sources:

	2013-14 Actual	2014-15 Adopted Budget	2014-15 Estimated Actual	2015-16 Budget
Grants & Other	8,444	0	178,788	0
Sewer Charges	6,165,079	6,866,537	6,984,745	7,479,347
Total	6,173,523	6,866,537	7,163,533	7,479,347

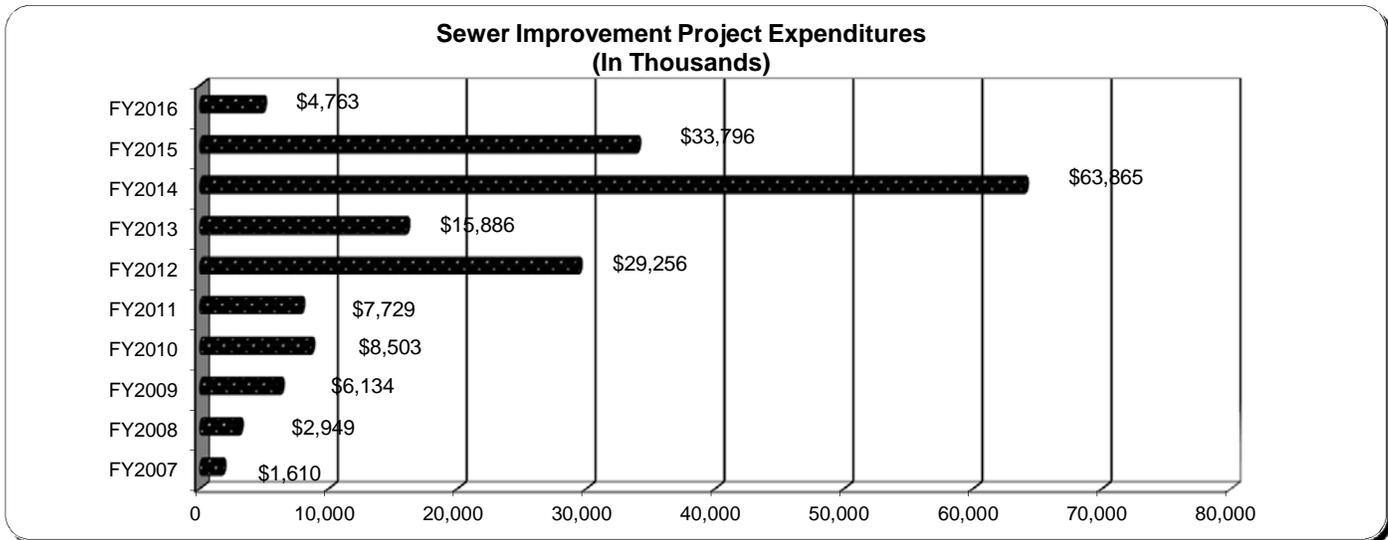
WATER PROTECTION FUND IMPROVEMENT PROJECTS

Program 1240

PROGRAM DESCRIPTION

The Sewer Improvement Program was established to provide project management and reporting for major treatment plant and collection system improvements. Projects currently in progress are financed by a revenue bonds and SRF leveraged loans..

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

~FY13 saw a refinancing of one bond (\$13 million) and a \$14 million SRF-leveraged bond issue was undertaken. A \$52 million dollars in SRF funding was finalized in FY14 as well as a planned short- and long-term financing by spring of 2014 along the order of \$17-20 million. A portion of that is to provide stop-gap funding for expenditures which will later be reimbursed by a future SRF issuance. The remainder to cover costs ineligible for SRF funding.

~At the time the budget was being prepared, future issuance of SRF and/or revenue bonds amounting to \$10 million was being contemplated. Actual amounts will differ as timing of upcoming sewer projects is finalized.

~A complete list of all of the capital outlay and capital improvements for the Water Protection Fund can be found on the Five Year Planning Schedule in that section of this budget document.

Capital Budget Summary

	2013-14 Actual	2014-15		2015-16
		Adopted Budget	Estimated Actual	Budget
Expenditures				
Services	8,280,075	1,005,000	6,171,554	5,000
Debt Charges	430,723	0	396,192	0
Capital Outlay	203,417	2,230,000	1,111,592	579,700
Capital Improvement	54,951,119	25,436,000	26,117,026	4,177,805
Total	63,865,334	28,671,000	33,796,364	4,762,505
Revenue Sources				
Sewer Charges	47,048,303	(86,700)	(10,312,311)	4,761,805
Interest & Other Rv	79,657	700	700	700
Grants	0	0	0	0
Bond Revenues/Int	16,737,374	28,757,000	44,107,975	0
Total	63,865,334	28,671,000	33,796,364	4,762,505

OTHER PROGRAMS

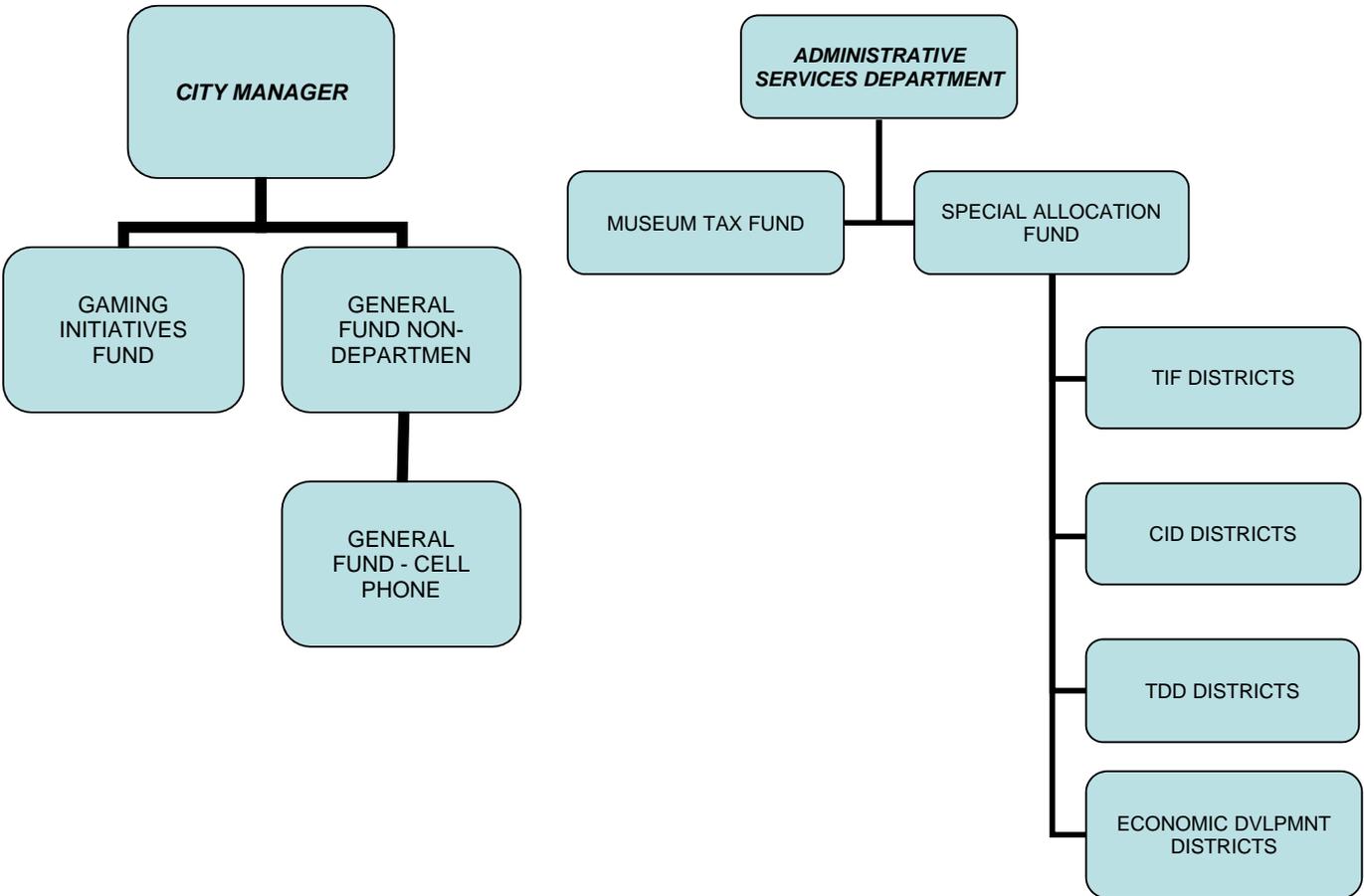
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

Revenues in the Special Allocation fund are primarily generated through the Payments in Lieu of Property Taxes (PILOTs) and Economic Activity Taxes (EATs). They are used to reimburse developers within economic development districts and/or to pay debt service on TIF bonds.

The monies from the revenues received from the local casino and from cell phone franchise taxes have the possibility of being eliminated. These monies are used for one-time or less essential expenditures.

The Museum property tax monies are allocated to city-owned museums both directly to city-run facilities and via a management contract for others. A portion of the annual tax distribution is ear-marked for capital improvements at the Wyeth-Tootle Mansion.

TOTAL BUDGETED RESOURCES: \$ 11,961,962



OTHER PROGRAMS SUMMARY

		2013-14	2014-15		2015-16
		Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE					
Materials, Professional & Contracted Svcs		2,706,935	2,631,250	2,352,143	2,318,713
Debt Service, Reimbursed Expenditures		6,524,955	7,675,204	8,026,673	7,918,243
Transfers		2,158,270	1,192,605	1,637,323	1,436,406
Capital Outlay		157,252	24,000	59,057	288,600
		<u>11,547,412</u>	<u>11,523,059</u>	<u>12,075,196</u>	<u>11,961,962</u>
USES BY PROGRAM					
	Supervising DEPARTMENT				
Gaming Initiatives	CMO	1,192,232	1,021,160	1,025,777	1,043,460
Non-Departmental	CMO	1,005,190	809,694	819,109	802,703
Cell Phone Initiatives	CMO	1,875,539	1,055,000	1,629,318	1,563,500
Museum Tax Program	Admin Services	422,252	441,765	447,564	490,666
Center Building TIF	Admin Services	2,188	42,698	43,363	52,395
Gilmore Building TIF	Admin Services	0	0	3,133	0
Uptown Redevelopment TIF	Admin Services	6,097	1,000	1,000	1,000
Ryan Block TIF	Admin Services	127	130	130	130
Cooks Crossing EDC	Admin Services	909	149,000	151,500	151,500
Downtown Revitalization TIF	Admin Services	334	6,000	0	6,000
Mitchell Avenue TIF	Admin Services	978,214	380,100	380,100	381,300
The Commons Dvlpmnt (EDC)	Admin Services	586,269	522,235	587,240	600,250
NE Cook Road TIF	Admin Services	7,631	113,675	184,500	185,800
East Hills TIF (&CID)	Admin Services	62,938	1,087,200	1,336,000	1,389,200
Shoppes at N. Village TIF	Admin Services	3,223,890	3,284,806	3,284,806	3,315,582
EBR Dvlpmnt TIF	Admin Services	272,331	327,220	248,297	377,625
Triumph Foods TIF	Admin Services	1,940,416	1,948,032	1,603,482	1,600,751
Fountain Creek TIF	Admin Services	93	0	100	100
3rd Street Hotel TIF	Admin Services	(26,468)	333,344	333,344	0
Tuscany Towers TIF	Admin Services	0	0	6,900	0
		<u>11,550,182</u>	<u>11,523,059</u>	<u>12,085,663</u>	<u>11,961,962</u>
FUNDING SOURCES					
General Fund		2,880,729	1,864,694	2,448,427	2,366,203
Gaming Fund		1,192,232	1,021,160	1,025,777	1,043,460
Museum Tax Fund		422,252	441,765	447,564	490,666
Special Allocation Fund		7,054,969	8,195,440	8,163,895	8,061,633
		<u>11,550,182</u>	<u>11,523,059</u>	<u>12,085,663</u>	<u>11,961,962</u>
STAFFING SUMMARY					
N/A		0.00	0.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

NON-DEPARTMENTAL EXPENDITURES

Program 0001

Program Description

To separately identify revenue and expenditures not otherwise assigned to other General Fund departments or programs.

Staffing Detail

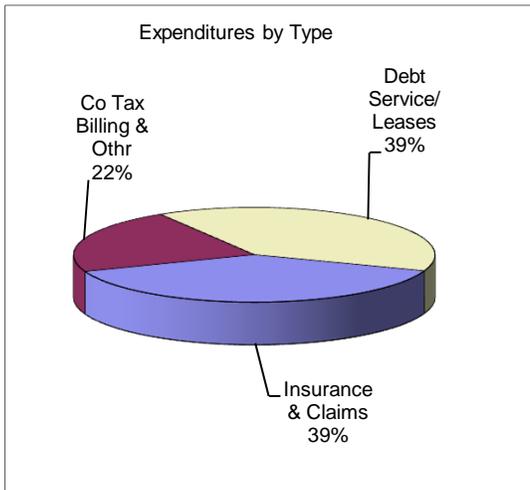
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0

Major Budgetary Changes & Program Highlights

Assessment/Collections Fees paid to Buchanan County for Billing City Taxes	\$177,175
Debt Service (LEC Expansion)	\$191,900
Lease Payments (Avaya Phone System)	\$61,896
Lease Payments (City-wide copier leases)	\$57,369
Property Damage and Liability Insurance Premiums for General Fund	\$304,913

Operating Budget Summary



Expenditures:

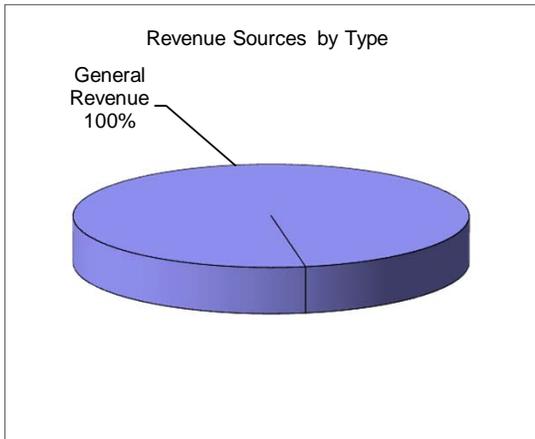
	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Comp Plan Implmnt	411	0	0	500
Insurance & Claims	306,531	379,550	362,550	310,163
Co Tax Billing & Othr	258,143	177,175	185,959	177,175
Interfund Transfers	187,685	0	0	0
Debt Service/ Leases	252,420	252,969	270,600	314,865

Total

1,005,190	809,694	819,109	802,703
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Sources:

General Revenue	1,005,190	809,694	819,109	802,703
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CELL PHONE EXPENDITURES

Program 0011

Program Description

To separately identify revenue and expenditures related to one-time and on-going wireless franchise taxes.

Staffing Detail

N/A

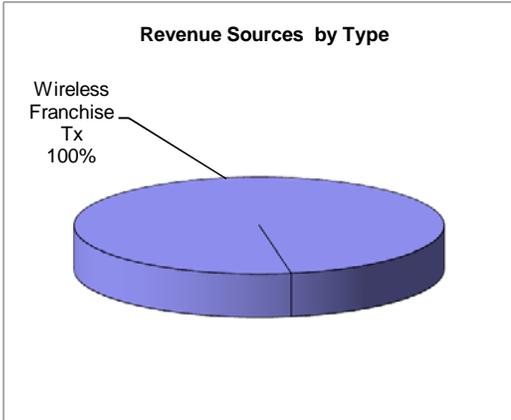
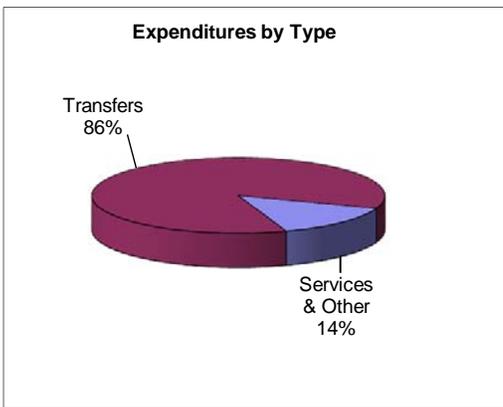
2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

Cell Phone Revenue (Annual plus One-Time Settlements)

Economic Development match funds (including 2nd Yr Commitment to MSWU for Chief's camp)	\$ 200,000
Transfer to Street Maintenance Fund, Strts Mnt Division for rolling stock	311,900
Transfer to Street Maintenance Fund, Srts Mnt Division for major culvert repairs and building repairs	220,000
Transfer to Parks Maintenance Fund for rolling stock	110,000
Transfer to Parks Maintenance Fund for statue maintenance, landscaping & sidewalk improvements	20,000
Transfer to Parking for renovating garage at 9th & Felix	100,000
Transfer to Golf Course for major cart path repairs	100,000
Transfer to Capital Projects Fund for remaining improvements at the NE Community Park	375,000
Replacement motor vehicles (2) for Health Department (Animal Control & Health Inspectors)	61,600
Roof replacement/repair at Patee Hall	70,000
Renovations to 1st floor Customer Service area to provide additional doorway, security cameras.	20,000

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services & Other	67,540	200,000	227,500	200,000
Transfers	1,778,407	855,000	1,379,318	1,211,900
Capital Outlay	29,592	0	22,500	151,600
Total	1,875,539	1,055,000	1,629,318	1,563,500
Sources:				
Wireless Franchise Tx	1,510,445	1,055,000	1,501,000	1,563,500

GAMING FUNDED INITIATIVES

Program 8900

Program Description

To separately identify revenue from riverboat gaming operations and expenditures paid as authorized by Council. To concentrate funding on efforts that promote economic and community development and community aesthetics.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

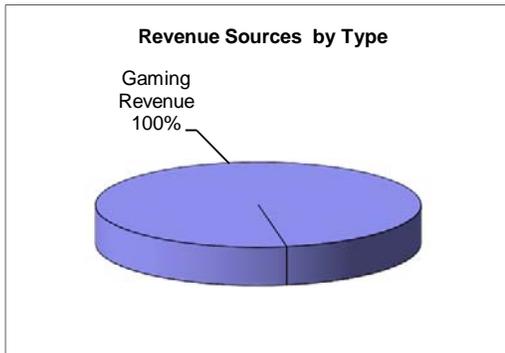
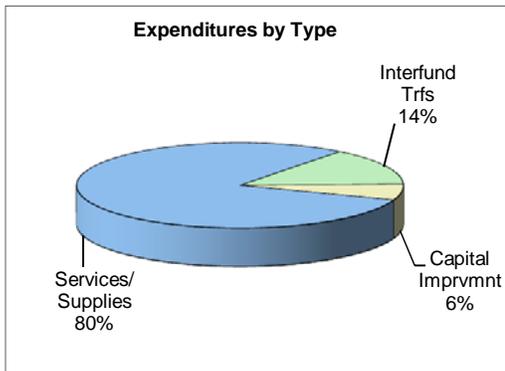
~During the budget work sessions, City Council will hear from several outside entities seeking funding for the next fiscal year. Any additional expenditures, approved by the Council but not included in the Proposed Budget, will be added to the Adopted Budget. There was no increase to monies proposed for the various festivals.

~Festival Funding is recommended as follows:

Other Expenditures: See next page for complete

Bluegrass Bettering Community	\$ 575
Coleman Hawkin's Festival	805
JoeStock Festival	250
Trails West!	23,800
Midwest Art Show	805
Junteenth	1,665
Pumpkinfest	7,500
South Side Fall Festival	10,000
Northside May Fest	4,600
	<u>\$ 50,000</u>

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services/Supplies	932,074	799,660	791,720	833,960
Interfund Trfs	132,498	197,500	197,500	147,500
Capital Imprvmt	127,660	24,000	36,557	62,000
Total	1,192,232	1,021,160	1,025,777	1,043,460
Sources:				
Gaming Revenue	1,130,642	1,030,000	974,300	1,009,695
Interest	478	600	600	200
Donation/Grants/Othr	110,555	0	75,680	0
Interfund Trfs	14,400	0	14,500	0
Fund Balance (to)/frm	46,712	(9,440)	(39,303)	33,565
Total	1,302,787	1,021,160	1,025,777	1,043,460

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$25,000 \$8,560 \$185,000 \$500 \$20,000 \$26,000 \$50,000 \$13,000 \$80,000 \$20,000 \$100,000 \$1,600 \$50,000 \$150,000	MO-KAN Contribution State Legislative Lobbyist (Mark Rhoads) Chamber Economic Development Contract Great Northwest Day at the Capital (City sponsorship share) Community Alliance Membership Downtown Partnership Contract Festival Funding City 4th of July fireworks display Property Mnt clean-up, abatement, dangerous bldg issues Save Our Heritage Neighborhood Grants Historic preservation grants outside of HUD-eligible areas MDOT Lease Public Education Spots & Cablevision Contract (Pub Info) Legal Services - Outside Specialized Counsel (Legal)
Contributions/Contracts - Once or Limited	\$15,000	Chamber Marketing Program
Capital Equipment/Improvements	\$25,000 \$18,000 \$10,000 \$9,000 \$9,300	Replace Parking Enforcement Vehicle Replace Ticket Monitoring System Retro-fit REC Center Dog Park & Eagles Field Signage Upgraded Credit Card Processing Machines-city wide
TRANSFER TO GENERAL FUND:		
Nature Center:	\$50,000	Special Programming
NonDepartmental:	\$10,000	Reimbursement for in-kind services provided to spcl events
TRANSFER TO SPECIAL ALLOCATION FUND:		
City Sponsored TIFs:	\$6,000	As Needed - To cover City expenses until TIF revenues begin
TRANSFER TO AVIATION FUND:		
Airport Operations:	\$60,000	Operating Subsidy in support of Air Guard presence
	\$15,000	Deposit towards 2016 Airshow
TRANSFER TO PARKING FUND:		
Parking Operations:	<u>\$6,500</u>	Reimbursement for lost revenue/waived fees at Civic Center
	<u><u>\$963,460</u></u>	

MUSEUM FUND CONTRIBUTIONS

Program 3750

Program Description

To separately identify revenue from the Museum Property Tax and expenditures paid as authorized by Council. To concentrate funding on municipal museums.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0

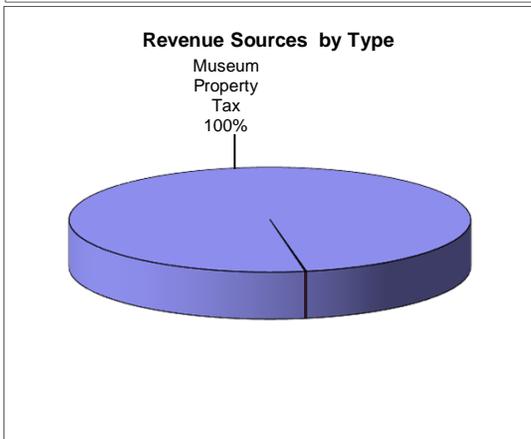
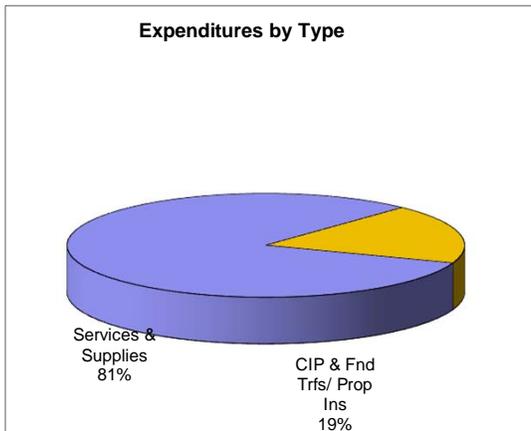
Major Budgetary Changes & Program Highlights

~The City entered into a 4 year contract with SJMI, laying out the specific services to be covered by the Museum Tax. That contract has expired and, at the time of the proposed budget development, a new management contract had not been finalized.

~A portion of the tax, \$50,000, is being transferred to help support special programming at the City-operated municipal museum, the Remington Nature Center.

~\$100,000 is allocated for improvements at the Wyeth-Tootle Mansion. Beginning at mid-year in FY2014 a separate Museum CIP program was developed and capital improvements at the Mansion budgeted in this program instead of transferring the monies to the Capital Projects Fund.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services & Supplies	356,710	301,660	379,725	338,660
Insurance	5,862	0	7,334	0
CIP & Fnd Trfs/ Prop Ins	59,680	140,105	60,505	77,006
Total	422,252	441,765	447,564	415,666
Revenue Sources:				
Museum Property Tax	447,787	516,648	468,615	516,648
Interest & Other	482	670	670	670
(To) Frm FB	(26,017)	(75,553)	(21,721)	(101,652)
Total	422,252	441,765	447,564	415,666

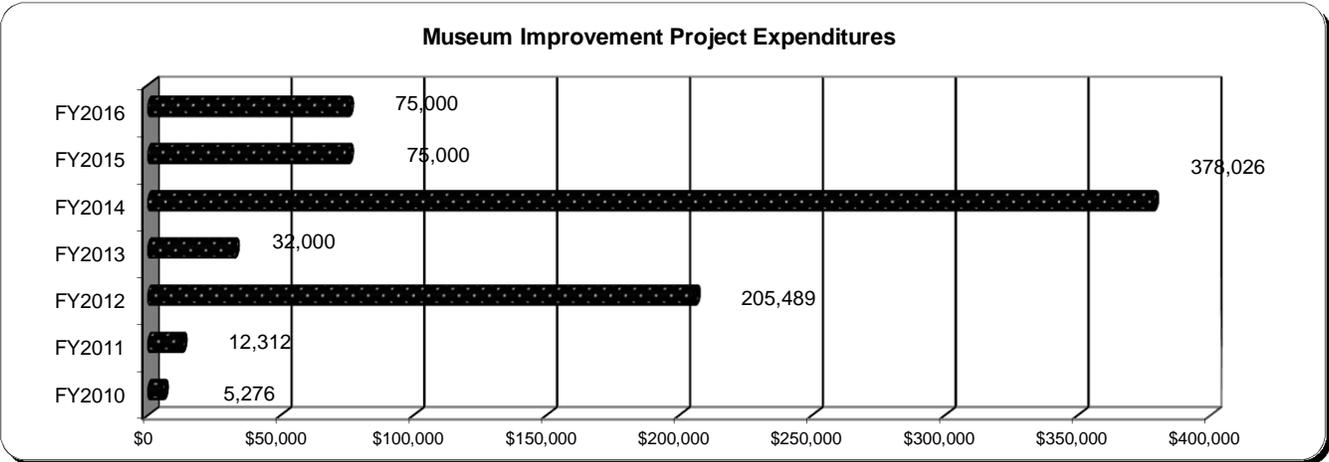
MUSEUM FUND IMPROVEMENT PROJECTS

Program 1238

PROGRAM DESCRIPTION

The Museum Improvement Projects Program was established to track, monitor, and facilitate expenditure of the \$100,000 per year appropriation from the Museum Tax for use in repairing and renovating the Wyeth-Tootle Mansion, considered on of the City's museums.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

~Prior to FY2015 the monies dedicated to capital improvements at the Wyeth-Tootle Mansion were transferred to the Capital Projects fund for expenditure. A separate CIP program for the Museum projects was created in order to better demonstrate that the museum tax funds were being spent on the appropriate projects.
 ~Major FY2016 Projects unspecified.

Capital Budget Summary				
	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Trf to Cap Proj Fnd	0	0	0	0
Improvement Proj's	357,824	75,000	75,000	75,000
Total	357,824	75,000	75,000	75,000
Revenue Sources				
Property Tax	75,000	75,000	75,000	75,000
CIP FB	282,824	0	0	0
Total	357,824	75,000	75,000	75,000

CENTER BUILDING TIF

Program 5140

Program Description

This program tracks the revenues and expenditures for the Center Building TIF. This is the first redevelopment project within the Downtown Revitalization TIF district. The project is a building rehab program located at 6th and Edmond. In addition to updates of the building, the project also includes: streetscapes, sidewalks, and improvements to the city-owned public parking lot located west of the building. Reimbursable costs include public infrastructure, construction, architecture, and engineering.

Staffing Detail

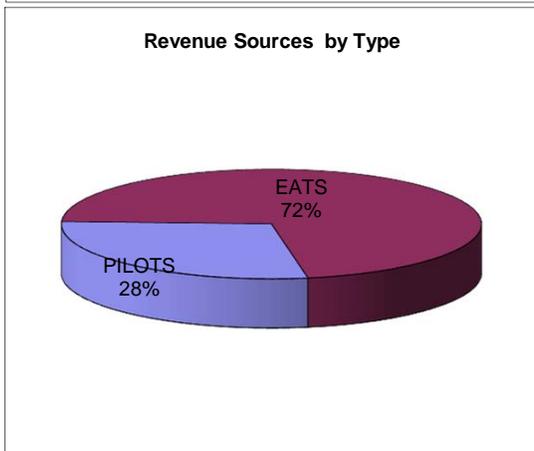
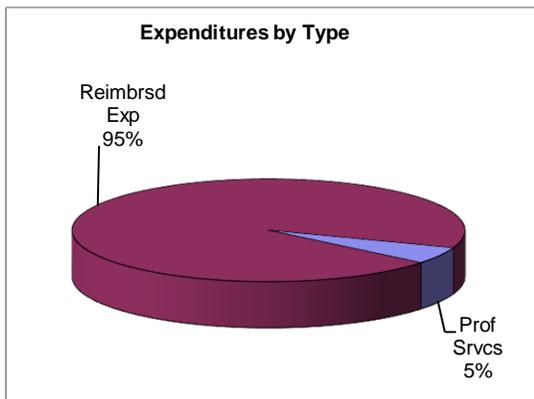
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is a pay-as-you-go TIF. A few small businesses are open within the building. The center-piece - the Ground Round Restaurant - replaced the Brazilian Restaurant in 2012.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Prof Svcs	2,188	2,135	2,800	2,800
Reimbrsd Exp	0	40,563	40,563	49,595
Total	2,188	42,698	43,363	52,395
Sources:				
PILOTS	12,090	12,158	12,158	12,158
EATS	32,624	30,540	30,540	30,540
Reimbursement	0	0	0	0
Interfund Trf (Gaming)	0	0	0	0
From(To) Fund Bal.	(42,526)	0	665	9,697
Total	2,188	42,698	43,363	52,395

GILMORE BUILDING TIF

Program 5145

Program Description

This program tracks the revenues and expenditures for the Gilmore Building TIF. This is a redevelopment project located in the "Phase One" area of the Downtown Revitalization TIF district. The project is a building rehab program located at 107 S 6th Street. The project involves restoration of an existing building for development of retail space and market rate apartments. Reimbursable costs include elevator, stairs, stairwell, and electrical service.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is a recently established, pay-as-you-go TIF.

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	3,092	0	0	0
Reimbrsd Exp	0	0	0	0
Total	3,092	0	0	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Developer Contributio	3,364	0	0	0
Interfund Trf (Gaming)	0	0	0	0
From(To) Fund Bal.	(272)	0	0	0
Total	3,092	0	0	0

UPTOWN REDEVELOPMENT TIF

Program 5155

Program Description

This program tracks the revenues and expenditures for the project(s) at the Uptown Redevelopment site. This project targets the redevelopment of large sections of uptown St. Joseph including the site of the west campus of Heartland Hospital. This TIF project was approved March 2005. A majority of the TIF revenues will go to pay back the hospital for the extraordinary demolition costs of the old buildings. Most of this project area will be developed under a 353 program.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This project has had little in the way of actual activity in the area. A developer has been identified by Heartland, a redevelopment plan has been approved, and progress on a mixed use residential and commercial project is identified.
 ~Revenues/expenses reflect reimbursement from the Uptown Corporation for any legal work done by the City regarding the area.

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	6,097	1,000	1,000	1,000
Reimbrsd Exp	0	0	0	0
Total	6,097	1,000	1,000	1,000
Sources:				
PILOTS	0	1	1	0
EATS	0	0	0	0
Reimbursement	7,000	1,000	3,000	1,000
Interfund Trf (Gaming)	0	0	0	0
From/(To) Fund Bal	0	0	0	0
Total	7,000	1,001	3,001	1,000

RYAN BLOCK TIF

Program 5156

Program Description

This program tracks the revenues and expenditures for the project(s) at the Ryan Block redevelopment site. This is a mixed use commercial space/residential lofts project on Frederick Avenue. The TIF project was approved December 2006.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2006 with the demolition of one building in order to provide a parking lot for the refurbished buildings. There will be 3,300 square feet of commercial space on the first floor and 6,600 square feet of residential space on the second and third floors.
- ~ Only a small amount of PILOTs have been generated. Nothing has been reimbursed as yet.

Operating Budget Summary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	127	130	130	130
TIF Reimb/Debt Srvd	0	0	0	0
Total	127	130	130	130
Sources:				
PILOTS	1,557	1,558	1,558	1,558
EATS	0	10	10	10
Other Revenue	0	735	735	735
From/(To) Fund Bal	(1,430)	(2,173)	(2,173)	(2,173)
Total	127	130	130	130

COOKS CROSSING REDEVELOPMENT

Program 5157

Program Description

This program tracks the revenues and expenditures for the project(s) at the Creeks Crossing redevelopment site. This is a commercial space project which redeveloped the site of an abandoned Payless Cashways building on the Belt Highway. Pay-as-you-go reimbursements are made through a Tax Redevelopment Agreement with the City.

Staffing Detail

N/A

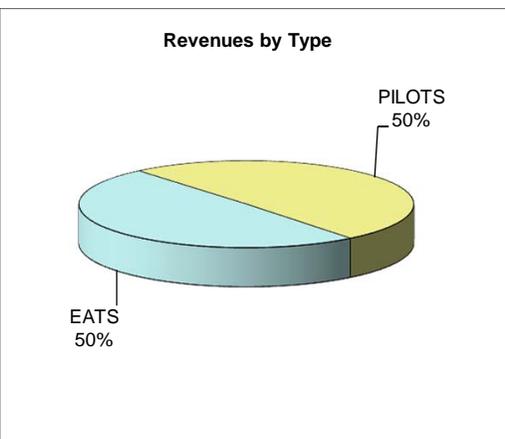
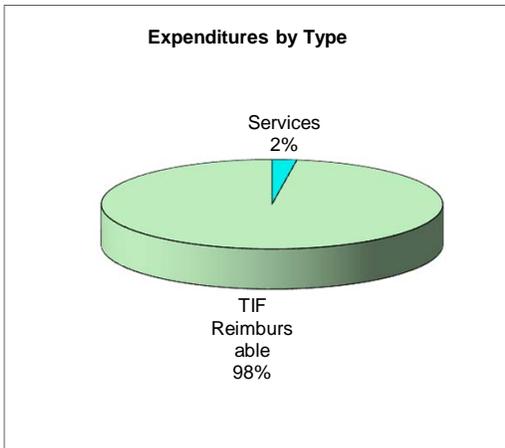
2013-14 Actual	2014-15		2015-16 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

~This Economic Development project is based on a pay-as-you-go basis. A property vacated by the former business years ago has been completely redeveloped. Tenants include Dicks' Sporting Goods, a re-located Aldi's grocery, a Starbucks, a Pet Smart and several other small businesses. The project was approved by City Council in the spring of 2011.

~Incentives include tax abatements through a 353 Redevelopment Agreement and sales tax reimbursements through an Economic Development Agreement with the City. By FY15 revenue from City PILOTs will be available. The amount is currently unknown although an estimate has been projected.

Operating Budget Summary



	2013-14 Actual	2014-15		2015-16 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	909	4,000	3,520	3,520
TIF Reimbursable	0	145,000	147,980	147,980
Total	909	149,000	151,500	151,500
Sources:				
PILOTs	0	77,000	77,000	77,000
EATS	90,865	75,562	75,562	75,562
Other Revenue	0	0	0	0
From/(To) Fund Bal	(89,956)	(3,562)	(1,062)	(1,062)
Total	909	149,000	151,500	151,500

DOWNTOWN REVITALIZATION TIF

Program 5164

Program Description

This program tracks the revenues and expenditures for the Downtown Revitalization TIF. This is a TIF project initiated by the City in order to meet the Council goal of downtown revitalization. The Plan itself was funded through the Governor's DREAM initiative.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

~The TIF District was approved at the end of FY2009. The first redevelopment project - the Center Building TIF was approved in FY2010. The district itself does not generate revenues, but is the framework within which specific projects such as the Center Building TIF and Gilmore Building TIF are activated. Revenues are transferred from the Gaming fund to cover any expenses, such as legal fees connected with the district.

Operating Budget Summary

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services/Supplies	334	6,000	0	6,000
Interfund Trf (Gaming)	0	0	0	0
Total	334	6,000	0	6,000
Sources:				
PILOTS	0	0	0	0
Sewer Capacity Fee	0	0	0	0
Street Impact Fee	0	0	0	0
Interfund Trf (Gaming)	334	6,000	0	6,000
From(To) Fund Bal.	0	0	0	0
Total	334	6,000	0	6,000

MITCHELL AVENUE CORRIDOR TIF

Program 5165

Program Description

This program tracks the revenues and expenditures for the project(s) at the Mitchell Avenue Corridor Redevelopment site for the American Family Insurance Company. This project targets the redevelopment of property surrounding and including portions of the American Family campus as well as parts of Missouri Western University. This TIF project was approved June 2006. TIF revenues will go to sanitary sewer and street improvements on Mitchell Avenue.

Staffing Detail

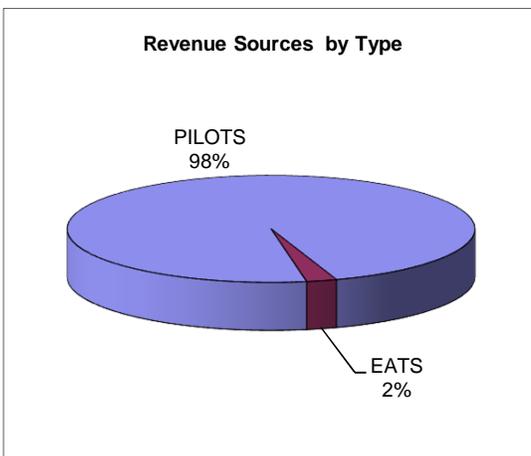
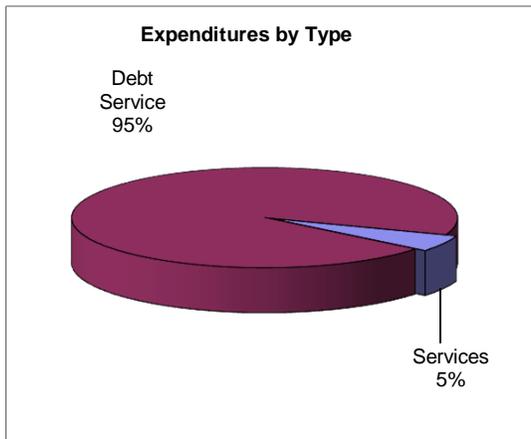
N/A

2013-14	2014-15		2015-16
	Adopted Budget	Estimated Actual	Budget
Actual			
0	0	0	0

Major Budgetary Changes & Program Highlights

- PILOTS & EATS will be used to meet debt service payments.
- In order to generate sufficient PILOTS, the company had themselves removed from an Enterprise Zone classification. Their resulting PILOT payments will go toward the TIF bonds debt service.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	19,689	20,000	20,000	20,000
Debt Service	958,525	360,100	360,100	361,300
Total	978,214	380,100	380,100	381,300
Sources:				
PILOTS	414,690	414,695	414,695	414,695
EATS	7,507	10,165	16,750	10,165
Interest/Due from TIF	49	100	100	100
From/(To) Fund Bal	555,968	(44,860)	(51,445)	(43,660)
Total	978,214	380,100	380,100	381,300

NORTH AMERICAN R.E. REDEVELOPMENT

Program 5166

Program Description

This program tracks the revenues and expenditures for the North American R.E. Redevelopment (formerly, The Commons) Agreement originally approved November 2007 and revised in early 2015. This is a mixed use commercial/retail space project which includes traffic improvements to parts of Highway 169 and Highway A, street lighting, and sewer installation. A CID was approved and activated July 2007 in order to help cover reimbursable costs and to generate funds for future upkeep of the development area, however a one-cent CID sales tax was not approved by the CID until spring of 2014 and did not go into effect until October 2014. The CID is currently divorced from the NA RE project and its status unknown.

Staffing Detail

N/A

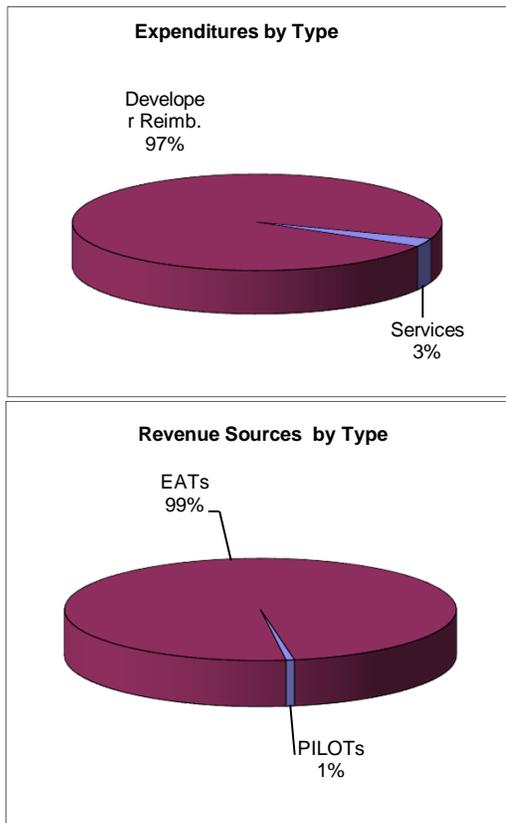
2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~Lack of development and the developer's delay in implementing a CID sales tax has left revenues flat for several years. April 2014 the developer filed for bankruptcy and Federal Bankruptcy court eventually ruled against a petition to reorganize. The lending bank took over the property and a related "development" company has undertaken the task of either developing (or finding an actual developer) for the project.

~With the dissolution of The Commons, the City's development agreement has transformed to a payment to the bank up to a mutually agreed upon, remaining reimbursement amount. Funds still come from the limited amount generated by certain General Fund property and sales tax revenues.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	20,928	22,235	26,240	16,850
Developer Reimb.	565,341	500,000	561,000	583,400
Total	586,269	522,235	587,240	600,250
Sources:				
PILOTs	3,632	3,932	4,775	3,932
EATs	573,343	561,800	571,500	561,800
Transfer from Gaming	5,664	0	0	0
From/(To) Fund Bal	0	(43,497)	10,965	34,518
Total	582,639	522,235	587,240	600,250

NORTH EAST COOK ROAD TIF

Program 5167

Program Description

This program tracks the revenues and expenditures for the North East Cook Road TIF. This is a residential subdivision project with a mix of estate homes, single family homes and multi-unit residences. The plan includes sewer installation, water line installation, and street improvements to Cook Road in front of the development. The TIF project was approved and activated March 2008.

Staffing Detail

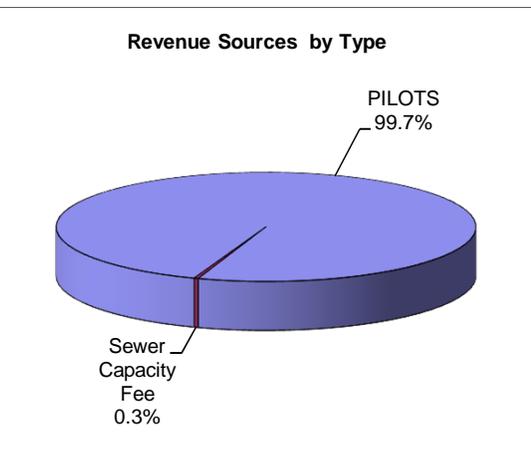
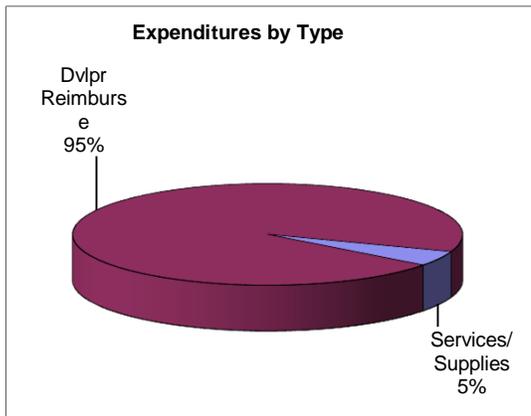
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

- Expenditures represent the City's legal costs and other professional costs.
- Revenues are slowly being generated by property taxes and by sewer/road impact fees as houses are being sold.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services/Supplies	7,631	7,600	7,600	8,900
Dvlpr Reimburse	0	106,075	176,900	176,900
Total	7,631	113,675	184,500	185,800
Sources:				
PILOTS	150,327	149,921	184,000	149,921
Sewer Capacity Fee	800	500	500	500
Interfund Trf (Gaming)	0	0	0	0
EATS	0	0	0	0
From(To) Fund Bal.	(143,496)	(36,746)	0	35,379
Total	7,631	113,675	184,500	185,800

THE EAST HILLS TIF

Program 5168

Program Description

This program tracks the revenues and expenditures for the East Hills TIF. This is a redevelopment of use retail/entertainment center project at the East Hills Mall site. The plan includes blight removal, construction and renovation of the existing site, and construction of new pad sites. The TIF project was approved and activated in January 2008.

Staffing Detail

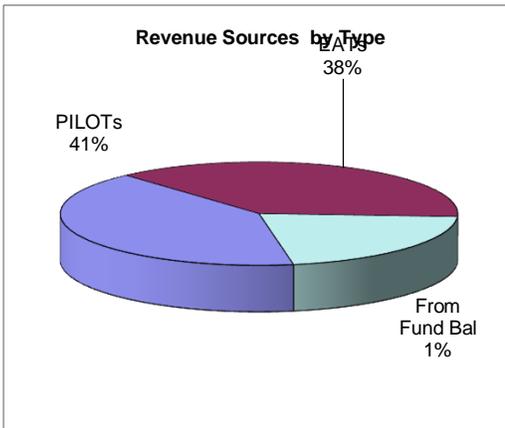
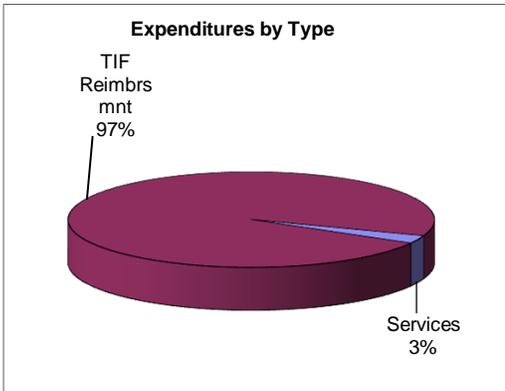
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Reimbursements are pay-as-you-go as PILOTS and EATS are generated.
- ~Revenues will be generated by a combination of EATS and CID sales tax
- ~CID sales tax of 1% was approved.
- ~The higher than usual expenditures in professional fees is the result of the development's exploration of issuing CID bonds. The feasibility of an issuance is still being investigated at the time this budget was developed.

Operating Budget Summary



	2013-14	2014-15		2015-16
		Actual	Adopted Budget	
Expenditures:				
Services	62,938	35,000	36,000	37,200
TIF Reimbursement	0	1,052,200	1,300,000	1,352,000
Total	62,938	1,087,200	1,336,000	1,389,200
Sources:				
PILOTS	562,562	570,950	599,936	570,950
EATS	506,176	522,680	1,074,200	522,680
Interest/Other	19,000	100	100	100
From (To) Fund Bal	(1,024,800)	(6,530)	(338,236)	295,470
Total	62,938	1,087,200	1,336,000	1,389,200

SHOPPES AT NORTH VILLAGE TIF

Program 5170

Program Description

This program tracks the revenues and expenditures for the project(s) at the North County redevelopment site. The first project is the Shoppes at North Village, a retail/entertainment center. This TIF project (officially Phase 1A) was approved August 2003 and revised March 2004. Most of the retail shops were open by late spring, 2005. A few outer pad sites continue to be developed.

Staffing Detail

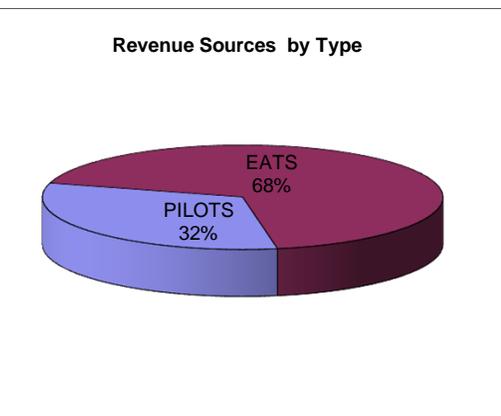
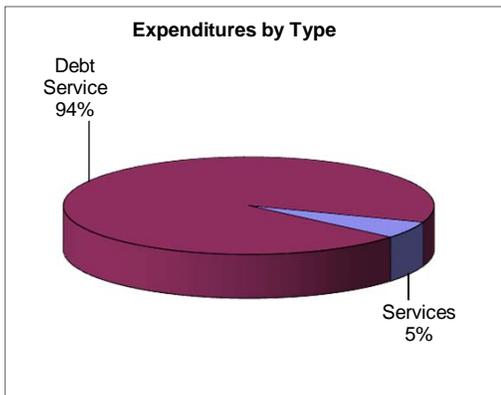
N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~All TIF reimbursements have been made to the City and developer.
 ~The final payment was made to the County following approval of a Third Amendment to the TIF Plan. The remaining expenses in this project will be annual debt service.

Operating Budget Summary



Expenditures:

Services
 Debt Service

Total

Revenue Sources:

PILOTS
 EATS
 Interest & Other
 From/(To) Fund Bal

Total

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
188,223	180,000	180,000	187,000
3,035,667	3,104,806	3,104,806	3,128,582
3,223,890	3,284,806	3,284,806	3,315,582
1,118,393	1,148,025	1,152,746	1,148,025
2,685,413	2,427,285	3,150,400	2,427,285
57,751	400	400	400
(637,667)	(290,904)	(1,018,740)	(260,128)
3,223,890	3,284,806	3,284,806	3,315,582

EBR TIF Program 5175

Program Description

This program tracks the revenues and expenditures for the project(s) at the EBR/HHS redevelopment site. Since inception, the project has become the sole responsibility of EBR. This is a mixed use commercial space/office space project. The TIF project was approved August 2005.

Staffing Detail

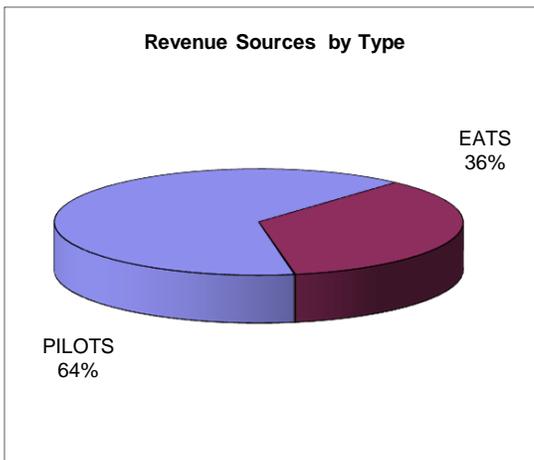
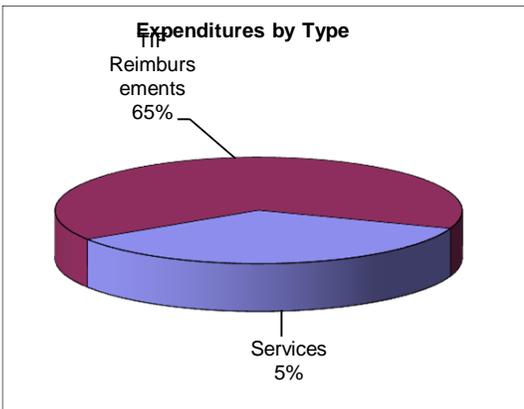
N/A

2013-14	2014-15		2015-16
	Actual	Adopted Budget	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction was complete on the business office portion of the project. PILOTs and EATs are becoming available for reimbursement to the developer.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	67,829	92,145	61,989	133,145
TIF Reimbursements	204,502	235,075	186,308	244,480
Total	272,331	327,220	248,297	377,625
Sources:				
PILOTS	238,823	229,796	229,588	229,796
EATS	125,042	126,490	88,116	126,490
Interest/Other	450	345	201	345
From/(To) Fund Bal	(91,984)	(29,411)	(69,608)	20,994
Total	272,331	327,220	248,297	377,625

TRIUMPH FOODS, LLC TIF

Program 5180

Program Description

This program tracks the revenues and expenditures for the project(s) at the Triumph Foods, LLC redevelopment site. This project is a \$131 million pork processing plant which houses the administrative offices and processing facilities for the company. This TIF project was approved October 2003. The plant began operations January 2006. Within a year and a half more than 2,000 jobs were created.

Staffing Detail

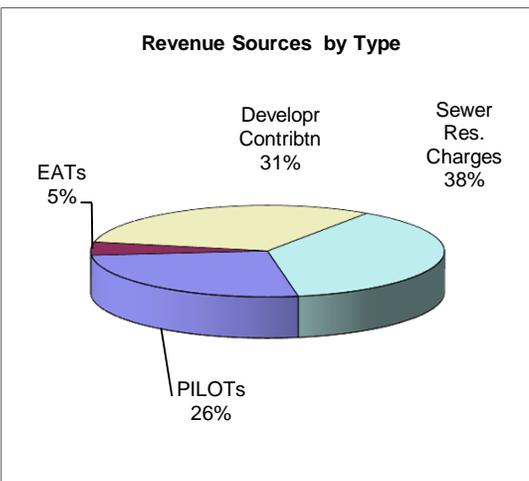
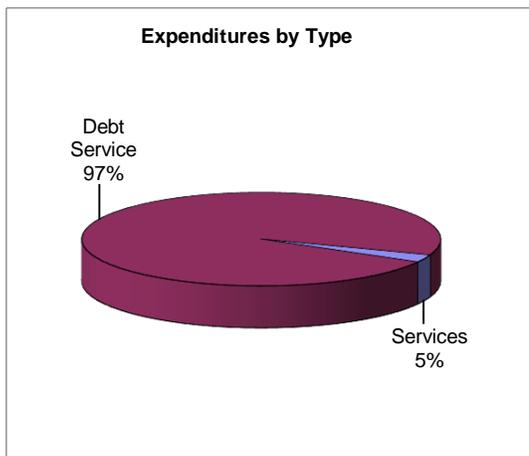
N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- Expenditure reflects debt service. Revenues are generated by the sewer capacity fees and "developer contributions" paid by the company toward the debt service.
- The TIF bonds were refinanced in FY13 resulting in lower interest rate.

Operating Budget Summary



	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	389,843	386,160	41,610	41,610
Debt Service	1,550,573	1,561,872	1,561,872	1,559,141
Total	1,940,416	1,948,032	1,603,482	1,600,751
Sources:				
PILOTs	676,487	678,120	690,512	678,120
EATs	121,027	120,130	141,670	120,130
Developr Contribtn	321,769	809,100	809,100	809,100
Sewer Res. Charges	480,598	972,996	972,996	972,996
Interest & Bonds	153	100	100	100
From/(To) Fund Bal	340,382	(632,414)	(1,010,896)	(979,695)
Total	1,940,416	1,948,032	1,603,482	1,600,751

FOUNTAIN CREEK TIF

Program 5185

Program Description

This program tracks the revenues and expenditures for the Fountain Creek TIF. This is a proposed TIF comprised of retail, commercial space, and multi-family units. The project is located in the southwest corner of South 22nd Street and Highway 752.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~Although a TIF was approved, little activity has occurred with the project. A small amount of PILOTS have been generated, but no reimbursements to date. Expenditures represent the City's legal and other professional costs.

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	93	0	100	100
Total	93	0	100	100
Sources:				
PILOTS	2,021	0	2,021	0
Other Revenue	0	0	0	0
Total	0	0	2,021	0

3RD STREET HOTEL TIF

Program 5190

Program Description

This program tracks the revenues and expenditures for the project(s) at the 3rd Street Hotel redevelopment site. This project targets the redevelopment of a downtown hotel. This TIF project was approved January 2004 . The developers restored the hotel's Holiday Inn franchise. The facility now also houses a local, relocated restaurant.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This TIF project has pay-as-you-go reimbursement. Revenues are generated from EATS, PILOTs and a voluntary 1% increase in all sales taxes relating to the hotel and restaurant through the Transportation Development District (TDD).

~Total reimbursable amount certified is \$2.5 million. If the company pays what it owes in hotel/motel taxes and property taxes in FY2015, the reimbursables will be completed and the TIF dissolved. In light of this, no revenue or expenditure amounts have been budgeted.

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	15,605	16,800	16,800	0
TIF Reimbursements	-42,073	316,544	316,544	0
Total	-26,468	333,344	333,344	0
Sources:				
PILOTS	114,297	114,944	114,944	0
EATS & TDD	215,039	255,425	255,425	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	(355,804)	(37,025)	(37,025)	0
Total	(26,468)	333,344	333,344	0

TUSCANY TOWERS TIF

Program 5195

Program Description

This program tracks the revenues and expenditures for the project(s) at the Tuscany Towers Redevelopment site. This project targets the redevelopment of property just to the south of the North Shoppes project. Plans call for retail and office space, as well as a destination hotel. This TIF project was approved August 2005. A majority of the TIF revenues will go to sanitary sewer and street improvements.

Staffing Detail

N/A

2013-14	2014-15		2015-16
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

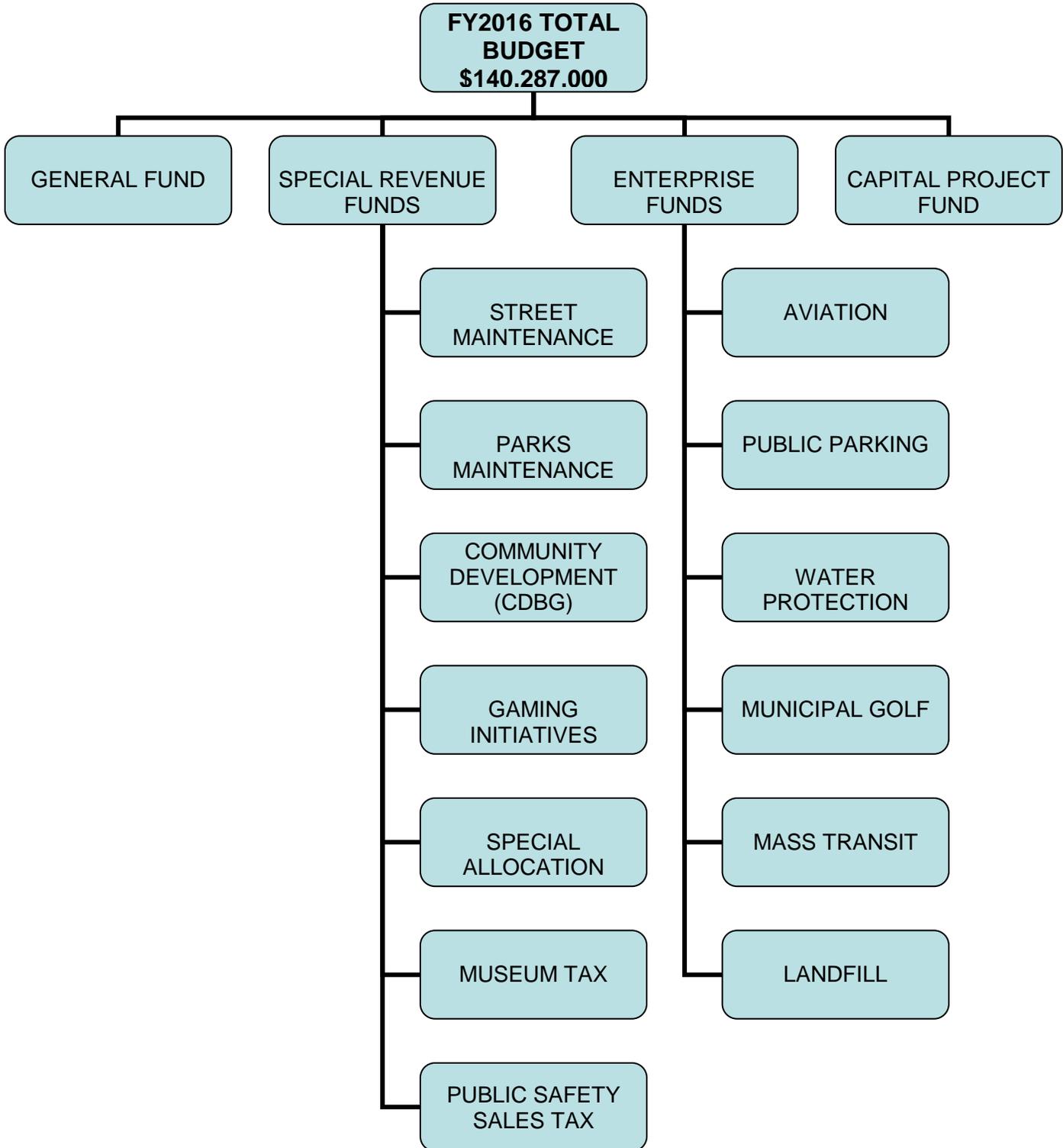
~There has been no development on this site as yet. Revenues and expenditures represent reimbursements by the developer for any legal work the City may incur.

Operating Budget Summary

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	0	0	6,900	0
TIF Reimbursements	0	0	0	0
Total	0	0	6,900	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	6,900	0
Trf from Gaming	0	0	0	0
From/(To) Fund Bal	0	0	0	0
Total	0	0	6,900	0

Fund Summaries

A section designed to give the reader an overall view of each type of City fund. Within each fund both summary and detailed information is provided on revenues, expenditures, departments and programs.



FUND STRUCTURE OVERVIEW

**FY2016 Total Net Budget
\$140,287,000**



**FY2016 Operating Budget
\$114,789,000**

**General Fund (GF)
\$54,087,000**

**Special Revenue Funds (SR)
\$23,934,000**

**Enterprise Funds (EF)
\$36,692,000**

Streets Maintenance
\$5,312,000

Parks Maintenance
\$1,393,000

Community Development (CDBG)
\$2,233,000

Gaming Funded Initiatives
\$1,043,000

Special Allocation
\$8,062,000

Museum Contributions
\$415,000

Public Safety Sales Tax
\$5,476,000

Airport
\$618,000

Public Parking
\$482,000

Water Protection & Line Maintenance
\$25,702,000

Municipal Golf
\$824,000

Mass Transit
\$5,798,000

Landfill
\$3,268,000



**FY2016 Capital Budget
\$25,574,000**

Landfill CIP
\$320,000

Capital Fund CIP
\$6,537,000

Water Protection CIP
\$4,763,000

Museum CIP
\$75,000

Golf CIP
\$115,000

Transit CIP
\$5,175,000

Airport CIP
\$8,589,000

Fund Budgeting

The City uses a style of accounting (called “fund accounting”) required for all governmental jurisdictions in order to segregate and account for restricted resources. Such accounting arose in response to the special limitations placed on significant amounts of the resources provided to jurisdictions by legal ordinances, grantors, and other revenue providers. Government resources are allocated to, and accounted from, individual funds based on the purposes for which they are to be spent and means by which spending activities are controlled

The operations of each City fund are budgeted and accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures as appropriate.

Below are brief descriptions of each City fund and the major programs included in each. Following this brief explanation are fund summaries showing a three-year history of revenues and expenditures by type.

Types of Funds

General Fund

The General Fund is used to account for City financial resources not otherwise required or designated to be accounted for in another fund. Departments in the General Fund are:

- Administrative Services
- City Clerk
- City Manager’s Office
- Fire
- Health
- Legal
- Mayor and Council
- Municipal Court (Court Services Is a part of Administrative Services)
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Pubic Works

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are constitutionally or by statute limited to expenditures for specific purposes. Special Revenue Funds consist of:

- Streets Maintenance Fund
- Parks Maintenance Fund
- Gaming Initiatives Fund
- Special Allocation Fund (TIFS)
- Community Development Block Grant (CDBG) Fund
- St. Joseph Museum Tax Fund
- Public Safety Tax Fund

Enterprise Funds

Enterprise Funds are used to account for operations; (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through use charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and net income or loss is appropriate for capital maintenance, public policy, management control,

Types of Funds (continued)

accountability or other purposes. The City has six Enterprise Funds which are:

- Aviation Fund
- Water Protection Fund
- Mass Transit Fund
- Public Parking Fund
- Municipal Golf Fund
- Landfill Fund

Capital Project Fund

Capital Project Fund is used to account for financial resources and expenditures associated with the acquisition and/or construction of major capital facilities for governmental funds. Capital project resources and expenditures associated with non-governmental funds, i.e., Enterprise Funds, are recorded in those funds. The City's capitalized project program tracks the active projects from the 1993, 1998, 2003 and 2008 CIP Sales Tax Initiatives. Projects authorized in each voter approved initiative are tracked with identifying project numbers.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for the payment of General Obligation (G.O.) debt. The City has one Debt Service Fund. The City currently has no outstanding G.O. debt.

Basis of Budgeting

Basis of budgeting refers to when revenues and expenditures are recognized in the accounts and reported in the financial records of the City, regardless of the measurement focus applied.

Modified Accrual

All governmental funds are budgeted using the modified accrual basis of accounting. Revenues are recognized when they become measurable. A revenue is "Measurable" when the amount of the transaction can be reasonably determined. Sales taxes, property taxes, motor fuel taxes, utility franchise fees, and reimbursement type grants are major revenue sources that meet these criteria. Expenditures are generally recognized when the related fund liability is incurred.

Accrual

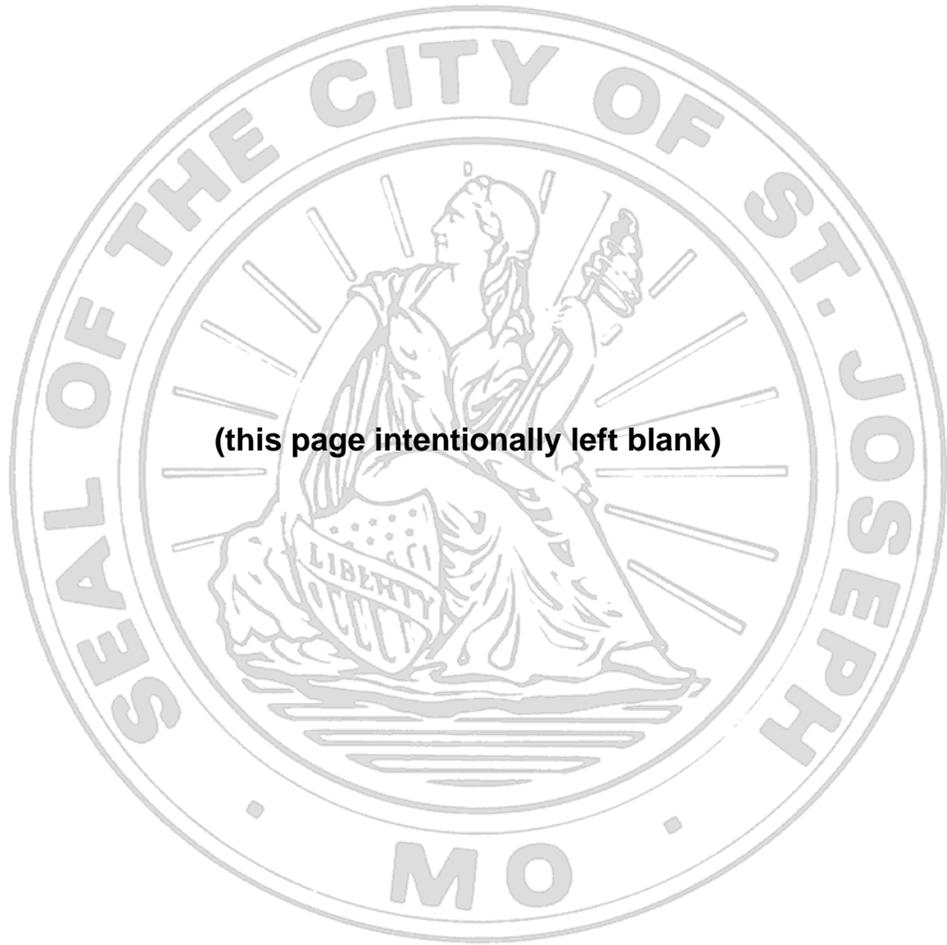
Enterprise funds are budgeted using the accrual basis of accounting. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

Encumbrances

Encumbrance accounts, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, are extensions of formal budgetary control. Unencumbered appropriations lapse at year-end.

Interfund Transactions

Transactions between funds are reflected as operating transfers in the accompanying budget document. Transfers to and from the various funds sometimes don't agree in the Annual Budget document because offsetting transfers are in funds for which no budgets are prepared including the CDBG re-programmable funds and General Fund Emergency Reserves.



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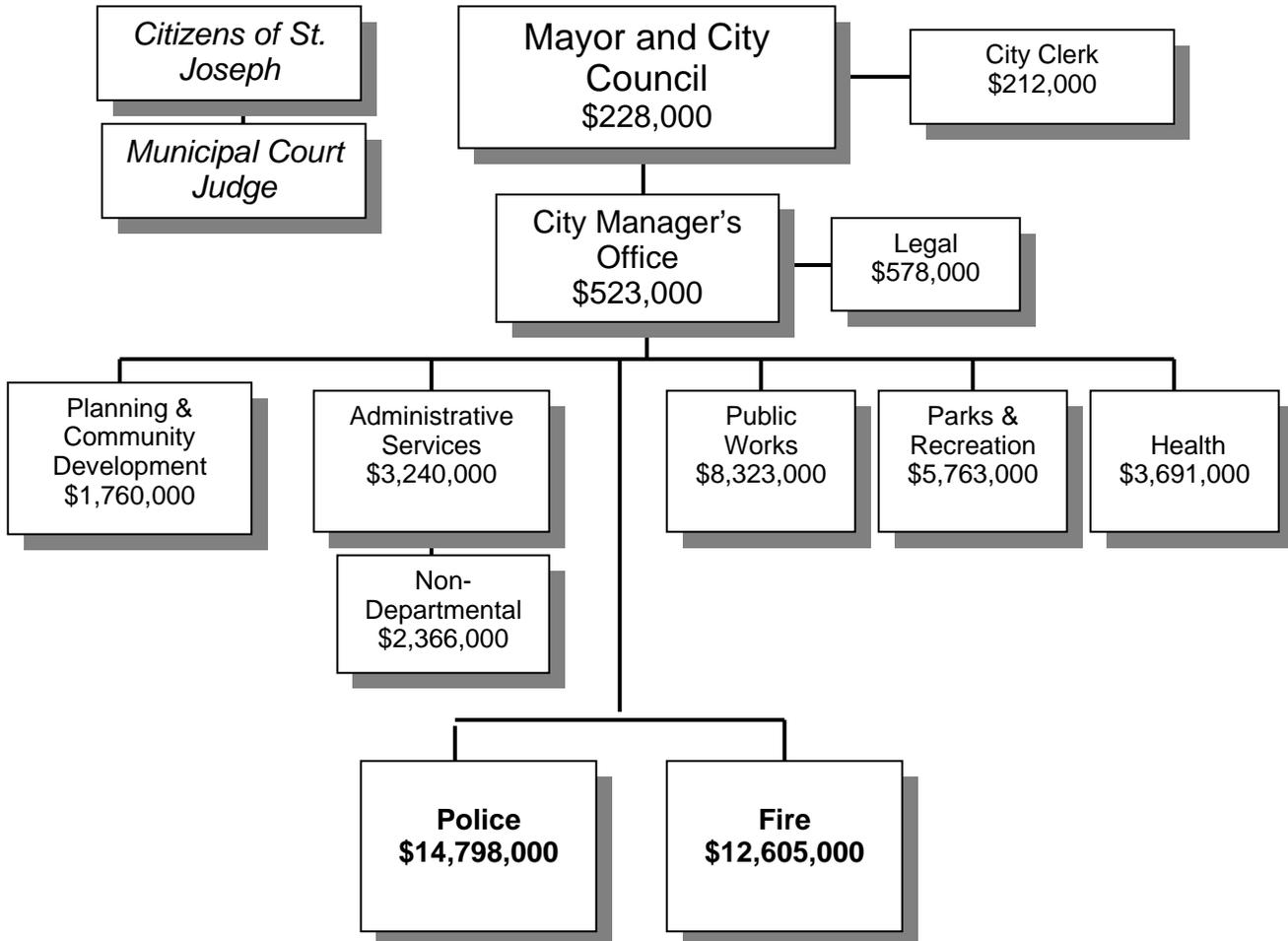
GENERAL FUND

The General Fund is utilized by the City to account for those resources and activities that are traditionally associated with government, which are not required to be accounted for in another fund. The General Fund is typically involved with day-to-day operations of the City. The majority of this fund's expenditures are to support current year operating costs. In addition, certain capital equipment items may be included in the capital outlay classification.

The General Fund is supported by a sixty-two cent (\$.60) general property tax levy, seven cent (\$.07) public safety property tax levy, twenty cent (\$.20) public health levy, and a twenty cent (\$.20) parks & recreation levy, one & 1/2 cent (\$.015) local sales tax, use tax equal to the City's total sales tax rate (currently \$.02875), six cent (\$.06) hotel/motel tax, utility franchise fees, various user fees, and other charges. General Fund operations such as police and fire protection are funded primarily from taxes because user fees are not assessed for public safety services. User fees are assessed for licenses, special use permits, building inspections, parks & recreation services, utility billing, etc...because they primarily benefit and can be directly attributed to specific individuals or businesses. The Health Department also relies on contract with or grants from the state for public health services.

TOTAL BUDGETED RESOURCES: \$ 54,087,000

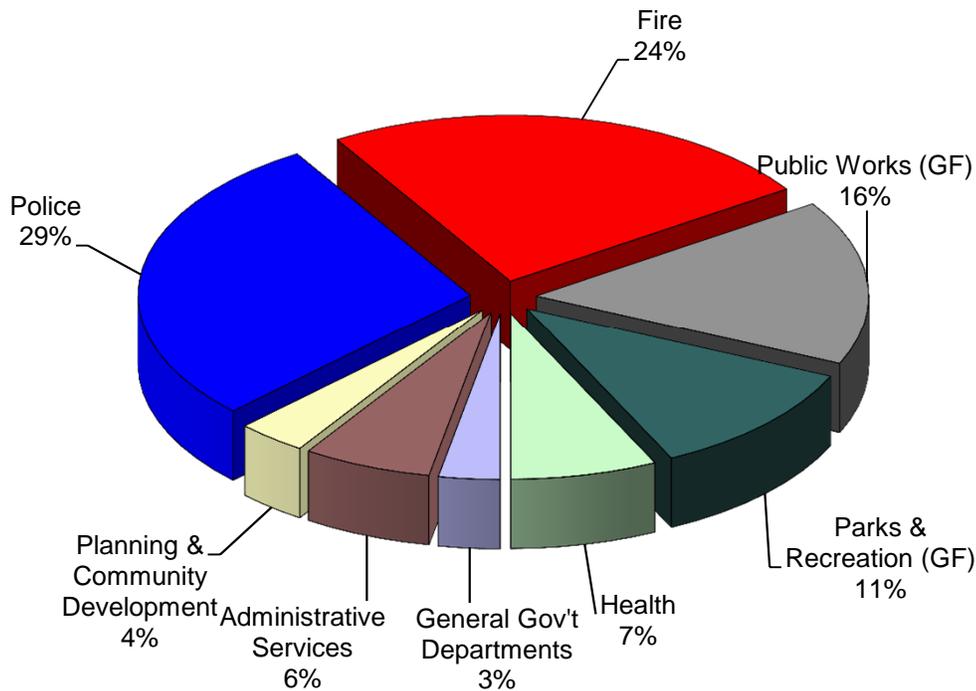
PLANNED USE BY DEPARTMENT:



GENERAL FUND

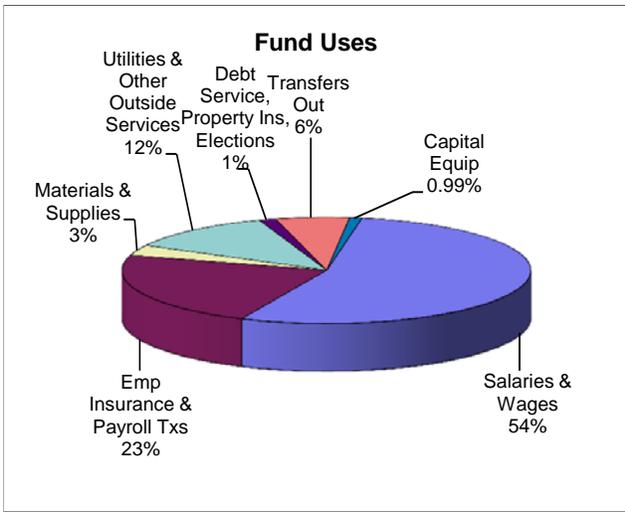
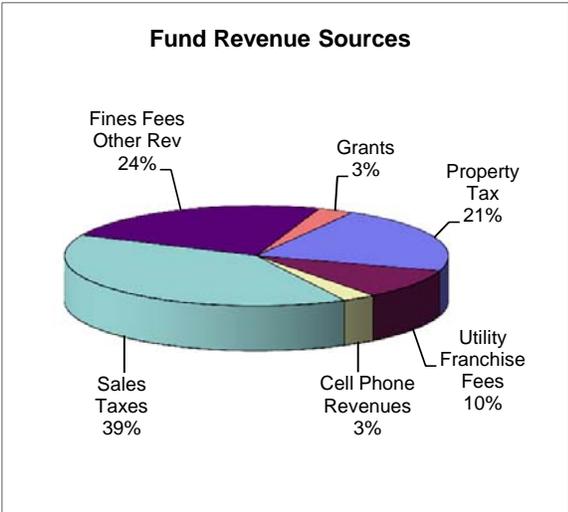
	<u>2013-14</u>	<u>2014-15</u>		<u>2015-16</u>
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
USES BY DEPARTMENT (rounded to nearest \$)				
City Council	196,391	228,000	210,286	228,347
City Clerk	246,851	222,000	222,018	211,721
City Manager	424,271	505,829	429,092	522,859
Legal	528,160	558,457	557,452	578,502
Planning & Community Development	1,662,302	1,729,780	1,704,174	1,760,031
Administrative Services	2,860,105	3,143,512	3,135,345	3,239,139
Police	13,339,443	14,394,562	14,064,362	14,797,566
Fire	11,198,845	12,158,375	11,868,227	12,605,170
Public Works (Admin, Streets, Eng)	7,093,475	7,565,000	8,600,302	8,323,419
Parks, Recreation & Civic Facilities	4,792,087	5,361,049	5,475,169	5,762,974
Health Department	3,356,781	3,809,225	3,696,106	3,690,882
Non Departmental & Cell Phone	2,880,729	2,389,012	2,448,427	2,366,201
TOTAL USES	<u><u>48,579,440</u></u>	<u><u>52,064,801</u></u>	<u><u>52,410,960</u></u>	<u><u>54,086,811</u></u>

**Uses of General Fund Revenues By Department
Excluding Non-Department & Cell Phone**



GENERAL FUND

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			14,695,435	14,288,625
Property Tax	11,477,085	11,422,352	11,432,507	11,483,301
Utility Franchise Fees	5,415,559	5,223,405	5,223,405	5,203,405
Cell Phone Revenues	1,507,547	1,560,000	1,500,000	1,500,000
Sales Taxes	19,180,704	19,092,006	19,864,105	20,974,360
Licenses Permits	1,396,960	1,401,245	1,400,005	1,400,745
Fines	1,251,520	1,109,500	1,073,500	1,127,300
Rents	51,565	29,904	49,279	43,305
Inspection Fees	303,208	385,500	303,500	385,500
Charges for Service	3,415,481	3,816,752	3,293,485	3,632,632
Other Revenue	338,707	254,601	232,405	190,074
Investment Earnings	13,476	11,455	9,955	10,955
Grants	1,610,430	1,823,622	1,798,013	1,614,712
Transfers In	4,404,791	5,835,296	5,823,991	5,771,141
Fund Balance Appropriation	0	99,793	0	749,381
TOTAL SOURCES	50,367,033	52,065,431	52,004,150	54,086,811
USES				
Salaries & Wages	25,013,236	27,365,760	26,567,767	29,218,199
Employee Benefits & Payroll Taxes	11,344,376	12,812,012	12,274,206	12,320,808
Materials & Supplies	1,874,478	1,899,354	1,684,635	1,719,612
Utilities & Other Outside Services	6,068,577	6,362,582	6,674,109	6,434,169
Debt Service, Property Ins, Elections	891,977	781,404	815,775	713,783
Transfers Out	3,296,687	2,798,158	4,325,992	3,146,390
Capital Outlay	90,111	46,161	68,476	533,850
TOTAL USES	48,579,442	52,065,431	52,410,960	54,086,811
Net Surplus (Deficit)			(406,810)	
ENDING BALANCE:			14,288,625	14,288,625
Components of Fund Balance:				
Reserved			1,624,431	2,073,931
Assigned			3,068,835	1,357,940
UNASSIGNED FUND BALANCE:			9,595,359	10,856,754



GENERAL FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	6,778,808	6,754,120	6,758,505	6,758,505
Current Real Estate Public Safety Tax	465,819	463,745	465,900	465,900
Prior Real Estate Tax	231,868	233,200	233,200	233,200
Prior Public Safety R/E Tax	15,930	17,000	17,000	17,000
Real Estate Penalty & Interest	74,670	67,800	59,800	59,800
Current Personal Property	2,357,325	2,320,550	2,274,850	2,320,550
Current Personal Public Safety	161,841	159,350	162,000	159,350
P/P Penalty & Interest	39,284	41,800	41,800	41,800
Prior P/P Tax	142,783	150,260	154,300	150,260
Prior Public Safety P/P Tax	9,819	9,560	11,000	9,560
Merchants & Manufacturers Tax	633,384	639,715	661,091	674,315
Payments in Lieu of Tax - City	16,187	16,187	16,187	16,187
Payments in Lieu of Tax - Other	74,714	74,409	74,409	74,409
Financial Institution Tax	41,829	41,831	61,984	61,984
Railroad Tax	432,824	432,825	440,481	440,481
	<u>11,477,085</u>	<u>11,422,352</u>	<u>11,432,507</u>	<u>11,483,301</u>
Utility Franchise Taxes				
Gas	569,943	553,400	553,400	533,400
Electric	2,711,661	2,639,745	2,639,745	2,639,745
Water	589,376	554,760	554,760	554,760
Telephone	2,066,968	2,076,200	2,016,200	2,016,200
Cable	801,854	800,000	800,000	800,000
Utility EATS (TIF generated utility taxes)	183,304	159,300	159,300	159,300
	<u>6,923,106</u>	<u>6,783,405</u>	<u>6,723,405</u>	<u>6,703,405</u>
Sales Tax				
Sales Tax	12,488,307	12,178,901	12,954,690	13,537,650
Vehicle Sales Tax	579,890	515,850	515,850	515,850
Use Tax	1,960	(2,000)	0	315,000
Sales Tax Contra Account	(4,481,373)	(3,866,850)	(4,253,535)	(4,444,945)
1/2 Percent Sales Tax	6,240,146	6,164,400	6,472,620	6,763,890
Cigarette Tax	395,181	416,300	416,300	416,300
Hotel/Motel Tax	856,089	933,100	933,100	933,100
EATS (TIF generated sales tax)	2,779,601	2,425,805	2,498,580	2,611,015
Vehicle Fees	320,904	326,500	326,500	326,500
	<u>19,180,705</u>	<u>19,092,006</u>	<u>19,864,105</u>	<u>20,974,360</u>
Licenses				
Business Licenses	876,729	880,000	880,000	880,000
Liquor Licenses	96,974	96,500	96,500	96,500
Server (Alcohol) License	30,570	25,170	25,170	25,170
Dog/Cat License	49,763	52,000	52,000	52,000
Trade License/Exam Fees	73,627	74,000	74,000	74,000
Garage Sale Licenses	9,820	11,500	11,500	11,500
Contractor License	4,590	5,000	5,000	5,000
	<u>1,142,073</u>	<u>1,144,170</u>	<u>1,144,170</u>	<u>1,144,170</u>
Permits				
Septic Tank Permits	410	800	560	800
Pool/Spa Permit	1,938	3,000	3,000	3,000
Food Establishment Permits	93,592	90,000	90,000	90,000
Food Handler Permits	0	500	200	500
Special Use Permits	40,545	39,500	39,500	39,500

GENERAL FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Sidewalk/Street Permits	5,075	5,000	5,000	5,000
Land Disturbance Permits	6,510	7,700	7,700	7,700
Street/Utility Permits	17,476	20,000	20,000	20,000
Special Event Permits	2,458	3,300	3,300	3,300
Alarm Ordinance Permits	53,976	52,875	52,875	52,875
Fire Inspection Permits	31,657	31,000	31,000	31,000
Petting Zoo Permits	250	500	500	500
Breeder Permits	100	200	200	200
Litter Permits	900	1,500	800	1,200
	<u>254,887</u>	<u>255,875</u>	<u>254,635</u>	<u>255,575</u>
Fines				
Municipal Court Fines/Costs	771,324	796,000	751,000	796,000
Crime Victims' Compensation	4,672	5,000	4,400	5,000
DWI Enforcement Revenue	27,731	29,000	29,000	29,000
Police Training Revenue	25,235	25,000	25,000	25,000
State DWI Enforcement Revenue	17,153	13,000	13,000	13,000
Judicial Education Revenue	4,858	10,000	10,000	11,800
Liquor Establishment Penalty	4,500	5,000	5,000	5,000
Warrant Processing Fees	162,753	159,000	164,000	159,000
Cash Bond Forfeitures	45,637	42,000	33,600	42,000
Surety Bond Forfeitures	1,349	1,500	500	1,500
Administrative Code Penalties	20,275	24,000	38,000	40,000
Red Light Camera Fines	166,032	0	0	0
	<u>1,251,519</u>	<u>1,109,500</u>	<u>1,073,500</u>	<u>1,127,300</u>
Rents				
Communication Tower Lease	20,875	2,305	17,000	16,305
Parks/Pool Rental	24,245	27,000	32,279	27,000
Patee Youth Center Lease	6,446	0	0	0
	<u>51,566</u>	<u>29,305</u>	<u>49,279</u>	<u>43,305</u>
Parking Permits/Fees				
Parking Permits	<u>1,240</u>	<u>1,200</u>	<u>1,200</u>	<u>1,000</u>
Inspection Fees				
Boiler Inspections	59,505	60,000	60,000	60,000
Building Permits	115,006	190,000	120,000	190,000
Electrical Permits	59,272	63,000	60,000	63,000
Plumbing Permits	42,724	47,000	40,000	47,000
Certificate of Occupancy Fee	14,542	14,000	12,000	14,000
Other Inspections - Signs	12,159	11,500	11,500	11,500
	<u>303,208</u>	<u>385,500</u>	<u>303,500</u>	<u>385,500</u>
Health Fees				
Medicaid Fees	93,270	160,200	111,570	109,700
Breast Pump Kits	16	400	400	400
Pregnancy Test Fees	1,985	3,000	1,200	1,200
HIV/STD Test Fees	3,445	4,000	2,500	2,500
Shelter Fees	42,745	46,000	36,000	46,000
Rabies Clinic Fees	2,404	4,000	4,000	4,000
Animal Microchip Fees	10,166	10,500	10,500	10,500
Vicious Animal Impound Bond	390	500	500	500
Repeat Offender Impact Program	0	500	100	500
Birth/Death Certificates	149,708	157,245	120,000	135,000

GENERAL FUND REVENUES

	2013-14	2014-15		2015-16
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Vaccinations/Immunizations	0	5,000	5,000	5,000
Individual TB Testing	175	1,400	2,000	1,400
Health Testing - DOC	4,233	4,000	4,000	4,000
	<u>308,537</u>	<u>396,745</u>	<u>297,770</u>	<u>320,700</u>
Recreation Fees				
Swimming Pools - Daily Fees	9,471	9,150	0	9,150
Aquatic Park - Daily Fees	118,304	126,150	126,150	126,150
Swimming Pools - Punch Cards	1,870	900	0	900
Aquatic Park - Punch Cards	9,075	10,000	10,000	10,000
Swimming Lessons	10,235	8,000	8,000	8,000
Youth Sports -Basketball/Volleyball	115,625	119,720	119,720	119,720
Fall Softball	19,853	19,700	17,920	19,700
Summer Softball	38,378	43,245	43,245	43,245
Parkway Run Fees	11,338	8,350	8,350	8,350
REC Center Fees	2,842	2,800	2,300	2,800
REC Center Rental	11,460	12,000	3,500	3,500
Individual Day Pass	40,829	46,000	46,000	46,000
Adventure/Sport Camp	0	0	0	79,000
Other Recreation Fees	18,631	49,000	19,485	49,000
REC Center Fitness Memberships	169,033	175,000	127,000	148,000
REC Center Fitness Classes	44,283	45,000	20,000	30,000
Concessions - REC Center	53,719	55,000	34,000	35,000
Concessions - Pools	51,617	45,000	45,145	45,000
Concessions - Ball Fields/Vending	119,564	188,400	115,400	188,400
Concessions - Senior Citizen Cafeteria	19,997	17,200	19,925	17,200
	<u>866,124</u>	<u>980,615</u>	<u>766,140</u>	<u>989,115</u>
Nature Center Fees				
Nature Center Admissions	28,554	28,000	30,000	30,000
Nature Center Memberships	25,173	25,200	34,615	24,500
Nature Center Gift Shop	21,313	20,000	20,000	20,000
Concessions - Nature Center	64	2,500	60	2,500
Nature Center Program Income	5,772	4,000	5,000	5,000
	<u>80,876</u>	<u>79,700</u>	<u>89,675</u>	<u>82,000</u>
Civic Facilities Charges				
Civic Arena Rental	95,004	115,000	95,000	115,000
Civic Arena Equipment Rental	54,351	55,000	48,000	55,000
Meeting Room Rental	10,337	10,600	10,900	13,100
Missouri Theater Office Rent	12,900	12,900	12,900	12,900
Special Civic Arena Promotions	19,865	36,600	6,800	36,600
Concessions - Civic Center	139,577	196,000	128,213	196,000
Move in/out Fees	22,250	25,000	21,000	25,000
Missouri Theater Rental	42,026	45,000	41,125	45,000
Reimbursed Events Payroll	0	700	0	700
	<u>396,310</u>	<u>496,800</u>	<u>363,938</u>	<u>499,300</u>

GENERAL FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Bode Complex Charges				
Bode Complex Revenue	26,200	37,500	37,500	33,000
Skating Lessons	22,814	21,000	25,565	21,000
Ice Rental - Hockey	27,083	35,000	19,000	35,000
Ice Rink Admissions	49,394	50,000	52,755	50,000
Ice Rental - Figure Skating	13,633	14,000	14,500	14,000
Ice Rental - General	45,474	53,100	53,100	53,100
Advertising	8,675	9,000	8,400	9,000
	<u>193,273</u>	<u>219,600</u>	<u>210,820</u>	<u>215,100</u>
Charges for Services				
Copies of Public Documents	9,966	12,800	9,854	12,800
GIS Fees	0	0	0	0
Plan Review/Archiving Fees	37,184	75,000	75,000	75,000
Finance Administration Fees	254,985	266,170	276,000	266,170
Trash/Weed Abatement	102,803	100,000	100,000	100,000
Identification Cards	532	400	400	400
Animal Cremation Services	9,132	10,000	10,000	10,000
County Health Contract	62,621	70,263	64,479	64,476
Fire District Contracts	385,628	397,197	384,756	385,600
Non Criminal Fingerprint Fee	25,404	26,000	26,000	26,000
State Health Contract	207,700	141,960	157,181	149,681
State MCH Health Contract	38,182	37,748	47,009	47,009
Childrens Lead Prevention	0	0	0	0
Outreach Service Contract	5,439	5,500	5,312	5,312
State WIC Contract	429,545	409,151	409,151	383,969
	<u>1,569,121</u>	<u>1,552,189</u>	<u>1,565,142</u>	<u>1,526,417</u>
Other Revenue				
Sale of Fixed Assets	2,700	0	11,356	0
Insurance Proceeds	2,908	0	0	0
Gift Certificate Revenue	612	0	579	0
Concessions - Vending Machines	4,655	5,150	4,150	4,150
Donations	54,033	54,238	54,113	54,238
Taser Reimbursement	240	400	400	400
Recycling Revenue	3,855	2,300	2,300	2,300
Nonrefundable Bid Deposits	8,790	8,000	8,000	8,000
Recovery/Reimbursements	113,342	55,400	78,848	63,596
Refunds of Prior Year Expenses	(1,213)	0	5,951	0
Other Revenues Over/Short	148,785	57,390	66,708	57,390
	<u>338,707</u>	<u>182,878</u>	<u>232,405</u>	<u>190,074</u>
Investment Earnings				
Investment Interest Income	7,831	6,030	4,530	5,530
MDFB Bonds Interest Income	12	25	25	25
Interest on Special Assessments	5,633	5,400	5,400	5,400
Interst on Accts/Notes Receivable	0	0	0	0
	<u>13,476</u>	<u>11,455</u>	<u>9,955</u>	<u>10,955</u>

GENERAL FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Intergovernmental				
Buchanan County LEC Operations	382,614	406,058	406,058	406,058
Emergency Preparedness	92,642	70,552	79,179	61,518
Immunization - Medicare	0	1,500	2,200	2,200
Bode Trust	26,100	0	0	0
HIV Prevention	57,104	66,464	62,476	62,476
HIV Service Coordination	92,559	92,000	92,000	92,000
Peace Officers Standard Training Cmmsn	12,497	0	13,896	13,000
St. Joseph School District COPS	137,807	152,587	152,587	152,587
FEMA Reimbursement Funds	18,036	0	0	0
Bullet Proof Grant	11,554	0	6,034	0
Buchanan County Reimbursements	278,131	310,572	310,572	310,572
Heartland Reimbursements	70,369	77,600	77,600	77,600
SEMA Homeland Security Grant	0	0	0	0
Missouri Highway Safety Project	50,114	85,280	85,280	85,640
Missouri Emergency Mngt. Grant	50,704	55,469	55,469	55,469
Byrne Formula Grant	27,946	0	26,466	24,613
FTA/CPG Grant	216,191	242,679	242,679	242,679
Miscellaneous Grants	86,060	43,087	185,517	28,300
	<u>1,610,428</u>	<u>1,603,848</u>	<u>1,798,013</u>	<u>1,614,712</u>
Interfund Transfers - Computer Network				
Transfer from P&R	1,090	1,090	1,090	0
Transfer from CDBG Fund	6,540	6,540	6,540	6,540
Transfer from Aviation	4,360	5,450	5,450	4,360
Transfer from Water Protection Fund	22,890	30,520	30,520	28,340
Transfer from Landfill Fund	4,360	4,360	4,360	4,360
Transfer from Parking Fund	2,180	1,090	1,090	1,090
Transfer from Golf Course	4,360	4,360	4,360	4,360
Transfer from Transit Fund	17,440	17,440	17,440	17,440
	<u>63,220</u>	<u>70,850</u>	<u>70,850</u>	<u>66,490</u>
Interfund Transfers In				
Transfer from Parks & Rec	0	63,335	63,335	0
Transfer from Pub Safety Tax	1,468,725	2,716,665	2,716,665	2,733,826
Transfer from CDBG Fund	190,517	191,454	191,454	199,141
Transfer from Gaming Fund	60,000	60,000	60,000	60,000
Transfer from Aviation Fund	90,655	2,005	2,005	2,005
Transfer from Parking Fund	50,015	49,965	40,965	56,600
Transfer from Water Protection Fund	1,535,496	1,724,610	1,724,610	1,802,780
Transfer from Municipal Golf Fund	48,708	29,140	29,140	21,235
Transfer from Mass Transit Fund	133,938	213,398	175,462	81,908
Transfer from Landfill Fund	703,838	700,305	689,000	689,000
Transfer from CIP Sales Tax	0	0	0	0
Transfer from Museum	59,680	60,505	60,505	58,156
	<u>4,341,572</u>	<u>5,811,382</u>	<u>5,753,141</u>	<u>5,704,651</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	(486,652)	0	749,381
Total	<u>50,367,033</u>	<u>51,142,723</u>	<u>52,004,150</u>	<u>54,086,811</u>

GENERAL FUND EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	22,604,320	24,845,267	24,129,786	24,571,868
Salary Adjustments	0	0	0	1,996,405
Overtime	1,130,595	1,165,558	1,127,615	1,189,775
FLSA Overtime (Fire Dept)	188,591	180,000	171,000	180,000
Temp-Part Time Wages	817,355	826,331	865,953	979,361
Out-of-Title Pay	104,917	127,950	108,020	130,700
Sick Leave Buy Back	14,574	17,900	13,393	15,690
Retired Consultant's Pay	152,884	157,000	152,000	154,400
	<u>25,013,236</u>	<u>27,320,006</u>	<u>26,567,767</u>	<u>29,218,199</u>
Employee Benefits				
Police Pension Contribution	1,752,618	1,651,700	1,642,866	1,619,754
Lagers Pension Contribution (Fire & Ge	3,252,766	3,574,113	3,457,862	3,026,887
FICA Contribution	802,330	873,860	836,930	873,273
FIM Medicare	333,855	396,535	384,625	395,135
457 Employee Pay Plan	47,338	38,968	38,968	197,065
Health Insurance	3,347,858	4,129,400	3,823,990	4,084,353
Dental Insurance	149,348	156,750	148,873	165,444
Federal Health Reinsurer Tax	411	17,000	0	500
Life Insurance	81,076	105,144	104,649	101,400
Unemployment Insurance	12,645	100	3,585	200
Long Term Disability	50,012	68,345	67,989	66,622
Workers Compensation	865,642	1,084,813	1,084,813	1,088,144
Uniform Allowance	355,063	364,500	357,775	366,000
EMT Allowance	22,479	23,000	22,750	23,750
Car/Mileage Allowance	59,911	62,960	60,710	61,860
Confer/Train/Travel	211,024	227,538	237,821	250,421
	<u>11,344,376</u>	<u>12,774,726</u>	<u>12,274,206</u>	<u>12,320,808</u>
Materials & Supplies				
Office Supplies	80,491	87,390	87,435	88,790
Data Processing Supplies	1,682	2,000	2,000	2,000
Police Evidence Supplies	3,887	4,000	4,000	4,000
Photo Supplies	1,405	2,600	2,600	2,600
Janitorial Supplies	65,956	64,550	64,050	65,550
Recreation Supplies	88,585	65,680	77,843	80,290
Safety Equip/Clothing	92,178	42,987	47,987	49,987
Chemical/Drugs/Medical Supplies	16,972	40,250	20,250	35,250
Wastewater Treatment Chemicals	17	0	0	0
Motor Fuel and Lubricants	739,224	739,835	582,215	673,835
Minor Equipment	338,540	235,568	276,184	246,015
Street Maintenance & Supplies	0	0	0	0
Materials & Supplies for Resale	166,829	233,050	224,540	226,050
Other Materials/Supplies	278,711	238,139	295,531	245,245
	<u>1,874,477</u>	<u>1,756,049</u>	<u>1,684,635</u>	<u>1,719,612</u>
Services				
Employment Services	222,322	207,500	223,489	220,605
Professional Services	569,259	595,620	693,776	613,279
Recruitment Costs	2,870	3,000	6,000	3,000
Other Professional Services	195	0	0	0
Memberships	50,561	50,880	58,777	52,749
Periodicals & Books	28,063	31,720	34,134	29,920
Communication Services	417,605	400,507	412,362	406,505

GENERAL FUND EXPENDITURES

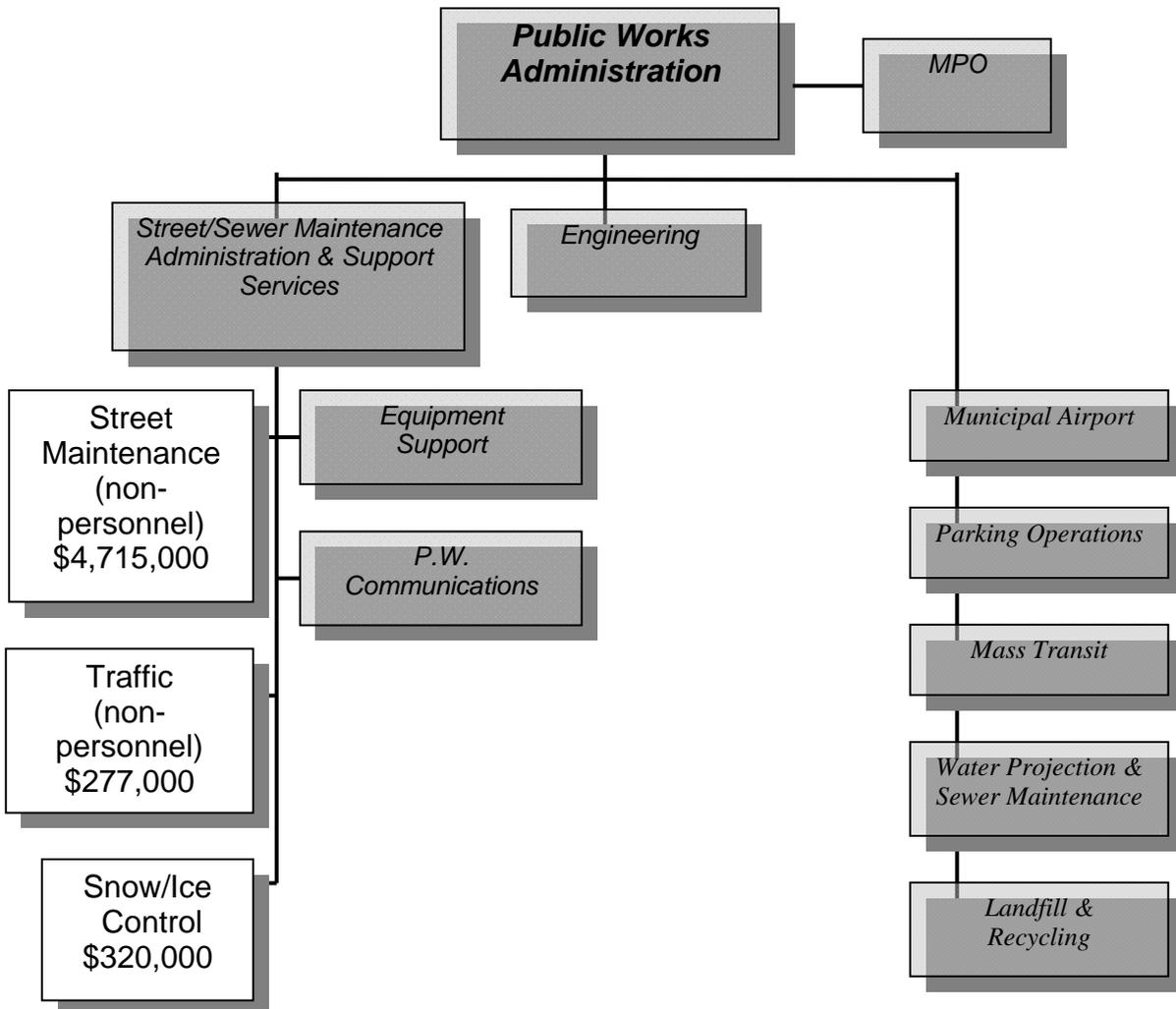
	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Postage	45,205	57,660	55,090	58,810
Freight	2,493	950	1,050	1,050
Advertising	134,940	110,835	91,850	90,435
Permits & Recording Fees	2,308	3,497	3,488	3,717
Printing & Binding	22,772	36,125	40,775	36,975
Gas Service	120,980	136,000	126,050	136,000
Electric Service	585,635	544,100	534,300	554,050
Water Service	68,281	64,815	47,615	57,315
Vehicle/Equipment Rent	29,412	32,535	54,595	40,800
M&R - Office Equipment	128,214	175,625	176,946	169,488
M&R - Building & Facilities	336,593	291,414	424,690	319,703
M&R - Machinery & Equipment	62,306	74,980	68,980	79,790
M&R - Motor Vehicles	701,558	631,775	677,585	671,775
M&R - Communications Equipment	1,032,645	1,083,339	1,119,119	1,097,213
Major Maintenance & Repairs	0	0	0	0
Towing Services	6,592	4,200	6,000	6,200
Laundry Services	25,607	34,100	34,260	34,260
Solid Waste Disposal Services	30,259	28,420	30,785	29,720
MO DNR Fees	492	665	665	665
Special Contributions	961,076	946,050	1,023,134	1,064,201
Other Services	480,336	677,385	728,594	655,944
	<u>6,068,579</u>	<u>6,223,697</u>	<u>6,674,109</u>	<u>6,434,169</u>
Other Charges				
Bad Debt Expense	8,602	0	0	0
Principal	284,303	233,744	256,792	218,560
Interest	80,782	73,250	67,833	98,660
Other Debt Charges	4,182	3,700	3,700	3,700
Insurance/Refund Expense	307,281	368,250	357,740	305,363
Judgments & Claims	110,128	33,000	65,460	33,000
Election Expenses	96,699	60,000	60,000	44,000
Refund Expenses	0	0	4,250	10,500
	<u>891,977</u>	<u>771,944</u>	<u>815,775</u>	<u>713,783</u>
Capital Outlay				
Office Equipment & Furniture	39,101	13,711	36,911	8,500
Motor Vehicles	815	0	500	61,600
Machinery & Equipment	1,265	8,750	4,015	23,750
Software Purchases	10,739	0	1,439	0
	<u>51,920</u>	<u>22,461</u>	<u>42,865</u>	<u>93,850</u>
Capital Improvements				
Land	0	0	22,500	0
Building	0	0	3,111	140,000
Improv Other Than Buildings	38,192	0	0	300,000
	<u>38,192</u>	<u>0</u>	<u>25,611</u>	<u>440,000</u>
Interfund Transfers				
Transfer to General Fund	0	0	0	0
Transfer to Streets Maintenance	2,093,095	1,998,840	3,346,534	2,129,400
Transfer to Parks Maintenance	460,000	255,000	410,140	462,990
Transfer to Public Works	0	0	0	104,000
Transfer to Gaming	14,500	0	0	0
Transfer to Aviation	113,000	20,000	45,000	0
Transfer to Golf	0	0	0	100,000
Transfer to Capital Projects	616,092	0	524,318	350,000
	<u>3,296,687</u>	<u>2,273,840</u>	<u>4,325,992</u>	<u>3,146,390</u>
				<u>0</u>
Total	<u>48,579,444</u>	<u>51,142,723</u>	<u>52,410,960</u>	<u>54,086,811</u>

STREETS MAINTENANCE FUND

The Streets Maintenance Fund accounts for those revenues received from the City's share of the Missouri motor fuel tax and road and bridge tax. Revenues also include street and utility cut payments, interest earned from the General Fund emergency reserve. In order to meet the demands of the services within the Streets Maintenance Fund a portion of one percent (1%) of the local general sales tax is transferred to the fund as necessary. These revenues are used for street maintenance, street overlay, storm sewers, bridges, street signs, snow removal, street lighting.

TOTAL BUDGETED RESOURCES: \$ 5,312,000

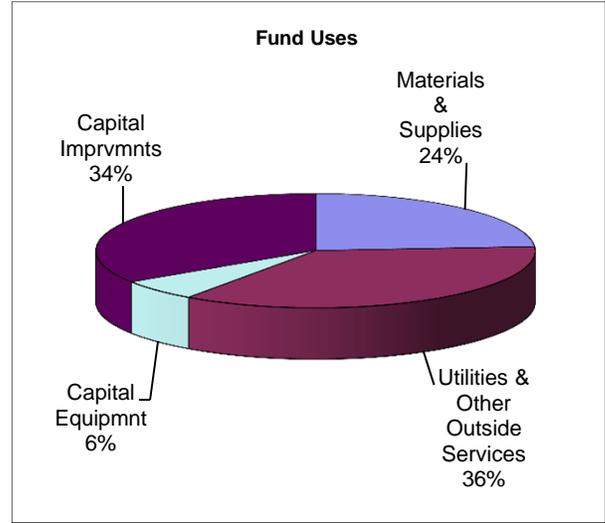
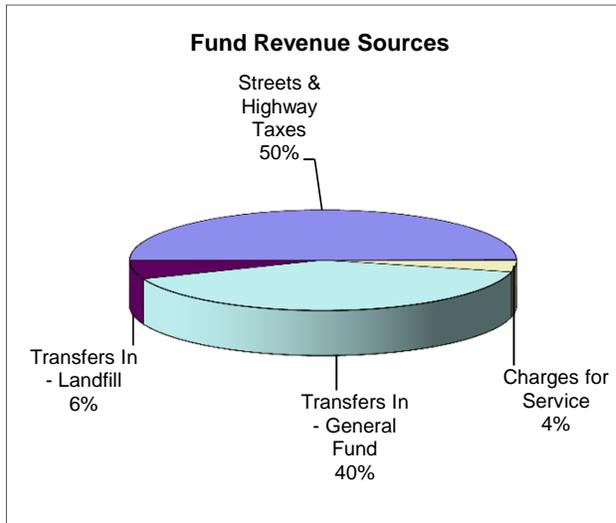
PLANNED USE BY PROGRAM



STREETS MAINTENANCE FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			65,564	65,564
Streets & Highway Taxes	2,641,623	2,617,914	2,650,893	2,650,893
Charges for Service	123,768	200,000	200,000	200,000
Other Revenue & FEMA Reimbursements	120,127	0	8,945	0
Investment Earnings	7,288	6,700	6,980	6,950
Transfers In - Landfill	325,000	325,000	325,000	325,000
Transfers In - General Fund	2,093,095	1,998,843	3,346,534	2,129,400
Fund Balance Transfer	0	0	0	0
TOTAL SOURCES	5,310,901	5,148,457	6,538,352	5,312,243
USES				
Materials & Supplies	1,169,539	1,286,150	1,284,740	1,269,750
Utilities & Other Outside Services	2,013,303	1,978,500	2,005,452	1,905,000
Property/Liability Ins; Judgement & Claims	0	1,500	6,000	1,500
Operating Capital Equipment	598,379	270,000	349,167	315,900
Capital Improvements	1,585,607	1,604,000	2,892,993	1,820,000
TOTAL USES	5,366,828	5,140,150	6,538,352	5,312,150
Net Surplus (Deficit)	(55,927)	8,307	0	65,657
ENDING RESERVED FUND BALANCE:			<u>65,564</u> *	<u>65,657</u> *

*Should it become necessary at year-end, additional funds would be transferred from the General Fund.

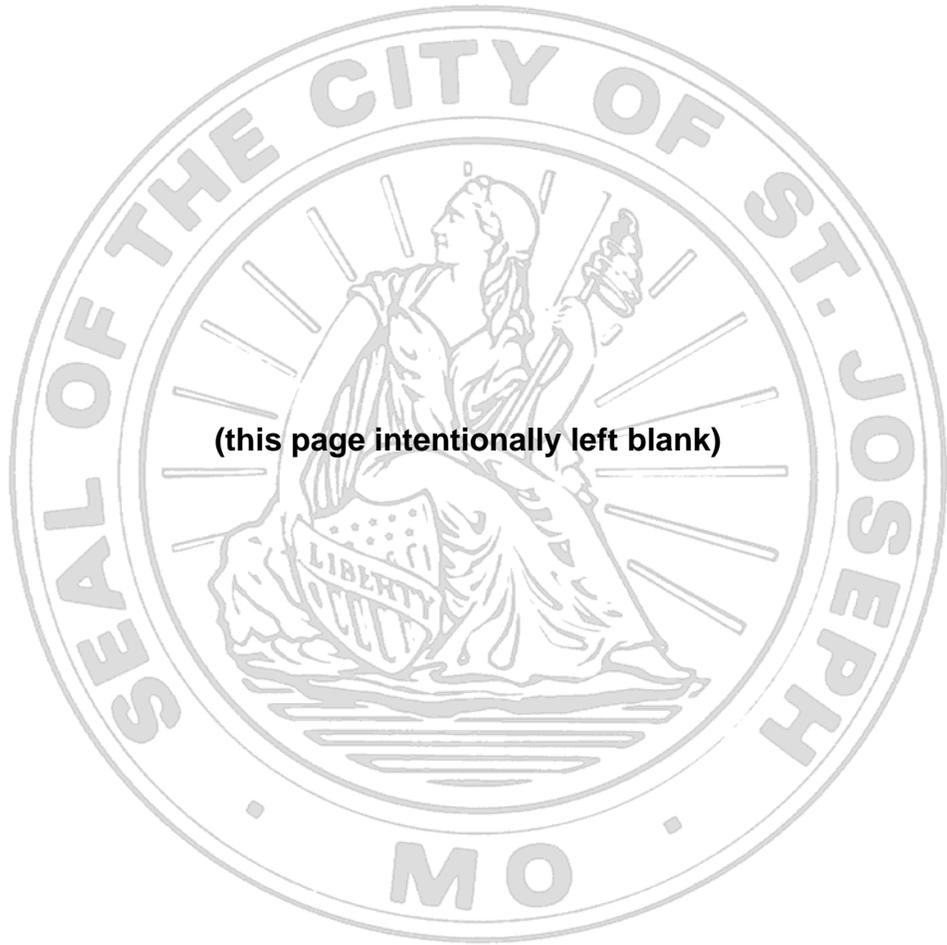


STREETS MAINTENANCE FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	1,959,637	1,959,102	1,959,102	1,959,102
Road & Bridge Tax	681,986	658,812	691,791	691,791
	<u>2,641,623</u>	<u>2,617,914</u>	<u>2,650,893</u>	<u>2,650,893</u>
Charges for Services				
Street Cut Repair	123,768	200,000	200,000	200,000
	<u>123,768</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Other Revenue				
Sale of Fixed Assets	112,381	0	0	0
Insurance Proceeds	2,568	0	138	0
Sale of Gas & Oil	0	0	0	0
Recycling Revenue	2,602	0	2,701	0
Recovery/Reimbursements/PY Refunds	2,576	0	6,106	0
	<u>120,127</u>	<u>0</u>	<u>8,945</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	6,409	6,500	6,500	6,500
	<u>6,409</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Investment Earnings				
Investment Interest Income	879	200	480	450
	<u>879</u>	<u>200</u>	<u>480</u>	<u>450</u>
Interfund Transfers In				
Transfer from General Fund	2,093,095	1,998,843	3,346,534	2,129,400
Transfer from Landfill Fund	325,000	325,000	325,000	325,000
	<u>2,418,095</u>	<u>2,323,843</u>	<u>3,671,534</u>	<u>2,454,400</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	55,927	(8,307)	0	(93)
Total	<u>5,366,828</u>	<u>5,140,150</u>	<u>6,538,352</u>	<u>5,312,150</u>

STREETS MAINTENANCE FUND EXPENDITURES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Employee Benefits				
Confer/Train/Travel	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Materials & Supplies				
Office Supplies	997	500	500	500
Safety Equip/Clothing	13,930	18,100	18,300	14,700
Motor Fuel and Lubricants	29,773	24,150	20,000	22,150
Minor Equipment	36,414	37,500	35,900	37,500
Street Maintenance Supplies	1,032,291	1,139,400	1,143,540	1,139,400
Traffic/Lighting Supplies	52,876	64,200	64,200	53,200
Other Materials/Supplies	3,258	2,300	2,300	2,300
	<u>1,169,539</u>	<u>1,286,150</u>	<u>1,284,740</u>	<u>1,269,750</u>
Services				
Employment Services	126,930	147,200	152,200	152,200
Professional Services	8,275	8,300	8,690	9,000
Memberships	288	200	200	200
Periodicals & Books	175	200	200	200
Communication Svcs	57	0	0	0
Postage	12	0	0	200
Freight	633	900	1,668	1,500
Advertising	384	0	905	0
Printing & Binding	78	0	0	0
Electric Service - Street Lighting	1,583,688	1,446,000	1,446,000	1,371,000
Vehicle/Equipment Rent	4,275	3,900	3,900	3,900
M&R - Building & Facilities	180,991	251,800	259,510	251,800
M&R - Machinery & Equipment	0	1,000	2,179	1,000
M&R - Motor Vehicles	85,063	91,000	102,000	86,000
M&R - Communications Equipment	9,235	3,800	3,800	3,800
Towing Services	0	0	0	0
Laundry Services	1,269	1,700	1,700	1,700
MO DNR Fees	2	0	0	0
Other Services	11,948	22,500	22,500	22,500
	<u>2,013,303</u>	<u>1,978,500</u>	<u>2,005,452</u>	<u>1,905,000</u>
Other Charges				
Judgement & Claims	0	1,500	6,000	1,500
	<u>0</u>	<u>1,500</u>	<u>6,000</u>	<u>1,500</u>
Capital Outlay				
Motor Vehicles	96,292	0	0	49,000
Machinery & Equipment	502,087	270,000	349,167	266,900
	<u>598,379</u>	<u>270,000</u>	<u>349,167</u>	<u>315,900</u>
Public Improvements				
Streets, Curbs & Sidewalks	1,585,607	1,604,000	2,892,993	1,820,000
	<u>1,585,607</u>	<u>1,604,000</u>	<u>2,892,993</u>	<u>1,820,000</u>
Total	<u>5,366,828</u>	<u>5,140,150</u>	<u>6,538,352</u>	<u>5,312,150</u>



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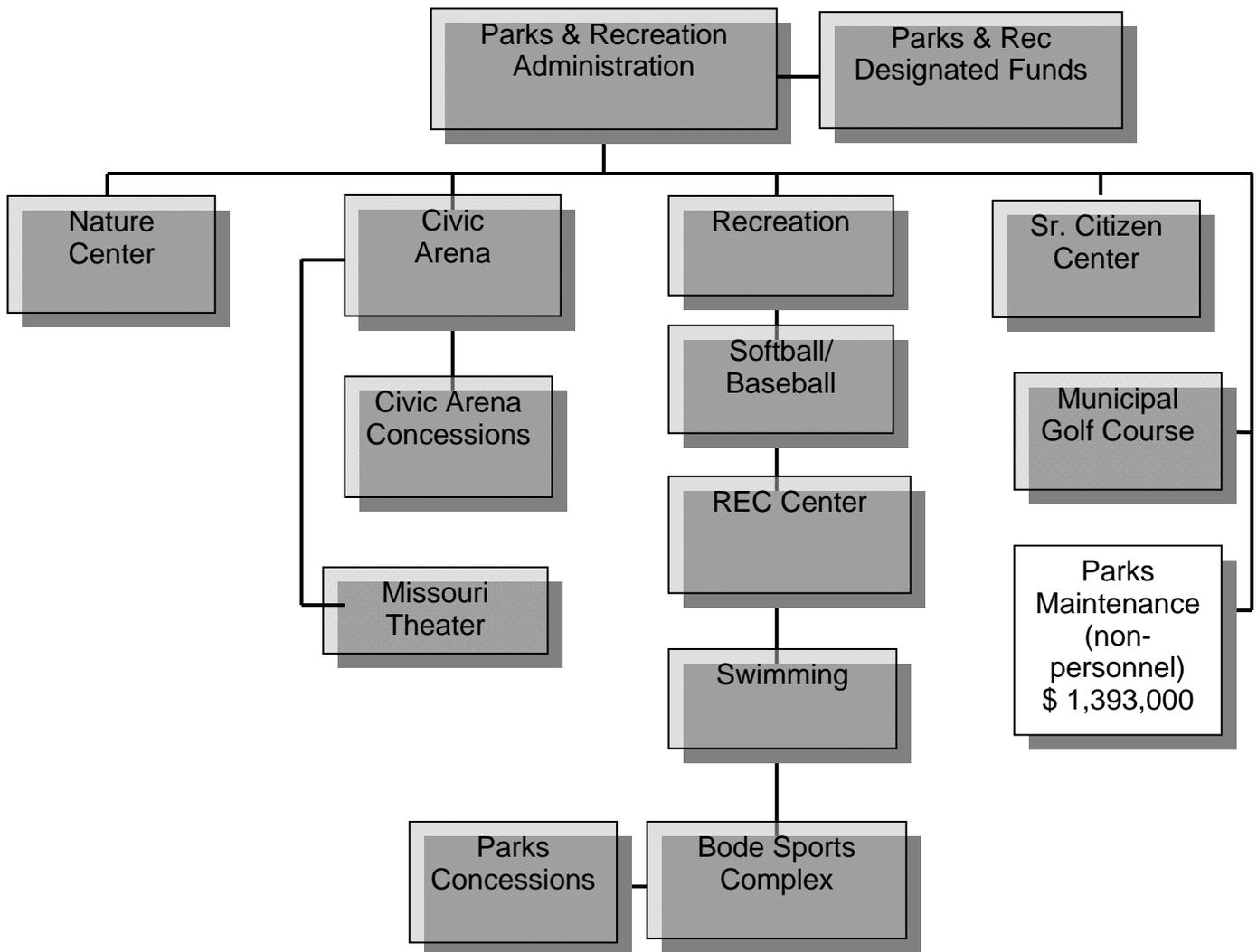
PARKS MAINTENANCE

The Parks Maintenance Fund accounts for parkways, park grounds and equipment maintenance. The fund is set up to account for the revenues derived from a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, trusts and one-half of the City Sticker & Penalty general fund revenue was routed to Parks Maintenance in FY2004 to assist that function.

The remainder of the program is funded through a transfer from the General Fund if necessary.

TOTAL BUDGETED RESOURCES: \$ 1,393,000

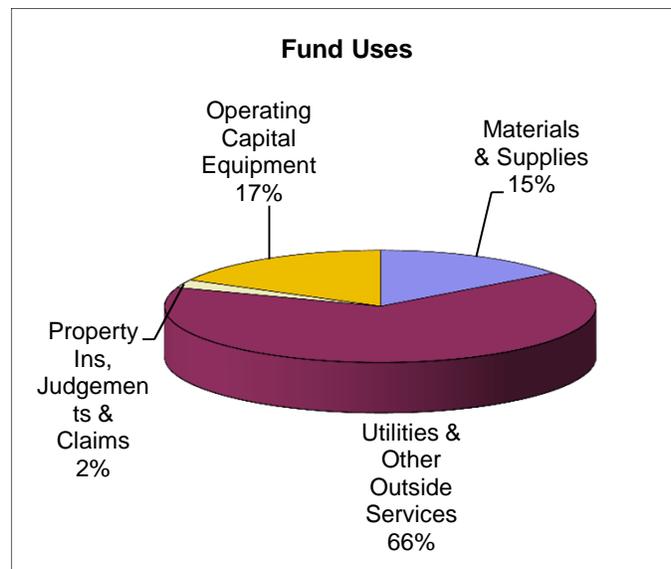
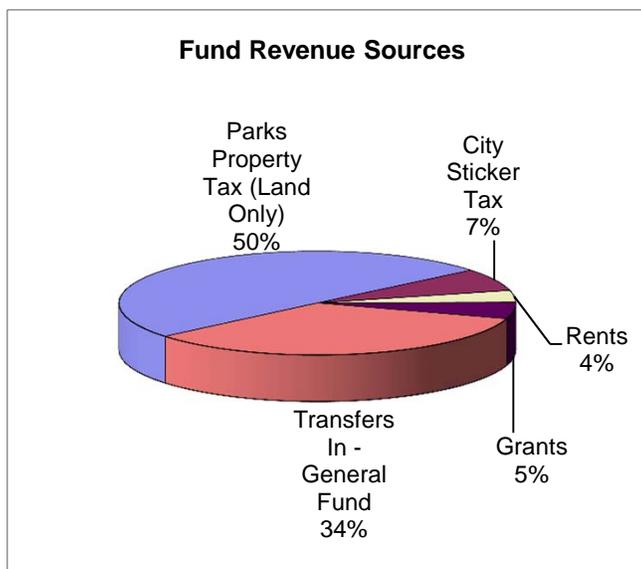
PLANNED USE BY PROGRAM:



PARKS MAINTENANCE FUND

SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			38,910	38,911
Parks Property Tax (Land Only)	683,438	683,900	683,900	683,900
City Sticker Tax	95,086	96,000	96,000	96,000
Rents	33,748	25,000	25,000	50,000
Other Revenue	6,339	0	1,060	0
Grants	58,158	70,000	77,131	70,000
Transfers In - Gaming & DBD	0	0	0	0
Transfers In - General Fund	460,000	255,000	410,140	462,990
TOTAL SOURCES	1,336,769	1,129,900	1,293,231	1,362,890
USES BY PROGRAM				
Materials & Supplies	193,625	201,650	177,343	206,650
Utilities & Other Outside Services	661,689	884,810	872,634	913,810
Property Ins, Judgements & Claims	56,055	2,000	112,829	32,430
Transfer Out	0	64,425	64,425	0
Operating Capital Equipment	0	91,000	66,000	240,000
TOTAL USES	911,369	1,243,885	1,293,231	1,392,890
Net Surplus (Deficit)			1	8,911
ENDING ASSIGNED FUND BALANCE:			38,911	8,911



PARKS MAINTENANCE FUND

REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	650,146	652,400	652,400	652,400
Prior Park District R/E Tax	25,788	24,500	24,500	24,500
R/E Penalty & Interest	7,504	7,000	7,000	7,000
	<u>683,438</u>	<u>683,900</u>	<u>683,900</u>	<u>683,900</u>
Licenses				
City Sticker & Penalty	95,086	96,000	96,000	96,000
	<u>95,086</u>	<u>96,000</u>	<u>96,000</u>	<u>96,000</u>
Rents				
Horace Mann Rent	33,748	50,000	25,000	50,000
	<u>33,748</u>	<u>50,000</u>	<u>25,000</u>	<u>50,000</u>
Other Revenue				
Sale of Fixed Assets	0	0	0	0
Insurance Proceeds	3,507	0	0	0
Concessions-Vending Machines	177	0	0	0
Donations	0	0	0	0
Recycling Revenue	2,237	0	510	0
Recovery/Reimbursements	6,598	0	550	0
	<u>12,519</u>	<u>0</u>	<u>1,060</u>	<u>0</u>
Interest Earnings				
Interest on Investments	168	0	0	0
	<u>168</u>	<u>0</u>	<u>0</u>	<u>0</u>
Intergovernmental				
FEMA Reimbursement Funds	0	0	0	0
SEMA Reimbursement Funds	0	0	0	0
Bode Trust	58,158	0	0	0
Parks Maintenance Trust	0	70,000	77,131	70,000
	<u>58,158</u>	<u>70,000</u>	<u>77,131</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	460,000	255,000	410,140	462,990
Transfer from Gaming Fund	0	0	0	0
	<u>460,000</u>	<u>255,000</u>	<u>410,140</u>	<u>462,990</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	79,890	82,985	0	30,000
Total	<u>1,343,117</u>	<u>1,237,885</u>	<u>1,293,231</u>	<u>1,392,890</u>

PARKS MAINTENANCE FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Janitorial Supplies	6,207	5,000	5,000	5,000
Recreation Supplies	20,869	21,000	21,000	21,000
Safety Equip/Clothing	6,651	3,500	3,501	3,500
Chemical/Drugs/Medical Supplies	0	150	242	150
Motor Fuel and Lubricants	119,140	125,000	100,000	125,000
Minor Equipment	20,809	27,000	27,000	27,000
Traffic & Lighting Supplies	19,949	20,000	20,600	25,000
	<u>193,625</u>	<u>201,650</u>	<u>177,343</u>	<u>206,650</u>
Services				
Employment Services	179,447	180,000	180,000	180,000
Memberships	32	20	20	20
Telephone Service	6,135	5,090	5,090	5,090
Gas Service	11,347	45,000	30,000	45,000
Electric Service	141,217	349,500	349,500	349,500
Water Service	27,996	50,000	40,000	50,000
Vehicle/Equipment Rent	2,568	2,700	2,700	2,700
M&R - Building & Facilities	121,505	97,000	103,629	112,000
M&R - Machinery & Equipment	11,806	12,000	12,000	16,000
M&R - Motor Vehicles	101,738	90,000	90,000	100,000
M&R - Communications Equipment	4,039	5,000	5,000	5,000
Major Repairs & Replacement	6,678	0	5,170	0
Laundry Services	982	500	1,035	500
MO DNR Fees	559	1,000	1,000	1,000
Other Services	45,640	47,000	47,490	47,000
	<u>661,689</u>	<u>884,810</u>	<u>872,634</u>	<u>913,810</u>
Interfund Transfers				
Transfer to Computer Network	0	1,090	1,090	0
Transfer to General Fund	1,090	63,335	63,335	0
	<u>1,090</u>	<u>64,425</u>	<u>64,425</u>	<u>0</u>
Other Charges				
Judgement & Claims/Insurance	56,055	2,000	112,829	32,430
	<u>56,055</u>	<u>2,000</u>	<u>112,829</u>	<u>32,430</u>
Capital Outlay				
Motor Vehicles	187,380	35,000	35,000	140,000
Machinery & Equipment	323,168	50,000	25,000	80,000
	<u>510,548</u>	<u>85,000</u>	<u>60,000</u>	<u>220,000</u>
Capital Improvements				
Improv Other Than Buildings	0	0	6,000	20,000
	<u>0</u>	<u>0</u>	<u>6,000</u>	<u>20,000</u>
Total	<u>1,423,007</u>	<u>1,237,885</u>	<u>1,293,231</u>	<u>1,392,890</u>

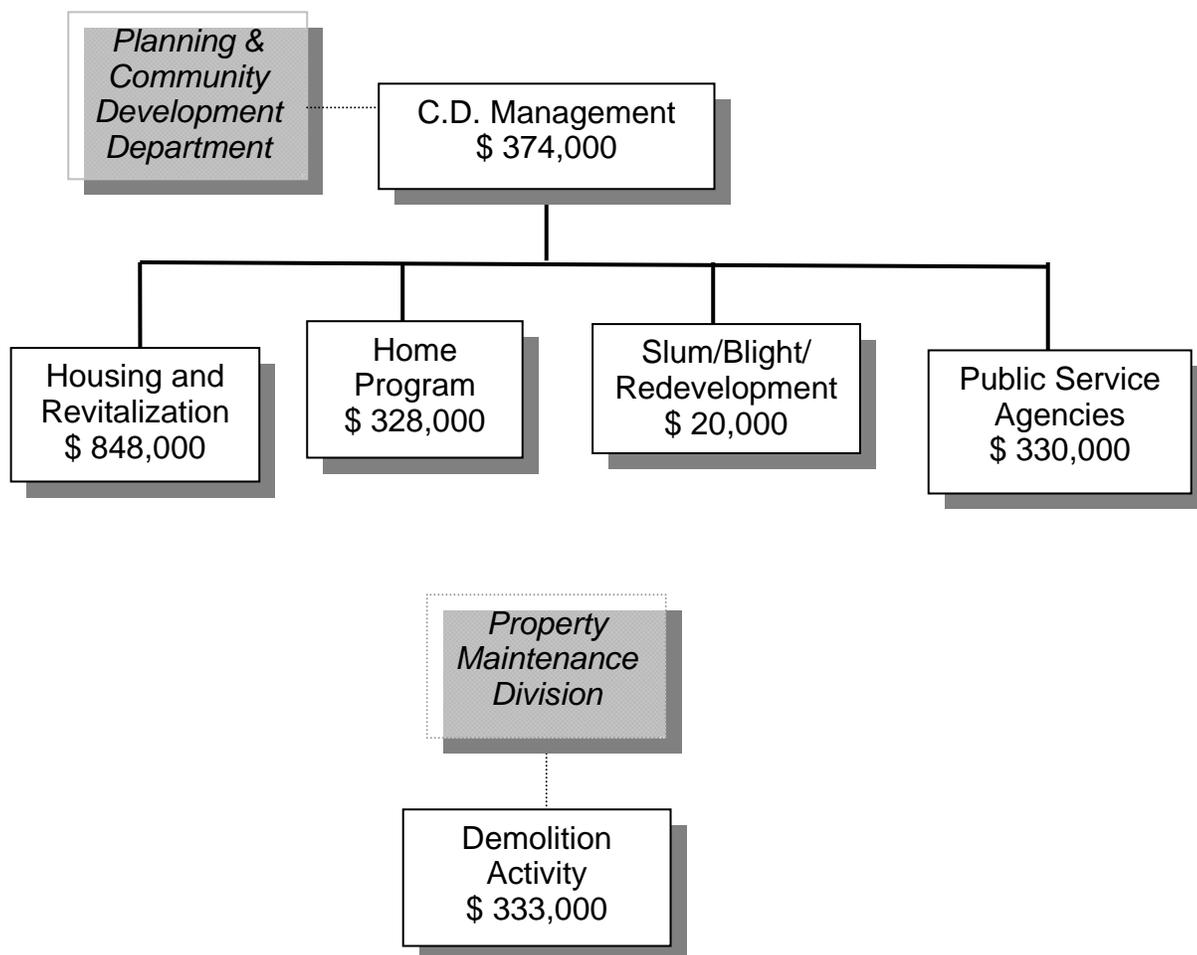
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The Community Development Block Grant (CDBG) Fund accounts for those revenues received by the City from federal and state governments. The major source of funds comes from the CDBG Entitlement Program authorized by Congress in 1974 for cities with populations of 50,000 or more. The primary goal of the program is to develop viable urban communities that offer decent housing, suitable living environments, and economic opportunities for low and moderate-income people. Monies are also received from HUD (Housing & Urban Development), various state grants and revenues from City demolition activity.

Personnel in this fund provide for the administration and implementation of these state and federally funded programs.

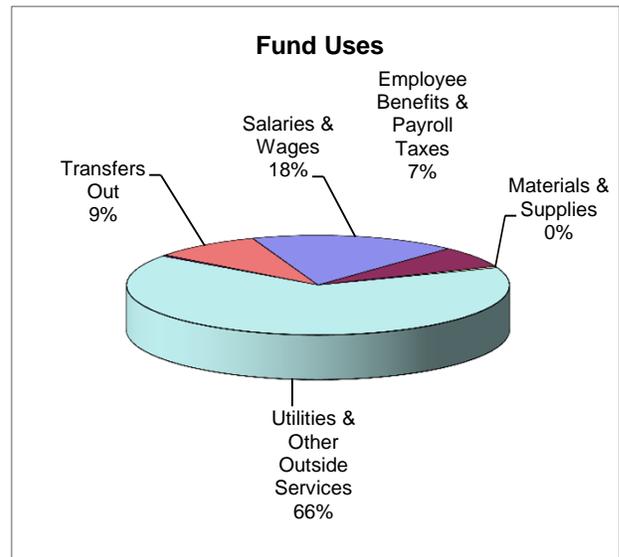
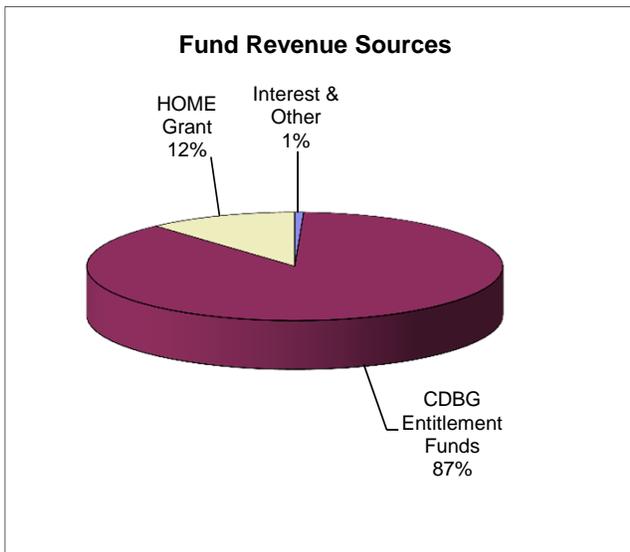
TOTAL BUDGETED RESOURCES: \$ 2,233,000

PLANNED USE BY PROGRAM:



COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	63,637	16,000	44,000	16,000
Intergovernmental/Other Grants	1,707,100	2,356,155	2,356,155	2,215,516
Other Revenue	88,366	0	34,721	0
Transfers (To)/From - Reprogrammable Funds	293,481	0	101,454	0
TOTAL SOURCES	<u>2,152,584</u>	<u>2,372,155</u>	<u>2,536,330</u>	<u>2,231,516</u>
USES				
Salaries & Wages	311,832	361,160	364,092	389,925
Employee Benefits & Payroll Taxes	120,994	159,145	156,264	154,765
Materials & Supplies	5,169	11,272	8,672	10,272
Utilities & Other Outside Services	1,558,036	2,227,754	1,698,986	1,463,907
Property Ins & Other	6,637	12,830	9,648	8,585
Transfers Out	197,057	197,994	197,994	204,062
Operating Capital Equip	0	0	0	0
TOTAL USES	<u>2,199,725</u>	<u>2,970,155</u>	<u>2,435,656</u>	<u>2,231,516</u>
Net Surplus (Deficit) to/from Reprogrammed Fnds	(47,141)	(598,000)	100,674	0



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Farn Land Lease	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Revenues				
Loss on Sale of Fixed Assets	(16,224)	0	(1,608)	0
Recovery/Reimbursements	71,926	0	20,119	0
Other Revenue	32,664	0	16,210	0
	<u>88,366</u>	<u>0</u>	<u>34,721</u>	<u>0</u>
Special Assessments				
Principal	62,332	15,000	36,000	15,000
Interest on Special Assessments	1,305	1,000	8,000	1,000
	<u>63,637</u>	<u>16,000</u>	<u>44,000</u>	<u>16,000</u>
Intergovernmental				
Home Program Grant	173,557	335,855	335,855	328,374
Community Development Block Grant	1,428,041	1,893,300	1,893,300	1,887,142
American Rec Reinvst Grant	51,542	127,000	127,000	0
Federal HMIS Grant	53,960	0	0	0
	<u>1,707,100</u>	<u>2,356,155</u>	<u>2,356,155</u>	<u>2,215,516</u>
Interfund Transfers In				
Transfer from General Fund	0	0	0	0
Transfer from Rehab Loan Fund	190,548	0	29,003	0
Transfer from HOME Revolv Fund	102,933	0	72,451	0
	<u>293,481</u>	<u>0</u>	<u>101,454</u>	<u>0</u>
Transfer from/(to) Reprogrammable Funds				
Reprogrammable Funds	0	598,000	0	0
Total	<u>2,152,584</u>	<u>2,970,155</u>	<u>2,536,330</u>	<u>2,231,516</u>

Revolving Loan Fund & Line-of-Credit Balances

Revolving Loan Fund Balances:

Rehab, Rental Rehab, &	
Historic Preservation Loans:	\$1,120,244
Home Loans:	1,791,444
Reserved Fund Balance:	<u>\$2,911,688</u>

Line-of-Credit Balances:

Reprogrammed for FY2013/14	\$330,937
Reprogrammed for FY2012/13	280,331
Reprogrammed for FY2011/12	105,047
	<u>\$716,315</u>

The revolving loan and line-of-credit balances are as of 2/28/15 and represent amounts available for, but not currently appropriated in, the city budget.

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	311,832	361,160	364,092	389,925
	<u>311,832</u>	<u>361,160</u>	<u>364,092</u>	<u>389,925</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Lagers Pension Contribution	17,924	21,310	21,485	15,841
FICA Contribution	19,381	22,391	22,575	22,607
FICA Medicare	4,533	5,237	5,290	5,287
Health Insurance	52,710	59,964	59,964	59,964
Dental Insurance	2,037	2,281	2,281	2,512
Federal Health Reinsurer Tax	0	225	225	225
Life Insurance	1,110	1,444	1,444	1,461
Long Term Disability	714	939	939	949
Workers Compensation	11,478	14,385	14,385	14,586
Car/Mileage Allowance	1,690	7,050	7,050	6,750
Confer/Train/Travel	9,417	23,919	20,626	24,583
	<u>120,994</u>	<u>159,145</u>	<u>156,264</u>	<u>154,765</u>
Materials & Supplies				
Office Supplies	1,542	6,800	4,200	5,800
Photo Supplies	0	0	0	0
Motor Fuel	2,502	1,600	1,600	1,600
Minor Equipment	585	1,855	1,855	1,855
Other Materials/Supplies	540	1,017	1,017	1,017
	<u>5,169</u>	<u>11,272</u>	<u>8,672</u>	<u>10,272</u>
Services				
Employment Services	18,000	0	3,000	0
Professional Services	50,058	63,000	71,425	60,000
Memberships	704	1,595	1,395	1,595
Periodicals & Books	384	1,000	1,000	1,000
Telephone Service	3,709	5,320	5,320	5,320
Postage	2,760	7,800	5,700	7,800
Freight	520	0	0	0
Advertising	12,837	24,286	18,786	23,980
Permits & Recording Fees	1,378	2,245	2,245	2,245
Printing & Binding	242	2,546	1,646	2,160
Gas Service	8,604	4,700	4,700	4,700
Electric Service	9,768	7,000	7,000	7,000
Water Service	5,544	4,000	4,000	4,000
Vehicle/Equipment Rent	535	3,350	3,350	3,350
M&R - Bldg & Facilities	42	0	0	0
M&R - Motor Vehicles	743	700	700	700
M&R - Communications Equipment	0	100	100	100
Solid Waste Disposal	915	500	500	500
Special Contributions	357,959	1,092,500	514,500	377,500
Other Services	1,083,334	1,007,112	1,053,619	961,957
	<u>1,558,036</u>	<u>2,227,754</u>	<u>1,698,986</u>	<u>1,463,907</u>
Other Charges				
Refund Expense	0	0	0	0
Insurance	6,637	12,830	9,648	8,585
Transfer to General Fund	190,517	191,454	191,454	199,141
Transfer to General Fund - Computer	6,540	6,540	6,540	6,540
Transfer to Capital Projects	0	0	0	0
	<u>203,694</u>	<u>210,824</u>	<u>207,642</u>	<u>214,266</u>
Total	<u>2,199,725</u>	<u>2,970,155</u>	<u>2,435,656</u>	<u>2,233,135</u>

GAMING INITIATIVES FUND

The Gaming Initiatives Fund is a special revenue fund established July 1, 1995 to track revenues derived from the riverfront casino located on the City's Missouri River Waterfront. Revenues are received from the State of Missouri based on state statutes. A lease agreement with casino owners provided approximately \$400,000 a year and was ended by the casino owners in mid-FY2010. Revenues are shared equally with Buchanan County.

Although the City reports annually to the State of Missouri on how the gambling revenues are spent, there are no legal restrictions on their use. City Council has adopted an informal policy of not using funds for ordinary operating expenditures. Actual expenditures are approved during each annual budget process. Riverfront and economic development activities have also become a major focus for this fund.

TOTAL BUDGETED RESOURCES: \$ 1,044,000

PLANNED USE BY PROGRAM:



GAMING INITIATIVES FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			243,389	228,106
Gaming Revenue	981,000	974,300	993,785	1,009,695
Other Revenue	155,310	0	6,509	0
Interest Earnings	329	200	200	200
Grants	10,000	0	10,000	0
Transfer In	14,500	0	0	0
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	<u>1,161,139</u>	<u>974,500</u>	<u>1,010,494</u>	<u>1,009,895</u>
USES BY PROGRAM				
Gaming Funded Initiatives	1,192,232	1,021,160	1,025,777	1,043,460
TOTAL USES	<u>1,192,232</u>	<u>1,021,160</u>	<u>1,025,777</u>	<u>1,043,460</u>
Net Surplus (Deficit)			(15,283)	(33,565)
ENDING ASSIGNED FUND BALANCE:			<u>228,106</u>	<u>194,541</u>

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$25,000	MO-KAN Contribution
	\$8,560	State Legislative Lobbyist (Mark Rhoads)
	\$185,000	Chamber Economic Development Contract
	\$500	Great Northwest Day at the Capital (City sponsorship share)
[Inc for add'l mtgs/travel since Fed lobbyist cntrct dropped.	\$20,000	Community Alliance Membership
	\$26,000	Downtown Partnership Contract
	50,000	Festival Funding
	\$13,000	City 4th of July fireworks display
	\$80,000	Property Mnt clean-up, abatement, dangerous bldg issues
	\$20,000	Save Our Heritage Neighborhood Grants
	\$100,000	Historic preservation grants outside of HUD-eligible areas
	\$1,600	MDOT Lease
	50,000	Public Education Spots & Cablevision Contract (Pub Info)
	\$150,000	Legal Services - Outside Specialized Counsel (Legal)
Contributions/Contracts - Once or Limited	\$15,000	Chamber Marketing Program
Capital Equipment/Improvements	25,000	Replace Parking Enforcement Vehicle
	18,000	Replace Ticket Monitoring System
	10,000	Retro-fit REC Center
	9,000	Dog Park & Eagles Field Signage
	9,300	Upgraded Credit Card Processing Machines
TRANSFER TO GENERAL FUND:		
Nature Center:	\$50,000	Special Programming
NonDepartmental:	\$10,000	Reimbursement for in-kind services provided to spcl events
TRANSFER TO SPECIAL ALLOCATION FUND:		
City Sponsored TIFs:	\$6,000	As Needed - To cover City expenses until TIF revenues begin
TRANSFER TO AVIATION FUND:		
Airport Operations:	\$60,000	Operating Subsidy in support of Air Guard presence
	\$15,000	Deposit towards 2016 Airshow
TRANSFER TO PARKING FUND:		
Parking Operations:	\$6,500	Reimbursement for lost revenue/waived fees at Civic Center

GAMING INITIATIVES FUND REVENUES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Rents				
State Admissions	582,552	579,500	591,090	602,970
State Gaming	<u>398,448</u>	<u>394,800</u>	<u>402,695</u>	<u>406,725</u>
	981,000	974,300	993,785	1,009,695
Investment Interest				
Interest Income	<u>329</u>	<u>200</u>	<u>200</u>	<u>200</u>
	329	200	200	200
Other Revenue				
Donations	100,000	0	0	0
Refunds Prior Year	0	0	0	0
Recovery/Reimbursement	<u>55,310</u>	<u>0</u>	<u>6,509</u>	<u>0</u>
	155,310	0	6,509	0
Transfers				
Transfer From General Fund	<u>14,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
	14,500	0	0	0
Grants & Entitlements				
MO Trim Grant	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0</u>
	10,000	0	10,000	0
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	31,093	46,660	15,283	33,565
Total	<u>1,192,232</u>	<u>1,021,160</u>	<u>1,025,777</u>	<u>1,043,460</u>

GAMING INITIATIVES FUND EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Minor Equipment	38,952	20,000	0	9,300
Employment Services	30,000	0	0	0
Professional Services	185,525	150,000	150,000	150,000
Communication Services	0	0	0	0
Postage	2,772	0	0	0
Advertising	42,482	50,000	50,000	50,000
MR Communications Equipment	116,901	0	0	0
Major Repairs & Replacement	0	0	0	0
Special Contributions	479,414	498,060	498,060	543,060
Other Services	36,028	81,600	93,660	81,600
	<u>932,074</u>	<u>799,660</u>	<u>791,720</u>	<u>833,960</u>
Interfund Transfers Out				
Transfer to General Fund	60,000	60,000	60,000	60,000
Transfer to Parks Maintenance Fund	0	0	0	0
Transfer to Special Allocation Fund	5,998	6,000	6,000	6,000
Transfer to Aviation Fund	60,000	75,000	75,000	75,000
Transfer to Parking Fund	6,500	6,500	6,500	6,500
Transfer to Capital Projects Fund	0	50,000	50,000	0
	<u>132,498</u>	<u>197,500</u>	<u>197,500</u>	<u>147,500</u>
Capital Outlay				
Buildings & Other Improvements	68,493	0	4,717	9,000
Motor Vehicles	0	24,000	24,000	25,000
Software Purchases	0	0	0	0
Radio & Communication Equipment	10,837	0	0	0
Machinery & Equipment	48,330	0	7,840	28,000
	<u>127,660</u>	<u>24,000</u>	<u>36,557</u>	<u>62,000</u>
Total	<u>1,192,232</u>	<u>1,021,160</u>	<u>1,025,777</u>	<u>1,043,460</u>

SPECIAL ALLOCATION FUND

The Special Allocation Fund is the depository for revenues generated by the City's Tax Increment Financing (TIF) redevelopment projects and Economic Development Agreements (EDA). The Fund is established per State Statute, Section 99.845 R.S.Mo. 2000. The Fund derives revenue from four main sources.

Payment in Lieu of Taxes (PILOTS) – Real property tax rates are frozen within the established TIF district for a term of up to 23 years per project. Increases in real property taxes due to new construction, rehabilitation and infrastructure improvements associated with the TIF plan are abated. Property owners make PILOTS in an amount equal to the tax abatement granted.

Economic Activity Taxes (EATS) – Any EATS revenues are frozen within the district as well. 50% of new locally collected taxes including sales, food and beverage, corporate profit, and utility taxes generated by redevelopment in the area are captured by the City and deposited to the Special Allocation Fund.

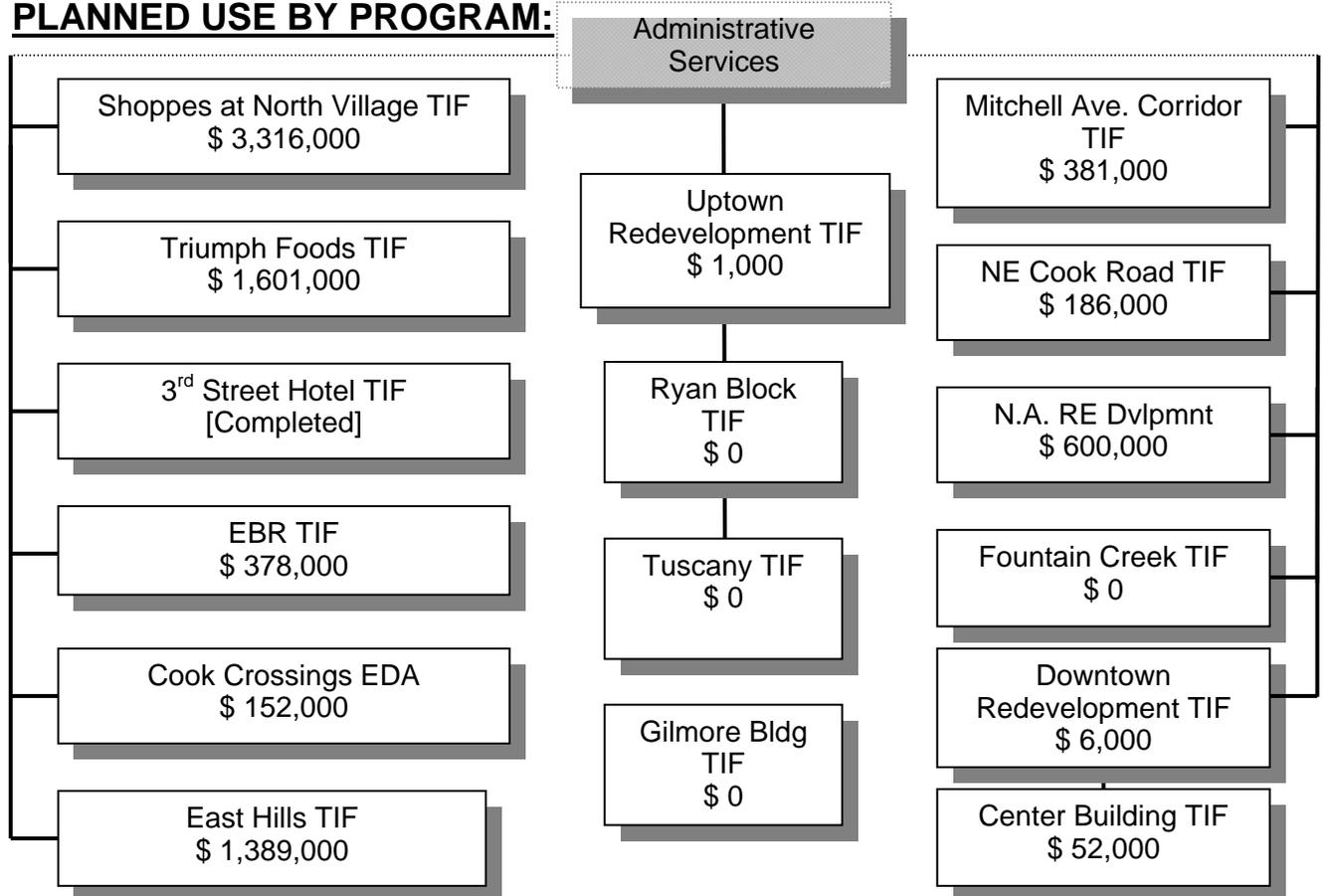
Bond Proceeds – If bonds are issued in conjunction with a TIF project, the City is reimbursed for any capital expenditures made in conjunction with infrastructure improvements for that project from the proceeds. The monies are deposited to the Special Allocation Fund and then transferred to the fund bearing the initial expense.

Reimbursements from Funding Agreements - Developers deposit up-front monies to the Fund in order to cover the City's legal and administrative costs of processing and monitoring projects.

A separate program is set up for each tax TIF project. EATS and PILOTS are tracked separately within each project. Revenues and expenditures tied to City Developer Agreements are also tracked within this fund.

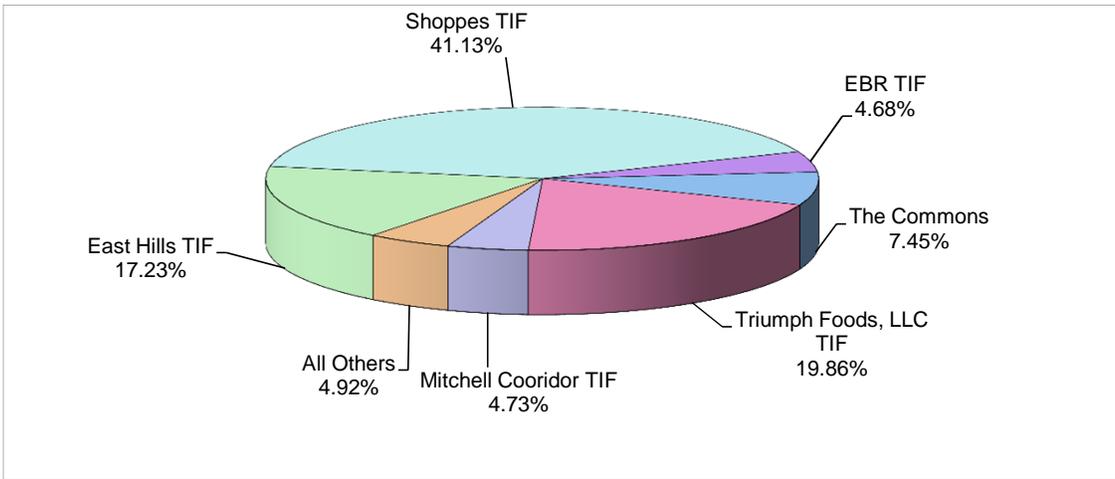
TOTAL BUDGETED RESOURCES: \$ 8,062,000

PLANNED USE BY PROGRAM:



SPECIAL ALLOCATION FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
PILOTS	3,294,878	3,401,099	3,484,704	3,364,953
EATS/TDD/NonIncremental Sales Tax	4,357,034	4,130,087	5,450,142	5,198,346
Bond Proceeds/Reimbursements	0	0	0	0
Recovery/Reimbursement/Other Revenue	29,364	1,735	10,635	1,735
Sewer System Development Fees	800	500	500	500
Developer Contributions	321,769	809,100	809,100	809,100
Interest Earnings	58,403	1,045	1,045	1,045
Sewer Reserve Charges	480,598	972,996	972,996	972,996
Transfers from Other Funds	5,998	6,000	0	6,000
TOTAL SOURCES	8,548,844	9,322,562	10,729,122	10,354,675
USES BY PROGRAM				
Center Building TIF	2,188	42,698	43,363	52,395
Gilmore Building TIF	3,092	0	0	0
Uptown Redevelopment TIF	6,097	1,000	1,000	1,000
Ryan Block TIF	127	130	130	130
Cooks Crossing EDC	909	149,000	151,500	151,500
Downtown Redevelopment TIF	334	6,000	0	6,000
Mitchell Avenue Corridor TIF	978,214	380,100	380,100	381,300
The Commons Development (EDC)	586,269	522,235	587,240	600,250
North East Cook Road TIF	7,631	113,675	184,500	185,800
East Hills TIF	62,938	1,087,200	1,336,000	1,389,200
Shoppes at North Village TIF	3,223,890	3,284,806	3,284,806	3,315,582
EBR Development TIF	272,331	327,220	371,145	377,625
Triumph Foods, LLC TIF	1,940,416	1,948,032	1,603,482	1,600,751
Fountain Creek TIF	93	0	100	100
3rd Street Hotel TIF	(26,468)	333,344	333,344	0
Tuscany Towers TIF	0	0	6,900	0
TOTAL USES	7,058,061	8,195,440	8,283,610	8,061,633
Net Surplus (Deficit)	1,490,783	1,127,122	2,445,512	2,293,042



SPECIAL ALLOCATION FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	405	0	4,721	0
	<u>405</u>	<u>0</u>	<u>4,721</u>	<u>0</u>
Personal Property				
Payment in Lieu of Taxes (PILOTS)-City	598,800	603,173	621,400	601,822
PILOTS - Other	2,605,500	2,716,781	2,776,875	2,681,423
TIF Public Infrastructure	90,171	81,145	81,708	81,708
	<u>3,294,471</u>	<u>3,401,099</u>	<u>3,479,983</u>	<u>3,364,953</u>
Sales Tax				
Economic Activity Taxes (EATS) City	2,728,706	2,527,112	3,255,847	3,359,695
EATS - County	929,454	879,950	1,451,870	1,263,420
EATS - Other	148,046	153,900	165,400	148,386
Non Incremental Sales Tax	139,583	163,625	163,625	0
Use Tax County	26,396	19,300	27,200	28,045
TDD Sales Tax	17,009	27,000	27,000	0
CID Sales Tax	367,840	359,200	359,200	398,800
	<u>4,357,034</u>	<u>4,130,087</u>	<u>5,450,142</u>	<u>5,198,346</u>
Sanitary Sewer Charges				
Sewer System Development Fee	800	500	500	500
	<u>800</u>	<u>500</u>	<u>500</u>	<u>500</u>
Bond Proceeds				
Bond Proceeds	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Revenues				
Recovery/Reimbursements	29,364	1,735	10,635	1,735
Developer Contributions	321,769	809,100	809,100	809,100
Sewer Reserve Charges	480,597	972,996	972,996	972,996
Interest Earnings	58,403	1,045	1,045	1,045
	<u>890,133</u>	<u>1,784,876</u>	<u>1,793,776</u>	<u>1,784,876</u>
Interfund Transfers				
Transfer from Riverboat Fund	5,999	6,000	0	6,000
	<u>5,999</u>	<u>6,000</u>	<u>0</u>	<u>6,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(1,127,122)	0	(2,293,042)
Total	<u>8,548,842</u>	<u>8,195,440</u>	<u>10,729,122</u>	<u>8,061,633</u>

ENDING FUND BALANCE BY PROJECT

Beginning Operating FB:	FY2014	FY2015	FY2016
	Actual	Projected	Budget
Center Building TIF	4,431	3,766	4,305
Uptown Redevelopment TIF	2,769	4,769	6,769
Gilmore Building	272	272	272
Ryan Block TIF	7,891	10,064	12,237
Cook Crossings EDC	103,439	104,501	104,001
Downtown Redevelopment TIF	1,318	1,318	1,318
Mitchell Avenue Corridor TIF	23,225	64,670	115,586
North American R E Redevelopment EDA	(23,826)	(31,791)	(32,906)
North East Cook Road TIF	288,043	288,043	286,743
East Hills TIF (majority of FB due to Debt Srvc Reserves)	4,269,700	4,607,936	4,727,242
Shoppes at North Village TIF	649,049	1,667,789	2,777,047
EBR Development TIF	79,153	72,797	65,316
Triumph Foods, LLC TIF (most of FB due to Dbt Srvc Rsrvc)	2,868,624	3,879,520	4,898,846
Fountain Creek TIF	8,127	10,048	11,969
3rd Street Hotel TIF (TIF completed in FY2015)	382,321	0	0
Tuscany Towers TIF	10,998	10,998	10,998

SPECIAL ALLOCATION FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies & Services				
Professional Services	53,235	25,700	26,350	15,500
Postage	0	0	0	0
Advertising	1,500	0	0	0
License/Permits	0	0	250	0
Special Contributions/Services	59,496	81,145	81,145	81,145
Other Services	671,294	666,360	366,100	361,610
	<u>785,525</u>	<u>773,205</u>	<u>473,845</u>	<u>458,255</u>
Debt Service				
Principal Payments	3,460,649	2,755,075	2,760,000	2,894,480
Interest Payments	2,832,866	2,482,778	2,482,778	2,375,023
Other Debt Charges	21,093	24,000	24,000	24,000
TIF Reimbursable Expenses	(42,073)	2,160,382	2,542,987	2,309,875
Payment to Ref Escrow Agent	0	0	0	0
	<u>6,272,535</u>	<u>7,422,235</u>	<u>7,809,765</u>	<u>7,603,378</u>
Interfund Transfers				
Transfer to Water Protection	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>7,058,060</u>	<u>8,195,440</u>	<u>8,283,610</u>	<u>8,061,633</u>

MUSEUM TAX FUND

The Museum Tax Fund accounts for the distribution of the 5 cent (\$.05) property tax levy, approved by voters in 1948, for the purposes of “operating, maintaining, improving and supervising a municipal museum”. From the time the tax was passed until recently, funds were distributed to the various forms of an entity known, since 1985, as St. Joseph Museum, Inc. The Museum Tax Fund was unbudgeted and the City acted strictly as the pass-through agency for the revenues.

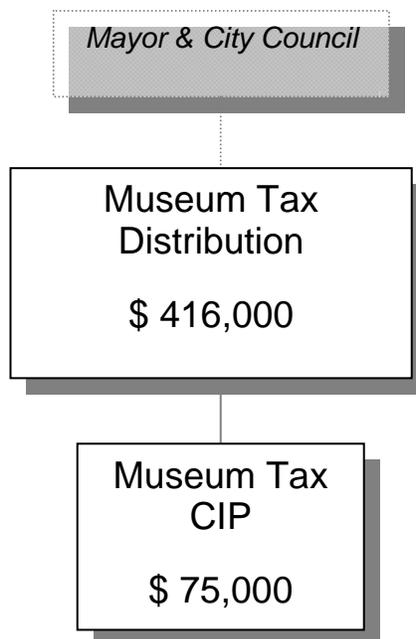
A judge’s decision following a 2006 lawsuit brought about by one faction of St. Joseph Museum, Inc. membership against another, gave the City sole discretion on how the museum tax was to be distributed. The decision also required a more specific contract between the City and any private entity chosen to run the City’s museums.

The major portion of the tax is distributed to the private entity contracted to manage a group of municipal museums for the City. A smaller portion of tax funds are distributed directly to a City-run facility/museum, the Remington Nature Center. Finally, monies are designated to operate and to maintain the Wyeth-Tootle Mansion, a facility considered “a municipal museum” as long as it operates as a museum.

RSMo, Section 94.350(2) and 94.400.1 both allow cities to levy property taxes for “museum purposes”.

TOTAL BUDGETED RESOURCES: \$ 491,000

PLANNED USE BY PROGRAM:



MUSEUM TAX FUND SUMMARY

	2013-14	2014-15		2015-16
		Actual	Adopted Budget	Estimated Actual
SOURCES				
Beginning FB:			36,866	33,587
Property Tax	397,787	491,648	418,615	444,220
Prop Tx Rev Dedicated to Minor Repair	25,000	25,000	25,000	25,000
Other Revenue	0	0	0	0
Interest Earnings	482	670	670	670
TOTAL SOURCES	<u>423,269</u>	<u>517,318</u>	<u>444,285</u>	<u>469,890</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	330,000	338,000	340,925	300,000
Other Museum Related Expenditures	67,251	106,669	81,639	90,666
Capital \$ Used for Minor W-T Repairs	25,000	25,000	25,000	25,000
TOTAL USES	<u>422,251</u>	<u>469,669</u>	<u>447,564</u>	<u>415,666</u>
Net Surplus (Deficit)			(3,279)	54,224
ENDING OPERATING FUND BALANCE:			<u>33,587</u>	<u>87,811</u>

SOURCES	Beginning Capital FB:		93,432	93,432
Property Tax		75,000	75,000	75,000
Appropriated from (to) Fund Balance		0	0	0
		<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
USES				
Capital Improvements - Wyeth-Tootle		357,824	75,000	75,000
		<u>357,824</u>	<u>75,000</u>	<u>75,000</u>
Net Capital Surplus (Deficit)			0	0
ENDING CIP FUND BALANCE:			<u>93,432</u>	<u>93,432</u>

TOTAL USES	<u>780,075</u>	<u>544,669</u>	<u>522,564</u>	<u>490,666</u>
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Museum Fund Initiatives

<i>CONTRACTED SERVICES MUSEUM MGMT:</i>	\$300,000	Wyeth-Tootle & SJMI Museums (\$300,000)
<i>CAPITAL PROJECT \$ IN OP BUDGET</i>	\$25,000	To cover minor M&R items at Wyeth-Tootle
<i>OTHER SERVICES:</i>	\$19,310	Postage, Advertising, Property Insurance
<i>COLLECTION FEES:</i>	\$13,200	Buchanan County Assessment & Collection Fees
<i>TRANSFER TO GENERAL FUND:</i>	\$8,156	Administrative Transfer
<i>TRANSFER TO NATURE CENTER MUSEUM</i>	\$50,000	City-operated museum - Remington Nature Center
<i>CAPITAL IMPROVEMENTS - WYETH-TOOTLE</i>	\$75,000	Capital improv. at Wyeth-Tootle (25% of allocation)
	<u>\$490,666</u>	

Definitions of a Museum:

A building, place, or institution devoted to the acquisition, conservation, study, exhibition, and educational interpretation of objects having scientific, historical, or artistic value.

- From the American Heritage Dictionary

An institution dedicated to preserving and interpreting the primary tangible evidence of humankind and the environment...Museums have been founded for a variety of purposes: to serve as recreational facilities, scholarly venues, or educational resources; to contribute to the quality of life of the areas where they are situated; to attract tourism to a region; to promote civic pride or nationalistic endeavor; or even to transmit overtly ideological concepts. Given such a variety of purposes, museums reveal remarkable diversity in form, content, and even function. Yet, despite such diversity, they are bound by a common goal: the preservation and interpretation of some material aspect of society's cultural consciousness.

- From the Encyclopedia Britannica

MUSEUM FUND REVENUES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Real Property Tax				
Current Real Estate Tax	332,738	328,380	353,380	278,380
Prior Real Estate Tax	11,368	13,000	13,000	13,000
Real Estate Penalty and Interest	3,371	3,200	3,200	3,200
	<u>347,477</u>	<u>344,580</u>	<u>369,580</u>	<u>294,580</u>
Personal Property Tax				
Current Personal Property Tax	115,617	111,035	111,035	111,035
Personal Property Penalty and Int	1,845	2,100	2,100	2,100
Prior Personal Property Tax	6,997	7,500	7,500	7,500
M & M Surtax	29,068	29,650	30,340	30,945
	<u>153,527</u>	<u>150,285</u>	<u>150,975</u>	<u>151,580</u>
Other Personal Property Tax				
Financial Institution Tax	1,920	1,920	2,845	2,845
Railroad Tax	19,863	19,863	20,215	20,215
	<u>21,783</u>	<u>21,783</u>	<u>23,060</u>	<u>23,060</u>
Investment Interest				
Interest Income	482	670	670	670
Other Revenue	0	0	0	0
	<u>482</u>	<u>670</u>	<u>670</u>	<u>670</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	256,806	(553)	(21,721)	(54,224)
Total	<u>780,075</u>	<u>516,765</u>	<u>522,564</u>	<u>415,666</u>

MUSEUM FUND EXPENDITURES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Services & Supplies				
Postage/Advertising	0	460	600	460
M&R Building Facilities	13,308	25,000	25,000	25,000
Special Contributions	330,000	338,000	340,925	300,000
Other Services	13,401	13,200	13,200	13,200
	<u>356,709</u>	<u>376,660</u>	<u>379,725</u>	<u>338,660</u>
Interfund Transfers Out				
Transfer to General Fund	59,680	60,505	60,505	58,156
Transfer to Capital Projects	0	0	0	0
	<u>59,680</u>	<u>60,505</u>	<u>60,505</u>	<u>58,156</u>
Insurance				
Insurance	5,862	4,600	7,334	18,850
	<u>5,862</u>	<u>4,600</u>	<u>7,334</u>	<u>18,850</u>
Capital Improvements				
Building Improvements	357,824	75,000	75,000	75,000
	<u>357,824</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Total	<u>780,075</u>	<u>516,765</u>	<u>522,564</u>	<u>490,666</u>

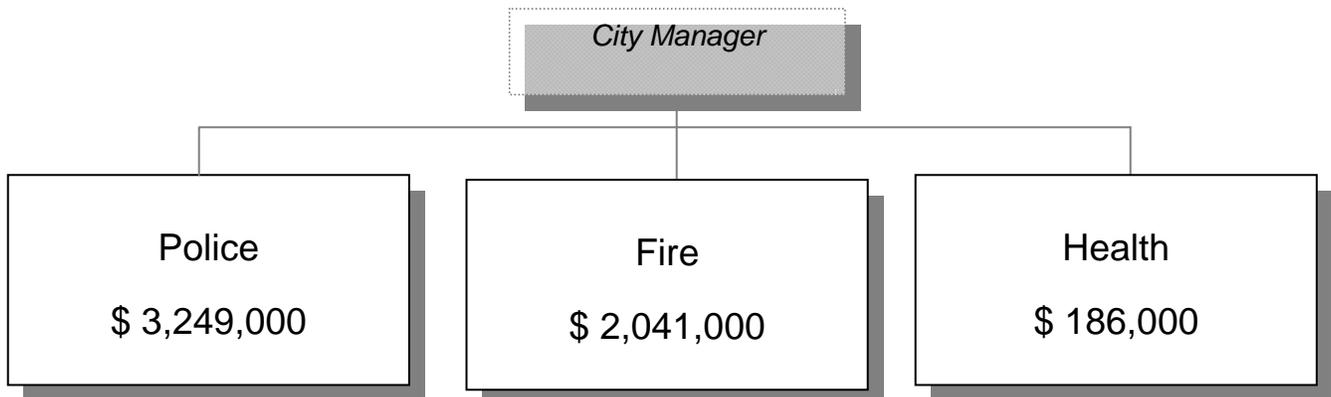
PUBLIC SAFETY SALES TAX **FUND**

The Public Safety Sales Tax Fund accounts for the distribution of the one-half cent (\$.005) sales tax, approved by voters on August 6, 2013, for the purposes of purpose of improving the public safety of the city, including but not limited to additional police officers, public safety employee salaries and benefits, expenditures on public safety equipment, and public safety facilities. The tax became effective January 1, 2014 for a twenty (20) year period through December 31, 2033.

The tax was passed pursuant to the authority granted by, and subject to the provisions of, RSMo Section 94.900. As such, all revenues are deposited into this separate fund and expended solely for the purposes of enhancing public safety.

TOTAL BUDGETED RESOURCES: **\$ 5,476,000**

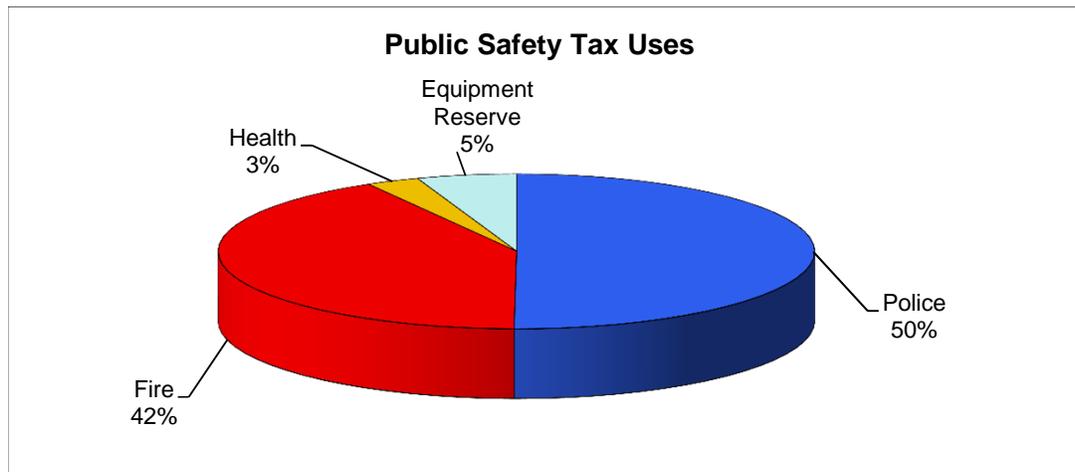
PLANNED USE BY PROGRAM:



PUBLIC SAFETY TAX FUND SUMMARY

	2013-14	2014-15		2015-16
		Actual	Adopted Budget	Estimated Actual
SOURCES				
Beginning FB:			541,922	666,255
Sales Tax	2,196,342	4,878,295	5,074,605	5,302,960
EATS	500,229	774,000	968,000	1,011,040
Interest Earnings	0	0	0	0
TOTAL SOURCES	2,696,571	5,652,295	6,042,605	6,314,000
USES BY PROGRAM				
Public Safety - Police	1,185,407	2,685,227	2,577,069	3,248,447
Public Safety - Fire	507,750	1,275,643	1,275,643	2,041,151
Public Safety - Health	72,700	223,050	223,050	186,054
TOTAL USES	1,765,857	4,183,920	4,075,762	5,475,652
Net Surplus (Deficit)	930,714	1,468,375	1,966,843	838,348
ENDING OPERATING FUND BALANCE:		1,468,375	2,508,765	1,504,603

SOURCES	Equip Reserve FB:			612,000	612,000
Public Safety Sales Tax		0	0	0	350,000
Appropriated from (to) Reserve Balance		0	0	0	0
		0	0	0	350,000
USES					
Fire Equipment Purchase		388,845	0	0	653,400
Net Reserve Surplus (Deficit)		(388,845)	0	0	(303,400)
ENDING EQ Reserve FUND BALANCE:			0	612,000	308,600



PUBLIC SAFETY FUND REVENUES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Sales Tax				
Public Safety Sales Tax	2,875,894	6,167,260	6,475,625	6,767,025
Sales Tax Contra Account	(679,552)	(1,288,965)	(1,401,020)	(1,464,065)
EATS	500,229	774,000	968,000	1,011,040
	<u>2,696,571</u>	<u>5,652,295</u>	<u>6,042,605</u>	<u>6,314,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(1,468,375)	(1,966,843)	(838,348)
	<u>2,696,571</u>	<u>4,183,920</u>	<u>4,075,762</u>	<u>5,475,652</u>
Total	<u>2,696,571</u>	<u>4,183,920</u>	<u>4,075,762</u>	<u>5,475,652</u>

PUBLIC SAFETY FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	0	219,732	219,732	553,393
Overtime	0	2,000	14,700	2,000
PT Wages	0	40,782	40,782	41,823
	<u>0</u>	<u>262,514</u>	<u>275,214</u>	<u>597,216</u>
Employee Benefits				
Police Pension Contribution	0	59,202	59,202	134,938
FICA Contribution	0	2,528	2,780	2,593
FIM Medicare	0	3,806	3,806	8,020
457 Plan	0	0	3,180	10,073
Health Insurance	0	45,048	45,048	97,604
Dental Insurance	0	1,710	1,710	4,082
Life Insurance	0	879	879	2,073
Long Term Disability	0	571	571	1,324
Workers Compensation	0	10,501	10,501	22,118
Uniform Allowance	0	9,000	9,000	19,500
Confer/Train/Travel	0	8,000	4,000	16,000
	<u>0</u>	<u>141,245</u>	<u>140,677</u>	<u>318,325</u>
Materials & Supplies				
Safety Equip/Clothing	0	59,540	60,540	92,850
Motor Fuel and Lubricants	0	10,000	0	10,000
Minor Equipment	0	135,840	105,840	41,000
Other Materials/Supplies	0	88,845	88,845	77,402
	<u>0</u>	<u>294,225</u>	<u>255,225</u>	<u>221,252</u>
Services				
Professional Services	0	5,660	5,660	6,580
M&R - Motor Vehicles/Equipment	0	10,000	10,000	45,283
M&R - Communications Equipment	0	20,640	10,000	29,670
	<u>0</u>	<u>36,300</u>	<u>25,660</u>	<u>81,533</u>
Capital Outlay				
Motor Vehicles	0	519,226	490,978	513,301
Machinery & Equipment	685,977	12,343	12,343	850,395
Radio & Communications Equip	0	167,402	125,000	69,804
Software Purchases/Improvements	0	34,000	34,000	90,000
	<u>685,977</u>	<u>732,971</u>	<u>662,321</u>	<u>1,523,500</u>
Interfund Transfers				
Transfer to General Fund	1,468,725	2,716,665	2,716,665	2,733,826
	<u>1,468,725</u>	<u>2,716,665</u>	<u>2,716,665</u>	<u>2,733,826</u>
Total	<u>2,154,702</u>	<u>4,183,920</u>	<u>4,075,762</u>	<u>5,475,652</u>

PUBLIC PARKING OPERATIONS

Public Parking Fund personnel operate the City's parking facilities including open parking lots, covered parking garages, and on-street parking spaces. Personnel also provide routine maintenance of the City's parking facilities and parking enforcement activities. Major improvement projects of parking facilities are also accounted for in this fund.

Revenues are derived from monthly, daily, and hourly parking fees at garages and lots. Additional revenue is generated from parking fines for violation of City parking regulations.

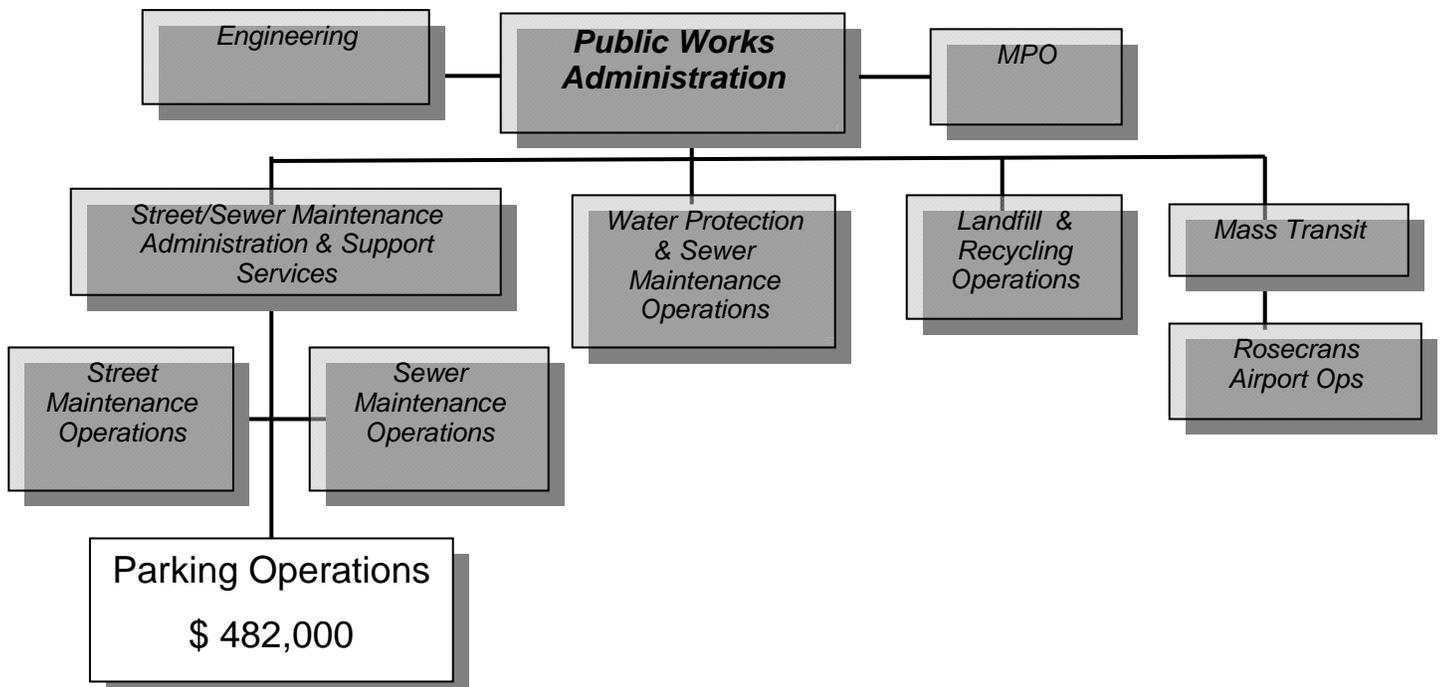
In order to help balance the struggling fund, one-half of the revenues generated from City Sticker & Penalty source was diverted from the Property Maintenance Department in the General Fund starting in FY2008. That year the City also established a \$1.00 per ticket charge on Missouri Theater/Civic Arena events ordered through Ticket Master with the revenues posted to this fund.

In FY2010 the Gaming Fund began transferring an amount equal to lost revenues from the City providing "free parking" for various non-profit events at the civic facilities.

Public parking operations are under the direction of the Public Works & Transportation Department.

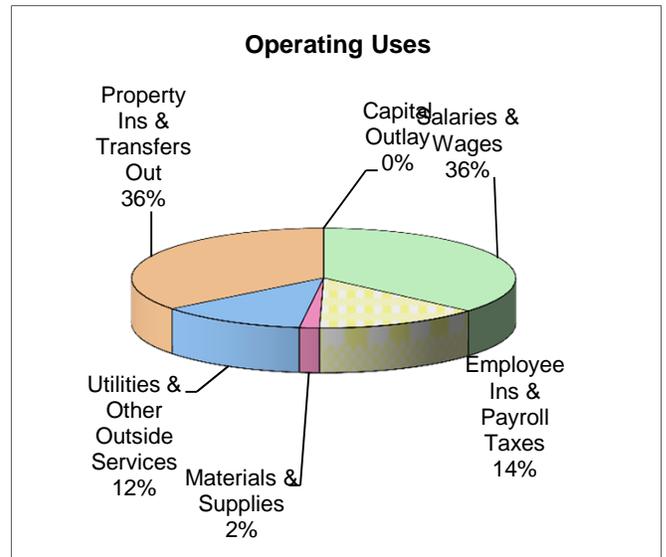
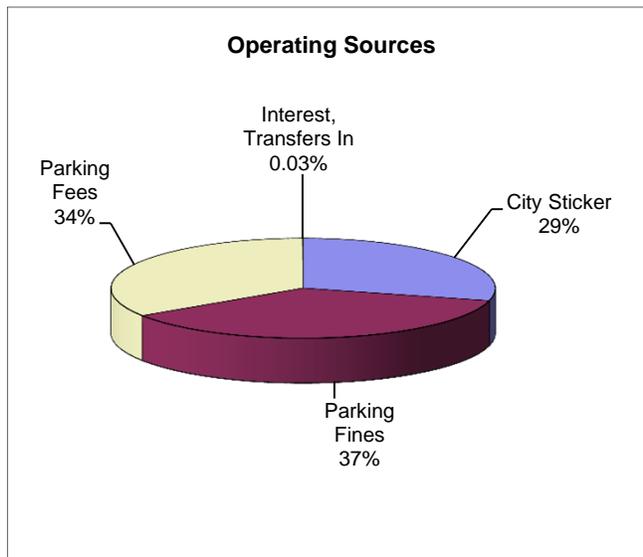
TOTAL BUDGETED RESOURCES: \$ 482,000

PLANNED USE BY PROGRAM:



PUBLIC PARKING FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			108,841	56,467
City Sticker	95,111	95,000	97,000	97,000
Parking Fines	120,042	142,350	120,350	122,350
Parking Fees	112,103	117,300	114,694	114,360
Other Revenue/Interest Earnings	112	100	100	100
Transfers In	6,500	6,500	6,500	106,500
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	333,868	361,250	338,644	440,310
USES				
Salaries & Wages	145,341	158,985	161,288	176,002
Employee Benefits & Payroll Taxes	61,334	69,375	68,503	66,869
Materials & Supplies	7,744	6,550	7,450	8,050
Utilities & Other Outside Services	64,265	64,760	65,760	59,760
Property Ins & Transfers Out	124,638	85,782	88,017	171,710
Capital Outlay	0	0	0	0
TOTAL FUND	403,322	385,452	391,018	482,391
Net Surplus (Deficit)	(69,454)	(24,202)	(52,374)	(42,081)
ENDING OPERATING FUND BALANCE:			56,467	14,386
Components of Fund Balance:				
Assigned :			10,070	1,015
RESERVED OPERATING FUND BALANCE:			46,397	13,371



PUBLIC PARKING FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	95,111	95,000	97,000	97,000
	<u>95,111</u>	<u>95,000</u>	<u>97,000</u>	<u>97,000</u>
Fines				
Parking Violation Fines	119,942	142,000	120,000	122,000
Boot Fee	100	350	350	350
	<u>120,042</u>	<u>142,350</u>	<u>120,350</u>	<u>122,350</u>
Charges for Services				
Parking - 6th & Jules	61,218	62,000	56,500	56,500
Parking - 7th & Sylvania	2,335	1,800	2,300	2,300
Parking - 9th & Felix	10,580	12,000	9,500	9,500
Parking - 5th & Edmond	80	900	500	500
Parking - 5th & Felix	31,291	30,000	35,500	35,500
Parking - 8th & Felix	3,928	6,000	5,000	5,000
Other Parking Permit Fees	2,283	4,000	4,460	4,460
Customer Service Zone Permits	388	600	934	600
	<u>112,103</u>	<u>117,300</u>	<u>114,694</u>	<u>114,360</u>
Investment Earnings/Other Rev				
Interest Income/Other Revenue	112	100	100	100
	<u>112</u>	<u>100</u>	<u>100</u>	<u>100</u>
Transfers In				
Transfer from Gaming Fund	6,500	6,500	6,500	106,500
	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>106,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	69,454	24,202	52,374	42,081
Total	<u>403,322</u>	<u>385,452</u>	<u>391,018</u>	<u>482,391</u>

PUBLIC PARKING FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	134,312	145,738	149,638	160,199
Overtime	615	1,000	1,000	1,000
Temp-Part Time Wages	10,414	11,747	10,650	14,203
Out of Title Pay	0	500	0	600
	<u>145,341</u>	<u>158,985</u>	<u>161,288</u>	<u>176,002</u>
Employee Benefits				
Lagers Pension Contribution	7,106	10,228	10,400	6,483
FICA Contribution	8,998	9,919	10,200	10,502
FICA Medicare	2,104	2,320	2,350	2,455
457 Employer Plan Match	0	405	0	405
Health Insurance	35,751	37,540	36,625	37,540
Dental Insurance	1,381	1,425	1,390	1,570
Federal Health Reinsurer Tax	0	160	160	160
Life Insurance	467	593	593	594
Long Term Disability	307	385	385	386
Workers Compensation	5,220	6,400	6,400	6,774
	<u>61,334</u>	<u>69,375</u>	<u>68,503</u>	<u>66,869</u>
Materials & Supplies				
Office Supplies	1,045	800	800	800
Janitorial Supplies	484	500	650	500
Safety Equip/Clothing	185	500	800	2,000
Motor Fuel and Lubricants	5,016	4,000	4,000	4,000
Minor Equipment	890	750	1,200	750
Other Materials & Supplies	124	0	0	0
	<u>7,744</u>	<u>6,550</u>	<u>7,450</u>	<u>8,050</u>
Services				
Professional Services	0	0	0	0
Periodicals & Books	0	200	200	200
Telephone Service	2,140	1,160	1,160	1,160
Postage	2,939	3,300	3,300	3,300
Freight	150	0	0	0
Printing & Binding	1,830	1,900	1,900	1,900
Electric Service	29,744	30,000	30,000	30,000
Water Service	1,347	1,600	1,600	1,600
M&R - Office Equipment	2,176	2,400	2,400	2,400
M&R - Building & Facilities	15,960	14,500	14,500	14,500
M&R - Motor Vehicles	7,066	8,000	9,000	3,000
M&R - Communications Equipment	860	1,500	1,500	1,500
Laundry Services	51	200	200	200
MO DNR Fees	2	0	0	0
Other Services	0	0	0	0
	<u>64,265</u>	<u>64,760</u>	<u>65,760</u>	<u>59,760</u>
Other Charges				
Principal	55,395	0	0	0
Interest	1,246	0	0	0
Other Debt Charges	3,235	0	0	0
Insurance/Claims	12,567	13,727	15,962	14,020
Motor Vehicles	0	30,000	30,000	100,000
Transfer to General Fund	50,015	40,965	40,965	56,600
Transfer to General Fund - Computer	2,180	1,090	1,090	1,090
	<u>124,638</u>	<u>85,782</u>	<u>88,017</u>	<u>171,710</u>
Total	<u>403,322</u>	<u>385,452</u>	<u>391,018</u>	<u>482,391</u>

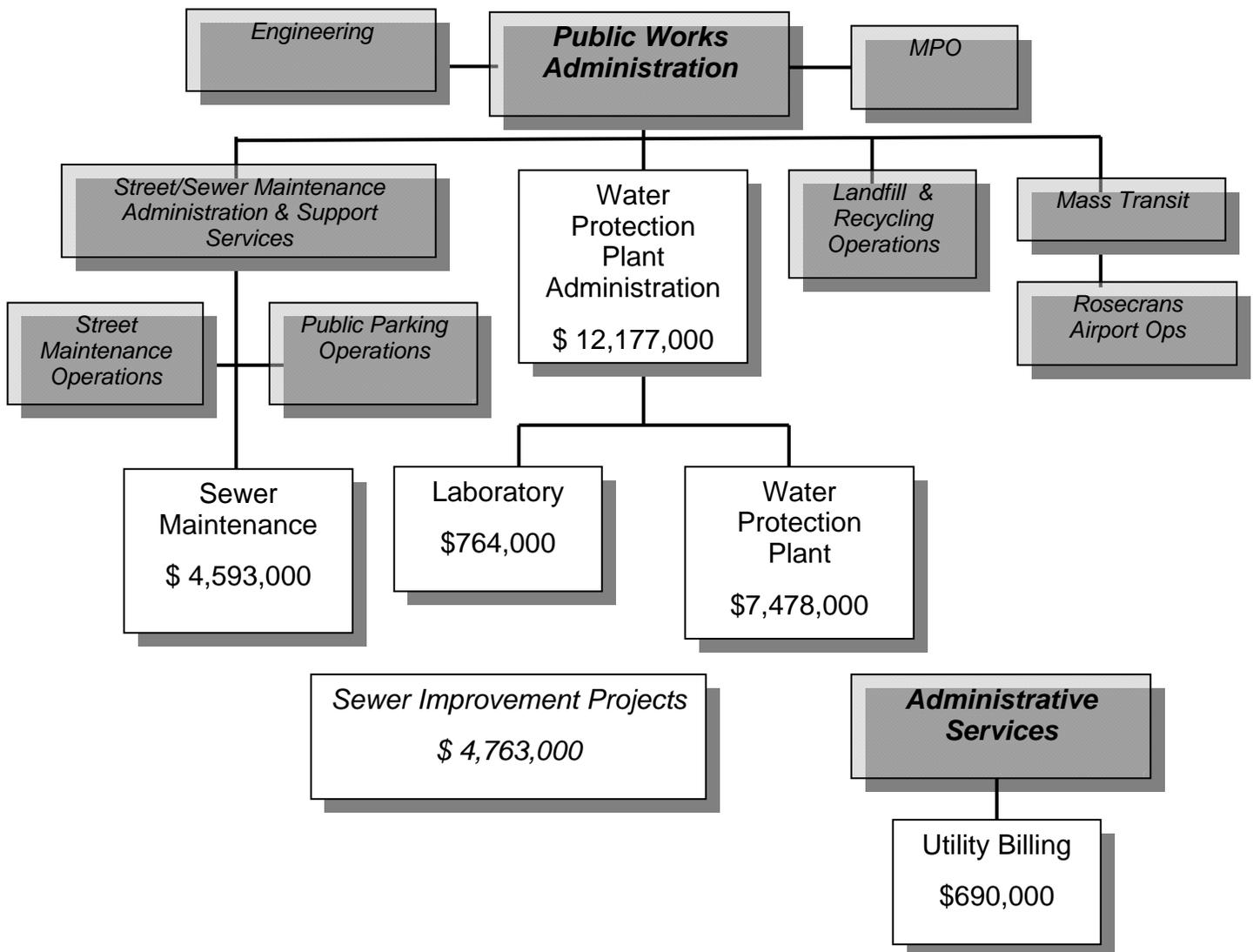
WATER PROTECTION

The Water Protection Fund accounts for the revenues and expenditures associated with the operation, maintenance, and expansion of the City's sewage treatment facilities and the citywide collections network of sewer lines and pump stations under the direction of the Public Works Department. And the billing of sewer services under the direction of the Administrative Services Department. Fund revenues are derived through sewer service charges.

Major capital improvements to facilities and infrastructure are financed by a series of Sewer Revenue Bonds, State Revolving Loan Fund (SRF) Revenue Bonds, Missouri Development Finance Board (MDFB) loans/bonds, and Industrial Development Authority (IDA) loan/bond. These revenues and related construction costs and debt service are accounted for and reported in the Sewer CIP Program.

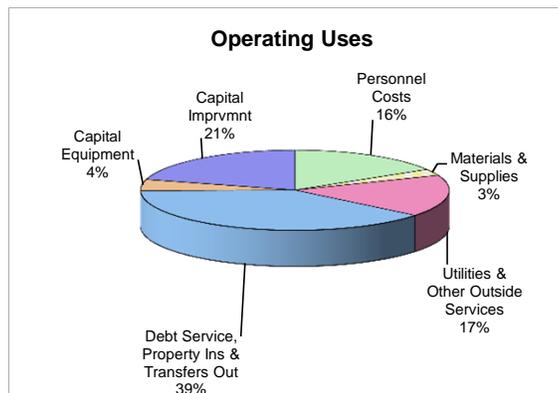
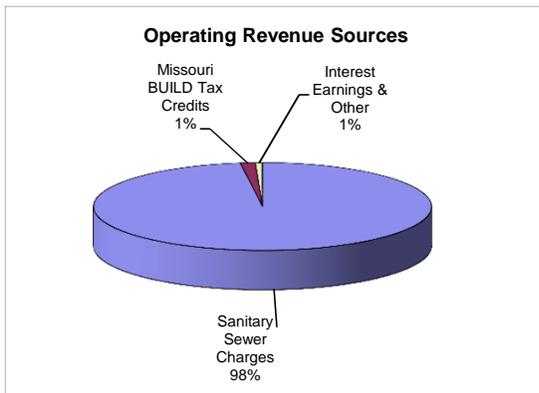
TOTAL BUDGETED RESOURCES: \$ 30,465,000

PLANNED USE BY PROGRAM:



WATER PROTECTION FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
OPERATING:				
SOURCES				
Beginning Operating FB:			8,075,292	13,206,209
Sanitary Sewer Charges	20,530,352	25,518,125	25,543,375	26,746,500
Missouri BUILD Tax Credits	381,363	387,727	387,727	387,727
Other Revenues	69,220	82,700	616,991	14,700
Interest Earnings/Special Assessments	207,736	271,900	168,500	164,600
Transfers In	133,410	3,250	3,250	7,250
Grants	13,300	0	0	0
Fund Balance	0	0	0	0
TOTAL SOURCES	21,335,381	26,263,702	26,719,843	27,320,777
USES				
Salaries & Wages	2,733,694	3,295,513	3,050,079	3,683,230
Employee Benefits & Payroll Taxes	1,022,872	1,321,860	1,173,475	1,303,825
Materials & Supplies	596,532	709,135	743,765	800,535
Utilities & Other Outside Services	3,805,357	4,823,429	4,670,453	5,132,749
Debt Service, Property Ins & Transfers Out	7,395,171	8,910,078	9,353,877	11,840,658
Operating Capital Equipment	357,107	291,700	291,700	1,379,700
Capital Improvements	0	2,174,300	2,305,577	6,324,005
TOTAL FUND	15,910,733	21,526,015	21,588,926	30,464,702
Net Operating Surplus (Deficit)	5,424,648	4,737,687	5,130,917	(3,143,925)
ENDING OPERATING FUND BALANCE:			13,206,209	10,062,284
Components of Fund Balance:				
Appropriated for CIP Program Use:			0	0
Assigned:			104,675	125,610
RESERVED OPERATING FUND BALANCE:			13,101,534	9,936,674
CAPITAL:			9,961,848	(11,658,831)
Beginning Capital Fund Balance:				
SOURCES				
Bond Proceeds	18,625,687	28,757,000	44,107,975	0
Other Revenues/Transfers In	5,000	0	0	0
Interest Earnings/Special Assessments	862	700	700	700
Grants	500,000	0	0	0
Appropriated from Operating Fund Balance	0	0	0	0
TOTAL CIP SOURCES	19,131,549	28,757,700	44,108,675	700
USES				
WP CIP Improvements	15,886,131	28,671,000	65,729,354	4,762,505
Net Capital Surplus (Deficit)	3,245,418	86,700	(21,620,679)	(4,761,805)
ENDING CIP FUND BALANCE:			(11,658,831)	(16,420,636)
TOTAL USES	31,796,864	50,197,015	87,318,280	35,227,207



WATER PROTECTION REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	18,945,628	21,827,660	19,650,550	24,526,275
Sewer System Development Fee	41,316	40,400	36,000	36,000
South St. Joseph Industrial Sewer Dist.	1,172,434	1,135,500	1,320,500	1,650,625
Sewer Service Penalties	370,974	387,200	433,600	433,600
MO DNR Fees	0	0	25,312	0
Admin Code Penalties	0	0	68,000	100,000
	<u>20,530,352</u>	<u>23,390,760</u>	<u>21,533,962</u>	<u>26,746,500</u>
Other Revenue				
Other Revenue	73,720	6,500	113,955	6,500
Advertising	500	1,000	1,000	1,000
Finance Admin Fees	0	0	3,500	7,200
Missouri BUILD Tax Credits	381,363	387,727	387,727	387,727
Bond Proceeds	18,625,687	86,237,000	60,729,606	0
	<u>19,081,270</u>	<u>86,632,227</u>	<u>61,235,788</u>	<u>402,427</u>
Investment Earnings				
Interest Income	205,302	274,700	282,100	162,700
	<u>205,302</u>	<u>274,700</u>	<u>282,100</u>	<u>162,700</u>
Special Assessments				
Principle	2,609	1,500	1,500	1,500
Interest Income	687	400	400	400
	<u>3,296</u>	<u>1,900</u>	<u>1,900</u>	<u>1,900</u>
Grants & Entitlements				
FEMA/SEMA Reimbursement	13,300	0	0	0
EPA Wastewater Grant	500,000	0	0	0
	<u>513,300</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfers In				
Transfer from General Fund	130,160	0	0	4,000
Transfer from Landfill Fund	3,250	3,250	3,250	3,250
	<u>133,410</u>	<u>3,250</u>	<u>3,250</u>	<u>7,250</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(8,670,066)	2,230,396	2,873,564	3,143,924
Total	<u>31,796,864</u>	<u>112,533,233</u>	<u>85,930,564</u>	<u>30,464,701</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	2,530,656	2,842,035	2,672,689	3,484,217
Overtime	158,825	177,000	150,050	160,500
Temporary & PT Wages	20,794	18,200	31,000	23,903
Out of Title Pay	22,265	19,000	19,042	13,500
Sick Leave Buy Back	1,154	1,650	480	1,110
	<u>2,733,694</u>	<u>3,057,885</u>	<u>2,873,261</u>	<u>3,683,230</u>
Employee Benefits				
Lagers Pension Contribution	144,335	206,527	195,729	134,423
FICA Contribution	170,107	188,304	177,369	215,107
FICA Medicare	39,783	44,605	42,131	55,971
Health Insurance	472,351	589,360	570,360	645,693
Dental Insurance	19,723	22,800	22,350	26,680
Federal Health Reinsurer Tax	0	2,335	2,335	50

WATER PROTECTION EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Life Insurance	9,084	11,614	11,614	13,584
Unemployment	640	2,350	600	500
Long Term Disability	5,887	7,397	7,397	8,887
Workers Compensation	89,058	105,921	105,921	138,730
Confer/Train/Travel	71,904	38,500	45,000	64,200
	<u>1,022,872</u>	<u>1,219,713</u>	<u>1,180,806</u>	<u>1,303,825</u>
Materials & Supplies				
Office Supplies	15,127	10,100	10,285	10,600
Janitorial Supplies	6,784	13,000	12,800	13,000
Safety Equip/Clothing	34,714	28,000	28,754	35,500
Wastewater Treatment Chemicals	204,447	238,635	323,000	381,635
Motor Fuel and Lubricants	166,788	175,000	142,000	175,000
Minor Equipment	162,013	123,500	147,500	164,400
Street Maintenance Supplies	1,102	12,000	1,500	16,000
Other Materials/Supplies	5,557	3,650	4,400	4,400
	<u>596,532</u>	<u>603,885</u>	<u>670,239</u>	<u>800,535</u>
Services				
Employment Services	16,178	87,840	76,840	76,840
Professional Services	2,932,051	6,180,385	8,209,525	713,900
Other Professional Services	1,229	0	0	0
Memberships	8,657	1,345	9,915	11,485
Periodicals & Books	1,982	1,300	4,000	1,500
Telephone Service	26,122	23,400	24,215	29,620
Postage	102,314	121,800	108,550	137,300
Freight	4,141	900	4,100	4,600
Advertising	13,037	74,620	4,540	6,000
Permits & Recording Fees	5,083	2,300	2,365	2,300
Printing & Binding	29,688	20,870	21,861	30,870
Gas Service	66,245	65,000	95,000	65,000
Electric Service	1,164,019	1,364,190	1,295,990	1,478,000
Water Service	26,420	10,000	35,000	30,000
Vehicle/Equipment Rental	87,689	43,390	109,795	113,590
M&R - Office Equipment	3,979	97,894	167,782	93,894
M&R - Building & Facilities	942,142	901,000	960,000	1,191,000
M&R - Machinery & Equipment	18,552	12,500	25,000	12,500
M&R - Motor Vehicles	147,970	118,700	143,700	170,000
M&R - Communications Equipment	43,225	29,200	42,200	29,200
Major Repairs & Replacements	451,065	734,700	643,400	734,700
Towing Service	925	300	300	300
Laundry Services	19,681	21,500	21,500	26,000
Solid Waste Disposal Services	4,326	3,650	3,650	3,650
MO DNR Fees	120,041	146,000	206,000	154,000
Special Contributions/Services	210,367	0	0	0
Other Services	81,427	3,000	4,020	16,500
	<u>6,528,555</u>	<u>10,065,784</u>	<u>12,219,248</u>	<u>5,132,749</u>

WATER PROTECTION EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Bad Debt Expense	916,178	327,400	982,500	1,400,000
Principal	2,263,000	2,400,000	2,403,494	4,239,564
Interest	2,202,969	2,612,537	2,685,370	3,903,574
Other Debt Charges	171,090	111,000	112,010	111,000
Bond Issuance Cost Amortization	21,655	26,500	26,500	26,500
Insurance	123,398	160,195	160,195	203,490
Claims	29,016	50,000	50,550	50,000
Transfer to General Fund	1,423,730	1,687,992	1,559,692	1,829,900
Transfer to Aviation Fund	48,290	48,290	48,290	48,290
Transfer to General Fund - Computer	22,890	22,890	22,890	28,340
	<u>7,222,216</u>	<u>7,446,804</u>	<u>8,051,491</u>	<u>11,840,658</u>
Capital Outlay & Public Improvements				
Office Equipment	0	0	0	0
Motor Vehicles	28,692	267,090	97,090	29,000
Machinery & Equipment	328,415	1,996,000	920,020	1,350,700
Radio & Communications Equipment	0	243,000	145,682	0
Software Purchases	0	0	0	0
Buildings	25,572	3,132,000	2,517,547	23,000
Improvements other than Buildings	13,186,153	84,501,072	57,032,680	6,301,005
Streets, Curbs & Sidewalks	0	0	6,500	0
Land	124,163	0	216,000	0
	<u>13,692,995</u>	<u>90,139,162</u>	<u>60,935,519</u>	<u>7,703,705</u>
Total	<u>31,796,864</u>	<u>112,533,233</u>	<u>85,930,564</u>	<u>30,464,702</u>

FAIRVIEW GOLF COURSE

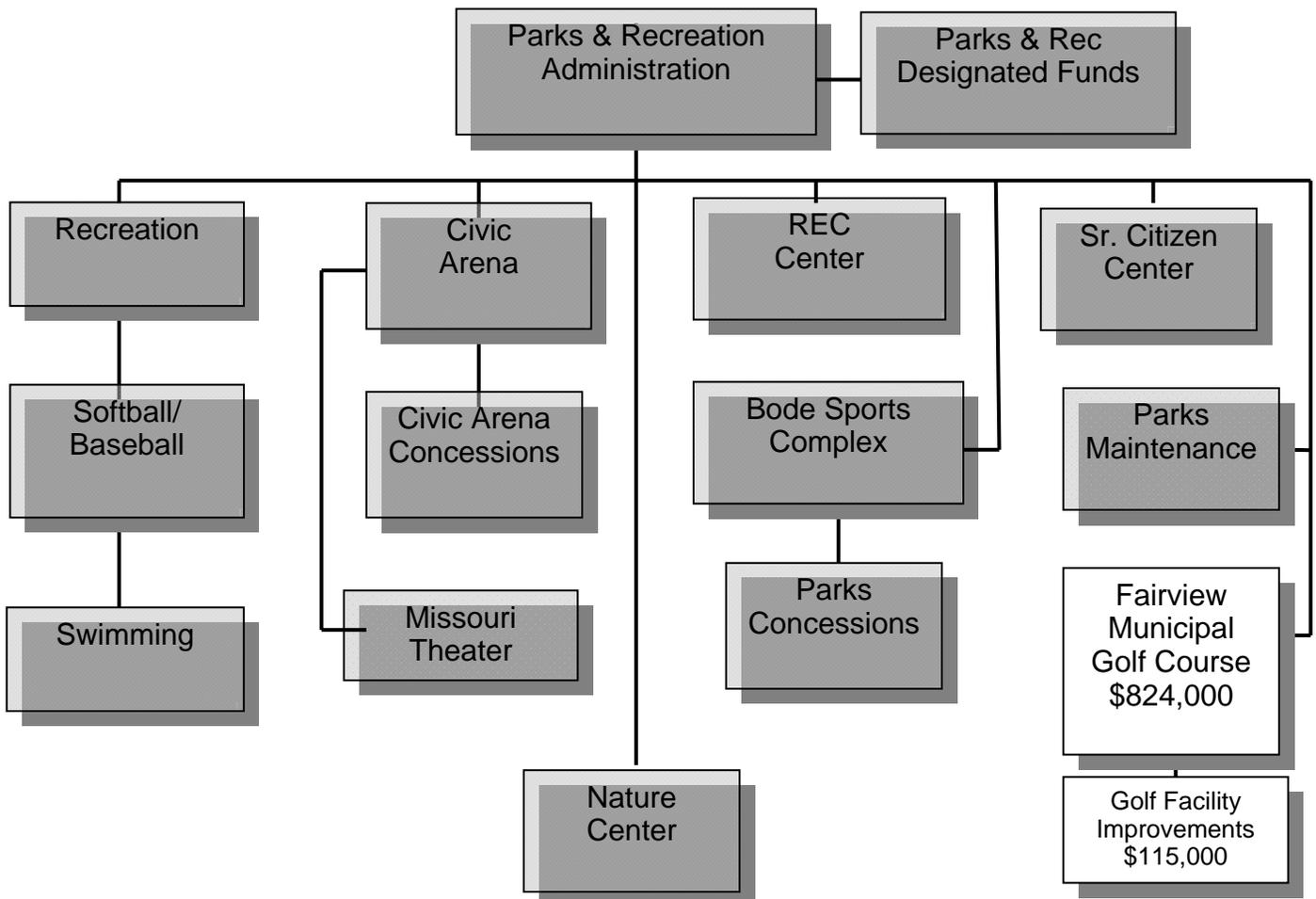
The Municipal Golf Fund accounts for the revenues and expenditures involved in the administration and operation of the Fairview Golf Course under the direction of the Parks & Recreation Department.

The fund derives revenue from green fees, concession sales and golf pro contract. The Golf Course collects a voluntary membership surcharge from golfers to fund golf course, green and related facility improvements. The department also charges a surcharge on tournament play.

As of January 1, 2010, the City took over direct operation of the course and in 2012 took over the Pro Shop resulting in additional expense, but also began receipt of significant revenue which had been going to the golf pro.

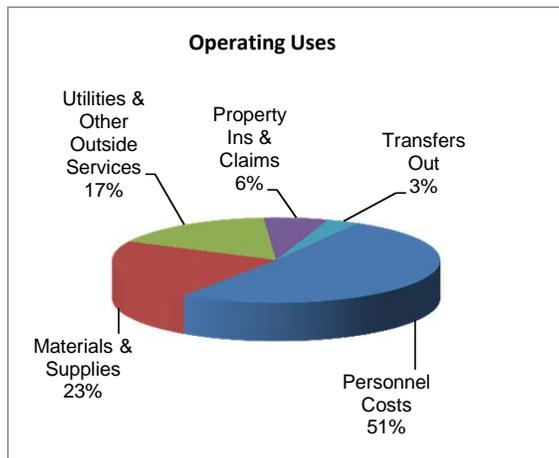
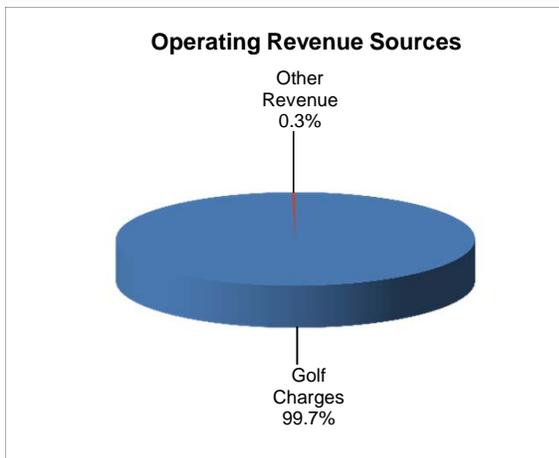
TOTAL BUDGETED RESOURCES: \$ 939,000

PLANNED USE BY PROGRAM:



MUNICIPAL GOLF COURSE FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			50,325	69,670
Golf Charges	772,392	810,585	796,500	887,395
Other Revenue	6,881	3,000	1,389	3,000
Investment Earnings	-60	0	0	0
Transfer In	60,245	0	0	0
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>839,458</u>	<u>813,585</u>	<u>797,889</u>	<u>890,395</u>
USES				
Salaries & Wages	303,387	324,480	326,433	341,669
Employee Benefits & Payroll Taxes	74,923	83,192	82,353	78,801
Materials & Supplies	218,910	186,900	194,000	186,900
Utilities & Other Outside Services	184,455	131,700	103,615	136,200
Property Ins & Claims	4,714	53,635	38,957	52,684
Transfers Out	53,068	33,536	33,200	26,135
Operating Capital Equipment	0	12,000	-14	1,731
	<u>839,457</u>	<u>825,443</u>	<u>778,544</u>	<u>824,120</u>
Net Surplus (Deficit)			19,345	66,275
ENDING OPERATING FUND BALANCE:			<u>69,670</u>	<u>135,945</u>
Components of Fund Balance:				
Assigned:			9,310	(990)
RESERVED OPERATING FUND BALANCE:			60,360	134,955
Beginning Capital Fund Balance:			517	3,153
SOURCES				
Golf Surcharge	22,992	23,500	22,500	22,000
Interest Earnings/Transfers In	0	100	100	100
Transfers In	0	0	0	100,000
TOTAL SOURCES	<u>22,992</u>	<u>23,600</u>	<u>22,600</u>	<u>122,100</u>
USES				
Golf Improvements, Capital Project	22,475	0	19,964	115,014
Net Capital Surplus (Deficit)	517	23,600	2,636	7,086
ENDING CIP FUND BALANCE:			3,153	10,239
TOTAL USES	<u>861,932</u>	<u>825,443</u>	<u>798,508</u>	<u>939,134</u>



MUNICIPAL GOLF FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Golf Daily Surcharge	19,504	22,000	20,000	22,000
Membership Surcharge	26,479	25,500	26,100	25,500
Daily Green Fees	116,600	128,000	124,000	128,000
Annual Golf Fees	117,032	130,785	120,000	130,785
Locker Rental Fees	4,481	4,800	4,800	4,800
Tournament Green Fees	60,831	60,000	58,000	60,000
Golf Cart Rental	204,914	210,000	205,000	210,000
Summer Juniors' Camp Program	1,541	5,000	500	5,000
Meeting/Banquet Room Rental	15,115	15,000	16,600	15,000
Driving Range	20,387	20,000	20,000	20,000
Golf Pro Shop	49,023	48,000	49,000	123,310
Golf Concessions	159,477	165,000	175,000	165,000
	<u>795,384</u>	<u>834,085</u>	<u>819,000</u>	<u>909,395</u>
Other Revenue				
Donations	5,299	3,000	500	3,000
Gift Certificate Revenue	1,449	0	839	0
Other Revenue, Long/Short	133	0	50	0
	<u>6,881</u>	<u>3,000</u>	<u>1,389</u>	<u>3,000</u>
Investment Earnings				
Interest Income	(60)	100	100	100
	<u>(60)</u>	<u>100</u>	<u>100</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	60,245	0	0	100,000
	<u>60,245</u>	<u>0</u>	<u>0</u>	<u>100,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(518)	(11,742)	(6,967)	(73,361)
Total	<u>861,932</u>	<u>825,443</u>	<u>813,522</u>	<u>939,134</u>

MUNICIPAL GOLF FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	168,454	190,980	190,433	203,169
Overtime	3,209	3,500	3,000	3,500
Temporary Part-Time Wages	131,724	130,000	133,000	135,000
	<u>303,387</u>	<u>324,480</u>	<u>326,433</u>	<u>341,669</u>
Employee Benefits				
Lagers Pension Contribution	9,939	11,268	11,000	7,427
FICA Contribution	18,824	20,521	20,400	20,180
FICA Medicare	4,403	4,800	4,800	4,721
Health Insurance	29,469	30,032	30,032	30,032
Dental Insurance	1,139	1,140	1,140	1,256
Federal Health Reinsurer Tax	0	130	130	130
Life Insurance	605	764	764	749
Long Term Disability	387	497	497	486
Workers Compensation	10,125	13,240	13,240	13,020
Car Mileage	0	300	300	300
Confer/Train/Travel	32	500	50	500
	<u>74,923</u>	<u>83,192</u>	<u>82,353</u>	<u>78,801</u>
Materials & Supplies				
Office Supplies	1,112	1,400	1,300	1,300
Janitorial Supplies	2,518	2,500	3,400	2,500
Recreation Supplies	27,592	28,000	30,000	28,100
Motor Fuel and Lubricants	33,637	30,000	27,000	30,000
Minor Equipment	21,902	4,000	6,800	4,000
Materials for Resale	131,508	120,000	125,000	120,000
Other Supplies	641	1,000	500	1,000
	<u>218,910</u>	<u>186,900</u>	<u>194,000</u>	<u>186,900</u>
Services				
Professional Services	9,896	9,000	9,000	9,000
Memberships/Books	1,508	1,175	1,030	1,175
Communication Services	4,155	3,000	3,600	3,000
Postage	165	100	385	100
Advertising	4,262	3,900	4,800	8,400
Licenses/Permits	1,159	800	800	800
Printing & Binding	507	400	400	400
Gas Service	2,600	2,500	2,500	2,500
Electric Service	14,986	14,000	14,000	14,000
Water Service	63,038	62,000	41,000	62,000
Vehicle/Equipment Rent	46,204	13,525	8,000	13,725
M&R - Building & Facilities	12,030	10,200	10,000	10,000
M&R - Machinery & Equipment/Commun	18,005	10,000	7,300	10,000
M&R - Motor Vehicles	1,665	500	200	500
Laundry Services & Other Services	4,275	600	600	600
	<u>184,455</u>	<u>131,700</u>	<u>103,615</u>	<u>136,200</u>
Other Charges				
Debt Service (Equipment Lease)	0	49,275	49,275	48,324
Insurance/Judgement & Claims	4,714	4,360	4,396	4,360
Transfer to General Fund	48,708	29,140	29,140	21,235
Transfer to General Fund - Computer	4,360	4,396	4,360	4,900
	<u>57,782</u>	<u>87,171</u>	<u>87,171</u>	<u>78,819</u>
Capital Outlay				
Machinery & Equipment	14,714	12,000	15,000	16,745
Improv Other Than Buildings	7,761	0	4,950	100,000
	<u>22,475</u>	<u>12,000</u>	<u>19,950</u>	<u>116,745</u>
Total	<u>861,932</u>	<u>825,443</u>	<u>813,522</u>	<u>939,134</u>

PUBLIC WORKS DEPARTMENT

MASS TRANSIT SERVICES

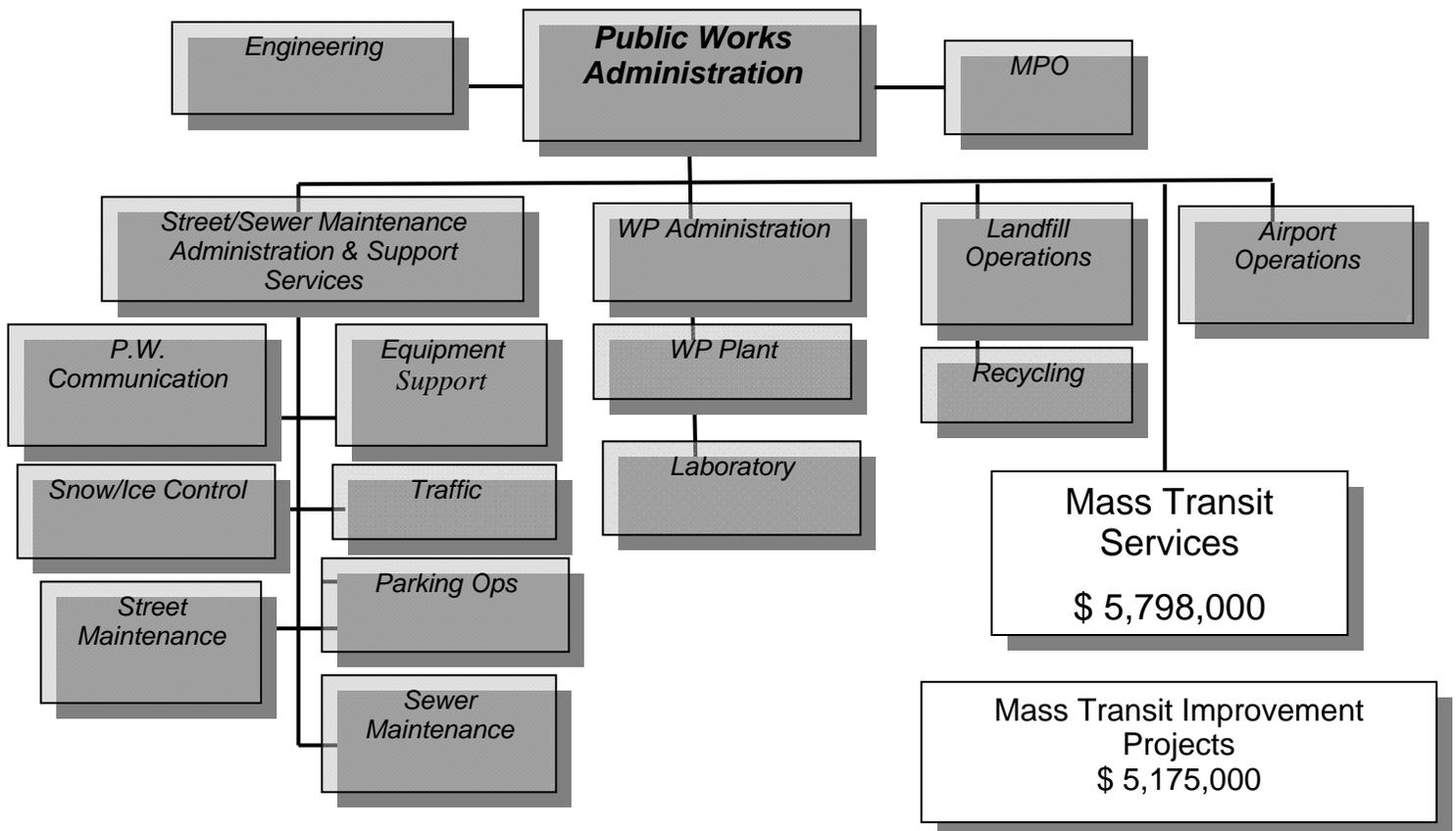
This fund was established to account for the operation of the City bus system and service. While the fund is under the direction of the Public Works & Transportation Department, the transit system itself is managed through contract by an outside firm.

Up until the final quarter of FY2005, the fund also included the operation and maintenance of the City trolley service. Replicas of old-time trolley buses are used for special charters and on regular museum and tourist routes. Due to a lack of revenues to maintain the trolleys, the service was suspended until a stable revenue source can be established.

Mass Transit Fund revenues are derived from a one percent (1%) utility franchise fee, a \$.0375 transit sales tax (increased by voters in 2008 from \$.015), rider fares and Federal Transit Authority operating and capital grants.

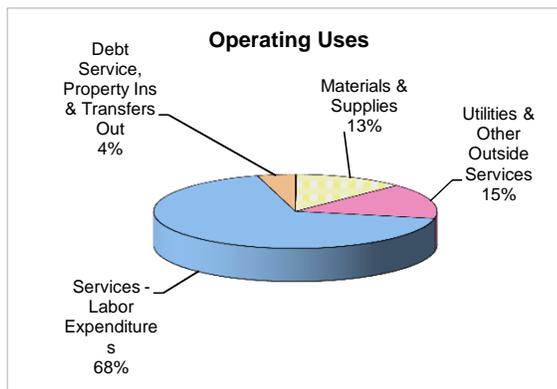
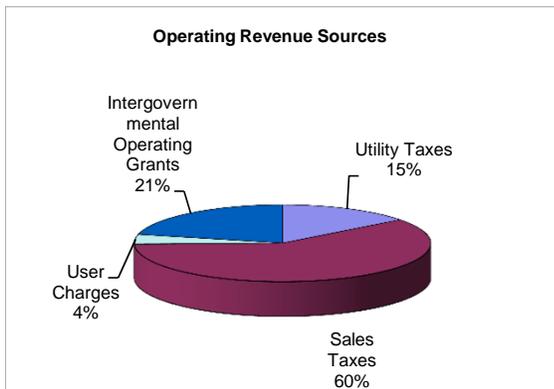
TOTAL BUDGETED RESOURCES: \$ 10,973,000

PLANNED USE BY PROGRAM:



MASS TRANSIT FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			11,066,227	9,902,689
Utility Taxes	1,154,809	1,151,820	1,151,820	1,151,820
Sales Taxes	4,249,381	4,322,895	4,529,235	4,733,055
Charges for Services	921	800	900	800
User Charges	309,307	318,000	295,000	316,500
Other Revenue	40,750	3,500	45,206	3,500
Investment Earnings	14,129	8,500	8,500	8,500
Intergovernmental Operating Grants	1,521,162	1,689,156	1,694,406	1,689,156
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	7,290,459	7,494,671	7,725,067	7,903,331
USES				
Employee Travel & Training	5,474	6,900	4,000	8,200
Materials & Supplies	584,495	724,995	429,600	724,995
Utilities & Other Outside Services	745,059	902,632	4,392,000	892,349
Services - Labor Expenditures	3,579,067	3,816,273	3,719,890	3,911,229
Debt Service, Property Ins & Transfers Out	255,406	343,115	343,115	250,463
TOTAL FUND	5,169,501	5,793,915	8,888,605	5,787,236
Net Surplus (Deficit)	2,120,958	1,700,756	(1,163,538)	2,116,095
ENDING OPERATING FUND BALANCE:		1,700,756	9,902,689	12,018,784
Components of Fund Balance:				
Assigned Bus Replacement Funds:			712,040	846,060
RESERVED OPERATING FUND BALANCE:			9,190,649	11,172,724
Beginning Capital Fund Balance:			(44,978)	(50,278)
SOURCES				
Grants & Entitlements	799,083	3,676,000	0	4,063,500
Appropriated from Assigned Bus Replacement	0	846,060	0	846,060
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	799,083	4,522,060	0	4,909,560
USES				
Transit CIP Projects	32,731	4,595,000	5,300	5,186,000
Net Capital Surplus (Deficit)			(5,300)	(276,440)
ENDING CIP FUND BALANCE:			(50,278)	(326,718)
TOTAL USES	5,202,232	10,388,915	8,893,905	10,973,236



MASS TRANSIT FUND

REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	249,782	250,200	265,000	257,390
Electric	701,229	758,430	740,000	720,600
Water	150,140	151,320	151,320	150,730
Utility Taxes - TIF portion	53,658	23,100	23,100	23,100
	<u>1,154,809</u>	<u>1,183,050</u>	<u>1,179,420</u>	<u>1,151,820</u>
Sales Tax				
Sales Tax	4,537,451	4,588,170	4,542,290	5,063,690
Sales Tax Contra Account	(1,000,959)	(1,041,575)	(959,514)	(1,111,230)
EATS (TIF generated sales tax)	712,889	744,020	712,900	780,595
	<u>4,249,381</u>	<u>4,290,615</u>	<u>4,295,676</u>	<u>4,733,055</u>
Charges for Services				
Fare Box Revenue	189,300	190,000	188,000	190,000
Ticket Sales - Adult	55,180	52,000	60,000	60,000
Ticket Sales - Youth	2,985	4,500	3,000	4,500
Ticket Sales - Senior/Handicapped	37,185	33,700	37,000	37,000
Ticket Sales - Commissions	11,669	13,000	12,000	13,000
Advertising	12,988	13,500	13,000	12,000
	<u>309,307</u>	<u>306,700</u>	<u>313,000</u>	<u>316,500</u>
Other Revenue				
Recovery/Reimbursements	27,372	0	340	800
Concessions / Other Revenue	14,299	4,900	6,300	3,500
	<u>41,671</u>	<u>4,900</u>	<u>6,640</u>	<u>4,300</u>
Investment Earnings				
Interest Income	14,129	8,500	8,500	8,500
	<u>14,129</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
Intergovernmental				
Federal Transit Authority - Capital	559,155	1,632,000	15,500	4,063,500
Federal Transit Authority - Operations	1,511,885	1,689,156	1,689,156	1,689,156
American Rec Reinvest Capital	239,928	0	0	0
State Operating Grant	9,277	0	11,500	0
	<u>2,320,245</u>	<u>3,321,156</u>	<u>1,716,156</u>	<u>5,752,656</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(2,887,309)	(1,492,352)	(2,001,795)	(993,595)
Total	<u>5,202,233</u>	<u>7,622,569</u>	<u>5,517,597</u>	<u>10,973,236</u>

MASS TRANSIT FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Employee Benefits				
Car/Mileage Allow	0	200	0	1,500
Confer/Train/Travel	5,474	6,700	6,700	6,700
	<u>5,474</u>	<u>6,900</u>	<u>6,700</u>	<u>8,200</u>
Materials & Supplies				
Office Supplies	7,442	9,500	5,000	9,500
Janitorial Supplies	5,121	8,000	5,000	8,000
Safety Equip/Clothing	11,962	18,300	18,500	18,300
Motor Fuel and Lubricants	559,970	686,695	515,022	686,695
Minor Equipment	0	7,500	2,500	2,500
	<u>584,495</u>	<u>729,995</u>	<u>546,022</u>	<u>724,995</u>
Services				
Professional Services	233,756	264,720	264,720	276,964
Memberships	2,917	3,000	3,200	3,000
Periodicals & Books	139	250	250	250
Communications Services	23,608	22,790	22,790	25,730
Postage	905	1,000	1,000	1,000
Advertising	23,170	21,100	21,100	25,000
Permits & Recording Fees	753	950	950	950
Printing & Binding	8,019	9,000	9,000	12,000
Gas Service	12,327	17,400	17,400	17,400
Electric Service	24,890	16,000	14,000	16,000
Water Service	9,108	8,000	8,000	8,000
Vehicle/Equipment Rental	2,805	9,535	9,535	9,535
M&R - Office Equipment	0	2,420	0	2,420
M&R - Building & Facilities	93,998	77,000	77,000	77,000
M&R - Machinery & Equipment	2,997	30,055	3,000	7,000
M&R - Motor Vehicles	289,719	345,000	345,000	345,000
M&R - Communications Equipment	6,655	17,000	7,000	17,000
Major Repairs & Replacements	0	35,000	0	35,000
Towing Service	2,173	2,500	2,500	2,500
Laundry Services	6,671	10,000	10,000	10,000
Solid Waste Disposal Services	450	600	600	600
Other Services	3,579,067	3,660,523	3,719,890	3,911,229
	<u>4,324,127</u>	<u>4,553,843</u>	<u>4,536,935</u>	<u>4,803,578</u>
Other Charges				
Insurance	100,213	140,453	271,262	151,115
Transfer to Computer Network	16,350	17,440	17,440	17,440
Transfer to General Fund	138,843	133,938	133,938	81,908
	<u>255,406</u>	<u>291,831</u>	<u>422,640</u>	<u>250,463</u>
Capital Outlay & Public Improvements				
Motor Vehicles	0	1,875,000	0	4,500,000
Machinery & Equipment	32,731	165,000	5,300	431,000
Improv. Other Than Buildings	0	0	0	255,000
	<u>32,731</u>	<u>2,040,000</u>	<u>5,300</u>	<u>5,186,000</u>
Total	<u>5,202,233</u>	<u>7,622,569</u>	<u>5,517,597</u>	<u>10,973,236</u>

PUBLIC WORKS DEPARTMENT

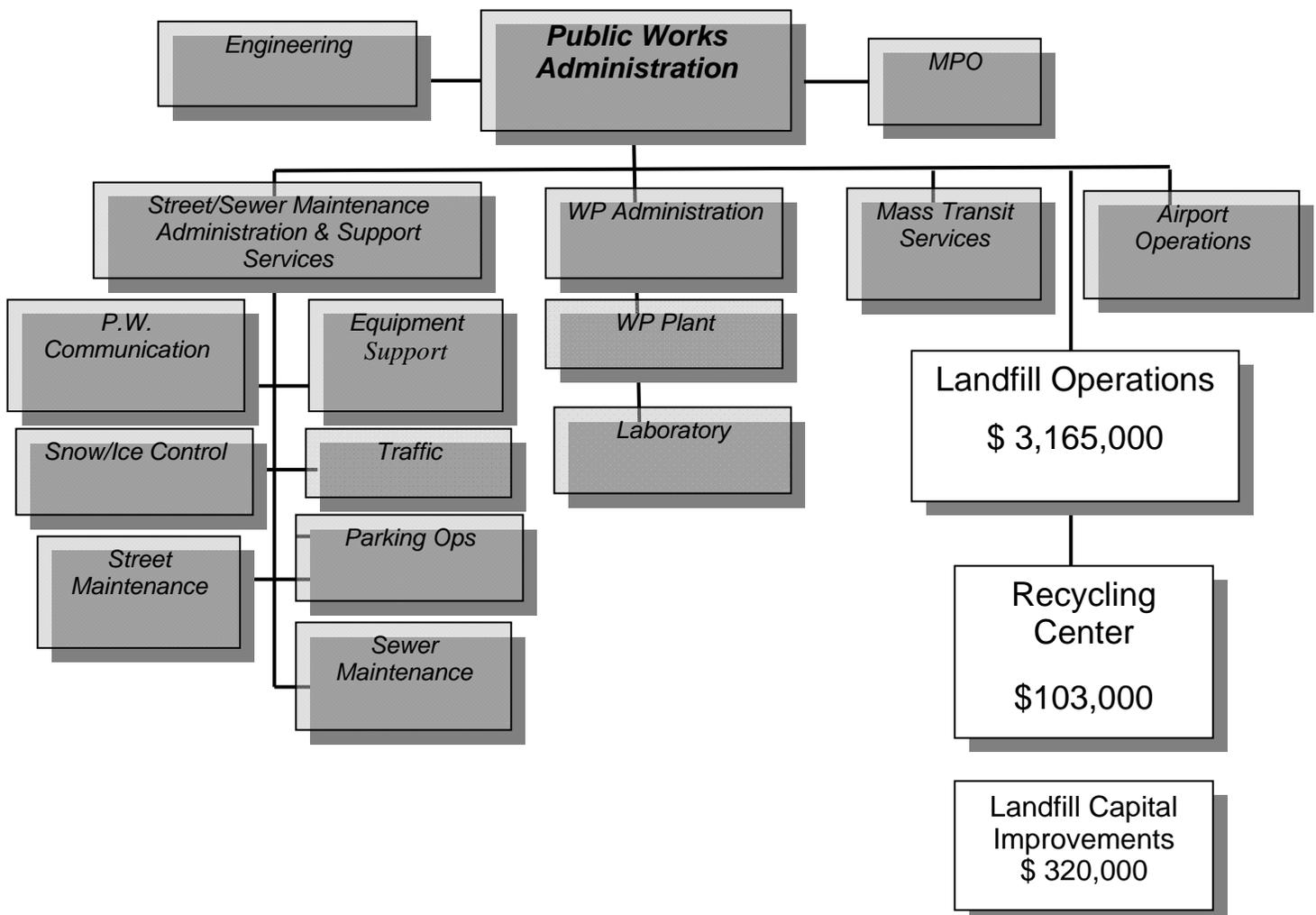
LANDFILL OPERATIONS

The St. Joseph Landfill provides the major solid waste disposal facility for much of northwest Missouri. The Landfill Fund revenues are derived through user charges at the City landfill site southeast of St. Joseph and is administered by the Public Works Department.

Limited recycling and composting operations are also conducted at the landfill. A drop-off Recycling Center was relocated to the South Belt location late in FY2010. It operates in partnership with a local waste hauler. The waste hauler provides all necessary containers, materials processing, and marketing for the recycling operation. The City provides the drop-off facility and employees who screen and sort materials received.

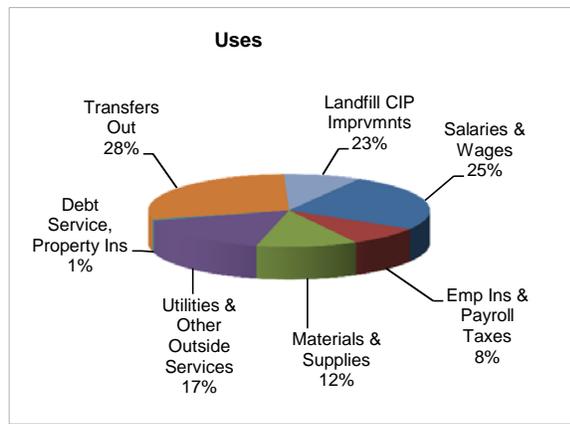
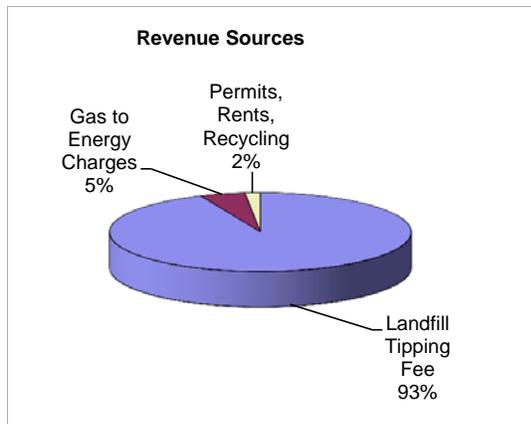
TOTAL BUDGETED RESOURCES: \$ 3,588,000

PLANNED USE BY PROGRAM:



LANDFILL FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			7,899,043	6,721,296
Permits	2,975	3,100	3,100	3,100
Rents	3,672	3,700	3,926	3,700
Landfill Tipping Fee	2,729,591	2,700,000	2,700,000	2,700,000
Gas to Energy Charges	131,876	140,000	140,000	140,000
Other Revenue	6,084	1,800	111,180	1,800
Recycling Revenue	38,771	38,500	38,500	38,500
Investment Earnings	9,864	10,100	9,700	10,100
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	2,922,833	2,897,200	3,006,406	2,897,200
USES - Operating				
Salaries & Wages	780,944	853,896	820,398	907,289
Employee Benefits & Payroll Taxes	291,077	331,033	311,663	305,345
Materials & Supplies	411,723	415,650	431,597	415,650
Utilities & Other Outside Services	618,441	646,940	647,102	596,940
Debt Service, Property Ins	40,882	27,803	27,803	20,815
Transfers Out	1,036,448	1,032,915	1,021,610	1,021,610
Capital Outlay	(547)	0	(15,240)	0
TOTAL OPERATING USES	3,178,968	3,308,237	3,244,933	3,267,649
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Program	675,308	1,016,000	939,220	320,000
TOTAL USES	3,854,276	4,324,237	4,184,153	3,587,649
Net Budget Surplus (Deficit)			(1,177,747)	(690,449)
ENDING OPERATING FUND BALANCE:			6,721,296	6,030,847
Components of Fund Balance:				
Designated Closure/Post Closure Reserve:			\$5,427,145	\$5,695,110
Assigned - 27th Payroll:			\$42,560	(\$1,650)
RESERVED OPERATING FUND BALANCE:			\$1,251,591	\$334,087



LANDFILL FUND

REVENUES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Permits				
Trash Hauler Permits	2,975	3,100	3,100	3,100
	<u>2,975</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
Rent				
Farm Land Rent	3,672	3,700	3,926	3,700
	<u>3,672</u>	<u>3,700</u>	<u>3,926</u>	<u>3,700</u>
Charges for Services				
Landfill Tipping Fees	2,729,591	2,700,000	2,700,000	2,700,000
Gas to Energy Sales	131,876	140,000	140,000	140,000
	<u>2,861,467</u>	<u>2,840,000</u>	<u>2,840,000</u>	<u>2,840,000</u>
Other Revenue				
Recycling Revenue	38,771	38,500	38,500	38,500
Advertising	1,000	1,500	1,500	1,500
Other	5,084	300	109,680	300
	<u>44,855</u>	<u>40,300</u>	<u>149,680</u>	<u>40,300</u>
Investment Earnings				
Interest Income	8,174	10,000	9,000	10,000
Interest on Accounts Receivable	1,690	100	700	100
	<u>9,864</u>	<u>10,100</u>	<u>9,700</u>	<u>10,100</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	931,443	1,427,037	1,177,747	690,449
Total	<u>3,854,276</u>	<u>4,324,237</u>	<u>4,184,153</u>	<u>3,587,649</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	737,601	799,071	774,071	858,689
Overtime	42,122	53,500	44,500	47,500
Out of Title Pay	174	0	180	0
Sick Leave Buy Back	1,047	1,325	1,647	1,100
	<u>780,944</u>	<u>853,896</u>	<u>820,398</u>	<u>907,289</u>
Employee Benefits				
Lagers Pension Contribution	45,837	58,655	56,755	33,001
FICA Contribution	48,544	52,705	50,705	52,561
FICA Medicare	11,353	12,326	11,915	12,295
457 Employer Plan Match	0	3,645	0	3,645
Health Insurance	143,680	150,160	143,116	150,160
Dental Insurance	5,551	5,700	5,430	6,280
Federal Health Reinsurer Tax	0	630	630	630
Life Insurance	2,656	3,400	3,400	3,188
Unemployment Claims	0	0	0	0
Long Term Disability	1,693	2,210	2,210	2,077
Workers Compensation	28,392	34,002	34,002	33,908
Confer/Train/Travel	3,371	7,600	3,500	7,600
	<u>291,077</u>	<u>331,033</u>	<u>311,663</u>	<u>305,345</u>

LANDFILL FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	5,023	4,100	4,100	4,100
Janitorial Supplies	3,268	2,100	2,100	2,100
Safety Equip/Clothing	6,588	5,550	5,952	5,550
Motor Fuel and Lubricants	355,450	350,000	350,000	350,000
Minor Equipment	20,665	15,200	15,200	15,200
Street Maintenance Supplies	13,105	20,000	27,553	20,000
Other Materials/Supplies	7,624	18,700	26,692	18,700
	<u>411,723</u>	<u>415,650</u>	<u>431,597</u>	<u>415,650</u>
Services				
Professional Services	291,796	272,790	315,240	272,790
Memberships	1,301	600	600	600
Periodicals & Books	0	500	500	500
Telephone Service	6,157	4,400	4,620	4,400
Postage	402	500	500	500
Freight	2,637	4,000	4,040	4,000
Advertising	18,196	12,000	12,000	12,000
Permits & Recording Fees	2,950	12,400	12,400	12,400
Printing & Binding	1,372	500	500	500
Gas Service	10,271	8,000	8,000	8,000
Electric Service	12,200	13,000	13,000	13,000
Water Service	369	600	600	600
Vehicle/Equipment Rental	805	250	250	250
M&R - Office Equipment	0	1,600	1,600	1,600
M&R - Building & Facilities	11,345	7,500	10,425	7,500
M&R - Machinery & Equipment	86,490	78,600	84,194	78,600
M&R - Motor Vehicles	14,085	20,000	21,233	20,000
M&R - Communications Equipment	5,375	4,000	4,000	4,000
Major Repairs & Replacements	20,019	9,700	9,700	9,700
Towing Services	0	200	200	200
Laundry Services	4,233	4,100	4,100	4,100
MO DNR Fees	39,838	100,000	40,000	50,000
Other Services	88,600	91,700	99,400	91,700
	<u>618,441</u>	<u>646,940</u>	<u>647,102</u>	<u>596,940</u>
Other Charges				
Principal & Interest	2,059	0	0	0
Other Debt Charges	656	0	0	0
Insurance	37,080	25,803	25,803	18,815
Judgments & Claims	1,087	2,000	2,000	2,000
Transfer to General Fund	703,838	700,305	689,000	689,000
Transfer to SIMR Fund	325,000	325,000	325,000	325,000
Transfer to Water Protection	3,250	3,250	3,250	3,250
Transfer to General Fund - Computer	4,360	4,360	4,360	4,360
	<u>1,077,330</u>	<u>1,060,718</u>	<u>1,049,413</u>	<u>1,042,425</u>
Capital Outlay & Public Improvements				
Motor Vehicles	0	25,000	17,380	0
Machinery & Equipment	465,917	771,000	706,600	180,000
Improvements Other than Buildings	208,844	220,000	200,000	140,000
Software Purchases	0	0	0	0
	<u>674,761</u>	<u>1,016,000</u>	<u>923,980</u>	<u>320,000</u>
Total	<u>3,854,276</u>	<u>4,324,237</u>	<u>4,184,153</u>	<u>3,587,649</u>

PUBLIC WORKS DEPARTMENT

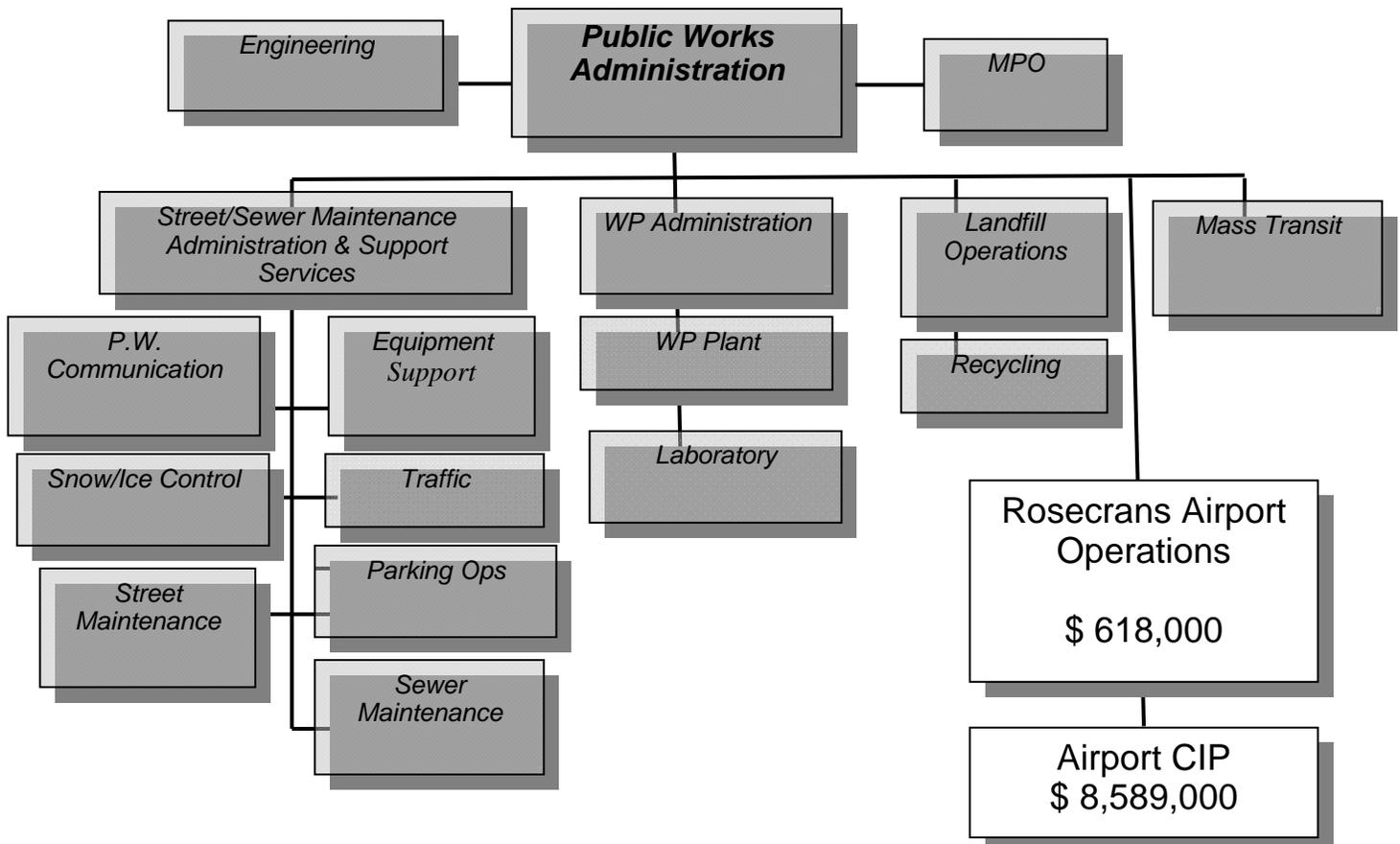
ROSECRANS MUNICIPAL AIRPORT

The Aviation Fund accounts for the revenues and expenditures associated with constructing, renovating, and operating the Rosecrans Memorial Airport. The fund derives revenue from commercial hangar rents, Air National Guard and Federal Aviation Administration rents, and other miscellaneous fees and charges. Deficits, if any, are financed through transfers from the City's Streets Fund. Airport operations are under the direction of the Public Works & Transportation Department.

Airport infrastructure and capital improvements are funded by federal and state aviation grants and from amounts designated for Aviation Improvements collected via the one-fourth (\$.0025) cent 1989 Sales Tax. The last two CIP Sales Tax initiatives also approved \$500,000 over the five-year and six-year periods of the sales tax for use in matching state and federal funding of projects.

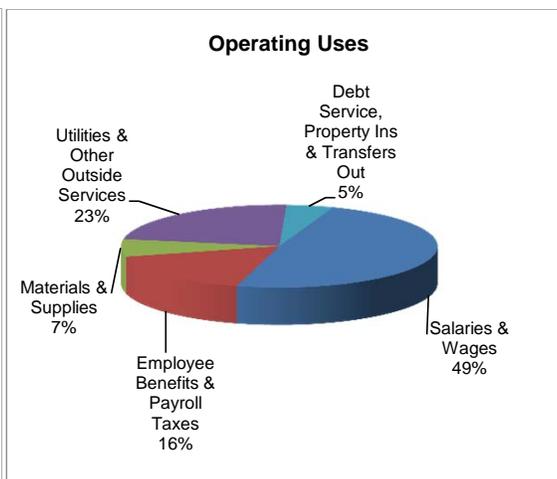
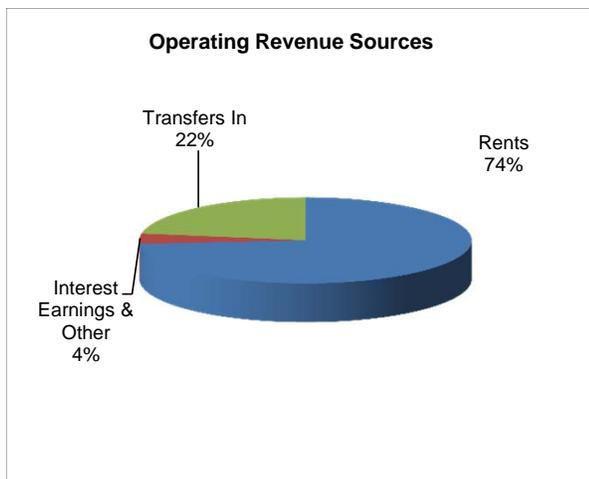
TOTAL BUDGETED RESOURCES: \$ 9,207,000

PLANNED USE BY PROGRAM:



AVIATION FUND SUMMARY

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			209,529	236,214
Rents	361,802	383,724	383,724	403,853
Other Revenue	22,446	21,000	22,500	21,000
Investment Earnings	767	100	100	100
Transfers In	221,290	133,290	168,290	123,290
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>606,305</u>	<u>538,114</u>	<u>574,614</u>	<u>548,243</u>
USES				
Salaries & Wages	256,871	283,201	248,401	299,171
Employee Benefits & Payroll Taxes	91,113	106,124	92,083	101,218
Materials & Supplies	32,726	53,505	25,290	41,840
Utilities & Other Outside Services	571,685	143,774	125,805	141,154
Debt Service, Property Ins & Transfers Out	118,589	111,313	31,350	29,639
Capital Outlay	62,781	25,000	25,000	5,000
TOTAL FUND	<u>1,133,765</u>	<u>722,917</u>	<u>547,929</u>	<u>618,022</u>
Net Surplus (Deficit)	(527,460)	(184,803)	26,685	(69,779)
ENDING OPERATING FUND BALANCE:			<u>236,214</u>	<u>166,435</u>
Components of Fund Balance:				
Assigned:			10,835	(3,215)
RESERVED OPERATING FUND BALANCE:			247,049	163,220
Beginning Capital Fund Balance:			<u>347,163</u>	<u>440,052</u>
SOURCES				
Grants/Entitlements	137,166	4,870,122	449,789	8,284,178
Transfers In/Other Revenue	0	35,000	0	35,000
Appropriated from Fund Balance				
TOTAL SOURCES	<u>137,166</u>	<u>4,905,122</u>	<u>449,789</u>	<u>8,319,178</u>
USES				
Aviation Projects in Capital Project Fund	0	4,905,122	356,900	8,589,178
Net Capital Surplus (Deficit)	137,166	0	92,889	(270,000)
ENDING RESERVED CIP FUND BALANCE:			<u>440,052</u>	<u>170,052</u>
TOTAL USES	<u>1,133,765</u>	<u>5,628,039</u>	<u>904,829</u>	<u>9,207,200</u>



AVIATION FUND REVENUES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	92,603	94,488	94,488	94,488
Airport Restaurant Rent	3,720	5,100	5,100	5,100
Life Net Lease	6,125	6,195	6,195	6,195
Farm Land Rent	48,547	48,548	48,548	68,675
Air National Guard Rent	51,570	76,511	76,511	76,511
BMS Warehouse Rent	12,667	7,430	7,430	7,430
F.B.O. Lease	79,058	79,537	79,537	79,537
Federal Aviation Administration Rent	67,512	65,915	65,915	65,917
	<u>361,802</u>	<u>383,724</u>	<u>383,724</u>	<u>403,853</u>
Other Revenue				
Sale of Gas & Oil	19,316	19,750	19,750	19,750
Recycling Revenue	1,368	0	0	0
Recovery/Reimbursements/Other Rev	1,762	1,250	2,750	1,250
	<u>22,446</u>	<u>21,000</u>	<u>22,500</u>	<u>21,000</u>
Investment Earnings				
Interest Income	767	100	100	100
	<u>767</u>	<u>100</u>	<u>100</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	88,525	315,000	159,113	8,284,178
State Airport Aid Grant	0	0	0	0
FEMA/SEMA Reimbursements	(14,980)	0	0	0
MO Air National Guard Grant	63,621	4,555,122	290,676	0
	<u>137,166</u>	<u>4,870,122</u>	<u>449,789</u>	<u>8,284,178</u>
Interfund Transfers In				
Transfer from General Fund	113,000	45,000	45,000	0
Transfer from Gaming Fund	60,000	75,000	75,000	75,000
Transfer from Water Protection Fund	48,290	48,290	48,290	48,290
Transfer from CIP Sales Tax Fund	0	0	0	35,000
	<u>221,290</u>	<u>168,290</u>	<u>168,290</u>	<u>158,290</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	390,294	184,803	(119,574)	(8,249,399)
Total	<u>1,133,765</u>	<u>5,628,039</u>	<u>904,829</u>	<u>618,022</u>

EXPENDITURES

	2013-14	2014-15		2015-16
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	249,145	269,901	239,901	285,371
Overtime	7,726	13,300	8,500	13,800
Temporary/Part-Time Wages	0	0	0	0
	<u>256,871</u>	<u>283,201</u>	<u>248,401</u>	<u>299,171</u>
Employee Benefits				
Lagers Pension Contribution	14,869	18,121	17,541	10,921
FICA Contribution	15,983	16,522	15,400	17,364
FICA Medicare	3,738	3,864	3,625	4,061
457 Employer Plan Match	0	1,215	0	1,215
Health Insurance	41,788	44,202	35,000	45,048
Dental Insurance	1,615	1,710	1,330	1,884
Federal Health Reinsurer Tax	0	160	160	160
Life Insurance	886	1,013	1,110	1,130

AVIATION FUND

EXPENDITURES

	2013-14	2014-15		2015-16
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Employee Benefits Con't				
Long Term Disability	547	721	721	735
Workers Compensation	9,328	11,096	11,096	11,200
Car/Mileage Allowance	362	200	200	200
Confer/Train/Travel	1,997	7,300	5,500	7,300
Other Compensation	0	0	400	0
	<u>12,234</u>	<u>19,317</u>	<u>17,917</u>	<u>19,435</u>
Materials & Supplies				
Office Supplies	696	1,400	1,100	1,400
Janitorial Supplies	1,464	2,000	1,600	2,000
Safety Equip/Clothing	1,575	1,500	1,000	1,500
Chemicals/Drugs/Med Supply	0	0	0	0
Motor Fuel and Lubricants	18,105	26,105	13,000	19,550
Minor Equipment	2,907	9,000	3,200	5,000
Street Maintenance Supplies	4,660	9,000	2,000	9,000
Other Materials/Supplies	3,319	4,500	3,390	3,390
	<u>32,726</u>	<u>53,505</u>	<u>25,290</u>	<u>41,840</u>
Services				
Professional Services	451,273	350,000	357,131	0
Memberships	849	1,420	1,220	1,220
Periodicals & Books	239	450	460	460
Communication Services	5,741	4,845	4,965	4,965
Postage	418	500	500	500
Advertising	745	400	400	400
Permits & Recording Fees	2,900	2,900	2,900	3,400
Printing & Binding	9	100	100	100
Gas Service	1,125	2,000	1,000	2,000
Electric Service	34,152	38,000	38,000	38,000
Water Service	1,391	2,100	1,500	2,100
Vehicle/Equipment Rent	64	2,154	2,004	2,004
M&R - Building & Facilities	28,120	46,000	30,000	43,000
M&R - Machinery & Equipment	7,967	9,000	9,000	9,000
M&R - Motor Vehicles	4,970	5,600	4,600	4,600
M&R - Communications Equipment	1,658	2,200	2,320	2,200
Major Repairs & Replacements	18,457	15,135	15,135	15,135
Laundry Services	3,314	2,400	2,400	2,400
Solid Waste Disposal Services	1,650	1,320	1,320	1,320
MO DNR Fees	0	150	150	150
Special Contributions	145	500	1,000	2,000
Other Services	6,498	6,600	6,600	6,200
	<u>571,685</u>	<u>493,774</u>	<u>482,705</u>	<u>141,154</u>
Other Charges				
Insurance/Judgement & Claims	23,574	16,298	23,895	23,274
Transfer to General Fund	90,655	90,655	2,005	2,005
Transfer to General Fund - Computer	4,360	4,360	5,450	4,360
	<u>118,589</u>	<u>111,313</u>	<u>31,350</u>	<u>29,639</u>
Capital Outlay & Public Improvements				
Improvements other than Buildings	62,781	4,580,122	25,000	5,000
	<u>62,781</u>	<u>4,580,122</u>	<u>25,000</u>	<u>5,000</u>
Total	<u>1,133,765</u>	<u>5,628,039</u>	<u>904,829</u>	<u>618,022</u>

CAPITAL PROJECTS **FUND**

The Capital Projects Fund derives the majority of its revenue from a five year, one-half cent (\$.005) sales tax originally approved by voters to be effective July 1, 1988 through June 30, 1993. Voters have extended the tax four times, in 1993 (for 1994-1998), in 1998 (for projects from 1999-2003), in 2003 (for projects from 2004-2008) and in 2008 (for projects from 2009-2013). In 2012 the half-cent tax was approved for a six year extension (for projects from 2013-2018). All CIP sales tax monies are tracked in one fund. Initiative years can be identified through unique project numbers.

More than just the CIP sales tax revenues are tracked in this fund. All sources of revenue for capital projects funded mainly through the sales tax are accounted for. They include monies from State and federal grants, matching funds from the County and Downtown Business District, bond sales, transfers from other funds, etc.

The projects range from improvements to City streets, storm water facilities and building infrastructure, to replacements of fire suppression and mass transit equipment. Total project expenditures over the last twenty five-year period have totaled almost \$150,000,000.

TOTAL BUDGETED RESOURCES: \$ 6,536,000

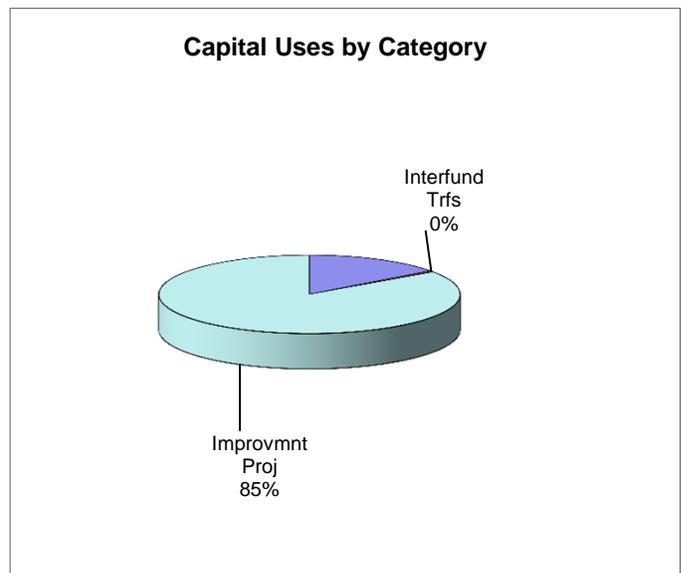
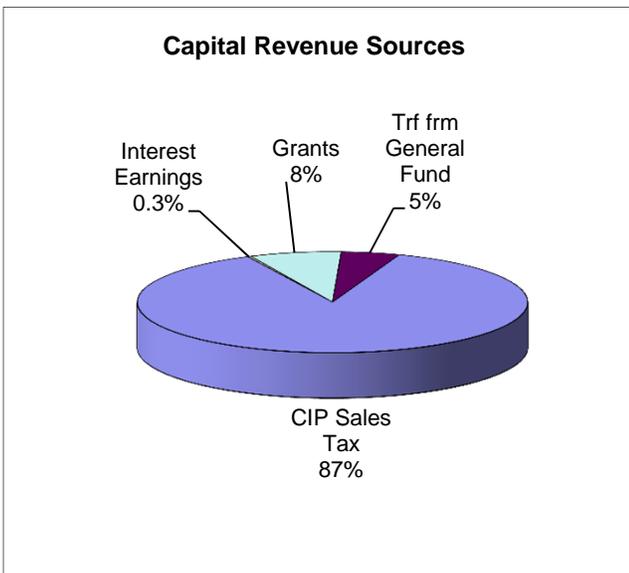
PLANNED USE BY PROGRAM:

Capital Projects
(Non-Enterprise)

\$ 6,536,000

CAPITAL PROJECTS FUND SUMMARY

	2013-2014	2014-2015		2015-2016
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Projected Beginning FB:			\$12,606,457	\$10,579,948
CIP Sales Tax	5,646,088	5,652,295	6,042,105	6,314,000
Other Misc Revenues	144,315	0	353,816	0
Interest Earnings	17,460	20,000	20,000	20,000
Intergovernmental/Grants	475,238	1,640,290	2,137,149	549,500
Transfer from General Fund	616,092	0	524,318	350,000
Transfer from Gaming Fund	0	0	0	0
Transfer from CDBG Fund	50,538	50,000	50,000	0
Transfer from Museum Fund	0	0	0	0
Appropriation from Fund Balance	0	0	0	0
TOTAL SOURCES	6,949,731	7,362,585	9,127,388	7,233,500
USES				
Professional Services/Materials & Supplies	783,638	1,425,000	186,064	967,500
Interfund Trfs	0	35,000	35,000	35,000
Capital Equip	2,971,765	95,685	170,009	0
Improvmt Proj	4,774,063	11,485,152	10,762,824	5,534,032
TOTAL USES	8,529,466	13,040,837	11,153,897	6,536,532
Net Surplus (Deficit)			(2,026,509)	696,968
ENDING RESERVED FUND BALANCE:			\$10,579,948	\$11,276,916



CAPITAL PROJECTS FUND

REVENUES

	2013-2014	2014-2015		2015-2016
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,240,309	6,167,260	6,475,625	6,767,025
Sales Tax Contra Account	(1,493,791)	(1,288,965)	(1,401,020)	(1,464,065)
EATS	899,570	774,000	967,500	1,011,040
	<u>5,646,088</u>	<u>5,652,295</u>	<u>6,042,105</u>	<u>6,314,000</u>
Other Revenue				
Donations/Refunds/Ins Proceeds/Etc	144,315	0	353,816	0
	<u>144,315</u>	<u>0</u>	<u>353,816</u>	<u>0</u>
Investment Earnings				
Interest Income	17,460	20,000	20,000	20,000
	<u>17,460</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Bode Trust	0	0	0	69,500
Trans Enhancement Grant	0	0	0	0
STP/FHWA Grant	117,293	1,640,290	2,137,149	480,000
Buchanan County 911	357,945	0	0	0
SEMA Homeland Security Grant	0	0	0	0
American Rec Reinvest Capital	0	0	0	0
	<u>475,238</u>	<u>1,640,290</u>	<u>2,137,149</u>	<u>549,500</u>
Interfund Transfers In				
Transfer from General Fund	616,092	0	524,318	350,000
Transfer from CDBG Fund	0	0	0	0
Transfer from Gaming Fund	50,538	50,000	50,000	0
Transfer from Museum Fund	0	0	0	0
	<u>666,630</u>	<u>50,000</u>	<u>574,318</u>	<u>350,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	1,579,735	5,678,252	2,026,509	(696,968)
	<u>1,579,735</u>	<u>5,678,252</u>	<u>2,026,509</u>	<u>(696,968)</u>
Total	<u>8,529,466</u>	<u>13,040,837</u>	<u>11,153,897</u>	<u>6,536,532</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	2013-2014	2014-2015		2015-2016
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Materials and Supplies	7,078	0	0	0
Professional Services	770,603	1,425,000	154,400	967,500
Other Services	0	0	0	0
Advertising/Postage/Printing	5,957	0	31,664	0
	<u>783,638</u>	<u>1,425,000</u>	<u>186,064</u>	<u>967,500</u>
Capital Outlay				
Office Equipment	0	0	0	0
Motor Vehicles	699,227	95,685	101,600	0
Machinery & Equipment	32,666	0	58,909	0
Radio & Communication Equipment	2,205,445	0	0	0
Software Purchases	34,427	0	9,500	0
	<u>2,971,765</u>	<u>95,685</u>	<u>170,009</u>	<u>0</u>
Public Improvements				
Land	16,664	930,800	300,000	630,800
Buildings	1,340,532	192,312	170,784	0
Improvements other than Buildings	533,602	4,853,290	4,783,290	2,645,732
Streets, Curbs & Sidewalks	2,883,265	5,508,750	5,508,750	2,257,500
	<u>4,774,063</u>	<u>11,485,152</u>	<u>10,762,824</u>	<u>5,534,032</u>
Interfund Transfers				
Transfer to General Fund	0	0	0	0
Transfer to Aviation	0	35,000	35,000	35,000
	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
Total	<u>8,529,466</u>	<u>13,040,837</u>	<u>11,153,897</u>	<u>6,536,532</u>

Debt

This section includes financial data on current debt obligations and describes the relationship between current debt levels and legal debt limits. Detailed information of type and amount of debt by fund is included.

- **Municipal Debt - Discussion**
- **Legal Debt Margin Determination**
- **Summary of Existing Municipal Debt**
- **Future Debt Service – Each Type by Fund**

MUNICIPAL DEBT DISCUSSION

Debt Management

The City of St. Joseph's primary objective in debt management is to keep the level of indebtedness within available resources as well as within the legal debt limitations established by Missouri Law, at a minimum cost to the taxpayer.

The City issues and incurs debt in order to fund capital improvement projects, purchase major capital equipment facilities, and respond to other special funding needs. Total municipal debt issued and outstanding is \$124,521,468 with maturities extending through the year 2036. Total principal and interest payments through maturity totals \$176,839,896. Of this total, \$54,150,000 in principal and \$24,075,328 in interest represent bonds issued in conjunction with, and paid with revenues generated by, Tax Increment Financing projects. The following is a discussion of common types of municipal debt instruments used by the City, their legal basis, and types of projects for which they can be used.

Types of Municipal Debt

Public Building Authority (PBA) Bonds

The Public Building Authority issues bonds to investors using the bond proceeds to construct/improve facilities or purchase equipment. These assets are leased to the City under an arrangement where the lease payments to the Authority equal the bond payments to investors. Leases between the Authority and the City do not require voter authorization and are subject to annual appropriation of funds by the City Council. The leases are not considered "bonds" of the City for purposes of applying statutory bond limits. The Authority is considered the issuer of the bonds and holds title to the asset during the term of the lease. The City has entered into twelve individual facility and equipment lease agreements with the Authority for facilities such as parking garage repairs, downtown mall removal, Patee Market renovations, public safety communications systems equipment, heating and air conditioning systems, and various computer equipment. To take advantage of the low interest rates available in 2004, the City refinanced its PBA bonds for a total savings in future interest of \$100,800. Final payments of the PBA Bonds occurred in FY2014 and no new issues expected during the Fiscal Year.

Special Obligation (S.O.) Capital Improvement Bonds

Special Obligation Bonds are issued directly by the City of St. Joseph and do not require voter authorization. They are subject to annual appropriation of funds by the City Council and in relation to smaller Public Authority Bond (PBA) offerings, have lower issuance costs. No collateral is pledged to secure S.O. bonds, which are not considered "bonds" when applying statutory bond limits. Total principal of S.O. Bonds outstanding at July 1, 2010, is \$0. The final payment occurred in FY2008 in the Golf Fund. No new issues are planned for the Fiscal Year.

Revenue Bonds

Revenue Bonds require voter authorization of 2/3rds or 4/7ths majority and are used to fund capital facility costs. Bond repayment is secured solely from the earnings generated by the facility constructed or improved with the bond proceeds. The identified revenue stream is pledged for repayment of the bonds. In 1992 voters authorized, \$19.6 million in revenue bonds for improvements at the Water Protection Facility. These bonds were issued under the Missouri Leveraged State Water Pollution Control Revolving Fund Program established by the State Environmental Improvement and Energy Resources Authority (EI ERA) in cooperation with the Missouri Department of Natural Resources and the Missouri Clean Water Commission. The EI ERA bond issuance program allows the City to benefit from reduced interest rates. In FY 1999 the City undertook the advance refunding of the 1992 Series Sewerage Bonds. The substantially lower coupon interest rates of the issue, now paid off, saved the City a \$387,136 in debt service. The remaining \$750,000 in EI ERA bonds authorized for issuance was sold August

MUNICIPAL DEBT DISCUSSION

2003 and is being used in the Triumph Food TIF project. Revenue Bonds outstanding at July 1, 2014, total \$2,730,000.

On April 5th, 2011, St. Joseph City voters approved issuance of Sewer Revenue Bonds up to the maximum amount of \$105 million. Sale of the first set of bonds under the auspices of the MDFB (see below), in the amount of \$32,400,000 was issued in May 2011. In 2012 the next bond sale, done as a part of the State's SRF program, was completed for \$14,660,000. SRF financing totaling \$56,000,000 was finalized in spring of FY14. Another set of SRF, or other bond financing, will be needed in early FY15 to fund the upcoming necessary mandated projects.

General Obligation (G.O.) Bonds

The Missouri State Constitution permits a city, by vote of 2/3rds or 4/7ths majority, to incur general obligation indebtedness for "city purposes" in an amount not to exceed 10% of the assessed value of taxable tangible property. Additional bonded indebtedness equal to an additional 10% of the assessed value may be issued for the purpose of acquiring right-of-way, construction, extending and improving streets and avenues and/or sanitary sewer systems. Additional bonded indebtedness equal to 10% of the assessed value may be issued for purchasing or constructing waterworks, and electric or other light plants. All such indebtedness may not exceed 20% of the assessed value of taxable tangible property. Total assessed valuation of taxable property at January 1, 2014, is \$980,423,320 and the legal debt margin is \$196,084,664.

The City irrevocably appropriates and pledges property tax receipts in an amount sufficient to pay debt service; principal, interest and related expenditures, on any outstanding general obligation bonds. In the event that receipts pledged are not sufficient to pay these obligations, the City is obligated to levy additional property taxes sufficient to make debt service payments. Repayment of the G.O. Bonds is secured by the full faith and credit of the City.

There is consideration of going to the voters for approval on a G.O. Bond for street improvements, but no firm date has been determined.

Capital Lease Obligations

The City regularly enters into capital lease arrangements for the purchase of machinery, heavy equipment, and computers. Provisions of the lease arrangements include fixed monthly payments over the lease term and a bargain purchase option of \$1 at the end of the lease period. The lease agreements do not require voter approval and are subject to annual appropriation of funds by the City Council. The City's seven current capital lease arrangements have an outstanding balance of \$357,820 and are scheduled to be paid out by FY2018.

Other Debt – Current Bond Rating: AA+

- MDFB Infrastructure Improvement Loans.
February 17, 2004, the Missouri Development Finance Board authorized issuance of a series of infrastructure facilities improvement bonds and to loan the proceeds of those bonds to the City for projects relating to improving the City sewer system's capacity as well as several Tax Increment Financing (TIF) Redevelopment agreements.
 - Stockyards Redevelopment Project - MDFB Series 2004A - \$9,170,000 issued and the loan proceeds used to fund \$7,000,000 of TIF reimbursable expenditures. \$5.6 million were used to reimburse a portion of the acquisition and demolition costs incurred by Triumph Foods, LLC, as approved in the Redevelopment Agreement with that company. \$1.4 million used to cover costs of certain traffic and

MUNICIPAL DEBT DISCUSSION

infrastructure improvements related to the project. This issue was refinanced in 2011 for an estimated interest savings of \$1.7 million over the span of the debt. TIF Incremental tax revenues and Chapter 100 PILOTS are used to pay the debt service on this loan which extends to 2030.

- Stockyards Redevelopment Project – The original MDFB Series 2004B issued \$10,475,000 and the loan proceeds used to fund \$7.0 million of the cost of on-site wastewater treatment facility at Triumph Foods. \$1.497 million is being used toward a portion of the \$10.5 million capacity and process improvements being made at the City’s wastewater treatment plant. With favorable interest rates, this series was refinanced in 2012 for significant interest payments. Triumph Foods will be making Sewer Reserve Charge payments to the City in an amount to cover the debt service on this loan which extends to 2024.
- Sewerage System Improvements Project – MDFB Series 2004C issued \$11,720,000 and the loan proceeds used to fund the remaining \$9.6 million of the capacity and process improvement project at the City’s wastewater treatment plant. Project costs are also being covered by a \$1,000,000 contribution by Buchanan County and through several EPA grants. \$700,000 was used as a grant from the City to Triumph Foods in order for the company to purchase its portion of a \$3.5 million BUILD Missouri bond issue in late Spring 2005. Debt service payments extend to 2025 and will be covered by revenues from the Sewer Fund and from monies generated by the tax credits from the Missouri BUILD program.
- Public Safety Improvements Project – MDFB Series 2004D - \$6,860,000 issue and the loan proceeds used to fund several public safety projects within the City. \$3.530 million was used as the City’s portion of the new \$8.4 million public safety communications system. Buchanan County and Heartland Hospital share in the cost of the total project. \$905,000 was used in the purchase of two fire pumpers. Debt service for these two projects was spread over the last three years of the currently authorized CIP Sales Tax and was retired in 2008. The remaining \$2.425 million went towards the City’s portion of the \$5.7 million expansion at the Law Enforcement Center. Debt service payments are coming from the City’s General Fund and will be retired in 2024.
- In May 2011 the MDFB authorized a \$22,275,000 issue (Series 2011E) to cover the planning and construction of the new disinfection system required at the water protection plant. Debt on this loan extends to 2036 and is covered by sewer system revenues.
- IDA Tax Increment Revenue Bonds
In March 2005 the Industrial Development Authority of St. Joseph (IDA) authorized the issuance of a series of bonds relating to the North County Redevelopment Project.
 - Shoppes at North Village Project – IDA Series 2005A - \$26,000,000 issue and the proceeds used to fund a portion of the TIF reimbursable expenditures for this project. A portion of the \$22.112 million issue will go to repaying the City of St. Joseph and Buchanan County for infrastructure improvements made for the Shoppes project. This includes extension and improvement of the Northridge sewer lines and construction of the four-lane parkway through the development. TIF Incremental PILOTS and EATS revenues will be used to pay the debt service on this loan which extends to 2028.
 - Shoppes at North Village Project – IDA Series 2005B - \$16,985,000 issue and the proceeds used to fund the remainder of the developer’s TIF reimbursable expenditures. TIF Incremental PILOTS and EATS revenues will be used to pay the debt service on this loan which extends to 2028.

MUNICIPAL DEBT DISCUSSION

In April 2007 the IDA authorized the issuance of \$5,110,000 in TIF bonds relating to the Mitchell Avenue Redevelopment Project. The bonds were purchased by the American Family Insurance Company, the “developer” of that TIF. PILOTS are repaying the debt which extends to 2027.

Financial Impact of Municipal Debt on Operating Budgets

With the exception of the TIF-related bond issues, all future debt service payments must come from operating funds. As a result, debt service requirements are an important consideration when preparing annual operating budgets.

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN DETERMINATION

The City, by agreement, has irrevocably appropriated and pledged property tax receipts in an amount sufficient to pay principal and interest on the outstanding general obligation bonds. In the event that receipts pledged are not sufficient to pay these obligations, the City is obligated to levy additional property taxes sufficient to pay these debts.

The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in the aggregate, an additional 10% of the assessed value of taxable tangible property, for the purpose of acquiring right-of-way, construction, extending and improving streets and avenues and/or sanitary or storm sewer systems; and an additional 10% for purchasing or constructing waterworks, electric or other light plants, provided that the total general obligation indebtedness of the City does not exceed 20% of the assessed valuation of taxable property.

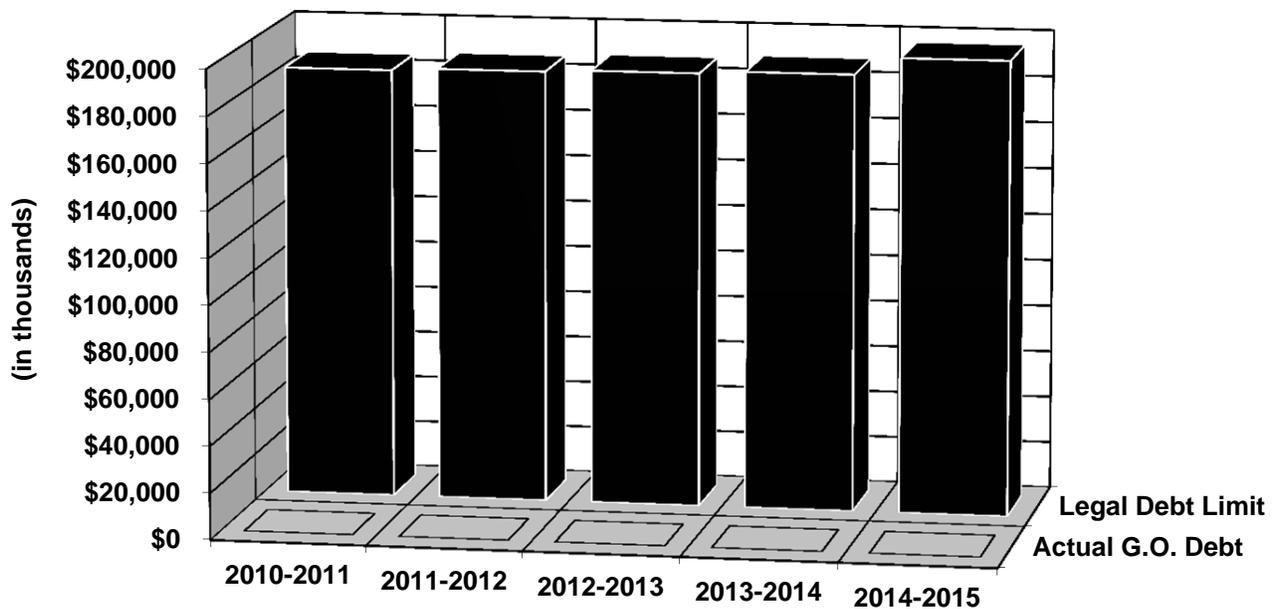
Assessed Valuation at January 1, 2014	<u>\$980,423,321</u>	
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$49,021,166
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$49,021,166
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$98,042,332
Debt Applicable to Limitation:		
Total General Obligation Bonded debt	\$0	
Less amount available in Debt Service Fund.....	<u>0</u>	
		0
Legal Debt Margin		<u>\$196,084,664</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Assessed Valuation at July 1	\$926,060	\$931,658	\$936,350	\$942,350	\$980,423
Legal Debt Limit @ 20%	185,212	186,332	187,270	188,470	196,085
Total General Obligation Debt Amount Available from Debt Service Fund	0	0	0	0	0
Actual Debt (net)	0	0	0	0	0
Legal Debt Margin	<u>\$185,212</u>	<u>\$186,332</u>	<u>\$187,270</u>	<u>\$188,470</u>	<u>\$196,085</u>

Actual Debt vs. Legal Debt Limit



SUMMARY OF EXISTING MUNICIPAL DEBT

	<u>Amount of Financing</u>		<u>Fund</u>	<u>Maturity Date</u>
	<u>At Issue Date</u>	<u>Current Balance</u>		
<i>Revenue Bonds</i>				
1993 - Sewerage System	10,308,000	0	Sewer	7/1/2015
1997 - Sewerage System	6,515,000	1,025,000	Sewer	1/1/2017
2003 - Sewer Revenue Bonds	777,000	390,000	Sewer	4/1/2023
2013 - SRF Bonds	14,660,000	14,660,000	Sewer	1/1/2034
2014 - SRF Bonds	56,000,000	56,000,000	Sewer	7/1/2035
2014A SRF Bonds	28,585,000	28,585,000	Sewer	7/1/2035
2014B - Sewer Revenue Bonds	5,755,000	5,640,000	Sewer	7/1/2034
	<u>122,600,000</u>	<u>106,300,000</u>		
<i>Capital Lease Obligations</i>				
2012 - REC Center Fitness Equipment	156,180	0	General	5/19/2015
2012 - Hasler Mail Machine	16,089	2,447	General	2/14/2016
2012 - Hasler Folder/Inserter	13,869	4,466	Sewer	8/24/2016
2013 - Ford Taurus	10,914	3,511	General	6/30/2016
2013 - Green/Fairway Mowers	68,582	27,896	Golf	6/5/2017
2013 - Golf Carts	209,000	171,341	Golf	2/15/2018
2015 - Office Copiers	198,695	191,496	General	4/30/2015
2015 - Avaya IP Phone	233,522	216,793	General	1/1/2020
	<u>906,850</u>	<u>617,950</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	1,390,000	General	3/1/2024
2005 - IDA A & B (Shoppes TIF)	42,985,000	33,310,000	Spec Alloc	6/30/2028
2007 - IDA (Sewer System)	20,410,000	20,410,000	Sewer	4/1/2027
2007 - IDA (Mitchell Ave Project)	5,110,000	3,460,000	Spec Alloc	3/1/2029
2011 - MDFB A (Triumph) 2004 Refncd	6,685,000	4,890,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	20,180,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	7,055,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer)	8,825,000	7,100,000	Sewer	11/1/2024
	<u>117,400,000</u>	<u>97,795,000</u>		
<i>Total All Debt</i>	<u><u>240,906,850</u></u>	<u><u>204,712,950</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2015-2016	2016-2017	2017-2018	2018-2019	2020-2021	2022-2036	
General Fund										
2012 - Hasler Mail Machine Lease Obligations										
Principal	16,089	13,643	2,447	2,447	0	0	0	0	0	2,447
Interest		589		20	0	0	0	0	0	20
	<u>16,089</u>	<u>14,232</u>	<u>2,447</u>	<u>2,467</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,467</u>
2013 - Ford Taurus Lease Obligations										
Principal	10,914	7,402	3,511	3,511	0	0	0	0	0	3,511
Interest		631		77	0	0	0	0	0	77
	<u>10,914</u>	<u>8,033</u>	<u>3,511</u>	<u>3,588</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,588</u>
2015 - Office Copiers Lease Obligations										
Principal	198,695	7,199	191,496	44,959	48,329	51,952	46,256	0	0	191,496
Interest		2,363		12,409	9,039	5,416	1,551	0	0	28,415
	<u>198,695</u>	<u>9,562</u>	<u>191,496</u>	<u>57,368</u>	<u>57,368</u>	<u>57,368</u>	<u>47,807</u>	<u>0</u>	<u>0</u>	<u>219,911</u>
2015 - Avaya IP Phone System										
Principal	233,522	16,729	216,793	37,642	42,472	47,921	54,069	34,689	0	216,793
Interest		9,061		24,254	19,424	13,975	7,827	1,417	0	66,897
	<u>233,522</u>	<u>25,790</u>	<u>216,793</u>	<u>61,896</u>	<u>61,896</u>	<u>61,896</u>	<u>61,896</u>	<u>36,106</u>	<u>0</u>	<u>283,690</u>
2004 - MDFB D (LEC Expansion)										
Principal	2,425,000	1,035,000	1,390,000	130,000	135,000	140,000	145,000	155,000	685,000	1,390,000
Interest		872,855		61,900	56,700	50,625	44,325	37,800	78,975	330,325
	<u>2,425,000</u>	<u>1,907,855</u>	<u>1,390,000</u>	<u>191,900</u>	<u>191,700</u>	<u>190,625</u>	<u>189,325</u>	<u>192,800</u>	<u>763,975</u>	<u>1,720,325</u>
Principal	2,884,220	1,079,973	1,804,247	218,559	225,801	239,873	245,325	189,689	685,000	1,804,247
Interest		885,499		98,660	85,163	70,016	53,703	39,217	78,975	425,734
Total GF Debt	<u>2,884,220</u>	<u>1,965,472</u>	<u>1,804,247</u>	<u>317,219</u>	<u>310,964</u>	<u>309,889</u>	<u>299,028</u>	<u>228,906</u>	<u>763,975</u>	<u>1,946,291</u>
Municipal Golf										
2013 Golf Carts Lease Obligations										
Principal	209,000	37,659	171,341	29,350	30,332	20,784	90,875	0	0	171,341
Interest		8,421		5,210	4,228	2,256	0	0	0	11,694
	<u>209,000</u>	<u>46,080</u>	<u>171,341</u>	<u>34,560</u>	<u>34,560</u>	<u>23,040</u>	<u>90,875</u>	<u>0</u>	<u>0</u>	<u>183,035</u>
2013 Golf Mowers Lease Obligations										
Principal	68,582	40,686	27,896	13,699	14,197	0	0	0	0	27,896
Interest		3,457		1,015	517	0	0	0	0	1,532
	<u>68,582</u>	<u>44,142</u>	<u>27,896</u>	<u>14,714</u>	<u>14,714</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>29,428</u>
Principal	277,582	78,345	199,237	43,049	44,530	20,784	90,875	0	0	199,237
Interest		11,878		6,226	4,744	2,256	0	0	0	13,226
Total Golf Debt	<u>277,582</u>	<u>90,222</u>	<u>199,237</u>	<u>49,274</u>	<u>49,274</u>	<u>23,040</u>	<u>90,875</u>	<u>0</u>	<u>0</u>	<u>212,463</u>
Special Allocation (TIF)										
2005 - IDA Series A (North Shoppes TIF)										
Principal	26,000,000	6,415,000	19,585,000	785,000	890,000	950,000	1,045,000	1,115,000	14,800,000	19,585,000
Interest		12,435,204		1,030,838	986,555	939,635	888,763	833,683	3,921,150	8,600,623
	<u>26,000,000</u>	<u>18,850,204</u>	<u>19,585,000</u>	<u>1,815,838</u>	<u>1,876,555</u>	<u>1,889,635</u>	<u>1,933,763</u>	<u>1,948,683</u>	<u>18,721,150</u>	<u>28,185,623</u>
2005 - IDA Series B (North Shoppes TIF)										
Principal	16,985,000	3,260,000	13,725,000	570,000	615,000	660,000	730,000	780,000	10,370,000	13,725,000
Interest		8,282,520		730,494	698,647	664,381	627,025	586,444	2,701,303	6,008,294
	<u>16,985,000</u>	<u>11,542,520</u>	<u>13,725,000</u>	<u>1,300,494</u>	<u>1,313,647</u>	<u>1,324,381</u>	<u>1,357,025</u>	<u>1,366,444</u>	<u>13,071,303</u>	<u>19,733,294</u>
2008 - IDA Mitchell Avenue										
Principal	5,110,000	1,650,000	3,460,000	170,000	180,000	190,000	200,000	215,000	2,505,000	3,460,000
Interest		1,685,790		190,300	180,950	171,050	160,600	149,600	738,650	1,591,150
	<u>5,110,000</u>	<u>3,335,790</u>	<u>1,774,210</u>	<u>360,300</u>	<u>360,950</u>	<u>361,050</u>	<u>360,600</u>	<u>364,600</u>	<u>3,243,650</u>	<u>5,051,150</u>

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2015-2016	2016-2017	2017-2018	2018-2019	2020-2021	2022-2036	
Special Allocation (TIF) - Continued										
2011 - MDFB Series A (Triumph Foods TIF)										
Principal	6,685,000	1,795,000	4,890,000	475,000	485,000	495,000	515,000	535,000	2,385,000	4,890,000
Interest*		741,514		189,163	174,913	160,363	144,894	126,869	278,394	1,074,594
	<u>6,685,000</u>	<u>2,536,514</u>	<u>4,890,000</u>	<u>664,163</u>	<u>659,913</u>	<u>655,363</u>	<u>659,894</u>	<u>661,869</u>	<u>2,663,394</u>	<u>5,964,594</u>
2012 - MDFB Series B (Triumph Foods TIF)										
Principal	8,685,000	1,630,000	7,055,000	650,000	665,000	680,000	695,000	720,000	3,645,000	7,055,000
Interest		633,298		237,228	223,832	208,131	189,751	168,880	414,372	1,442,193
	<u>8,685,000</u>	<u>2,263,298</u>	<u>7,055,000</u>	<u>887,228</u>	<u>888,832</u>	<u>888,131</u>	<u>884,751</u>	<u>888,880</u>	<u>4,059,372</u>	<u>8,497,193</u>
Principal	63,465,000	14,750,000	48,715,000	2,650,000	2,835,000	2,975,000	3,185,000	3,365,000	33,705,000	48,715,000
Interest		23,778,326		2,378,022	2,264,896	2,143,560	2,011,032	1,865,475	8,053,869	18,716,853
Total Spec Allocation	<u>63,465,000</u>	<u>38,528,326</u>	<u>48,715,000</u>	<u>5,028,022</u>	<u>5,099,896</u>	<u>5,118,560</u>	<u>5,196,032</u>	<u>5,230,475</u>	<u>41,758,869</u>	<u>67,431,853</u>
Sewer										
2012 - Hasleer Folder/Inserter										
Principal	13,869	9,402	4,466	3,564	902	0	0	0	0	4,466
Interest		573		63	5	0	0	0	0	68
	<u>13,869</u>	<u>9,975</u>	<u>4,466</u>	<u>3,627</u>	<u>907</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,534</u>
1997 - Sewerage System Revenue Bonds (1997D)										
Principal	6,515,000	5,490,000	1,025,000	500,000	525,000	0	0	0	0	1,025,000
Interest		4,168,611		40,688	13,781	0	0	0	0	54,469
	<u>6,515,000</u>	<u>9,658,611</u>	<u>1,025,000</u>	<u>540,688</u>	<u>538,781</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,079,469</u>
2003 - Sewerage System Revenue Bonds										
Principal	777,000	387,000	390,000	40,000	45,000	45,000	45,000	50,000	165,000	390,000
Interest		322,697		19,378	17,498	15,338	13,133	10,905	17,360	93,610
	<u>777,000</u>	<u>709,697</u>	<u>390,000</u>	<u>59,378</u>	<u>62,498</u>	<u>60,338</u>	<u>58,133</u>	<u>60,905</u>	<u>182,360</u>	<u>483,610</u>
2007 - Sewerage System Revenue Bonds										
Principal	20,410,000	0	20,410,000	0	670,000	1,260,000	1,315,000	1,375,000	15,790,000	20,410,000
Interest		7,331,978		988,581	988,581	960,106	904,981	847,450	3,815,625	8,505,325
	<u>20,410,000</u>	<u>7,331,978</u>	<u>20,410,000</u>	<u>988,581</u>	<u>1,658,581</u>	<u>2,220,106</u>	<u>2,219,981</u>	<u>2,222,450</u>	<u>19,605,625</u>	<u>28,915,325</u>
2011 - Sewerage System MDFB Series E										
Principal	22,275,000	2,095,000	20,180,000	600,000	620,000	645,000	670,000	695,000	16,950,000	20,180,000
Interest		3,515,984		991,863	973,863	949,063	923,263	896,463	8,521,581	13,256,094
	<u>22,275,000</u>	<u>5,610,984</u>	<u>20,180,000</u>	<u>1,591,863</u>	<u>1,593,863</u>	<u>1,594,063</u>	<u>1,593,263</u>	<u>1,591,463</u>	<u>25,471,581</u>	<u>33,436,094</u>
2012 - MDFB C - WWT Plant Expansion - BUILD Bond Portion										
Principal	1,946,230	643,066	1,303,164	237,117	249,532	262,437	276,160	277,918	0	1,303,164
Interest		1,165,115		64,099	51,730	38,715	25,025	10,619	0	190,188
	<u>1,946,230</u>	<u>1,808,181</u>	<u>1,303,164</u>	<u>301,216</u>	<u>301,262</u>	<u>301,152</u>	<u>301,185</u>	<u>288,537</u>	<u>0</u>	<u>1,493,352</u>
2012 - MDFB C - WWT Plant Expansion - City Portion										
Principal	6,878,770	1,081,934	5,796,836	377,883	385,468	392,563	398,840	417,082	3,825,000	5,796,836
Interest		617,087		156,676	150,595	144,560	138,600	132,756	366,356	1,089,544
	<u>6,878,770</u>	<u>1,699,021</u>	<u>5,796,836</u>	<u>534,559</u>	<u>536,063</u>	<u>537,123</u>	<u>537,440</u>	<u>549,838</u>	<u>4,191,356</u>	<u>6,886,380</u>
2013 - State Revolving Loan Funds										
Principal	14,660,000	0	14,660,000	603,000	617,000	632,000	646,000	662,000	11,500,000	14,660,000
Int & Admin Fee		244,578		191,532	183,526	175,336	166,947	158,367	1,199,345	2,075,053
	<u>14,660,000</u>	<u>244,578</u>	<u>14,660,000</u>	<u>794,532</u>	<u>800,526</u>	<u>807,336</u>	<u>812,947</u>	<u>820,367</u>	<u>12,699,345</u>	<u>16,735,053</u>
2014 - State Revolving Loan Funds										
Principal	56,000,000	0	56,000,000	1,109,000	2,263,000	2,323,000	2,383,000	2,446,000	45,476,000	56,000,000
Int & Admin Fee		1,077,020		879,200	852,965	817,201	780,494	742,838	5,880,507	9,953,205
	<u>56,000,000</u>	<u>1,077,020</u>	<u>56,000,000</u>	<u>1,988,200</u>	<u>3,115,965</u>	<u>3,140,201</u>	<u>3,163,494</u>	<u>3,188,838</u>	<u>51,356,507</u>	<u>65,953,205</u>
2014A - State Revolving Loan Funds										
Principal	28,585,000	0	28,585,000	569,000	1,160,000	1,190,000	1,221,000	1,252,000	23,193,000	28,585,000
Int & Admin Fee		254,851		388,756	377,101	361,223	344,930	328,222	2,595,586	4,395,818
	<u>28,585,000</u>	<u>254,851</u>	<u>28,585,000</u>	<u>957,756</u>	<u>1,537,101</u>	<u>1,551,223</u>	<u>1,565,930</u>	<u>1,580,222</u>	<u>28,788,586</u>	<u>32,980,818</u>
2014B - Sewerage System Revenue Bonds										
Principal	5,755,000	115,000	5,640,000	200,000	200,000	205,000	210,000	220,000	4,605,000	5,640,000
Int & Admin Fee		99,201		182,738	178,738	174,738	170,638	166,438	1,540,200	2,413,490
	<u>5,755,000</u>	<u>214,201</u>	<u>5,640,000</u>	<u>382,738</u>	<u>378,738</u>	<u>379,738</u>	<u>380,638</u>	<u>386,438</u>	<u>6,145,200</u>	<u>8,053,490</u>
Principal	163,815,869	9,821,402	153,994,466	4,239,564	6,735,902	6,955,000	7,165,000	7,395,000	121,504,000	153,994,466
Interest		18,797,694	0	3,903,573	3,788,382	3,636,279	3,468,010	3,294,058	23,936,561	42,026,863
Total Sewer Debt	<u>163,815,869</u>	<u>28,619,096</u>	<u>153,994,466</u>	<u>8,143,137</u>	<u>10,524,285</u>	<u>10,591,279</u>	<u>10,633,010</u>	<u>10,689,058</u>	<u>145,440,561</u>	<u>196,021,329</u>
Total All Debt										
Principal	230,442,670	25,729,720	204,712,951	7,151,172	9,841,234	10,190,657	10,686,200	10,949,689	155,894,000	204,712,951
Interest		43,473,397		6,386,480	6,143,186	5,852,111	5,532,745	5,198,749	32,069,405	61,182,675
Total Debt Service	<u>230,442,670</u>	<u>69,203,117</u>	<u>204,712,951</u>	<u>13,537,652</u>	<u>15,984,420</u>	<u>16,042,768</u>	<u>16,218,945</u>	<u>16,148,438</u>	<u>187,963,405</u>	<u>265,895,626</u>

GLOSSARY

Accrual Accounting – A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used. *see also modified accrual accounting*

Acronym – An abbreviation used to stand for a phrase, compound word, name, etc. It is used to save space, to avoid repetition of long words and phrases, or simply to conform to conventional usage. The list of the most commonly used acronyms in the Budget Document includes:

CAP	Community Appearance Plan
CDBG	Community Development Block Grant (Fund)
CIP	Capital Improvement Plan (or Capital Improvement Project) depending on context
EATS	Economic Activity Taxes
FB	Fund Balance
FY	Fiscal Year
GASB	General Accounting Standards Board
GFOA	Government Finance Officer Association
G.O.	General Obligation (Bond)
HUD	(Department of) Housing and Urban Development
IDA	Industrial Development Authority
LINC	Linking Individuals, Neighborhoods & Community
MDFB	Missouri Development Finance Board
MDNR	Missouri Department of Natural Resources
MoDOT	Missouri Department of Transportation
PILOTS	Payment In Lieu of Taxes
SIMR	Street Improvement Maintenance & Repair (Fund)
TIF	Tax Increment Financing
TDD	Transportation Development District
WIC	Women, Infants and Children (federal grant program)
WP	Water Protection
WWT	Wastewater Treatment

Ad Valorem Taxes - General Property Taxes levied on the assessed valuation of real and personal property.

Annual Budget and Program of Services - The budget is a policy document, a financial plan, an operations guide, and a communications device covering a specified period of time. The City of St. Joseph prepares an annual operating budget matching planned revenues and expenditures to municipal services. The City's annual fiscal year budgeting period is from July 1 through June 30.

Annual Period - Unless otherwise stated refers to the twelve-month fiscal year commencing July 1 and concluding June 30. *see also fiscal year*

Appropriation - A legal authorization granted by the City Council permitting the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance - The official document adopted by the City Council establishing the legal authority to incur obligations and to make expenditures of resources.

Assessed Valuation - The basis for determining property taxes. Assessed valuation determines the value of real and personal property. Personal property located in Missouri is assessed at 33% of its fair market value. Real estate property is assessed at 19%, 32%, and 12% of fair market value for residential, commercial, and agricultural property, respectively.

GLOSSARY

Bonded Debt - A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as construction or repair of buildings, streets, and sewer infrastructure and purchase of high cost machinery and equipment.

Budget Message - The letter of transmittal from the City Manager which provides the City Council and the public with the general summary of the most important aspects of the budget, changes from previous fiscal years, and his views and recommendations.

Budgetary Control - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budgetary Units - Formal cost centers including programs, departments, and funds used for fiscal oversight, compliance, and control.

Capital Asset Capitalization Policy - A set of self-imposed conditions required to capitalize and /or depreciate fixed assets purchased or constructed by the City. The purpose of the policy is to provide a reasonable basis for identifying and qualifying assets based on asset cost, estimated economic useful life, and related factors. Generally, infrastructure, assets costing less than \$5,000, and assets having an estimated economic useful life of less than 1 year may not be capitalized because they do not warrant the effort of tracking and depreciating the asset.

Capital Improvement Program - The Capital Improvement Program is a five-year plan providing a summary of proposed capital projects including project costs and related financing plan. A Capital Improvement Program document is prepared and updated annually. The document serves as a planning tool identifying projects based on assigned priorities and providing for the coordinated implementation of selected projects. Capital Improvement Programs are adopted by Council Resolution with or without amendment after a public hearing, on or before the last day of the month six months prior to the beginning of the fiscal year.

Capital Lease Obligations - Capital Lease Obligations allow the City to acquire capital assets under fixed monthly payment arrangements over a specified lease term. Such lease Assets are considered City assets. Title to the assets transfers to the City at the end of the lease term and after payment of a one dollar (\$1.00) bargain purchase option. Leases between the Vendor and the City do not require voter approval and are subject to annual appropriation by the City Council.

Capital Outlay - Purchases of fixed assets having a value equal to or greater than five thousand dollars (\$5,000) and having an estimated economic useful life of more than one (1) year. Examples of capital outlay include, but are not necessarily limited to office furniture and equipment, computer hardware and software, vehicles, machinery and equipment, and communications equipment.

Capital Projects - Projects which are identified in the Capital Improvement Program document or the Annual Budget document and which are accounted for in either a Governmental or Proprietary Type Fund. The financial resources and expenditures of capital projects are generally kept separate from other municipal operations by coding such amounts to a CIP Project Program account in the appropriate fund.

Capital Projects Fund - A Governmental Type Fund utilized to account for current financial resources and expenditures related to the acquisition, construction, or repair of capital projects other than those financed by Proprietary Type (Enterprise) Funds.

GLOSSARY

Civic Facilities - Refers to City owned Civic Arena and Missouri Theater facilities the operations and capital improvements of which are accounted for in the Parks, Recreation & Civic Facilities Fund.

Community Development Block Grant (CDBG) - A Federal grant awarded to the City through the United States Department of Housing & Urban Development (HUD), whose objective is to provide decent housing, a suitable living environment and expanding economic opportunities for low to moderate income persons.

Debt Service - Total annual payments of principal and interest on bonded indebtedness.

Debt Service Fund - A Governmental Type Fund utilized to account for current property tax receipts the use of which is restricted for payment of the City's General Obligation (G.O.) Bond debt.

Department - A major budgetary unit of organization in the City, which has been assigned overall management responsibility for an operation or a group of related operations and activities within a functional area. Departments are often comprised of one or more program reporting entities in one or more funds.

Depreciation - A systematic adjustment to book value of a capital asset to recognize the decline in value of an asset due to usage, passage of time, and other similar factors. Depreciation, while required for generally accepted accounting purposes, is not a budgetary expenditure since it does not involve commitments for future expenditures of monies.

Economic Activity Taxes – Commonly referred to as EATS, this is the term used in TIF projects to refer to 50% of the total additional revenue from taxes that are imposed by the City or other taxing districts, which are generated by economic activities (e.g., sales taxes, utility taxes) within the Redevelopment Area designated by the TIF Commission and approved by City Council.

Encumbrance - Commitment related to an unperformed contract for goods and services. An encumbrance is evidenced by a purchase order and may not be used for any purpose other than that specified in the purchase order and/or related contract.

Enterprise Funds - A Proprietary Type Fund utilized to account for operations and activities financed and operated in a manner similar to private sector business organizations. The costs (including depreciation) of providing goods or services to the general public are intended to be financed or recovered primarily through user charges. Six enterprise funds have been established the City including Aviation, Public Parking, Water Protection, Municipal Golf, Mass Transit, and Landfill.

Expenditure/Expense - Funds paid or to be paid for acquisition of goods or services.

Expenditure/Expense Detail - The line item total for each expenditure/expense account within a department and/or program.

Fiscal Year - The twelve month period to which the operating budget applies. In St. Joseph, the fiscal year is from July 1 through June 30. *see also annual period*

Franchise Fees - A franchise fee assessed major utility companies for the privilege of using public rights-of-way and property within the City limits. The City currently assesses franchise fees to St. Joseph Light & Power, KPL Gas Company, Southwestern Bell, Missouri-American Water Company, St. Joseph Cable Vision.

GLOSSARY

Function/Functional Classification - A high level of summarization used in the City's Annual Budget and Program of Services. Functional classification represents a grouping of related operations and activities which may cross organizational and formal budgetary unit boundaries. Functional classification, while not a formal budgetary unit, is aimed at providing information on a broad range of financial and performance data for related City services.

Fund - A major budgetary unit with revenues and expenditures segregated to carrying-out specific activities. The City maintains fifteen funds for budgeting purposes which are broadly classified as either a government type fund or a proprietary type fund. The City's sixteen funds include General; Streets Maintenance; Parks Maintenance; Community Development Block Grant; Riverboat Gaming; Special Allocation; Museum Tax Initiatives; Debt Service; Aviation; Public Parking; Sewer; Municipal Golf; Mass Transit; Landfill; and Capital Project Funds.

Fund Accounting - The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance - The amount by which the reported value of City assets exceeds the reported value of its liabilities in a particular Fund. Fund balance is reduced for appropriated expenditures and increased for recorded revenues. GASB 54 dictates the components of fund balance. The four components involving actual cash are:

- *Restricted fund balance* – Monies which have an externally enforceable limitation on use imposed by grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- *Committed fund balance* – Monies which have self imposed limitations on use set in place by the City Council. Formal action by the Council is required to remove the limitation.
- *Assigned fund balance* – Monies with an intended use established by either the City Council or by the City Manager.
- *Unassigned fund balance* – formally referred to as “unrestricted”, this is the surplus of resources available in the general fund after any restricted, committed and/or assigned monies are deducted.

GASB 34 – A General Accounting Standards Board (GASB) standard issued in June 1999, requiring a new CAFR reporting model for all state and local entities. The model is designed to provide an analysis of government's functions more closely resembling the financial statements of private commerce and industry.

GASB 54 – See information under Fund Balance definition above.

General Fund - A Governmental Type Fund in which all revenues and expenditures are accounted for, if not specifically allocated by law or contractual agreement, to another specific fund. With the exception of subvention or grant revenues restricted for specific uses, the General Fund resources can be utilized for any legitimate governmental purpose. Departments accounted for within the General Fund are Mayor & City Council, City Clerk, Municipal Court, City Manager, Personnel & Risk Management, Legal, Community Development Services, Financial Services, Technology & Communications, Customer Assistance, Police, Fire, Public Works, Parks Recreation & Civic Facilities, and Public Health.

General Obligation (G.O.) Bonds - General Obligation bonds can be issued for any qualified "city purpose" in an amount not to exceed 20% of assessed value of taxable tangible property and are backed by the full faith and credit of the City. G.O. Bonds require voter approval of 2/3rds or 4/7ths majorities.

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Goal – A long-term, continuing target of the organization. A broad statement of intended accomplishments and/or description of general conditions deemed desirable. Goal statements are specified at the fund, department and/or program level and communicated in the Annual Budget document.

Governmental Type Fund - A fund having a measurement focus on current financial resources thereby eliminating the need for revenue and expenditure accruals. The City has four categories of Governmental Type Funds including the General Fund, Special Revenue Funds, Proprietary (Enterprise) Funds, and Capital Project Fund.

Industrial Development Authority (IDA) – A board appointed by the City Council, it develops, advances, encourages and promotes, subject to the limitations imposed by the Industrial Development Authority Act, commercial, industrial, agricultural and manufacturing facilities in the City. The IDA provides the financial vehicle(s) through which businesses can obtain funding for expanding and/or establishing themselves in the community.

Infrastructure – Physical systems or structures that when installed become indistinguishable, inseparable, or otherwise part of surrounding appurtenant structures. Completed infrastructure and related depreciation are not recorded as assets in the financial records of the City. Examples of infrastructure include sewer lines; streetlights; streets, curbs, and gutters; retaining walls, etc.

Interest on Investments - Revenues derived from the investment earnings of unrestricted and restricted cash. The City invests primarily in repurchase agreements, full faith and credit obligations of the U.S. Government, and fully collateralized Certificates of Deposit. Interest on unrestricted cash investments is credited to respective fund accounts based on an average monthly pooled cash balance. Interest earned on restricted cash investments such as cash proceeds from bond issuances and cash reserves established by bond covenants, are tracked separately and credited to the appropriate fund.

Interfund Transfers - Amounts transferred from one fund to another.

Line-item Budget - A budget that reports budgeted amounts for individual detailed expenditure categories (salary, telephone, office supplies, etc...). The City of St. Joseph provides a line-item budget at the department and fund level. Program level revenues and expenditures are summarized and not reported in the budget on a line-item budget basis.

Long-term Debt - Debt with an original maturity in excess of one year from date of issuance.

Minor Equipment - Category of assets expensed for accounting and budgetary control purposes because they do not satisfy the City's capital asset capitalization policy.

Modified Accrual Accounting – A form of accrual accounting in which (1) expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period. see *also* **accrual accounting**.

Operating Budget - The portion of the budget that pertains to basic operations of the various municipal funds, departments, and programs.

Payment in Lieu of Taxes - Commonly referred to as PILOTs, this is the term used in TIF projects or in Chapter 100 Agreements to refer to those revenues from real property in the Redevelopment Area as designated by the TIF Commission (when linked to a TIF) and approved by City Council. These revenues

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are used to retire TIF Obligations and pay other reimbursable project costs which taxing districts would have received had the City not adopted the TIF or granted the Chapter 100 tax abatements.

Personnel Costs - Cost of wages, salaries, payroll taxes, retirement, and costs of other employee benefits for all City employees.

Program - The lowest budgetary unit reporting as practiced by the City of St. Joseph. Related programs are rolled forward and included in the appropriate department and fund. Programs are groupings of related activities organized to accomplish basic goals and objectives.

Program Summary - The Program Summary provides descriptions of program services and activities, program outcomes and indicators, program revenues, program expenditures, program capital outlay, and staffing levels. The Program Summary is designed to assist the user to better understand the nature, extent, costs, and benefits of program services and functions.

Proprietary Type Fund - A fund having a measurement focus on the flow of economic resources and determination of net income including current and non-current financial resources. Since non-current economic resources must be considered, revenue and expenditure accruals are considered. The City budgets one category of Proprietary Type Fund. (See **Enterprise Funds**).

Public Building Authority (PBA) Bonds/Leases - The PBA issues bonds to investors using the bond proceeds to purchase equipment or construct public improvements which are leased to the City under an arrangement where the lease payments to the PBA equal the bond payments to the investors. Leases between the PBA and the City do not require voter approval and are subject to annual appropriation.

Reimbursable Project Costs – refers to those costs incurred by the Developer and/or the City that, as approved in a Redevelopment Agreement, are to be funded or reimbursed from PILOTS, EATS, or other TIF-related revenue sources.

Revenue - Amounts the City of St. Joseph receives and/or earns as income including, but not limited to, such items as taxes, user fees, franchise fees, licenses, bond proceeds, rents, grants, fines, forfeitures, and interest earnings.

Revenue Bonds - Revenue bonds are sold to fund capital improvements when sufficient earnings can be generated from the improvements to repay the bond debt. Revenue bonds require voter approval of 2/3rds or 4/7ths majorities.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner. The City employs a full-time Risk Manager to coordinate this effort. The Risk Management Program is described in the Budget Document under the Human Resources Department in the General Fund.

Sales Tax - A tax remitted to the City by the State applied to the sales of goods and services within City limits.

Special Allocation Fund – the fund established by the City into which, as required by State Statute, all PILOTS, EATS, and other TIF revenues are deposited for the purpose of paying redevelopment project costs and TIF obligations.

Special Revenue Fund - A Governmental Type Fund utilized to account for the proceeds from specific revenue sources (other than from trusts or capital improvement projects) the expenditures of which are

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legally restricted for specific purposes. The City maintains six budgeted Special Revenue Funds including the Streets Maintenance; Parks Maintenance Fund; Special Allocation Fund; Gaming Initiatives Fund, Museum Tax Initiatives Fund; and the Community Development Block Grant Fund.

Subventions - Revenues collected by the State or other government entity which are allocated to the City on a formula basis. The major subventions received by the City from the State include motor vehicle sales tax, road and bridge tax, motor vehicle fee increases, and gasoline tax.

Tax Increment Financing – commonly known as a TIF project or TIF redevelopment project, a TIF is an economic development tool established by state statutes which provides a means for local governments to help finance the redevelopment of area that are blighted, substandard, or economically underutilized and that would not otherwise be developed without public assistance. TIF provides a mechanism to capture future increases in real property taxes and economic activity taxes (e.g., local sales taxes, utility taxes) associated with the redevelopment of the property in an established TIF district.

Transportation Development District – commonly known as a TDD, is a special purpose district authorized to finance, undertake and maintain transportation related public improvements benefiting the district. A TDD project includes any bridge, street, intersection, signing or signalization, parking lot, garage, etc., related to transportation needs of the district. The district can use one or more funding mechanisms to fund a project---special assessments, property tax, sales tax, tolls.

User Fees - Receipt of a fee for providing a direct and specifically identifiable service to a particular customer.