

CITY OF ST. JOSEPH MISSOURI



**ADOPTED BUDGET
FISCAL YEAR 2014 – 2015**

FY2014-2015

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**

Cover Photo: Krug Park Lagoon. Photo *courtesy of* WWW.SAINTJOSEPHMEMORYLANE.COM

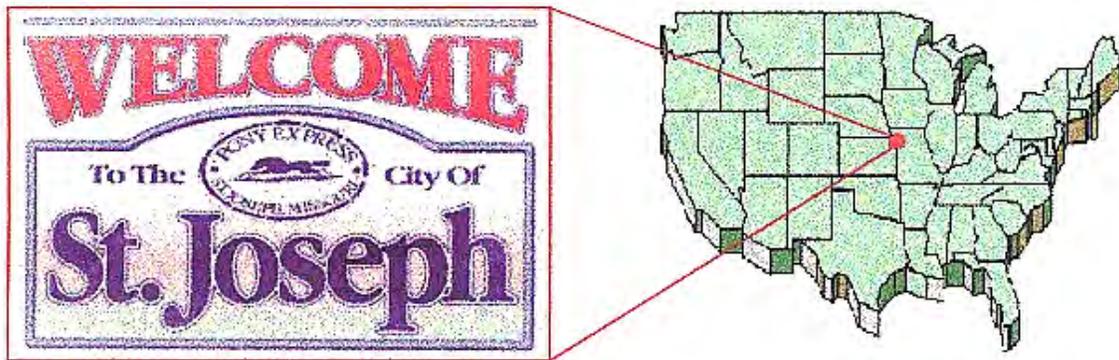
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CITY OF ST. JOSEPH

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 77,185 with approximately 67,914 employed at January 1, 2012. The local economy has reflected the events of the last few months with the unemployment rate dropping from 6.1% in January 2012 to 5.7% as of January 2013.

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 18.6% of the total employed work force. The City's largest employer provides 5.0% 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 new 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

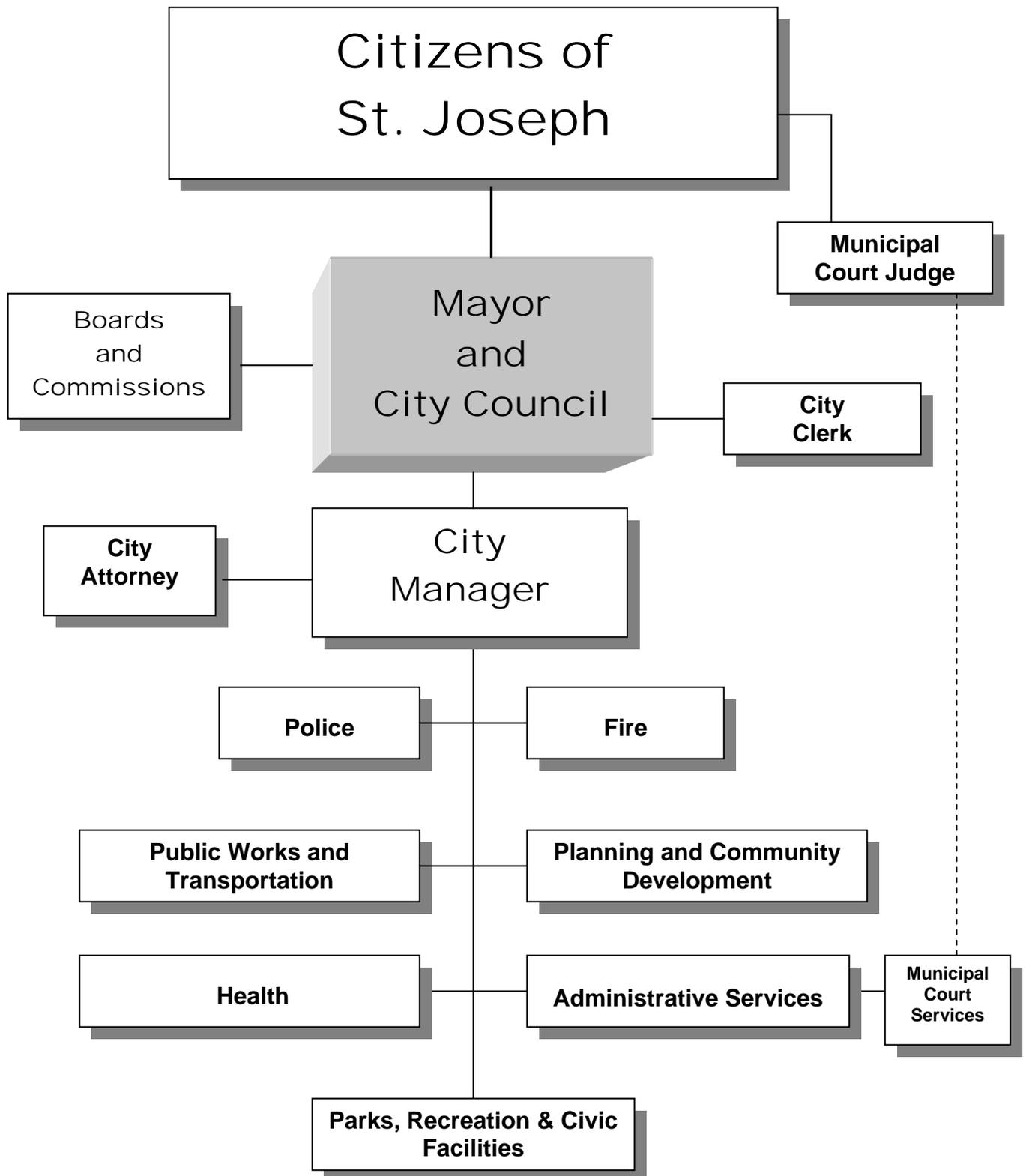


Management Staff: (left to right) Seated: Bill McKinney, Parks, Recreation & Civic Facilities Director; Chris Connally, Police Chief. Standing: Mike Dalsing, Fire Chief; Carolyn Harrison, Administrative Services Director; J. Bruce Woody, City Manager; Debra Bradley, Health Director; Jody Carlson, Public Works & Transportation Director; Lisa Robertson, City Attorney; Clint Thompson, Planning & Community Development Director.

ADVISORY BODIES

ABCD Regional Planning Commission	Landmark Commission
Administrative Violation Review Board	Law Enforcement Center Commission
Advisory Commission on Aging	Library Board
Aviation Board	Mechanical Standards Examining & Appeals Brd
Building Code - Board of Appeals	Museum Oversight Board
Citizen Crime Commission	National Trails Committee
Community Development Housing Rehabilitation Examining and Appeals Board	Operating Engineers Board
Disability Services Appeals Board	Parks & Recreation Board
Downtown Design Review Board	Personnel Board
Electrical Standards Examining Board	Planning Commission
Emergency Medical Service Board	Plumbers Examining & Appeals Board
Fire & Emergency Services Advisory Board	Port Authority
Fire Prevention Code Board of Appeals	Senior Citizens Foundation, Inc. Board
Housing Authority	Social Welfare Board of Buchanan Co.
Human Rights & Community Relations Commission	Special Business District Board
Industrial Development Authority	Tax Increment Financing Commission
Landfill Clearance for Redevelopment Authority	Tree Board
	Zoning Adjustment Board

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

The Annual Budget and Five Year Capital Plan communicates 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 4-22-14

SPECIAL **ORDINANCE No.** 8802

AN ORDINANCE ADOPTING THE FISCAL YEAR 2014-2015 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, 2015, was duly prepared, filed with the City Clerk 60 days prior to the Fiscal Year beginning July 1, 2014, 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, 2015, 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.

Authenticated Copy
of Reso., G.O., S.O. 8802
PAULA HEYDE, City Clerk
By [Signature]
Deputy
Date 6-11-14

Approved as to form:

[Signature]

City Attorney

Passed June 9, 2014

Attest:

(SEAL)

[Signature: Paula Heyde]

City Clerk

[Signature: Bill Walker]

Mayor

Date: May 21, 2014
Account Number: See Exhibits A & B
Type of Ordinance: Special
Amount: See Exhibits A & B

CITY CLERK
2014 MAY 21 AM 11:17

EXPLANATION TO COUNCIL BILL

ORIGINATING DEPARTMENT: Administrative Services Department

PURPOSE: To adopt the budget for Fiscal Year ending June 30, 2015, for the City of St. Joseph, Missouri.

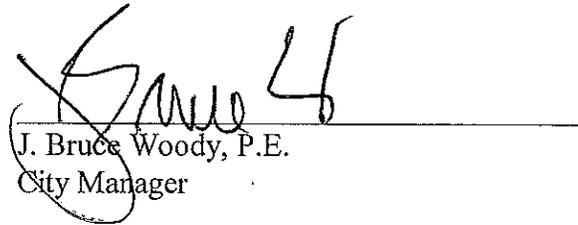
REMARKS: Changes to the City Manager's Proposed Annual Budget are identified in the attachments entitled "Made Part of Exhibit B – Proposed Budget for FY 2014/2015." The changes are proposed by the City Council and are incorporated into the 2014/2015 Adopted Annual Budget by ordinance.

Submitted By:

Reviewed By:



Carolyn Harrison
Administrative Services Director



J. Bruce Woody, P.E.
City Manager

**CITY OF ST. JOSEPH, MISSOURI
ANNUAL REVENUE BUDGET
FISCAL YEAR 2014-2015**

Fund Type	ROUNDED TO NEAREST \$1,000			Adopted Annual Budget
	Proposed Annual Budget	A. Revenue Adjustments	B. Fund Balance Appropriation From/(To)	
General				
General Governmental	\$ 52,029,000	\$ (230,000)	\$ (656,000)	\$ 51,143,000
Special Revenue:				
Public Safety	\$ 5,652,000	-	(1,468,000)	4,184,000
Streets Maintenance	5,149,000	-	(9,000)	5,140,000
Parks Maintenance	1,090,000	40,000	114,000	1,244,000
CDBG	2,210,000	-	0	2,210,000
Special Allocation	9,323,000	-	(1,128,000)	8,195,000
Gaming Initiatives	974,000	-	47,000	1,021,000
Museum	517,000	-	0	517,000
Enterprise:				
Aviation	5,438,000	15,000	57,000	5,510,000
Public Parking	356,000	-	29,000	385,000
Water Protection	56,187,000	(1,165,300)	(4,824,700)	50,197,000
Municipal Golf	837,000	-	(12,000)	825,000
Mass Transit	11,171,000	-	(782,000)	10,389,000
Landfill	2,897,000	-	1,424,000	4,321,000
Capital Projects Fund	7,363,000	-	5,678,000	13,041,000
	<u>\$ 161,193,000</u>	<u>\$ (1,340,300)</u>	<u>\$ (1,530,700)</u>	<u>\$ 158,322,000</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** - Reduction in the amount of PILOT transfer from the Water Protection Fund is projected (see below).
2. **Parks Maintenance** - An additional \$40,000 is being transferred from General Fund in order to close the revenue/expenditure gap to less than 5% (target savings amount).
4. **Aviation** - A \$15,000 transfer from Gaming to cover a deposit on a 2016 Airshow.
3. **Water Protection** - With completion of the Sewer Rate Study, projected revenue increase reduced given a lower proposed rate increase. This affected the amount of PILOTs transferred to the General Fund.

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.)

2014 MAY 22 AM 10:31

CITY CLERK

**CITY OF ST. JOSEPH, MISSOURI
ANNUAL EXPENDITURE BUDGET
FISCAL YEAR 2014-2015**

PROPOSED & ADOPTED ROUNDED TO NEAREST \$1.

Fund Type	Proposed Annual Budget	A.	B.	Adopted Annual Budget
		Council Actions During Budget Hearings	Post- Production Revisions to Proposed Budget	
General				
General Governmental	\$ 51,030,000	\$ 73,000	\$ 40,000	51,143,000
Special Revenue				
Public Safety	4,184,000			4,184,000
Streets Maintenance	5,140,000			5,140,000
Parks Maintenance	1,244,000			1,244,000
CDBG	2,210,000			2,210,000
Special Allocation	8,195,000			8,195,000
Riverboat Gaming Initiatives	942,000	79,000		1,021,000
Museum	479,000	38,000		517,000
Enterprise				
Aviation	5,495,000	15,000		5,510,000
Public Parking	385,000			385,000
Water Protection	50,573,000	20,000	(396,000)	50,197,000
Municipal Golf	825,000			825,000
Mass Transit	10,389,000			10,389,000
Landfill	4,321,000			4,321,000
Capital Project Fund	13,041,000			13,041,000
	<u>\$ 158,453,000</u>	<u>\$ 225,000</u>	<u>\$ (356,000)</u>	<u>\$ 158,322,000</u>

Column A:

General Fund - Public Information & Communication: Addition of (1) additional position to enhance communications' activities, maximum additional cost \$49,306; upgrade of PT Receptionist to a FT position to ensure staff supervision at REC Center during all hours of operation (additional 0.275 FTE), maximum additional cost \$23,270.

Museum Tax - \$38,000 appropriated to be used, as necessary, for operations of St. Joseph Museum, Inc.

Gaming Initiatives - Chamber of Commerce contract increased \$10,000; Community Alliance contract increased by \$4,000, Allied Arts Association allocated one-year contribution of \$25,000; Institute for Applied Life Sciences allocated one-year contribution of \$25,000; Transfer to Aviation for 2016 Airshow deposit, \$15,000.

Water Protection - Utility Billing Services: Funding for part-time Utility Billing Account Technician, \$20,577.

Aviation - The 2016 Airshow requires a deposit towards civilian acts, \$15,000.

Column B:

General Fund - Projected deficit for the Parks Maintenance Fund exceeded the allowable 5% for budget savings. An additional \$40,000 is budget to be transferred to the Parks fund in order to close the deficit gap to 4.8%.

Water Protection - Following completion of the Sewer Rate Study, recalculated amount of projected PILOT transferred to General Fund (\$230,000); reduced amount of projected Bad Debt expense (\$166,665); data entry error on amount of telephone service in a division, \$590.

2014 MAY 22 AM 10:31

CITY CLERK

2014 MAY 22 AM 10:31

Made Part of Exhibit B - Adopted Budget for FY2014/2015

**CITY OF ST. JOSEPH, MISSOURI
FUND BALANCE
FISCAL YEAR 2014-2015**

ROUNDED

<u>Fund Type</u>	<u>Beginning Fund Balance: Proposed Annual Budget</u>	<u>Amt Sent To/ (Taken From) FY2014 Fund Balance</u>	<u>Adjustment for Annual Designated Purposes*</u>	<u>Ending Fund Balance: Adopted Annual Budget</u>
				<u>Unrestricted Fund Balance</u>
General				
General Governmental	\$ 13,415,000	999,000	\$ (4,349,000)	\$ 10,065,000
			Restricted for Designated Purposes	Restricted Fund Balance
Special Revenue:				
Public Safety	312,000	1,364,000	(623,000)	1,053,000
Streets Maintenance	-	8,000	-	8,000
Parks Maintenance**	94,000	(154,000)	-	(60,000)
CDBG	-	-	-	0
Special Allocation	3,679,000	1,127,000	-	4,806,000
Gaming Funded Initiatives	169,000	(47,000)	-	122,000
Museum	79,000	-	-	79,000
Enterprise (Operating Fund Balance):				
Aviation*	67,000	(57,000)	(12,000)	(2,000)
Public Parking	60,000	(29,000)	(10,000)	21,000
Water Protection	8,075,000	5,527,000	(147,000)	13,455,000
Municipal Golf*	4,000	3,000	(9,000)	(2,000)
Mass Transit	13,013,000	782,000	(846,000)	12,949,000
Landfill (includes CIP Program)	7,951,000	(737,000)	(5,556,000)	1,658,000
Enterprise (CIP Fund Balance):				
Museum (for CIP)	75,000	-	-	75,000
Aviation	347,000	-	-	347,000
Water Protection***	9,962,000	87,000	-	10,049,000
Municipal Golf	2,000	8,000	-	10,000
Mass Transit	-	-	-	0
Capital Project Fund	<u>10,479,000</u>	<u>(5,678,000)</u>	<u>-</u>	<u>4,801,000</u>
	<u>\$ 67,783,000</u>	<u>\$ 3,203,000</u>	<u>\$ (11,552,000)</u>	<u>\$ 59,434,000</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, 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.

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

**Revenue is \$60,000 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.

CITY MANAGER'S BUDGET TRANSMITTAL

April 29, 2014

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 2015 (FY15) Proposed Annual Budget.

No other single document makes a greater statement of the priorities of a municipality than its annual budget. This year includes appropriations that increase our level of street maintenance and increases the size of our police force by six officers. These are two examples of how a budget reflects the City Council's response to our citizens and key interest groups. But, the challenge is to do so while also addressing the responsibility to provide efficient and fiscally responsible public services. The annual budget also seeks that fine balance between the vast numbers of tasks to be accomplished and the limited amount of resources necessary to accomplish those tasks. It also reflects the preferences of the public on how to pay for public services, including the many types and forms of taxation and their support for public debt and fees to pay for those services. Then once adopted, a budget provides accountability for the use of 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 9, 2014.

OPERATING BUDGET OVERVIEW – FY2015

Fiscal year 2014 had an unusually high capital budget, primarily in response to regulatory and environmental compliance mandates by the federal (EPA) and state (MDNR) governments on our wastewater utility. While those issues still constitute a significant portion of the capital budget for FY15, they are significantly reduced this year. Operating expenses have also risen, but largely in response to passage of the Public Safety Tax on August 6, 2013, which allows for the additional of six police officers to the force this year and the increase in wages for all public safety personnel. The combined effect is a 23.3% reduction in the overall budget from last year.

The proposed budget for FY2015 totals \$158,453,000 and compares to the adopted annual budget for FY2014, as follows:

CITY MANAGER'S BUDGET TRANSMITTAL

Expenditure Component	Proposed Expenditure FY2015	Adopted Expenditure FY2014	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$106,210,000	\$98,692,000	\$7,518,000	7.6%
Capital Improvements	<u>52,243,000</u>	<u>107,937,000</u>	<u>(\$55,694,000)</u>	(51.6%)
Total	<u>\$158,453,000</u>	<u>\$206,629,000</u>	<u>(\$48,176,000)</u>	(23.3%)

Operating Revenues

The operating revenue component of the City's FY2015 Proposed Annual Budget has seen a marked improvement in limited areas. Overall revenues, net of Capital Project receipts, transfers, bonds, Special Allocation Fund revenues and capital grants, are projected to increase by 8.5%, or \$7,550,000. This includes the revenues from rate increases in the Water Protection Fund as well as slight (three quarters of one percent) increases in existing retail sales tax receipts. Property tax revenues are expected to remain basically flat compared to the current year's receipts. The largest contribution to the increase is the influx of revenues from the new Public Safety Sales Tax, projected to generate \$5.65 million next year.

Operating Expenditures

The net operating expenditure component of the City's FY2015 Proposed Annual Budget (excluding Special Allocation Funds, CIP programs, cell phone expenditures) increased by 5.4% or \$4.505 million above that adopted by the City Council for FY2014. The major changes to the operating budget are detailed in the following table.

Major Operating Expenditure Impacts – City Wide	Increase (Decrease)
Changes due to Operational Mandates or Elements beyond City Control	
Increase in costs for health insurance, worker compensation, and fire and general employee pension contributions.	864,000
Increase to debt service payments with issuance of the SRF bonds for MDNR/EPA mandated projects.	1,612,000
Other Changes in Operating Expenditures	
Wage increases from negotiations with the police and fire unions	\$1,115,000
Wage increases from negotiations with the SEIU and LPSE1290 union groups	\$377,200
Wage & benefits, training costs for six (6) additional police officers and two (2) part time civilian employees in the Public Safety Fund	\$403,800
Implementation of recommendations from the Compensation Plan Study – non union employees	\$562,700
Increase in Water Protection Fund costs, particularly in treatment chemicals and electrical service, as a result of the fully functional UV disinfection facility	\$278,000
City-wide increase in costs of electrical service, and all types of maintenance & repairs, and annual maintenance contracts for equipment as well as software programs.	\$860,000

CITY MANAGER'S BUDGET TRANSMITTAL

Elimination of fees for red light camera administration while the use of the system is under judicial review.	(\$240,000)
Reduction of Professional Fees overall.	(\$132,000)
Reduction in amount of capital outlay/improvements in the operating budgets.	(\$1,121,400)
Decrease in the "Other" category, i.e., liability claims, election expenses, etc.	(\$52,000)
Miscellaneous decreases	(22,300)
Net Increase to Operating Budget	<u>\$4,505,000</u>

Except for the Public Safety Fund, personnel changes and the resulting impacts on staff costs were minimal and are detailed in the following chart:

General Fund			
Recreation:	n/a	Funding for a PT Seasonal Youth Tennis Instructor	\$ 2,008
Nature Center:	n/a	Increased hours for PT Custodian and PT Clerk to cover summer schedule at the Center	<u>\$ 4,267</u>
	0.0 FTE		\$ 6,275
Public Safety Fund			
Police:	6.0	Police Officers	\$ 358,225
	0.7	PT Main Control Technician (28 hrs/wk)	26,709
	0.7	PT Evidence Control Technician (28 hrs/wk)	<u>18,825</u>
	7.4 FTE		\$ 403,759
Water Protection Fund			
Laboratory:	n/a	Laboratory Assistant re-classified to Assistant Lab Manager (occurred late FY14)	\$ 3,100

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. (e.g. Each of these funds also has separate designated monies being set aside to meet a 27th payroll period in FY16. The Landfill fund also has designated monies set aside for closure/post-closure activities).

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

Fund	FY2010	FY2011	FY2012	FY2013	FY2014 Estimated	FY2015 Projected
Aviation	\$ 382,400	\$ 296,500	(\$ 1,000)	(\$ 9,300)	\$ 56,900	\$ 0
Parking	\$ 221,900	\$ 217,400	\$ 145,400	\$ 112,200	\$ 51,000	\$ 20,700
Landfill	\$5,472,700	\$4,920,000	\$4,601,500	\$3,393,000	\$2,755,300	\$1,657,900
Golf	\$ 19,500	\$ 4,200	\$ 7,600	\$ (5,800)	\$ (4,300)	\$ (2,500)

CITY MANAGER'S BUDGET TRANSMITTAL

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, a transfer from the General Fund of \$113,000 was budgeted for FY2014 and \$20,000 is budgeted for FY2015. Even at that, by the end of FY2015 all fund balance is eliminated. If revenues are not increased (or expenditures decreased) transfers will be required just to keep the fund from a deficit position. 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 reduced, 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. Salary savings through vacancies and the elimination of a vacant position in FY2012 kept the fund from being in a deficit position. The fund is going into FY2015 with a balanced budget except for a one-time capital expense of \$30,000 for the replacement of one of the two scooters used for parking enforcement. 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. A tipping fee study completed in May, 2011 strongly recommended increases to the tipping fee of \$4.00 per ton in FY13 to be followed by \$3.00 per ton increases every three years thereafter. The FY13 increase would have been the first increase in tipping fees since November 1st, 2003, (nearly 10 years ago!) when it was increased from \$28.50 to \$30.00. However, the City Council chose not to increase fees until FY14 when the fee per ton was approved at \$34.00. Tipping fees at the St. Joseph landfill have been the lowest in the state, despite the many services that they provide. Despite the increase in fees, tonnage at the Landfill has continued to decline as do overall revenues. Further declines will affect this fund's ability to fully support property maintenance activities and alley maintenance work.

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. Now, the city contracts with a part time person to provide lessons and operates the pro-shop using city staff. While those expenses and revenues have balanced, the weather has played a part in the overall performance of the fund. Last winter was cold for an extended period and prevented rounds from being played for weeks at a time. The prior winter was mild and allowed for rounds to be played most of the winter, but the spring and summer were quite dry. This year we are increasing the number of carts that we lease in order to meet demand and allow for

CITY MANAGER'S BUDGET TRANSMITTAL

increases in that revenue center. Taking into account the revenue set aside for the 27th payroll (payable in 2016), the Golf fund has some (small) fund balances in the years now showing negative.

Capital Budget Overview – FY2015

Capital improvement expenditures are anticipated to decrease from the FY2014 high of \$107,937,000 to \$52,243,000, a decrease of almost 52%. The capital programs in the Aviation, Landfill, Transit funds as well as in the Capital Projects Fund all have budgeted increases. The overall decrease comes from the timing of MDNR and EPA-mandated water quality projects in the Water Protection fund. FY2015 projects, budgeted at \$28,700,000, are not at the level of those undertaken last year which totaled over \$92,000,000. The project with the biggest fiscal impact is construction of the Eastside Wastewater Improvement project at \$24,570,000. 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. However, sometime in FY15 or early FY16, additional bond authority will need to be requested of the voters in order to continue to apply for State Revolving Fund bonds. 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 second major factor is the result of the voter approved continuation of the City's half-cent CIP tax which took effect July 1, 2013. The Capital Projects fund reflects the second year of the approved projects with an increase of \$1,443,000 for a total of \$13,041,000 in FY15 projects. Details of the City's projected capital projects' spending for FY2015 can be found in the City Capital Projects section of the budget document.

Major Changes in the General Fund

The General Fund budget, as proposed, is basically balanced with a small budget deficit of \$106,000. This represents a very small portion of expenditures (.002).

The major factors affecting the General Fund are described in the graphs starting below:

GENERAL FUND	Increase (Decrease)
Major Changes in Expenditures: Excluding Cell Phone, Riverfront Development Tax, & Computer Escrows:	
Increase in the Salary/Wages category(\$2,015,500) resulting from a combination of implementation of the Compensation & Classification Study and the policies guiding the Plan (1% COLA for FY15), negotiations with the City's employee unions, and passage of the Public Safety Tax which affected those employees:	
Increases to police and fire union wages:	\$1,115,000
Increases to salary/wages of public safety civilian employees (Health, Police & Fire departments):	\$459,000
Increases to wages of LPSE1290 union employees:	\$189,000
Increases to the non-union, non-public safety General Fund personnel:	\$252,500

CITY MANAGER'S BUDGET TRANSMITTAL

Increases in the payroll and insurance related benefit categories were due to increases in health premiums (1.9%), a small increase to Fire Lagers (.2%), a 1% increase in Workers Comp and, most importantly, increases in payroll-related taxes on salaries & wages :	\$742,500
Increase in debt service category. Lease payments for all copiers in the City moved from all departments & funds and recorded as "debt" in the General Fund. [Enterprise Funds reimburse the General Fund for the amount of lease payment generated by their copiers.]	\$60,600
Overall increase to the utility service accounts	66,900
Elimination of the fees paid for the Red Light administration until legal issues are resolved on a state-wide basis.	(\$240,000)
Decrease in amount of economic development funds budgeted	(\$300,000)
Decrease in capital outlay as major public safety equipment is now budgeted in the Public Safety Fund	(\$340,000)
Decrease in Minor Equipment, Office and other supplies	(\$112,200)
Slight decrease in the budget for operating transfers to other funds (Streets Mnt, Parks Mnt, and Aviation) although actual experience may require increases to all three funds by the end of FY2015.	(\$120,000)
Decrease in number of elections budgeted from three to two.	(\$55,000)
Elimination of the Gaming funds budgeted in Civic Arena for promotional efforts	(\$50,000)
Net impact of all other expenditure increases and decreases	(\$108,300)
Total Increase to Budgeted Expenditures:	\$1,560,000
Major Changes In Revenues: Excluding Computer Escrow, Riverfront Econ Development Tax, Cell Phone	
By far the major impact on General Fund revenues comes from the transfer of voter approved Public Safety Tax revenues to reimburse the General Fund for the impact of the increased wages and payroll-related expenses granted to the existing public safety personnel. Of course, this revenue is offset by the expenditures.	\$2,717,000
Less than a 1% increase (.6%) in total Sales Tax Revenue areas (category includes sales taxes on hotel/motel stay, retail, fuel, cigarette)	\$130,000
Property Tax revenue increased in the current year mainly due to better than anticipated Personal Property receipts. FY15 revenue projected to be basically equal to current year estimates.	\$192,000
Net changes (1.65% increase overall) to Utility Franchise revenue	\$84,800
PILOTS from Landfill (decreased with decreasing revenue), from Water Protection , and from cost allocation transfers showed a net increase:	\$448,200
Operating grants (mostly emergency prep/management and public safety related) had a small decrease. However, many such grants come in mid-year and the budget is amended to recognize them:	(\$16,000)
Elimination of red light camera fines	(\$456,000)
Other judicial fines & fees (most increases in Warrant Processing Fees and the new Admin Code Penalties)	\$98,500

CITY MANAGER'S BUDGET TRANSMITTAL

Net of increases and decreases in the various charges for services, contracts and other categories:	\$79,500
Total Increase in Budgeted Revenue:	\$3,278,000
Net change in total Fund Balance	\$1,727,000
Net change in Unassigned Fund Balance	(\$1,058,000)

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' discretionary expenditures are those made from the Gaming Fund or Cell Phone receipts (cell phone franchise revenue) which total only 1.3% of the overall FY15 budget. The remaining source of discretionary funding is the General fund, but appropriating those funds for alternative uses would require 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, health insurance and other expenses rise. The City has looked to the discretionary funds of Gaming or Cell Phone for many of those purchases.

In FY14 Cell Phone funds were appropriated for the Parks and Recreation Department to purchase the first major capital equipment replacements in several years. This year, I am recommending \$85,000 in Cell Phone funds for major purchases of replacement equipment. Similarly, I am recommending \$270,000 in Cell Phone funds for the purchase of capital equipment for the Street Maintenance division. Combined, they total \$355,000, which is a reduction from the \$900,000 that was appropriated for these purposes in FY14.

Proposed Cell Phone Uses:

For use by City Council:	\$200,000	Economic Development Match Funds
Transfer to Streets Maintenance Fund	\$270,000	Streets Rolling Stock
Transfer to Streets Maintenance Fund	\$500,000	Off-set to increase in Street Light expenses
Transfer to Parks Maintenance Fund	\$85,000	Parks Maintenance Rolling Stock
TOTAL:	\$1,055,000	

The ultimate unreliability of revenue from the City's portion of state gaming taxes received from our local casino was well demonstrated two fiscal years ago when flooding closed the casino for three months of the year. Over the past year and a half that it has re-opened, casino revenues have continued to decline slightly. It has reinforced the wisdom of past Councils' decisions to not use this revenue source for on-going personnel costs. 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	MO-KAN Contribution
	\$8,560	State Legislative Lobbyist (Mark Rhoads)
	\$500	Great Northwest Day at the Capital, City's sponsorship
	\$175,000	Chamber Economic Development Contract
	\$16,000	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
	\$100,000	Historic preservation grants outside of HUD-eligible areas
	\$20,000	Save Our Heritage Neighborhood Grants
	\$1,600	MDOT Lease
	\$50,000	Public Education Spots & Cablevision Contract (Pub Info)
	\$150,000	Legal Services - Outside Specialized Counsel (Legal)
Capital Equipment/Improvements	\$20,000	Replace equipmnt lost in recent thefts at Prks Mnt facility
	\$24,000	Replace (1) 12 y.o. pickup w/2 small cars (Bldg Insptns)
TRANSFER TO GENERAL FUND		
Nature Center:	\$50,000	Special Programming
NonDepartmental:	\$10,000	Contribution toward in-kind services for special events
TRNSFR TO SPCL ALLCTN FND	\$6,000	As Needed - To cover City expense until TIF rev begins
TRNSFR TO AVIATION FND	\$60,000	Operating Subsidy in support of Air Guard presence
TRNSFR TO PARKING FND	\$6,500	Reimburse lost revenue/waived fees at Civic Center
TRNSFR TO CAPITAL PRJCT FND	\$50,000	Living History Reserve project
	<u>\$942,160</u>	

Fiscal Year 2015 Opportunities

Mayoral and City Council elections were recently completed. A recurring topic during debates and campaign presentations was the need for increased investment in public infrastructure, specifically the city's street network. In 2010 and 2012 the same issue was clearly identified as a top concern of the public during two statistically significant community surveys conducted in St. Joseph through the Community Alliance. In response, the City Council urged the ½ cent Capital Improvement Sales Tax committee to emphasize street maintenance in the next program. As a result, during FY13 voters were presented with renewal of a ½ cent Capital Improvements Program Sales Tax that focused \$18 million of the 6-year program towards increased street maintenance and repair. It won strong support from voters and the first of those street related funds were appropriated for projects in FY14. The FY15 budget again proposes enhancement of the street maintenance budget with an additional \$875,000 for contracted asphalt repairs, \$800,000 in concrete repairs, \$1,253,750 for an enhanced overlay of parts of Faraon and Jules, and \$2,240,000 for the complete redesign and construction of the intersection of Gene Field and Riverside Road. While these are welcome and needed improvements, it only provides structural maintenance to 2% of our 418 miles of street and barely touches the long backlog of needed street related capital improvement needs.

During your FY15 budget work sessions we will discuss the standard appropriation of discretionary funds as presented in this budget document and various options for freeing up additional funds to allocate to further enhance our street maintenance efforts. Further, I expect that policy discussions during this fiscal year will also lead to public outreach efforts to determine the community's preference for how we fund

CITY MANAGER'S BUDGET TRANSMITTAL

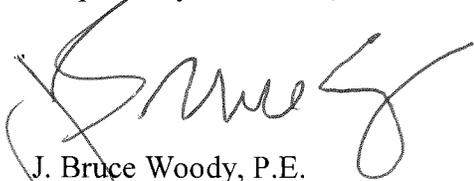
additional maintenance activities. Options include reprioritization of existing funds through the reduction or elimination of existing services or through seeking additional revenue sources such as a voter approved Use Tax or issuance of General Obligation bonds.

Final Recommendation

FY15 is the start of a new Council term. Budget discussions fall less than three weeks after the start of the new Council term, due to the election and budget due dates as set forth in the City Charter. Therefore, this budget proposal still reflects the goals that were in effect with the prior City Council. In the near future I look forward to completing a strategic planning and goal setting work session (or retreat) with the City Council to review current goals to make additions, revisions or deletions where needed. The policy impact from that effort may necessitate a mid-year budget review to reflect any revised priorities. Please remember that a budget is a living, breathing document and is subject to ongoing adjustment to address the changing needs and priorities of the community.

If you would like any additional information about the budget or city operations in advance of the budget work sessions beginning May 7th, please contact Carolyn Harrison or me.

Respectfully Submitted,



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.

The large, \$28,000,000 bond issue anticipated in the Water Protection Fund, tended 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.

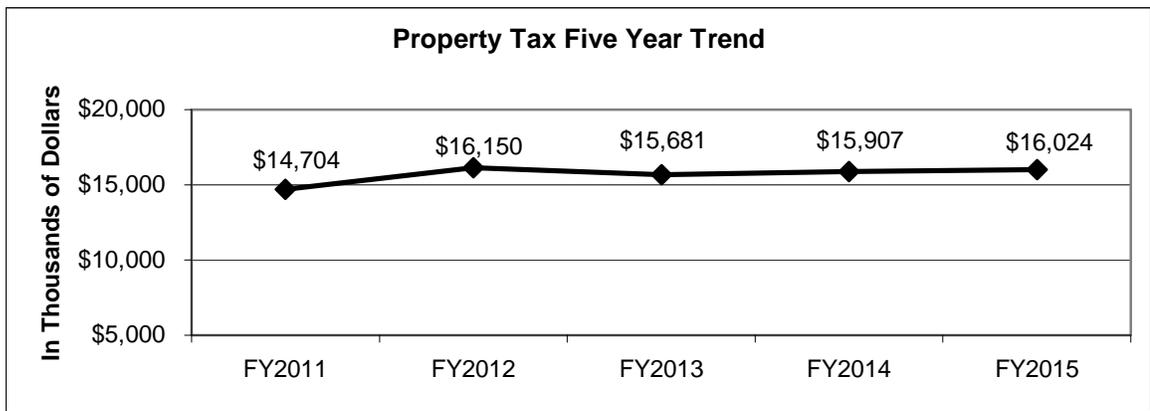
Revenue Sources

- **Property Tax** – Property taxes represent 12.0% 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 FY2014 revenues are projected to increase approximately 2%.



- **Sales Tax** – Sales taxes represent 32% of the City's total revenue, up 2% 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).

Revenue Assumptions – Beginning around FY2000 the annual growth in sales taxes slowed to an average of 1% to 1.5%. Staff remains cautiously optimistic that the local economy continues to hold its own against the nation-wide economic slow-down over the past 7-8 years. 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.

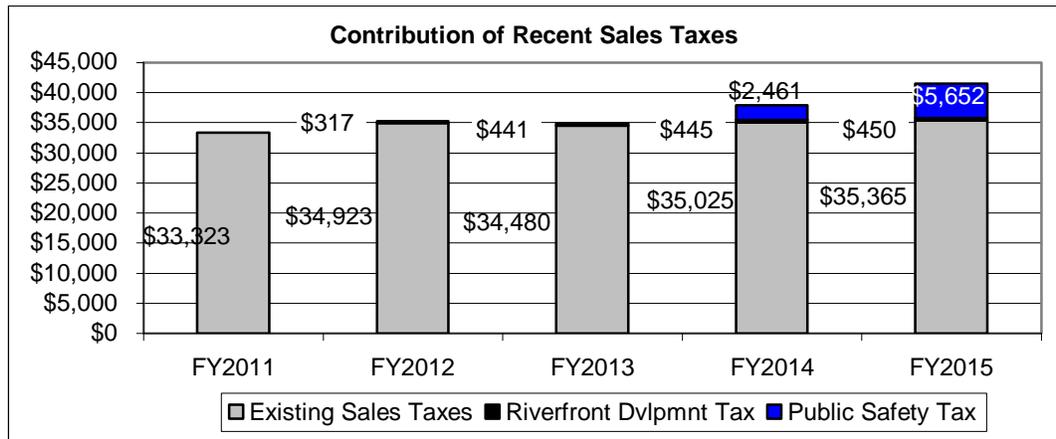
At three-quarters of the way through the fiscal year, retail sales tax revenues are running approximately 1% behind the same period last year. On the other hand,

REVENUE DISCUSSION

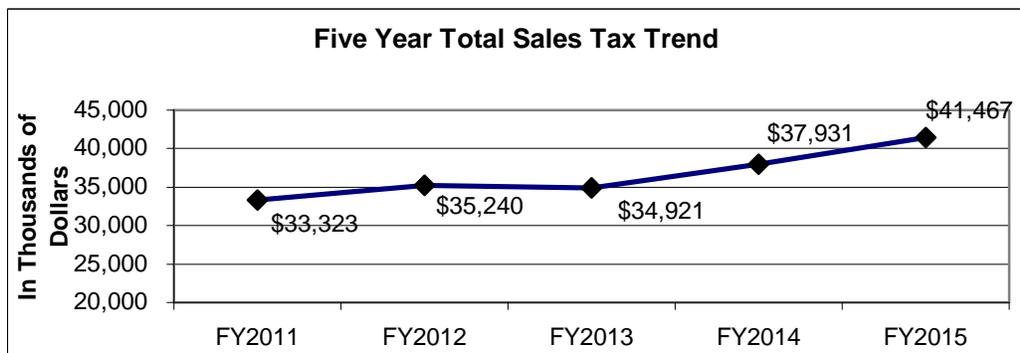
that is still slightly higher (four tenths of one percent) than the conservatively projected budget. As a result, FY2015 budgets have been set at ¾% above FY14 projections.

Overall, retail sales tax revenues are budgeted to increase by almost 17% over FY14 original budget with a full year’s worth of Public Safety sales tax revenues received.

FY2013 Hotel/Motel tax revenues were revised with a 5% increase and then held steady for FY2014. (Part of the apparent increase in overall sales taxes between FY2011 and FY2012 is the additional 3% Hotel/Motel tax increase approved by voters and restricted to downtown & riverfront development activities.) FY2014 receipts appear to be meeting budget and FY2015 revenues are estimated to increase by 1%. The chart below illustrates the contributions the two newer sales tax types – hotel/motel for development and public safety – make in overall sales tax revenues. Base revenues have remained fairly static, yet stable, over the last five years.



Current year Fuel tax revenues are projected to meet budgeted levels. Projections for FY2015 represent an average of the last three years and represent slightly less than projected for FY14.



- Franchise Fees** - Franchise fees represent 6.0% of total City revenue and are assessed by private utility companies on gross receipts collected from customers for collect the franchise fees and forward these amounts to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging

REVENUE DISCUSSION

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.

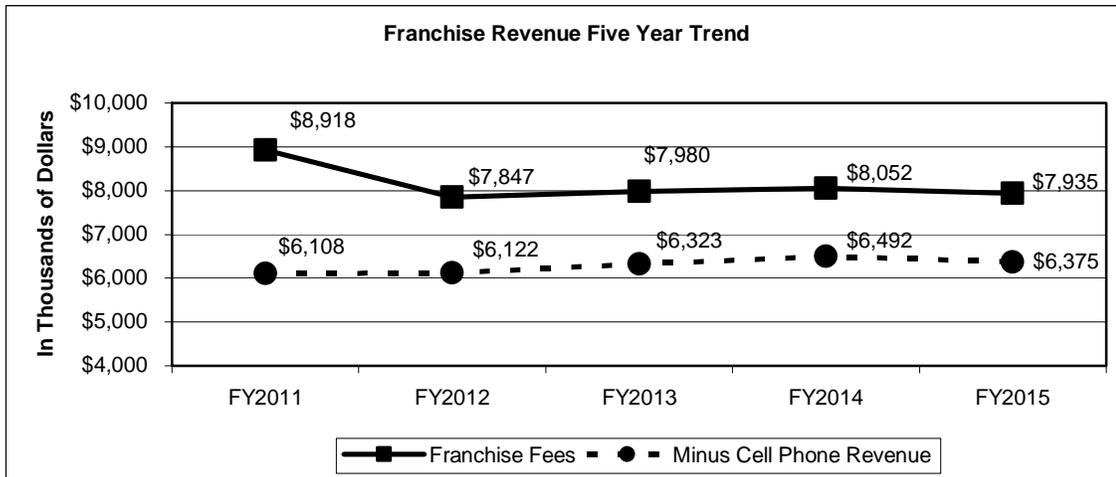
A steady migration of the telecommunications business to wireless and data transmission had meant an 18% decrease in communications' franchise revenue over a five year period starting in FY2004. Settlements with most of the telecommunications companies brought in \$2.9 million in one-time payments for 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-\$1.6 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 FY14, budgeted franchise revenue is estimated as follows: Gas, Electric, and Water revenues were based on the average of prior year actual and current year projections. Telephone estimates, excluding cell phone revenues, were based on the current year projections, a significant decrease from the prior year. The cell phone revenues budgeted at \$1.561 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. FY2014 was revised to reflect a minor decrease from the prior year and FY2015 left at the current year's projection.

The chart below reflects the last five years' history of franchise revenue. The top line includes cell phone revenues. The last large one-time legal settlement amount from the cell phone companies was received in FY10, inflating that year's 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.

REVENUE DISCUSSION



- User Fees** - User fees represent 28.0% 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.

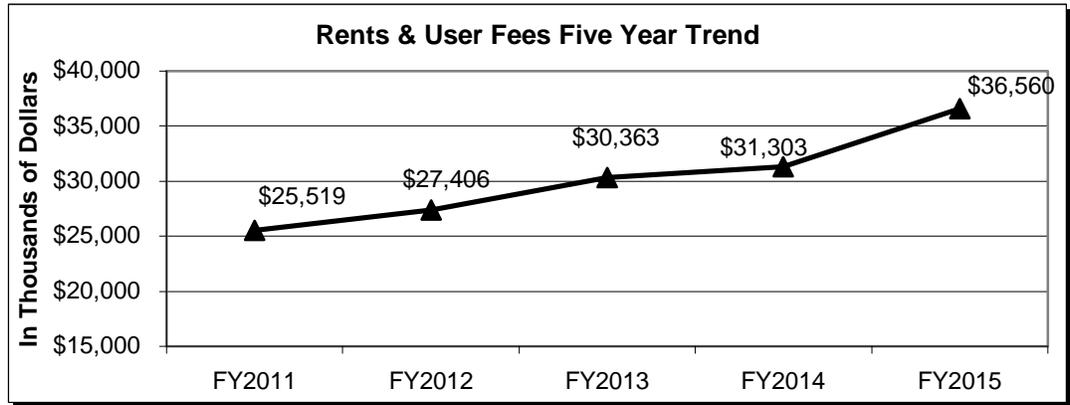
Revenue Assumptions - After the mid-FY2005 change in ownership of the casino, there was a dramatic turn around in gaming revenues. There was a 21% increase of FY06 revenues over FY05. FY07 increase slowed to 10.5%. The state of the region's economy finally hit gaming too, and revenues flattened in FY08 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.

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. The FY12 Cost of Service sewer rate study projected a 12% increase in fees as a result of expenditures related to several state and federal mandates. That amount of increased was used for FY2014 revenues since a full study wasn't completed in 2013. At the time this budget was prepared, the FY14 study was still being finalized. Very preliminary indications were that increases of up to 25% might be needed in FY15 and that is the amount included in the Proposed Budget. Further work on the numbers now indicate the increase may be more in the low double-digits so the amount of revenue included in the current version of the budget (and totals as shown in the chart below) will turn out to be inflated.

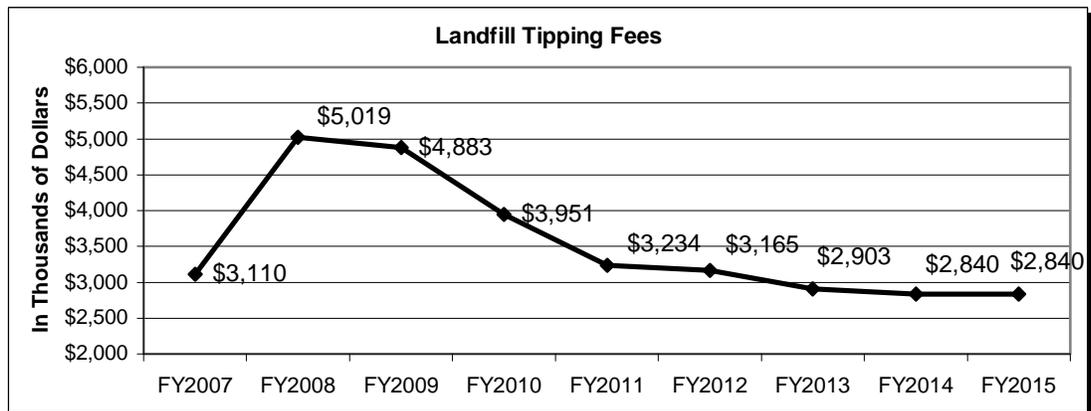
Three months into FY14 the City was required to take sewer billing back from the local water company. The water company had been providing contracted billing services for the City, but gave notice a year previously that they were getting out of the billing business.

REVENUE DISCUSSION

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 7-8 years. Revenue for FY2014 was projected at the current year estimate. As stated last year, that was being optimistic and projections were lowered. FY2015 is being left at the FY2014 projected budget amount. 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 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

REVENUE DISCUSSION

FY2012 and FY2013 and another \$301,000 between FY2013 and FY2014. FY2015 entitlement amounts temporarily stabilized with a small, \$10,000 increase. 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. FY2015 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 18% decrease from the original FY2014 budget. The major reason for the decrease is the elimination of the long-awaited, but short-lived red light camera enforcement. Implemented two-thirds of the way through FY13, the amount of revenue generated led to a projected \$456,000 figure for FY2014. However, only a few months into the current fiscal year a ruling by a state court cast a question over red light camera-generated ticket enforcement. The City ceased enforcement until legal matters are resolved and only \$170,000 of the budget has been received. While this is a \$456,000 decrease in FY2015 revenue, it also means a \$240,000 decrease in fees paid to the company administrating the program. Net actual revenue reduction is \$216,000.

Excluding the amounts budgeted for red light enforcement, remaining fine review is projected to increase 14% (\$163,000) overall. A portion of the increase comes from Municipal Court and public safety activity. Introduction of Administrative Code Penalties in mid-FY14 contributes to the boost in projected revenue.

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 if not increased slightly depending on the fee.

- **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. The amount of bond proceeds budgeted in FY2015, \$28.7 million, reflects the amount of capital improvement projects slated for the major Water Protection Fund projects resulting from state & federal mandates.

- **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 DISCUSSION

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

Transfers to/from the General Fund to/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 been occurred in 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 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 to the Streets Maintenance and Parks Maintenance funds for support in covering the electric bill for the street lighting system, and for replacement rolling stock.

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 and funds to the Capital Projects Fund for improvements at the Wyeth-Tootle mansion.

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

REVENUE DISCUSSION

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.

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 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.

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*

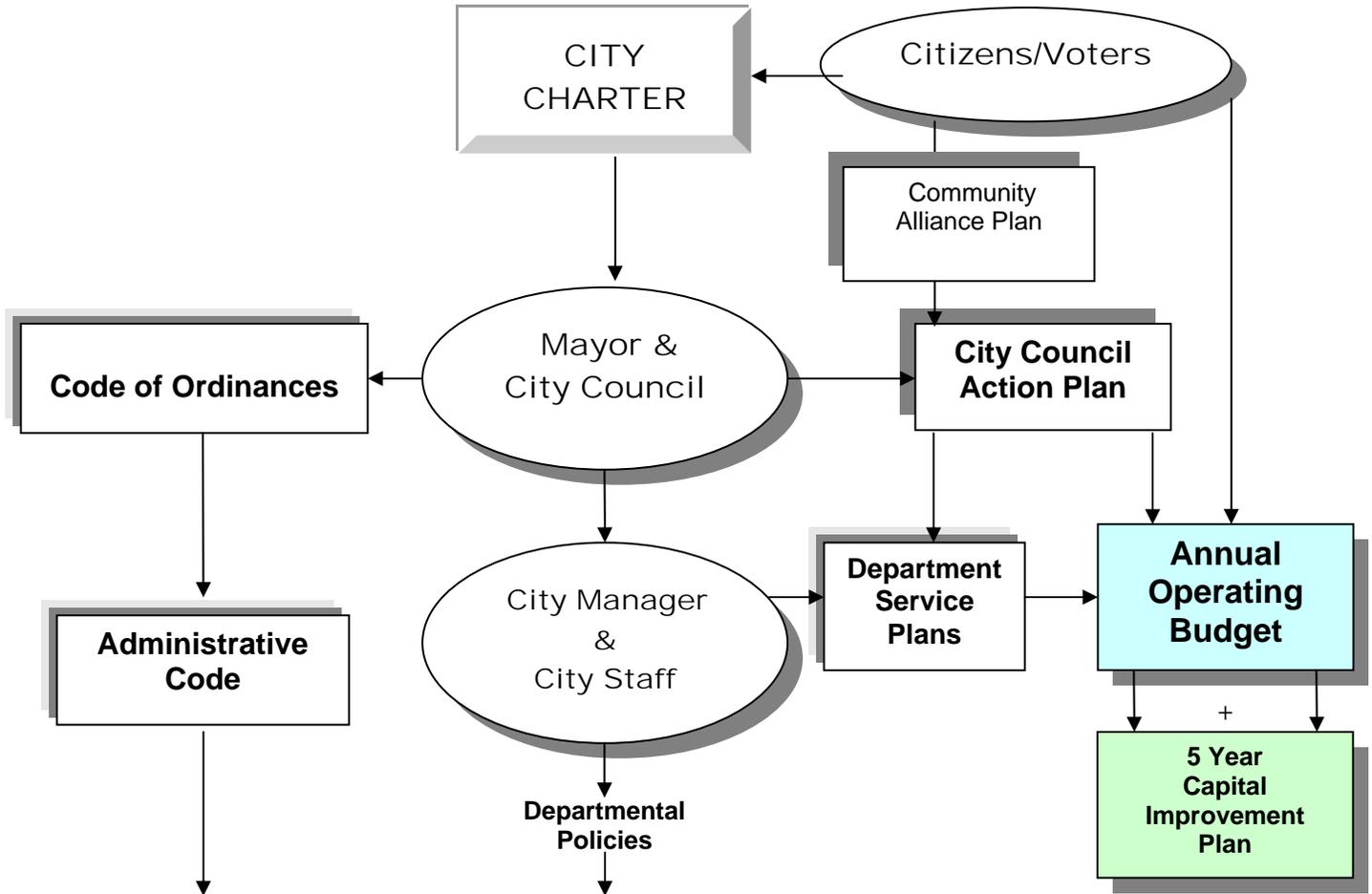
4) Qualified and Dedicated Internal Workforce

- *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**

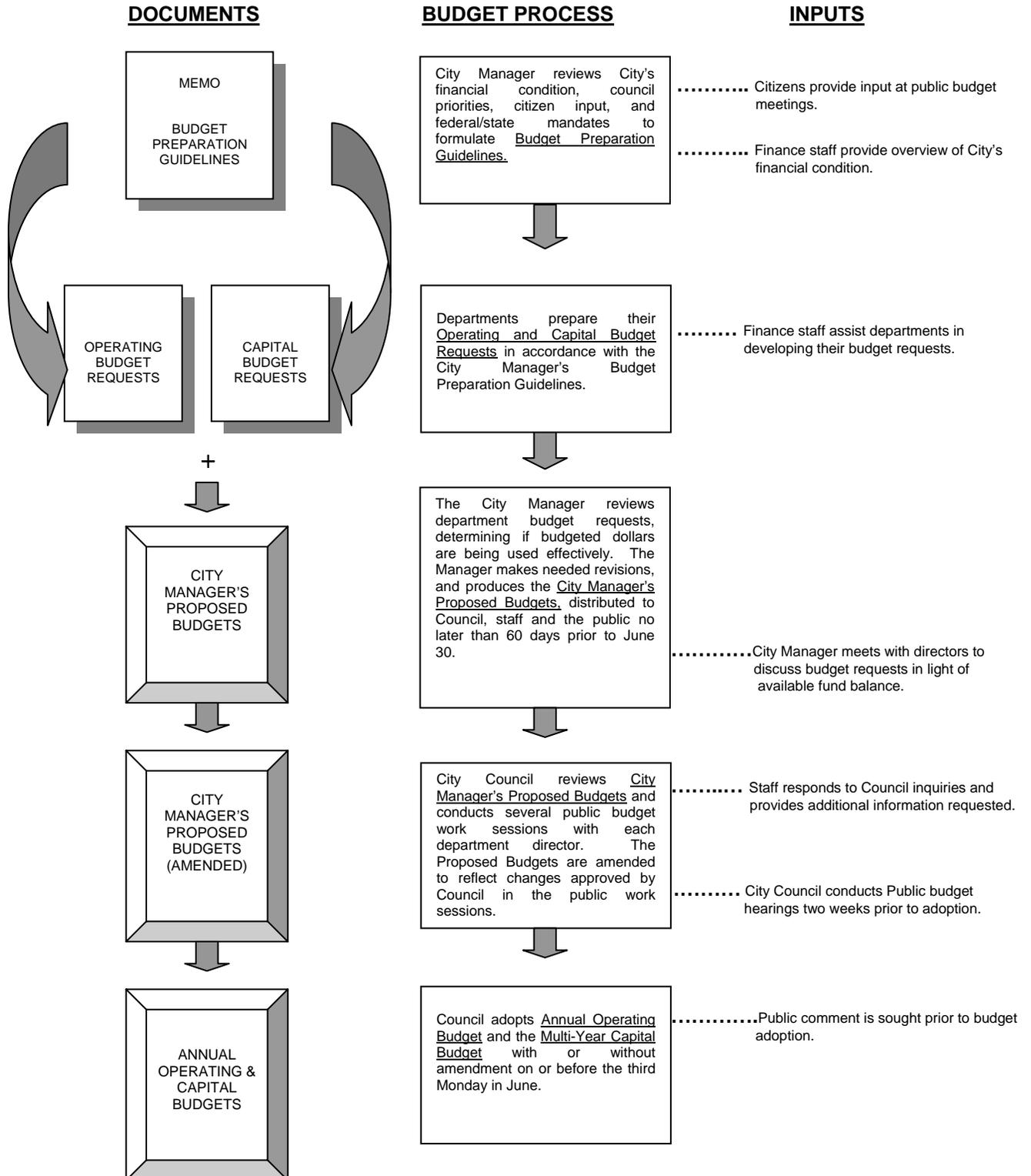
Personnel Summaries:

- **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.



PROPOSED BUDGET CALENDAR

Fiscal Year 2014/2015

January	27	Personnel listings to departments to check
	31	Personnel Listing Returned to Administrative Services Director (ASD)
February	21	Base Budgets to Departments for review
March	6	Prior year Core Services/CY activities/Challenges & Initiatives distributed for update (new Council goals wait until after April elections)
	10	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to ASD
	10	Final FY13 Fund Balance Reconciliations due to ASDirector from Accounting
	13-14	Washington Fly-In
	21	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests built in
	18-22	Third quarter sales tax revenues (minus TIF disbursements) should be available
	24-28	Departments review preliminary proposals. Department mtgs with CM if required.
	31	Final changes to budget due to Admin Services Director
April	4	"Final" operating budget submitted to City Manager
	8	Council/Mayor elections
	7 - 11	CIP Budgets reviewed with department directors, capital projects coord
	11	Department Core Services Sheets due to FS
	18	CIP Budget submitted to City Manager
	14-25	Final document preparation
	21	New Council Sworn In
	28	City Manager Budget Transmittal due to Admin Services Director Revenue and Expenditure projections continue to be reviewed
May	1	City Manager's Proposed Budget to Council (60 days prior to fiscal year start)
	6-8	Possible Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	13 -15	Possible Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	17	Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
	27	Public Budget Hearing - regular City Council meeting 7:00 p.m. (held on Tues due to holiday)
June	9	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			Net	Estimated	Estimated
	Revenue	Expenditure	Revenue/ (Expenditure)	Beginning Fund Balance	Ending Fund Balance
Unassigned					
<u>General Governmental</u>	\$ 49,385	\$ 49,833	\$ (448)	\$ 10,013	\$ 9,565
Cell Phone Revenue	1,560	1,055	505	(47)	458
Restricted or Assigned					
<u>General Governmental</u>					
Computer Escrow Xp	71	255	(184)	336	152
Riverfront Econ Dvlp Tx	450	0	450	1,192	1,642
27th Payroll Reserve	333	0	333	1,922	2,255
<u>Special Revenue *</u>					
Public Safety	4,531	4,184	347	666	1,013
Public Safety Equip Escr	1,110	0	1,110	0	1,110
Pub Sfty 27th Payroll Rsr	11	0	11	0	11
Community Development	2,210	2,210	0	0	0
Special Allocation (TIF)	9,323	8,195	1,128	3,679	4,807
Gaming Initiatives	974	1,021	(47)	169	122
Museum	517	517	0	154	154
Streets Maintenance	5,149	5,140	9	0	9
Parks Maintenance	1,130	1,244	(114)	94	(20)
<u>Enterprise (inc. CIP Programs) *</u>					
Municipal Golf	837	825	12	8	20
Aviation	5,453	5,510	(57)	815	758
Public Parking	356	385	(29)	51	22
Water Protection	55,022	50,197	4,825	17,912	22,737
Mass Transit	11,171	10,389	782	13,479	14,261
Landfill	2,897	4,321	(1,424)	2,755	1,331
<u>Capital Projects Fund</u>	7,363	13,041	(5,678)	10,479	4,801
Total	\$ 159,853	\$ 158,322	\$ 1,531	\$ 63,677	\$ 65,208

Fund Balance Comparison
(in thousands of dollars)

***Designated Fund Balances:**

Amounts below are not reflected in the FY15 ending fund balances above:

FY2015 27th Payroll Reserve

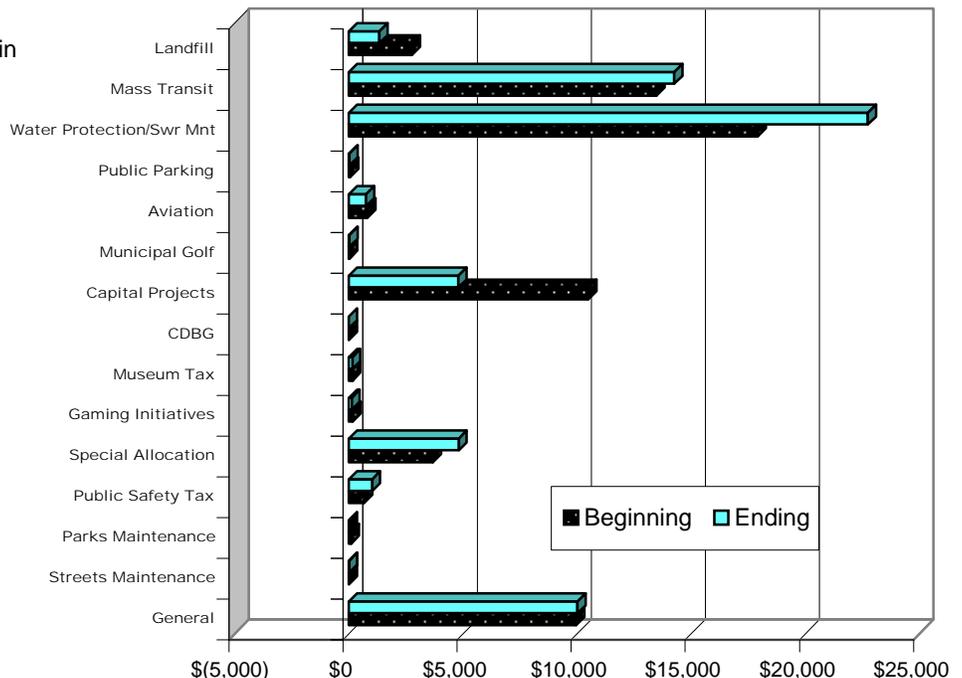
CDBG: \$13,700
 Aviation: \$12,540
 Parking: \$10,070
 Sewer: \$146,545
 Golf: \$9,310
 Landfill: \$42,560

Match for FTA Bus Grants

Transit: \$0

Landfill Closure/Postclosure

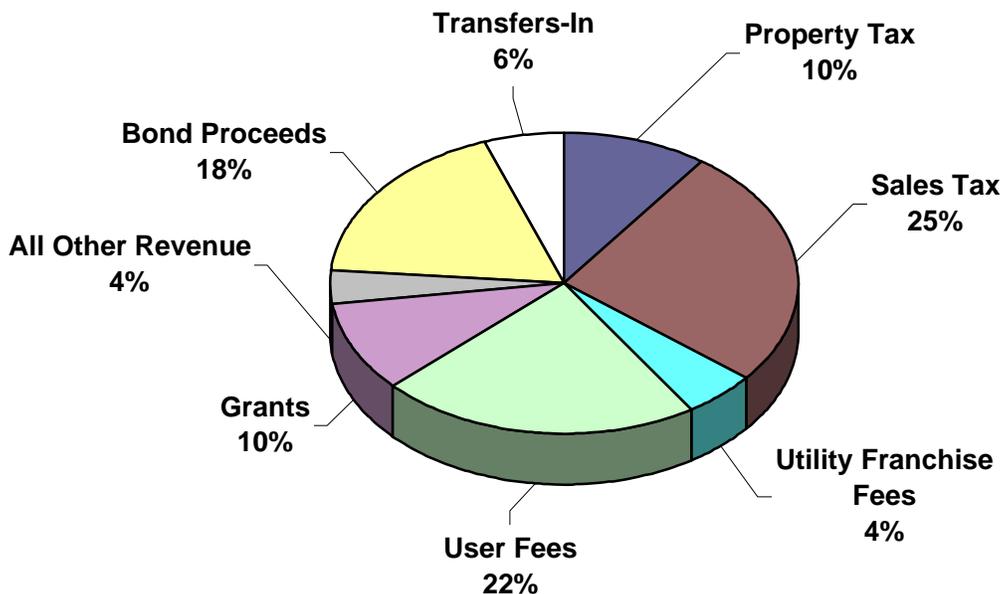
Landfill: \$5,341,145



WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2013 Actual	FY2014		FY2015		% of change from FY2014 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$15,681	\$15,656	\$15,907	\$16,024	10%	2.35 %
Sales Tax	34,921	35,476	37,913	41,467	26%	16.89 %
Utility Fee	7,980	8,022	8,053	7,935	5%	(1.08)%
User Fees & Gaming	30,363	34,030	31,445	35,364	22%	3.92 %
Grants	8,381	8,129	7,447	15,744	10%	93.68 %
	97,326	101,313	100,765	116,534	74%	15.02 %
Other Revenue						
Licenses & Permits	1,582	1,605	1,596	1,596	1%	(0.56)%
Fines	1,317	1,609	1,316	1,316	1%	(18.21)%
Interest	844	396	404	348	0%	(12.12)%
Bond Proceeds	27,311	86,237	60,730	28,757	18%	(66.65)%
Other	2,086	2,447	3,624	2,427	2%	(0.82)%
	33,140	92,294	67,670	34,444	22%	(62.68)%
Operating Revenue	130,466	193,607	168,435	150,978	95%	(22.02)%
Interfund Transfers-In	6,171	6,352	8,662	8,875	6%	39.72 %
From (to) Fund Balance	(16,002)	6,670	(1,287)	(1,531)	-1%	(122.95)%
Total Revenue	\$ 120,635	\$ 206,629	\$ 175,810	\$ 158,322	100%	(23.38)%

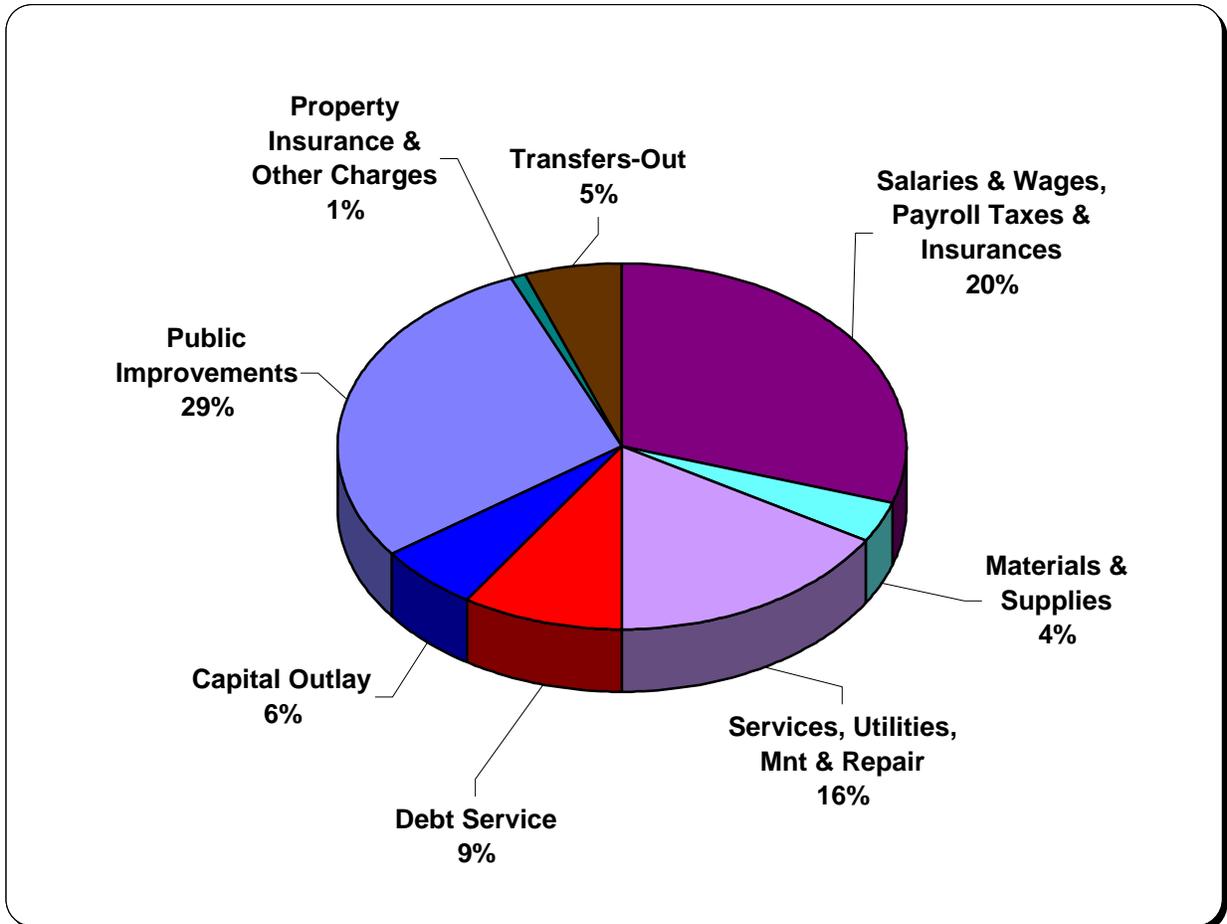


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2013 Actual	FY2014		FY2015		% of change from FY2014 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$28,488	\$30,330	\$29,758	\$32,854	21%	8%
Employee Benefits*	12,688	13,959	14,027	14,991	9%	7%
Materials & Supplies	4,870	5,388	5,221	5,654	4%	5%
Services & Utilities	25,096	29,134	32,128	25,840	16%	(11%)
Debt Service	23,311	13,167	14,216	14,679	9%	11%
Capital Outlay	2,176	7,944	6,057	9,180	6%	16%
Public Improvements	17,266	99,399	64,659	45,561	29%	(54%)
Insurance & Other Charges	935	956	1,150	905	1%	(5%)
	114,830	200,277	167,216	149,664	94%	(25%)
Interfund Transfers-Out	5,805	6,352	8,594	8,658	5%	36%
Total Expenditures	\$120,635	\$206,629	\$175,810	\$158,322	100%	(23%)

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

by Program and Fund Type

(in thousands of dollars)

Fund Type	Department	FY2013 Actual	FY2014		FY2015		% change from FY2014 Budget
			Adopted Budget	Estimated Actual	Budget	% of Operating Total	
G	City Council & Mayor	\$196	\$227	\$227	\$228	0.22 %	0.44 %
G	City Clerk	208	269	272	222	0.21 %	(17.47)%
G	City Manager	411	436	435	505	0.48 %	15.83 %
G	Legal	505	528	514	557	0.53 %	5.49 %
	Planning & CD Department	4,788	3,931	4,159	3,940	3.72 %	0.23 %
G	Admin, Bldg Dvlpmnt, Prop Mnt	1,604	1,676	1,682	1,730	1.63 %	3.22 %
SR	CDBG Programs	3,184	2,155	2,477	2,210	2.08 %	2.55 %
	Administrative Services	3,199	3,502	3,497	3,742	3.53 %	6.85 %
G	Fin, HR, Tech, Mun Crt, Cust Sr	2,797	2,987	2,960	3,130	2.95 %	4.79 %
E	Utility Billing	402	515	537	612	0.58 %	18.83 %
	Police	13,148	13,778	14,845	16,974	16.01 %	23.20 %
G	Police	13,148	13,778	13,665	14,289	13.48 %	3.71 %
SR	Public Safety Police	0	0	1,180	2,685	2.53 %	n/a
	Fire	10,491	10,901	12,183	13,423	12.66 %	23.14 %
G	Fire	10,491	10,901	11,286	12,147	11.46 %	11.43 %
SR	Public Safety Fire	0	0	897	1,276	1.20 %	n/a
	Health Department	3,166	3,388	3,731	3,819	3.60 %	12.72 %
G	Health	3,166	3,388	3,658	3,596	3.39 %	6.14 %
SR	Public Safety Health	0	0	73	223	0.21 %	n/a
	Public Works Department	52,245	137,885	108,377	82,896	114.19 %	(39.88)%
G	PW Admin, Eng, & Strts Mnt	5,638	6,942	7,224	7,565	7.14 %	8.97 %
SR	Streets Maintenance (non-prsnl)	4,928	5,029	5,410	5,140	4.85 %	2.21 %
E	Municipal Airport	532	680	627	605	0.57 %	(11.03)%
	Airport CIP	167	950	535	4,905	9.38 %	100.00 %
E	Parking Maintenance	409	412	405	385	0.36 %	(6.55)%
E	Water Protection/Sewer Mnt	15,509	19,669	19,664	20,915	19.73 %	6.33 %
	WP CIP	15,886	92,349	65,729	28,671	54.80 %	(68.95)%
E	Transit Operations	5,169	5,583	5,512	5,794	5.47 %	3.78 %
	Transit CIP	33	2,040	5	4,595	8.78 %	125.25 %
E	Landfill/Recycling Operations	3,221	3,255	3,045	3,305	3.12 %	1.54 %
	Landfill CIP	753	976	221	1,016	1.94 %	100.00 %
	Parks, Recreation Department	6,488	7,151	7,255	7,377	6.95 %	3.16 %
G	Parks, Recreation & Civic Fac.	4,735	4,995	4,929	5,308	5.01 %	6.27 %
SR	Parks Maintenance	924	1,350	1,499	1,244	1.17 %	(7.85)%
E	Municipal Golf Course	794	782	803	810	0.76 %	3.58 %
	Golf CIP	35	24	24	15	0.03 %	(37.50)%
CAP	Capital Proj (Non-Enterprise)	2,767	11,598	6,703	13,041	12.30 %	12.44 %
	Other Programs						
SR	Special Allocation	18,132	8,125	8,384	8,195	7.73 %	0.86 %
SR	Municipal Museum Tax	414	545	811	442	0.42 %	(18.90)%
	Museum CIP	0	0	0	75	0.07 %	-
G	Non Department Specific Exp	3,234	3,342	3,247	1,865	1.76 %	(44.20)%
SR	Gaming Financed Initiatives	1,243	1,123	1,170	1,021	0.96 %	(9.08)%
Total Operating		100,994	98,692	102,593	106,004	67%	7.41 %
Total Capital Projects		19,641	107,937	73,217	52,318	33%	(51.53)%
Total Expenditures		\$120,635	\$206,629	\$175,810	\$158,322	100%	(23.38)%

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

WHERE THE MONEY GOES

Operational Summary

<u>Department</u>	<u>FY2015 Budget</u>	<u>% of Operating Total</u>	<u>% of Total Budget</u>
Public Works	\$43,710,000	46.3%	
Police	\$16,974,000	18.0%	
Fire	\$13,423,000	14.2%	
Parks & Recreation	\$7,362,000	7.8%	
Planning & Community Dvlpmnt	\$3,940,000	4.2%	
Health	\$3,819,000	4.0%	
Administrative Services	\$3,741,000	4.0%	
Legal	\$557,000	0.6%	
City Manager	\$505,000	0.5%	
City Council & Mayor	\$228,000	0.2%	
City Clerk	\$222,000	0.2%	
Total Major Operating Departments	\$94,481,000		59.7%

CIP Summary

		<u>% of CIP Total</u>	
Water Protection CIP	\$28,671,000	54.8%	
CIP Sales Tax	\$13,041,000	24.9%	
Museum Tax CIP	\$75,000	0.1%	
Transit CIP	\$4,595,000	8.8%	
Airport CIP	\$4,905,000	9.4%	
Landfill CIP	\$1,016,000	1.9%	
Golf CIP	\$15,000	0.0%	
Total Capital Projects	\$52,318,000		33.0%

Other Budgeted Programs

		<u>% of Other Programs Total</u>	
Special Allocation (TIF & EDC)	\$8,195,000	71.1%	
Non Department & Cell Phone	\$1,865,000	16.2%	
Gaming Financed Initiatives	\$1,021,000	8.9%	
Municipal Museums Tax	\$442,000	3.8%	
Total Other Programs	\$11,523,000		7.3%

Total Budget	<u><u>\$158,322,000</u></u>
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DEPARTMENT/FUND CROSSWALK

OPERATING DEPARTMENTS

FUND TOTALS

CAPITAL EXPENDITURES

Mayor & Council	\$228,000	GENERAL \$51,143,000	Amounts in [brackets] are transfers from the operating department to the CIP Fund and are not included in the amount under this column.
City Clerk	222,000		
City Manager's Office	505,000		
Legal Services	557,000		
Administrative Services	3,130,000		
Planning & Community Development	1,730,000		
Police	14,289,000		
Fire	12,147,000		
Public Works Admin/Eng/Streets	7,565,000		
Public Health	3,596,000		
Parks & Recreation	5,308,000		
Non-Departmental	1,865,000		

SPECIAL REVENUE

Planning & Community Development	\$2,210,000	C.D.B.G \$2,210,000	
Public Works (non-personnel) – Street Maintenance, Traffic, Snow/Ice	\$5,140,000	STREETS MAINTENANCE \$5,140,000	
Parks & Recreation (non-personnel)– Parks Maintenance	\$1,244,000	PARKS MAINTENANCE \$1,244,000	
Museum Tax Distribution	\$442,000	MUSEUM - \$517,000	\$75,000 Museum Projects
Gaming Proceeds Distribution	\$1,021,000	GAMING INITIATIVES \$1,021,000	[\$50,000] Gaming Funded Projects
TIF & Econ Development Districts	\$8,195,000	SPECIAL ALLOCATION \$8,195,000	
Police, Fire Health Enhancements	4,184,000	PUBLIC SAFETY 4,184,000	[1,110,000] Escrowed for fire rolling stock

ENTERPRISE

Parks & Recreation – Municipal Golf Course	\$810,000	MUNICIPAL GOLF \$825,000	\$15,000 Golf Projects
Public Works – Airport Operations	\$605,000	AIRPORT \$5,510,000	\$4,905,000 Airport Projects
Public Works – Parking Operations	\$385,000	PUBLIC PARKING \$385,000	
Public Works – Water Projection/Sewer Line Maintenance/Utility Billing	\$21,526,000	WATER PROJECTION \$50,197,000	\$28,671,000 Sewer Projects
Public Works – Mass Transit	\$5,794,000	MASS TRANSIT \$10,389,000	\$4,595,000 Mass Transit Projects
Public Works – Landfill/Recycling Operations	\$3,305,000	LANDFILL \$4,321,000	\$1,016,000 Landfill Projects
Capital Projects Fund		CAPITAL \$13,041,000	\$13,041,000 Capital Projects

\$106,004,000

\$158,322,000

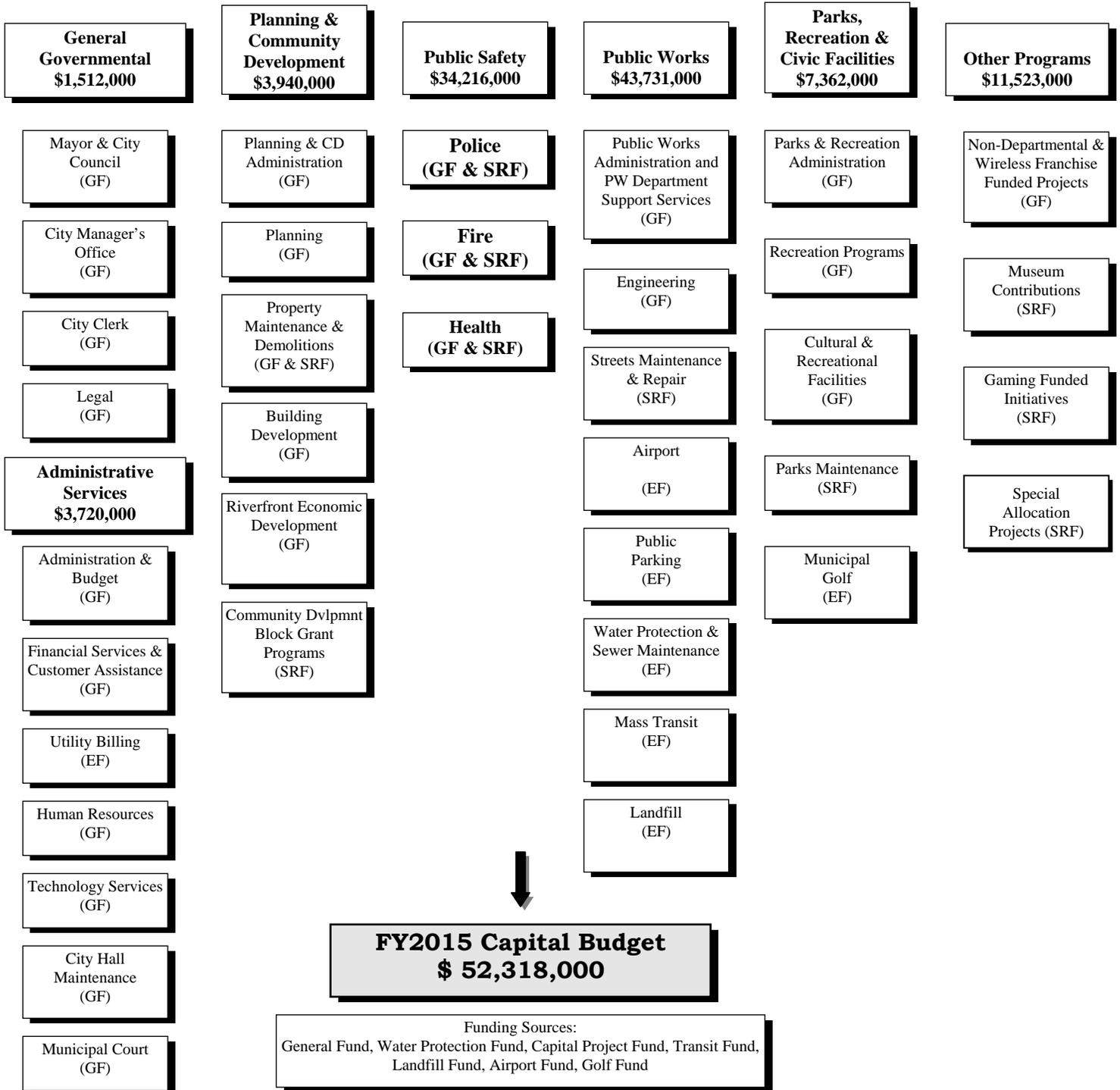
\$52,318,000

DEPARTMENT & FUNCTION FLOWCHART

**FY2015
Total Budget
\$158,322,000**



**FY2015 Operating Budget
\$106,004,000**



**FY2015 Capital Budget
\$ 52,318,000**

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

ALL FUNDS --COMBINED--

Description	FY2013 Actual	FY2014		FY2015 Budget
		Adopted Budget	Estimated Actual	
Revenues				
Real Property Tax	\$8,553,050	\$8,482,910	\$8,570,189	\$8,564,345
Personal Property Tax	3,431,199	3,466,225	3,466,227	3,471,520
Other Personal Property Tax	3,696,842	3,706,920	3,870,968	3,988,134
Utility Based Franchise Tax	7,980,321	8,021,673	8,052,920	7,935,225
Sales Taxes	34,920,634	35,476,075	37,912,570	41,467,492
Licenses & Permits	1,581,665	1,605,370	1,600,140	1,596,145
Fines	1,316,697	1,609,350	1,452,450	1,315,605
Rents & Gaming Revenue	1,584,138	1,564,439	1,533,114	1,416,029
Parking Fees	119,542	118,500	112,550	115,560
Building Inspection Fees	459,900	383,500	385,500	385,500
Health User Fees	343,779	381,500	373,816	396,745
Parks/Civic/Bode/NC Facility Fees	1,670,118	1,819,560	1,596,088	1,767,715
Municipal Golf User Fees	794,438	864,300	795,700	834,085
Transit Fees	318,607	318,200	324,500	329,500
Sanitary Sewer User Fees	20,538,352	23,391,260	21,466,462	25,518,625
Landfill User Fees	2,902,802	3,540,500	2,840,000	2,840,000
Other Service Fees	1,632,558	1,647,109	1,876,157	1,760,189
Sale of Bonds/Donations/Othr Rev.	29,396,454	88,683,641	64,353,350	31,184,236
Interest Earnings	843,702	396,007	404,620	347,570
Grants & Entitlements (Intergovmntl)	8,380,669	8,129,054	7,447,296	15,743,571
Interfund Transfers-Cmptr Network	58,860	63,220	63,220	70,850
Interfund Transfers - In	6,112,284	6,289,471	8,599,304	8,634,265
	136,636,611	199,958,784	177,097,141	159,682,906
From (To) Fund Balance	(16,001,599)	6,710,198	(1,287,601)	(1,360,482)
Total Revenues	\$120,635,012	\$206,668,982	\$175,809,540	\$158,322,424
Expenditures				
Salaries & Wages	\$28,487,946	\$30,329,598	\$29,758,221	\$32,853,955
Employee Benefits	12,688,440	13,958,705	14,026,640	14,991,133
Materials & Supplies	4,870,174	5,387,601	5,220,656	5,654,416
Services/Utilities	25,096,146	29,134,169	32,128,313	25,840,874
Capital Outlay	2,175,509	7,944,147	6,056,563	9,179,817
Public Improvements	17,265,890	99,398,568	64,659,078	45,560,574
Debt Service	23,311,298	13,166,947	14,216,423	14,678,667
Insurance & Other	935,227	956,555	1,149,654	904,812
Interfund Transfers-Out	5,804,382	6,352,691	8,593,992	8,658,176
Total Expenditures	\$120,635,012	\$206,628,981	\$175,809,540	\$158,322,424

Staffing by Service/Program

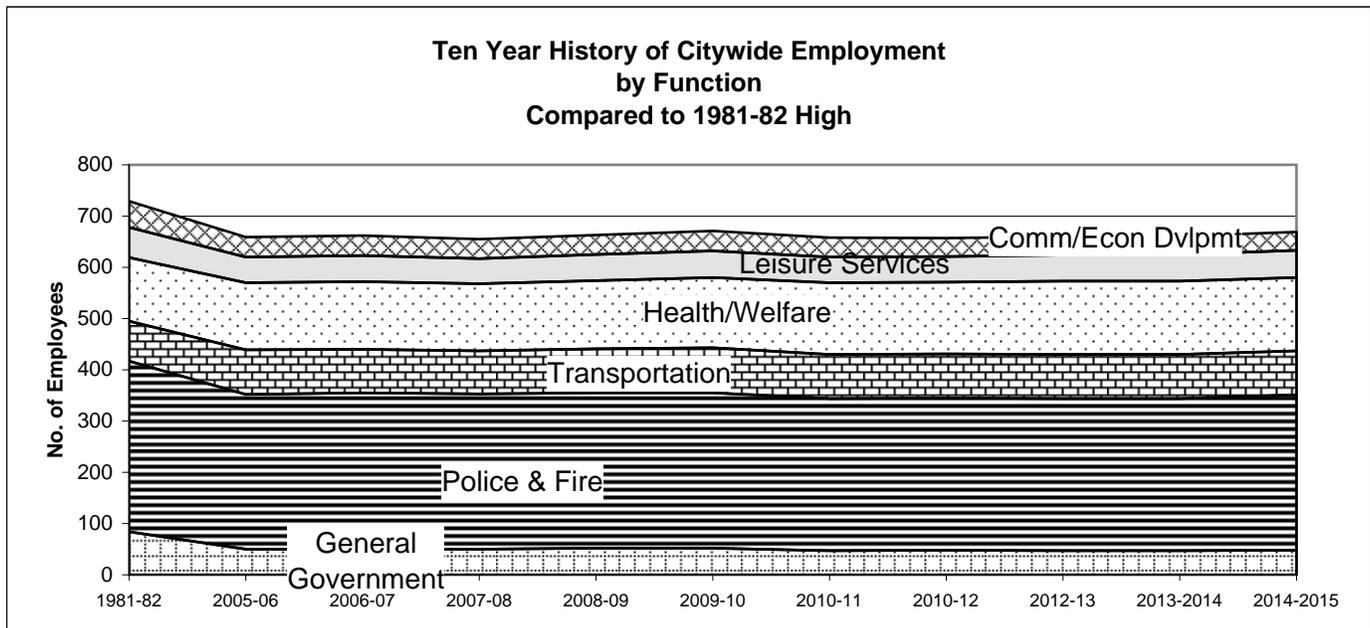
Includes Regular, Part Time Employees

	<u>FY2014</u> <u>Adopted</u>	<u>FY2015</u> <u>Budget</u>	Change from <u>Prior Yr</u> <u>Adopted</u>
General Government & Administrative Services			
Mayor's Office/City Clerk*	3.3	3.3	0.0
City Manager	4.0	5.0	1.0
Legal	6.15	6.15	0.0
Administrative Services (including Muni Court)**	34.55	34.55	0.0
*Exc. 9 PT elected council, ** Exc. 1 FT elected judge	<u>48.00</u>	<u>49.00</u>	<u>1.0</u>
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	9.0	9.0	0.0
	<u>30.0</u>	<u>30.0</u>	<u>0.0</u>
Leisure & Recreation			
Parks & Rec Administration	4.0	4.0	0.0
Parks Maintenance	26.0	26.0	0.0
Rec Activities & Cultural Facilities	20.0	20.275	0.3
Golf Operations	4.0	4.0	0.0
	<u>54.0</u>	<u>54.3</u>	<u>0.3</u>
Public Safety			
Police	160.5	167.06	6.6
Fire	130.0	130.0	0.0
Health	43.00	43.00	0.0
	<u>333.50</u>	<u>340.06</u>	<u>6.6</u>
Public Works			
Public Works Admin/MPO	6.0	6.0	0.0
Engineering	10.0	10.0	0.0
Street & Sewer Support Svcs	16.0	16.125	0.1
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	78.0	0.0
Parking Operations	5.0	5.0	0.0
	<u>196.0</u>	<u>196.1</u>	<u>0.1</u>
Total Full Time Equivalents	<u>661.5</u>	<u>669.46</u>	<u>7.96</u>

Staffing by Fund

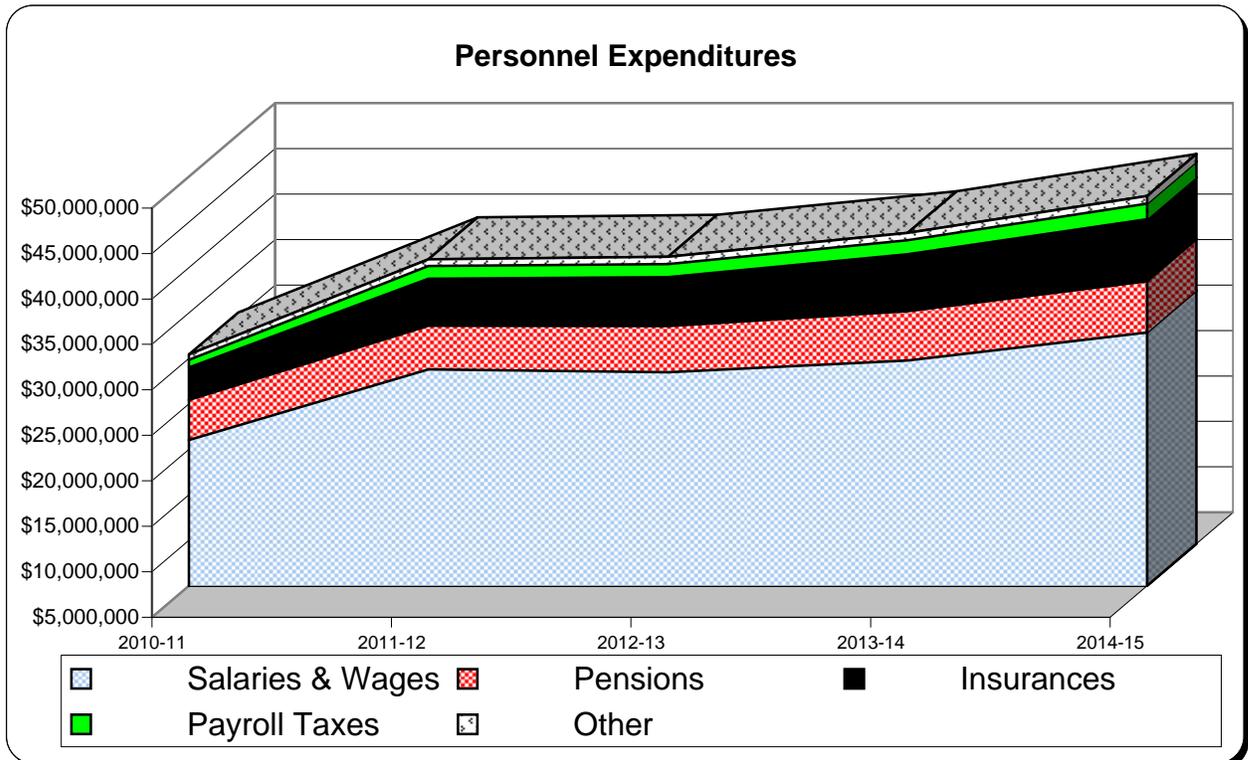
Fund	FY2013 Adopted	FY2014 Adopted	FY2015 Budget
General Governmental*	535	538	539.28
Public Safety	0	0	6.56
Community Development	8	8	8
Municipal Golf	4	4	4
Aviation	6	6	6
Public Parking	5	5	5
Water Protection	80	80	80.625
Landfill	20	20	20
	658	661	669.46

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



PERSONNEL EXPENDITURES

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>Estimated 2013-14</u>	<u>Budget 2014-15</u>
Salary & Wages	19,071,064	26,210,146	25,831,196	26,894,182	29,882,952
Overtime	807,287	1,206,364	1,196,802	1,396,580	1,415,558
FLSA OT (Firefighters)	159,110	161,840	171,174	187,600	180,000
Temporary/Part-Time Wages	694,531	895,449	990,596	989,869	1,050,120
Out-of-Title	105,312	135,965	122,111	121,397	147,450
Sick Buy-Back	11,315	16,890	19,157	16,098	20,875
Retired Firefighter Consultants	177,737	162,176	156,908	157,000	157,000
Total Salaries	21,026,356	28,788,830	28,487,944	29,762,726	32,853,955
Police Pension	1,793,279	1,729,509	1,760,366	1,787,501	1,710,902
Lagers Pension	2,606,567	3,060,986	3,295,742	3,641,034	3,918,071
FICA	582,385	1,039,587	1,057,209	1,100,378	1,202,926
FIM	263,727	374,823	383,285	425,166	485,411
ICMA Deferred Compensation	33,651	37,410	41,551	38,968	38,968
Health	2,687,407	3,967,132	4,187,997	4,831,383	5,105,340
Dental	113,311	160,526	179,411	187,760	193,516
Federal Hlth Insurance Tax	0	0	0	20,640	20,640
Life	68,760	92,180	92,582	110,050	126,555
Unemployment	12,793	22,717	16,898	7,429	1,100
Long Term Disability	42,380	57,674	57,902	71,214	82,324
Workers Compensation	641,655	872,313	861,392	1,036,109	1,306,013
Uniform Allowance	271,313	319,837	351,750	361,500	373,500
Fire EMT Allowance	0	19,937	21,917	23,000	23,000
Car/Mileage Allowance	48,696	58,900	59,918	66,350	70,510
Conference/Training	234,212	279,434	315,032	311,458	332,357
Total Benefits	9,400,136	12,092,965	12,682,952	14,019,940	14,991,133

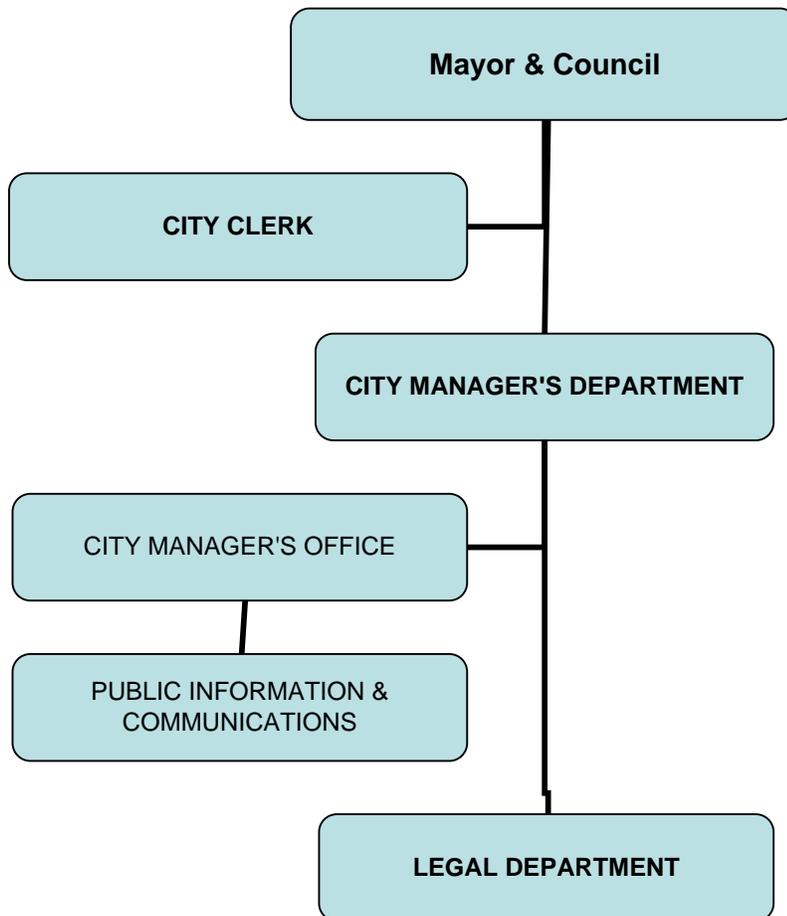


GENERAL GOVERNMENT DEPARTMENTS

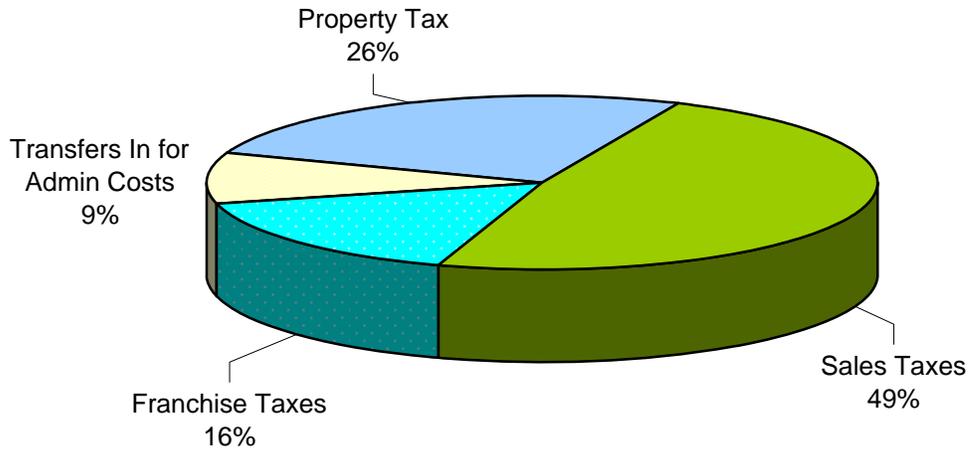
The General Governmental Departments provide the legislative and managerial services for city government.

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

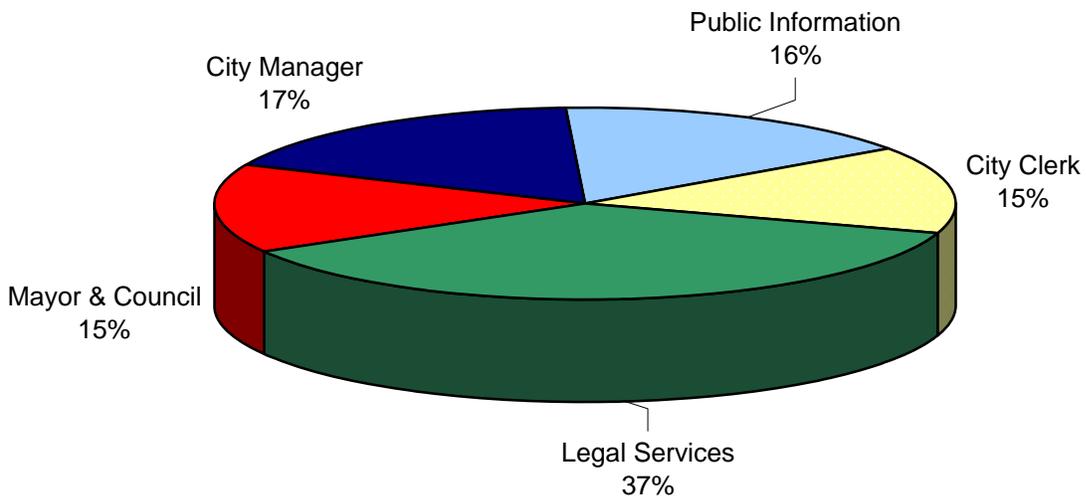
TOTAL BUDGETED RESOURCES: \$ 1,513,000



GENERAL GOVERNMENT SOURCES & USES



FUNDING SOURCES



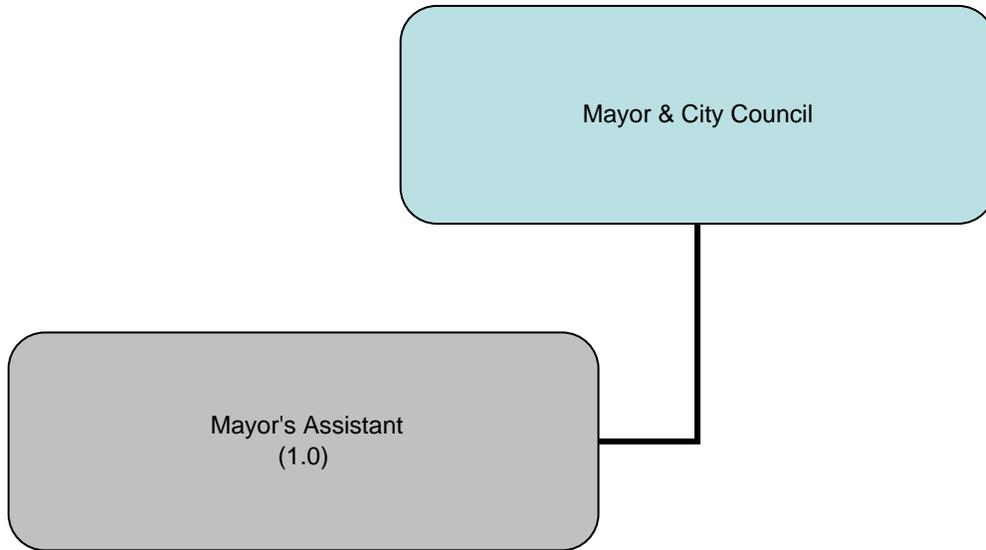
PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
ACCOUNT TYPE				
Salaries & Wages	765,532	764,583	775,308	836,887
Payroll Expenses & Benefits	354,646	400,444	401,992	429,372
Materials & Supplies	20,265	14,025	14,475	12,850
Utilities & Other Contracted Services	115,647	166,438	141,447	173,640
Elections	65,323	115,000	115,000	60,000
	<u>1,321,413</u>	<u>1,460,490</u>	<u>1,448,222</u>	<u>1,512,749</u>
USES BY PROGRAM DEPARTMENT				
Mayor & City Council	196,019	226,680	226,680	228,306
City Clerk	208,876	269,311	272,493	222,018
City Manager's Office	233,484	244,659	246,200	262,716
Public Information	177,656	191,562	189,178	243,113
Legal Services	505,378	528,278	513,671	556,596
	<u>1,321,413</u>	<u>1,460,490</u>	<u>1,448,222</u>	<u>1,512,749</u>
FUNDING SOURCES				
General Fund	1,209,597	1,348,252	1,335,984	1,370,452
CDBG Fund	55,479	55,640	55,640	40,775
Water Protection Fund	26,530	26,809	26,809	47,399
Golf Fund	2,312	2,005	2,005	3,197
Mass Transit Fund	8,902	8,996	8,996	14,765
Airport Fund	4,595	4,643	4,643	13,441
Landfill Fund	8,747	8,839	8,839	12,680
Parking Fund	5,251	5,306	5,306	10,040
	<u>1,321,413</u>	<u>1,460,490</u>	<u>1,448,222</u>	<u>1,512,749</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	2	2	3
Legal Services	7	7	7	7
	<u>14</u>	<u>14</u>	<u>14</u>	<u>15</u>

*Does not reflect the nine elected members of City Council

Mayor & Council



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

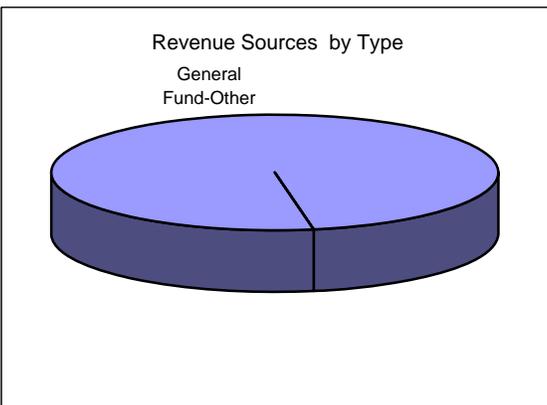
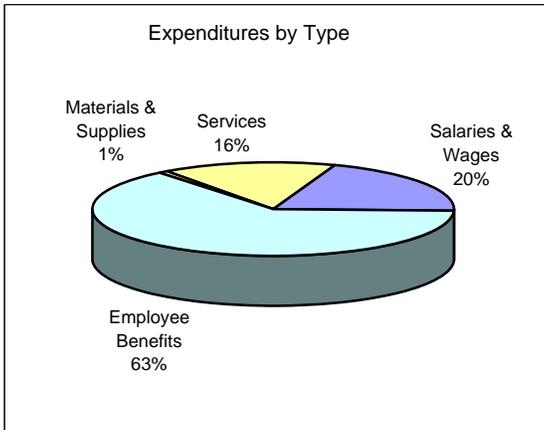
Mayor (Elected, Part Time)
 Council Members (Elected, Part Time)
 Mayor's Assistant

2012-13	2013-14		2014-15
	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

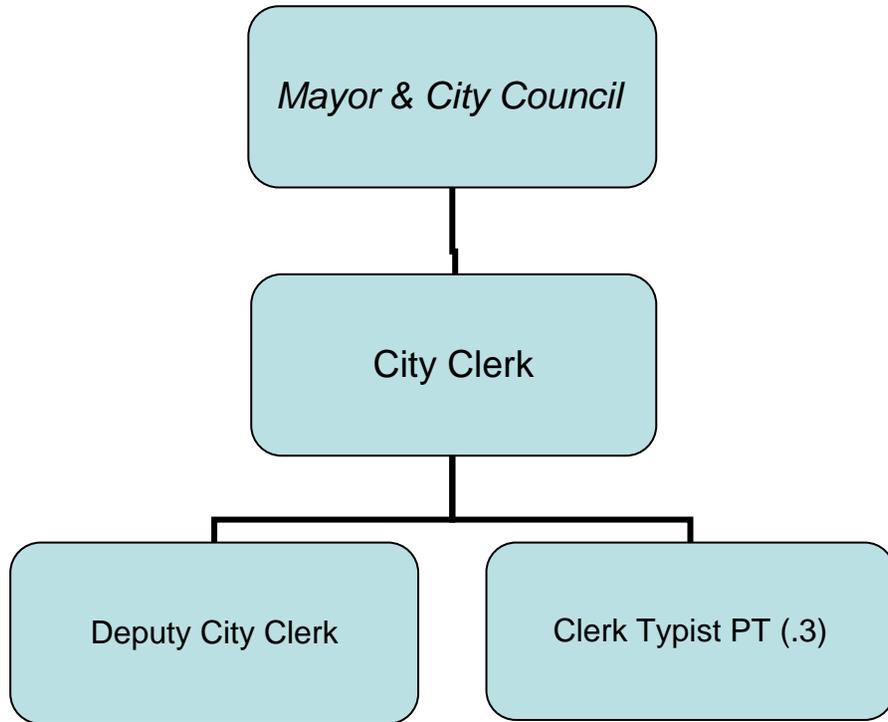
- No major changes

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	49,789	46,518	46,518	45,655
Employee Benefits	119,165	140,972	140,972	144,961
Materials & Supplies	1,637	2,100	2,100	2,100
Services	25,428	37,090	37,090	35,590
Total	196,019	226,680	226,680	228,306
Revenue Sources:				
General Fund-Other	196,019	226,680	226,680	228,306
Total	196,019	226,680	226,680	228,306

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

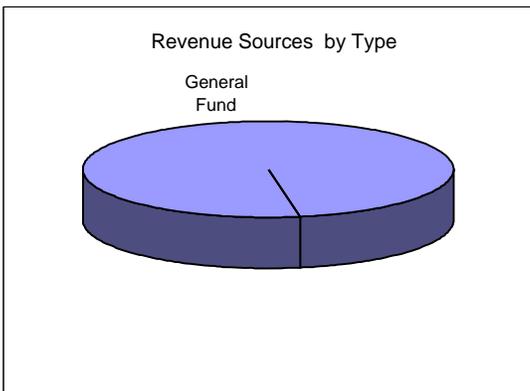
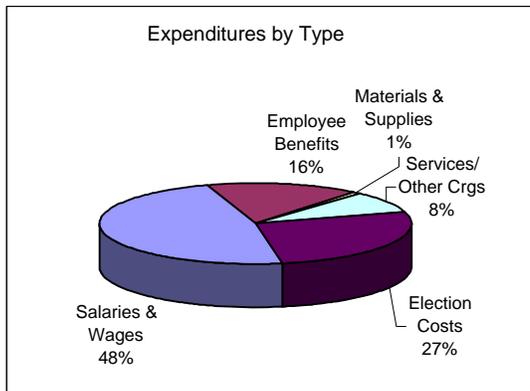
City Clerk
Deputy City Clerk
Clerk (PT)

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.3	0.3	0.3	0.3
2.3	2.3	2.3	2.3

Major Budgetary Changes & Program Highlights

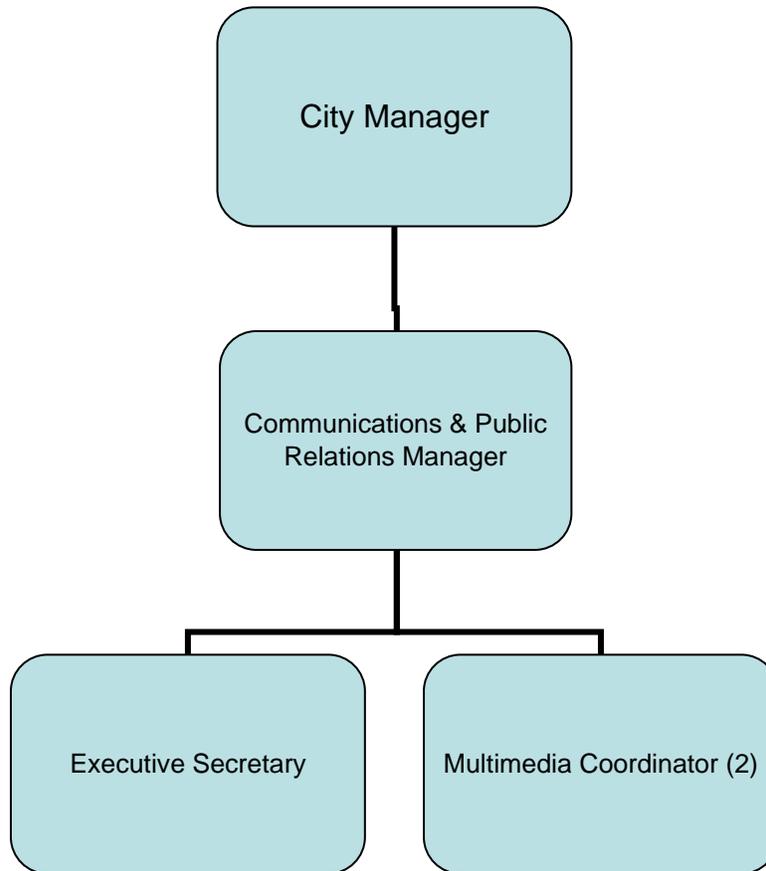
~\$60,000 budgeted in anticipation of two elections.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	95,803	96,088	99,091	106,077
Employee Benefits	30,218	36,593	37,072	35,401
Materials & Supplies	1,566	3,000	3,000	1,700
Services/ Other Crgs	15,966	18,630	18,330	18,840
Election Costs	65,323	115,000	115,000	60,000
Total	208,876	269,311	272,493	222,018
Revenue Sources:				
General Fund-Other	208,876	269,311	272,493	222,018
Total	208,876	269,311	272,493	222,018

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

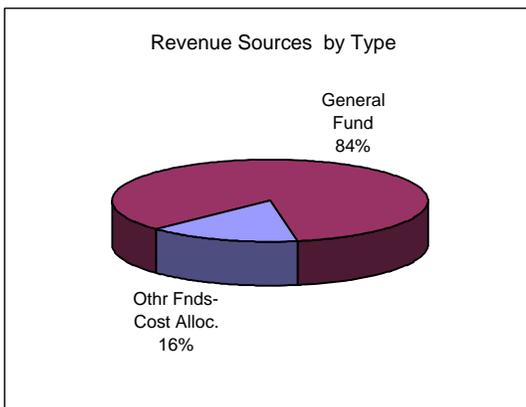
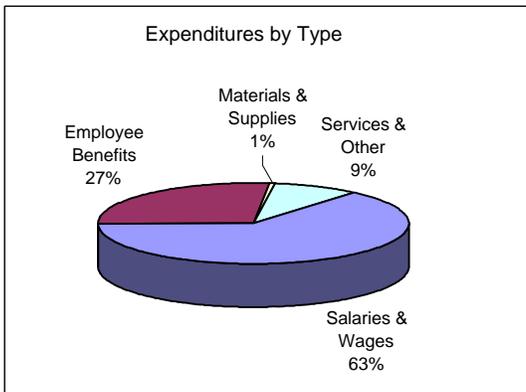
City Manager
Executive Secretary

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Amount of \$15,000 added to the Professional Services line item to cover the cost of a professional facilitator for a goal setting session for the new City Council.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	161,630	162,913	164,270	167,110
Employee Benefits	64,273	70,251	70,435	70,661
Materials & Supplies	1,076	2,450	2,450	1,450
Services & Other	6,505	9,045	9,045	23,495
Total	233,484	244,659	246,200	262,716
Revenue Sources:				
Othr Fnds-Cost Alloc.	40,405	36,782	36,782	41,094
General Func	193,079	207,878	209,418	221,622
Total	233,484	244,659	246,200	262,716

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

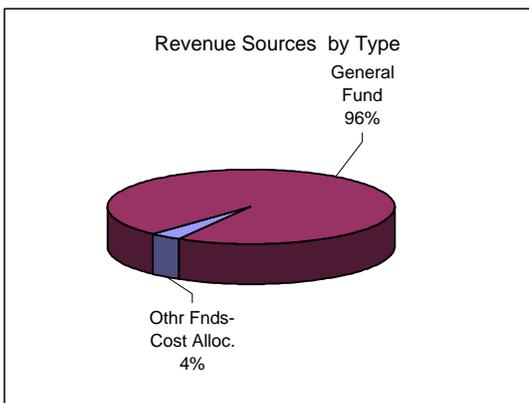
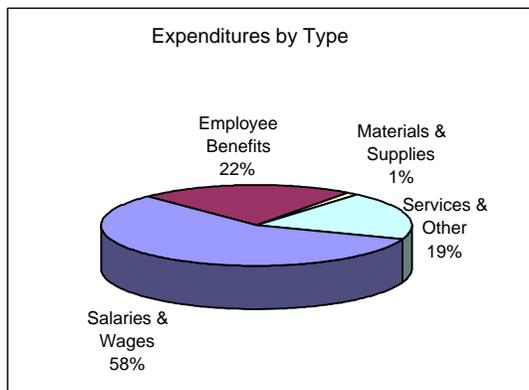
Communications & Public Relations Manager
Multi-Media Coordinator

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	2
2	2	2	3

Major Budgetary Changes & Program Highlights

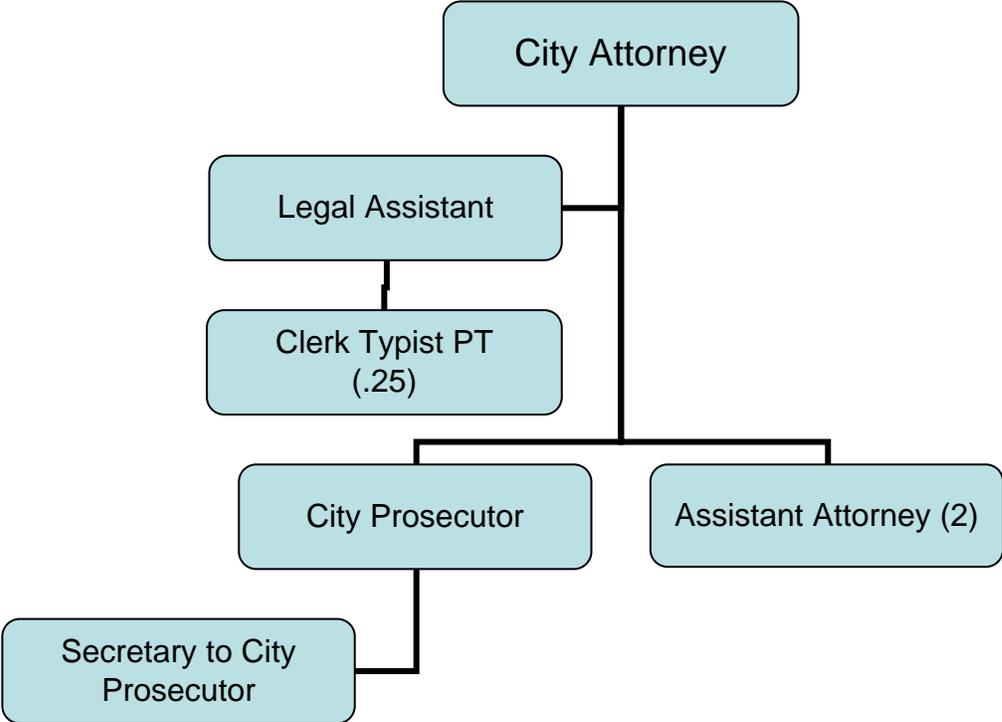
~During the budget work sessions, City Council, at council's suggestion, approved an additional position to enhance communications efforts for the public.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	96,504	96,582	98,635	139,313
Employee Benefits	35,316	38,059	38,338	53,639
Materials & Supplies	8,643	2,975	2,975	3,100
Services & Other	37,193	53,946	49,230	47,061
Total	177,656	191,562	189,178	243,113
Revenue Sources:				
Othr Fnds-Cost Alloc.	7,256	7,750	7,750	8,752
General Func	170,400	183,812	181,428	234,361
Total	177,656	191,562	189,178	243,113

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

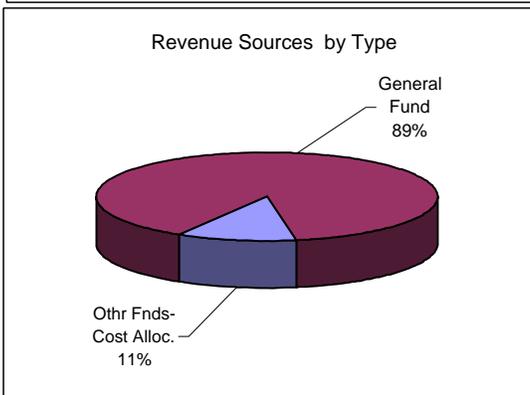
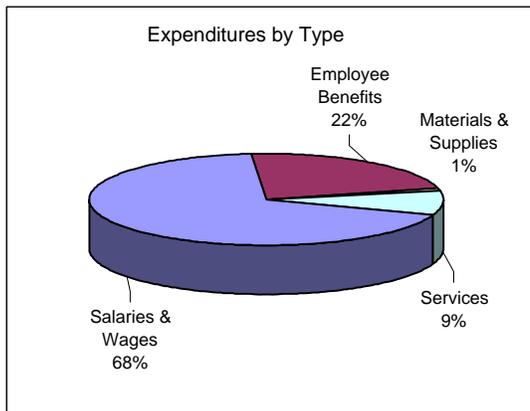
City Attorney
 Assistant City Attorney
 City Prosecutor
 Legal Assistant
 Secretary to City Prosecutor
 Clerk (PT)

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
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

~Other than the impact of the Compensation Study's implementation, no major changes.

Operating Budget Summary



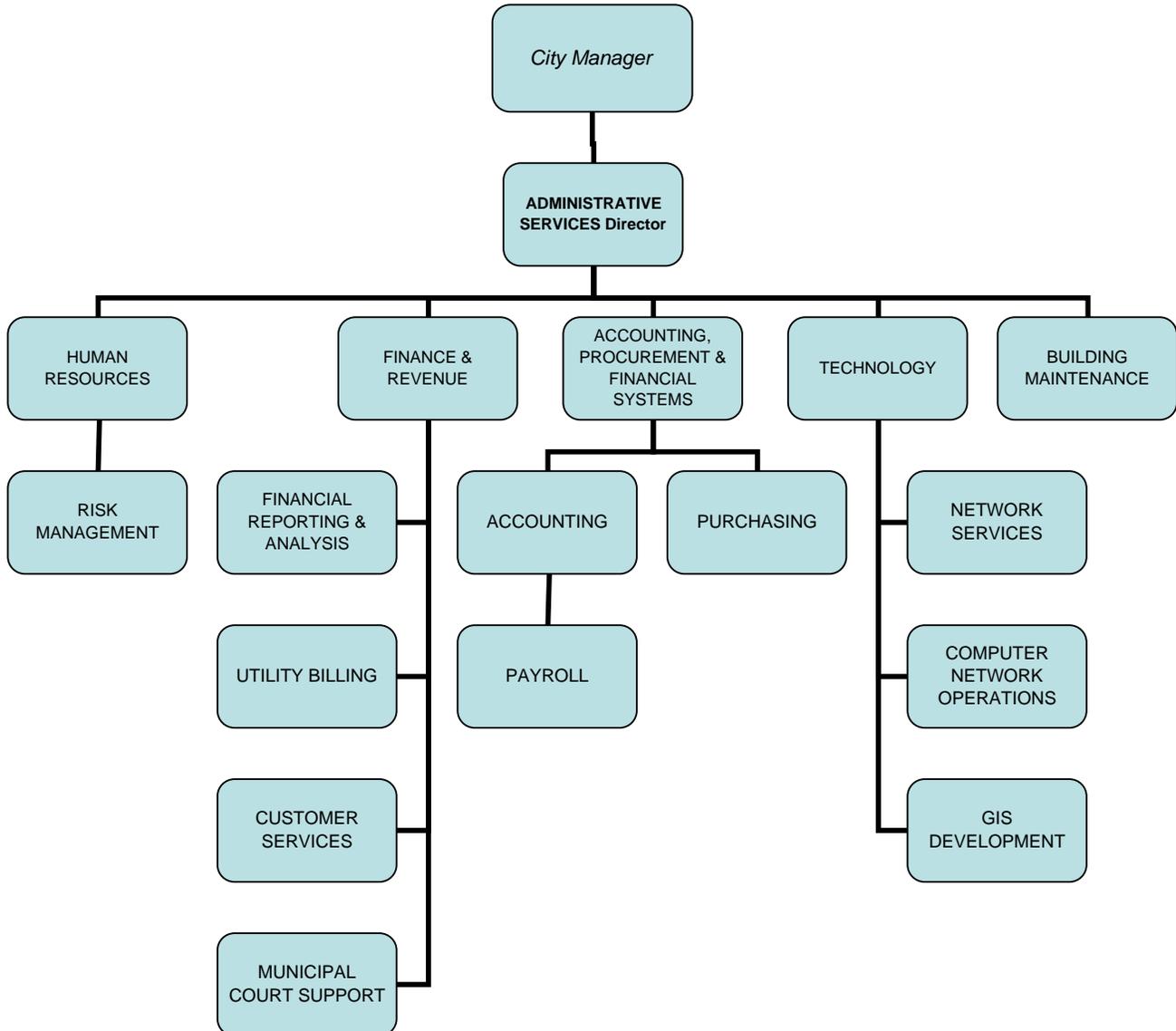
	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	361,806	362,482	366,794	378,732
Employee Benefits	105,674	114,569	115,175	124,710
Materials & Supplies	7,343	3,500	3,950	4,500
Services	30,555	47,727	27,752	48,654
Total	505,378	528,278	513,671	556,596
Revenue Sources:				
Othr Fnds-Cost Alloc.	53,814	55,879	55,879	62,878
General Func	451,564	472,399	457,792	493,718
Total	505,378	528,278	513,671	556,596

ADMINISTRATIVE SERVICES DEPARTMENT

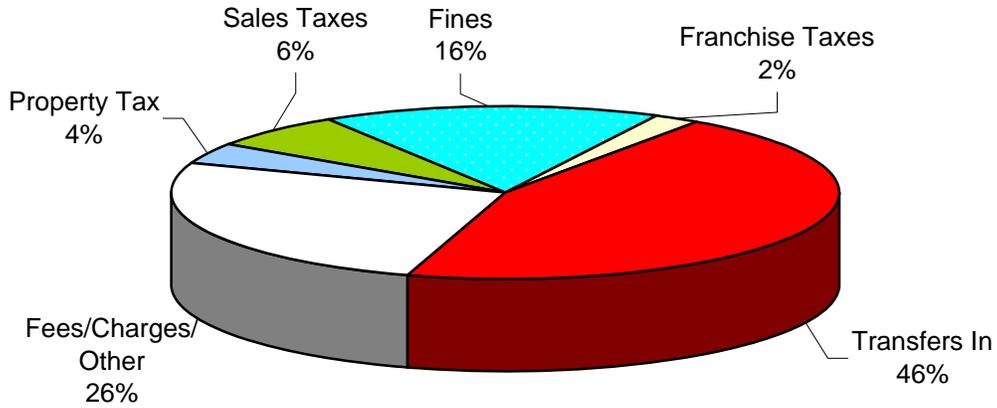
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

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.

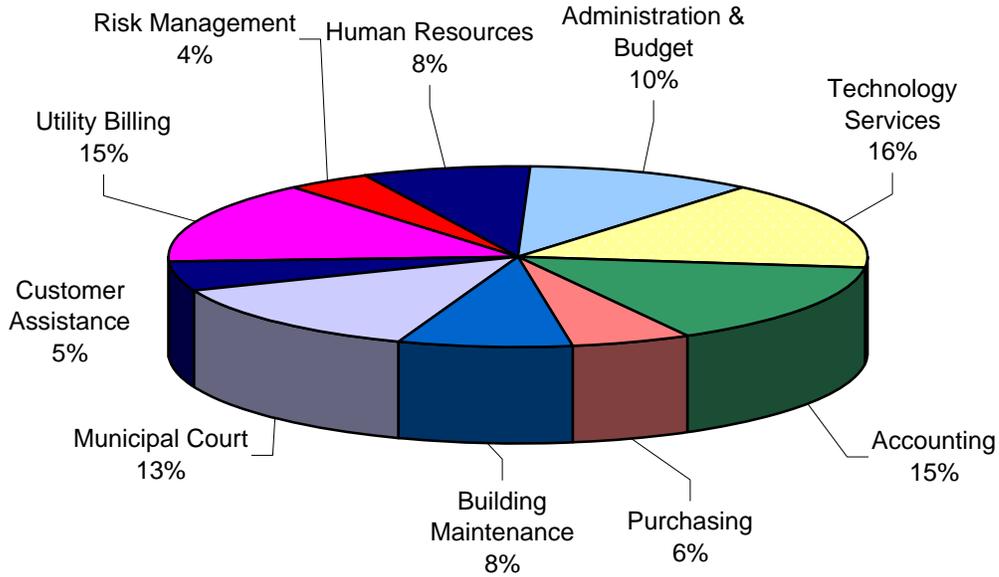
TOTAL BUDGETED RESOURCES: \$ 3,740,000



ADMINISTRATIVE SERVICES SOURCES & USES



FUNDING SOURCES



DEPARTMENT USES

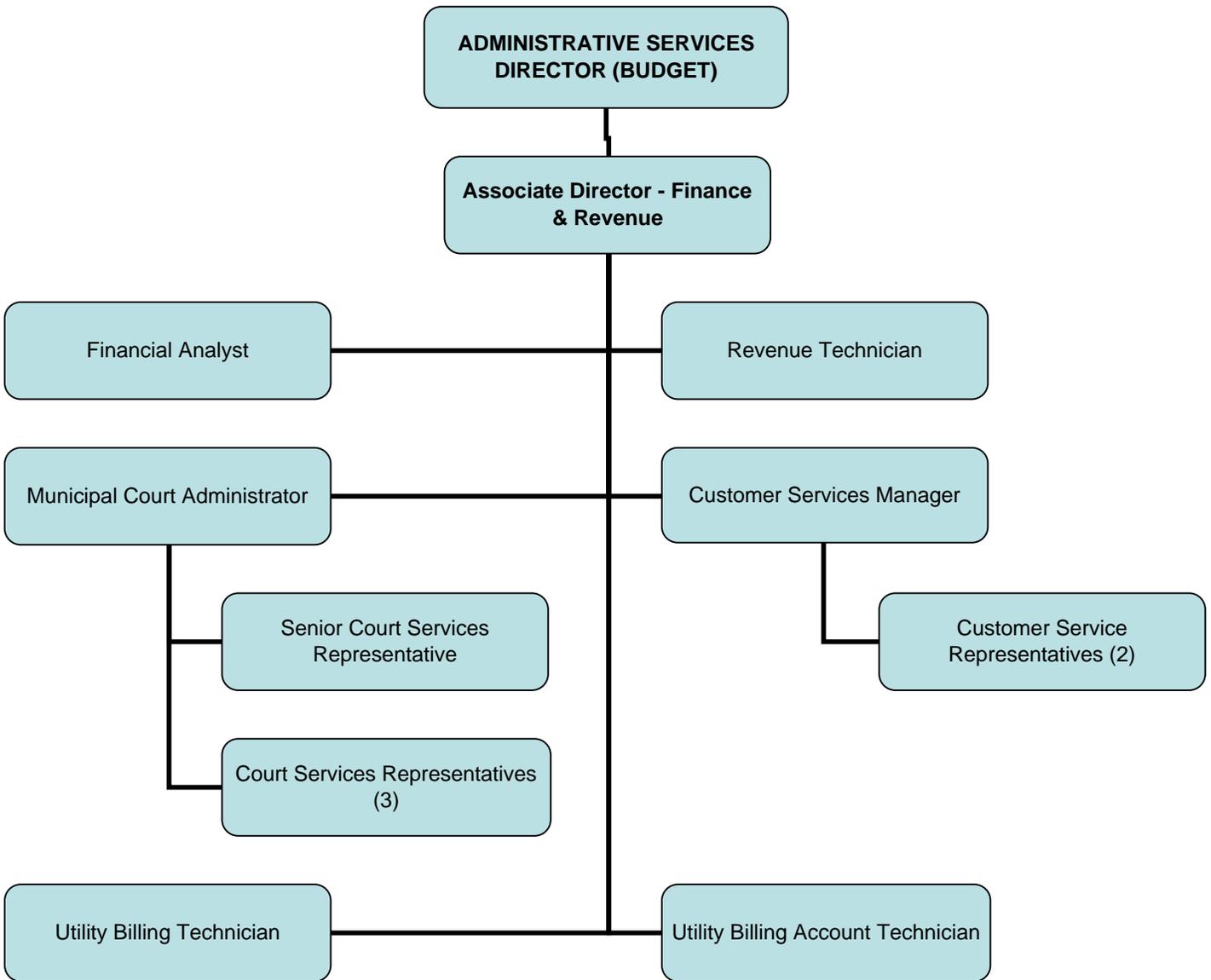
ADMINISTRATIVE SERVICES DEPARTMENTS SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	1,558,163	1,606,333	1,589,603	1,749,806
Payroll Expenses & Benefits	547,889	629,131	601,280	655,372
Materials & Supplies	179,730	187,065	180,200	185,865
Utilities & Other Contracted Services	913,980	1,079,511	1,123,574	1,145,264
Capital Outlay	0	0	3,627	3,627
	3,199,762	3,502,040	3,498,284	3,739,934
USES BY PROGRAM				
Administration & Budget	338,598	363,354	357,085	385,192
Accounting	502,288	524,493	518,860	544,079
Purchasing	185,776	199,320	192,739	201,259
Customer Services	161,085	187,011	173,997	191,419
Utility Billing	401,847	515,211	537,450	610,863
Building Maintenance	291,305	282,514	291,510	298,487
Municipal Court Services	410,426	456,017	448,513	480,610
Designated Court Training	7,584	7,350	7,375	7,950
Human Resources	249,838	278,389	279,127	289,773
Risk Management	128,840	135,143	135,802	145,897
Network Services	262,102	269,601	273,589	299,628
GIS	25,486	29,950	28,550	29,950
Computer Network Operations:	234,587	253,687	253,687	254,827
	3,199,762	3,502,040	3,498,284	3,739,934
FUNDING SOURCES				
General Fund	1,760,349	2,173,714	2,113,787	2,787,061
CDBG Fund	112,009	112,009	112,009	108,121
Museum Fund	1,816	1,816	1,816	1,570
Spcl Allocation Fund	231,177	210,000	266,170	266,170
Golf Fund	34,124	34,124	34,124	38,751
Water Protection Fund	837,182	747,272	747,272	328,610
Mass Transit Fund	64,175	64,175	64,175	60,519
Airport Fund	37,758	37,758	37,758	36,561
Landfill Fund	71,750	71,750	71,750	71,750
Parking Fund	49,422	49,422	49,423	40,821
	3,199,762	3,502,040	3,498,284	3,739,934
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, FINANCE & REVENUE



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. Implement processes for 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 reimburseable 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 tax initiatives: 2013 CIP Tax and Public Safety Tax.
- Prepared annual indirect cost plan and two additional cost-of-services plans.
- Prepared Annual Budget document to reflect the new Public Safety Tax Fund requirements.
- Worked on negotiating team for labor contracts in light of the results of the Compensation Plan study.
- Revenue Technician certification for State MULES system to research parking ownership records to further enhance the parking fine collection process.
- Updated collection procedures for Special Assessments to include turning over to City's Collection Agency.
- Prepared, for Council adoption, two policies - Debt Management Policy, Collections & Write Off Policy

Budget Challenges/Planned Initiatives

- Careful monitoring of city revenues & expenditures; preparing for the challenges facing the City.
- Oversee implementation of the updated financial software system - ONEsolution.
- Work on updating employee job appraisal process to meet Council and Administration's goal of providing a performance component.
- Continue development of utility billing system. Implement Accounts Receivable and Cash Receipts process to include monitoring of those accounts sent to collection agency.
- 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

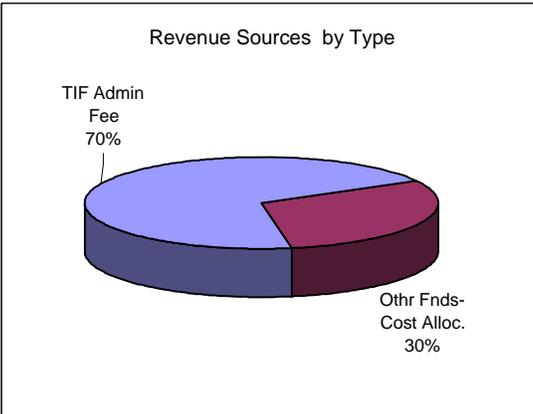
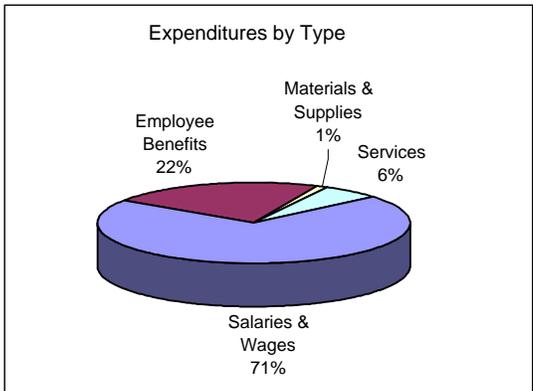
Director of Administrative Services
 Associate Director - Finance & Revenue
 Financial Analyst
 Revenue Technician

2012-13 Actual	2013-14		2014-15 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

-Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	242,755	241,358	249,127	271,459
Employee Benefits	74,403	82,461	77,615	85,358
Materials & Supplies	4,769	5,800	4,570	4,700
Services	16,433	33,485	25,535	23,425
Other Charges	238	250	238	250
Total	338,598	363,354	357,085	385,192
Revenue Sources:				
TIF Admin Fee	231,177	210,000	266,170	266,170
Othr Fnds-Cost Alloc.	149,187	119,173	119,173	114,974
General Func	(41,766)	34,181	(28,258)	4,048
Total	338,598	363,354	357,085	385,192

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>
Number of business, health, liquor licenses; fire & alarm permits issued (Prior year)	8,100	8,360
Number of new business licenses issued	645	709
Amount generated for business licenses	\$867,000	\$860,321

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. 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

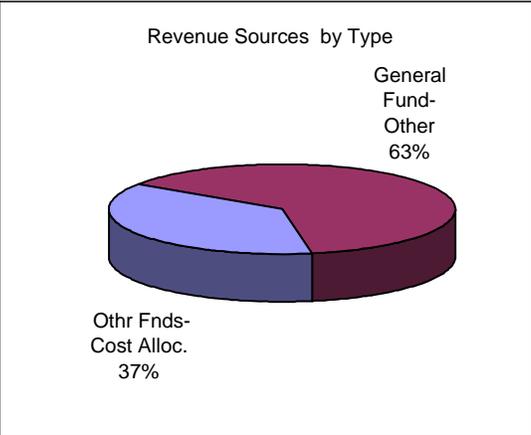
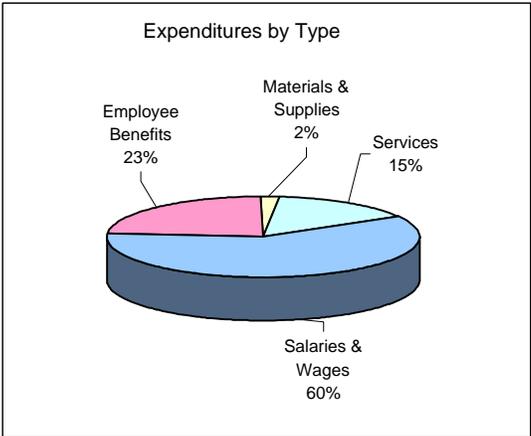
- Customer Services Manager
- Customer Services Representative
- Customer Services Representative - Utility Payments (TBC)

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
0	0	0	0
3	3	3	3

Major Budgetary Changes & Program Highlights

~~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	99,750	109,695	103,041	114,348
Employee Benefits	33,877	44,360	42,820	44,515
Materials & Supplies	2,258	3,600	3,000	3,600
Services	25,200	29,356	25,136	28,956
Total	161,085	187,011	173,997	191,419
Revenue Sources:				
Othr Fnds-Cost Alloc.	50,310	35,413	35,413	71,304
General Fund-Other	110,775	151,598	138,584	120,115
Total	161,085	187,011	173,997	191,419

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	FY2013*	FY2014
Average Number of bills generated monthly	25,700	25,700
Average Number of monthly payments, by type:		
Lockbox	12,000	12,835
Web 2,500-2,700		2,246
IVR (interactive voice response by phone) n/a		611
FirsTech (contracted vendor in grocery stores)	1,000	965
City Hall walk-ins, drop box, direct mail	500	418
Web Payment Types		
Credit cards	64.5%	58.1%
Check	35.5%	41.9%

*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

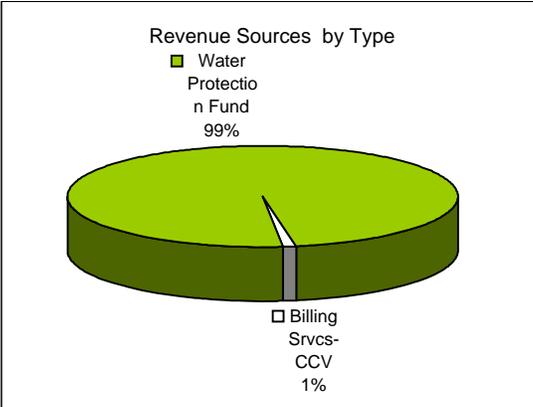
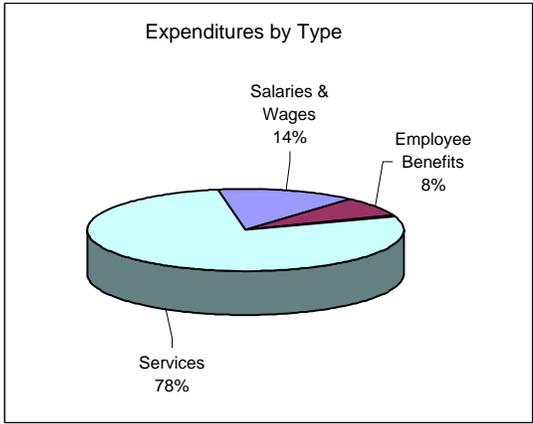
Utility Billing Technician
 Utility Billing Account Technician
 PT Utility Billing Account Technician (25 hrs/wk)

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	0	0	0.625
2	2	2	2.625

Major Budgetary Changes & Program Highlights

- ~During the FY15 budget work session, City Council approved funding for a part-time account technician.
- ~The Benefits category include \$10,000 for on-going training of staff in the various software programs and for other staff in the Accela work management system.
- ~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



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	51,762	55,681	52,663	85,191
Employee Benefits	37,780	35,666	32,706	48,591
Materials & Supplies	9,327	2,500	2,500	2,500
Services	302,978	421,364	445,954	470,954
Other Charges	0	0	3,627	3,627
Total	401,847	515,211	537,450	610,863
Revenue Sources:				
Billing Svcs-CCV	0	0	3,500	7,200
Water Protection Fund	401,847	515,211	533,950	603,663
Total	401,847	515,211	537,450	610,863

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

- Implemented process for the beginning stages of interfacing with the St. Joseph Police Department and Municipal Court to download citations.
- Coordinated new court calendar which gives Property Maintenance, and Animal Control cases their own dockets twice a month.
- Began migration toward a paperless environment by scanning web payments, driver licenses, Photo ID's, and Attorney entries.
- Implemented a Consent to forfeit bond sheet so defendants can post bond and not be required to appear before the Judge
- Implemented procedures for sending citations to an outside collection agency on a monthly basis.

Budget Challenges/Planned Initiatives

- Research and implement solution for storage of citation data as required by State Statute.
- Develop procedures for monitoring outside collections.
- Procedures for processing of proposed hearings for Red Light Camera citations as they occur has been placed on hold due to State Legislation.
- 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.
- Complete the "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

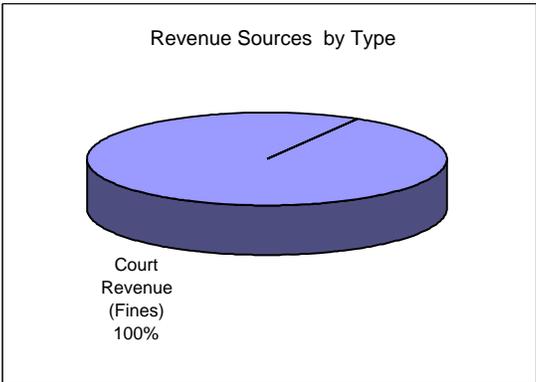
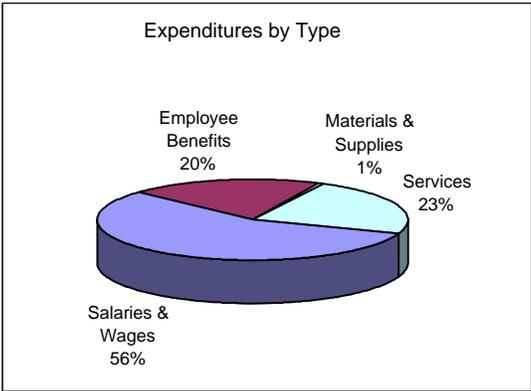
- Municipal Court Judge (elected)
- Municipal Court Administrator
- Senior Court Srvcs Representative
- Court Services Representative
- Substitute Judges (PT) less than 100 hours per year

2012-13	2013-14		2014-15
	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

^ Frequent turn-over is affecting the up and down of the payroll categories. FY15 budget reflects full staffing at the new compensation levels.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	230,462	256,530	234,415	271,086
Employee Benefits	73,780	97,200	88,627	95,549
Materials & Supplies	4,202	3,225	3,300	3,225
Services	101,982	99,062	122,171	110,750
Total	410,426	456,017	448,513	480,610
Revenue Sources:				
Interest & Other	777	700	1,400	850
Court Revenue (Fines)	862,618	845,000	843,500	846,500
Total	863,395	845,700	844,900	847,350

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

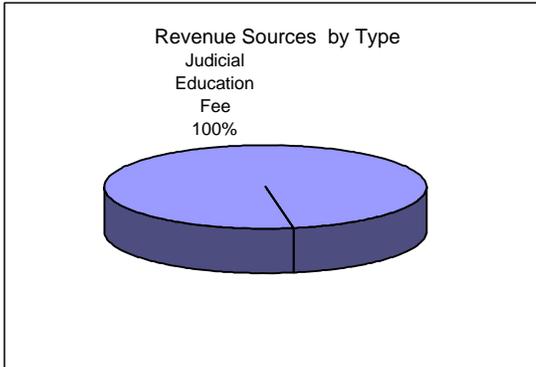
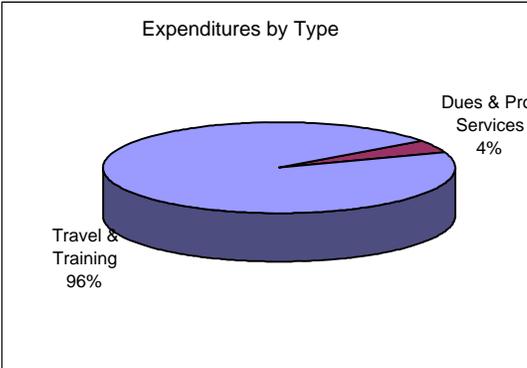
N/A

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	

Major Budgetary Changes & Program Highlights

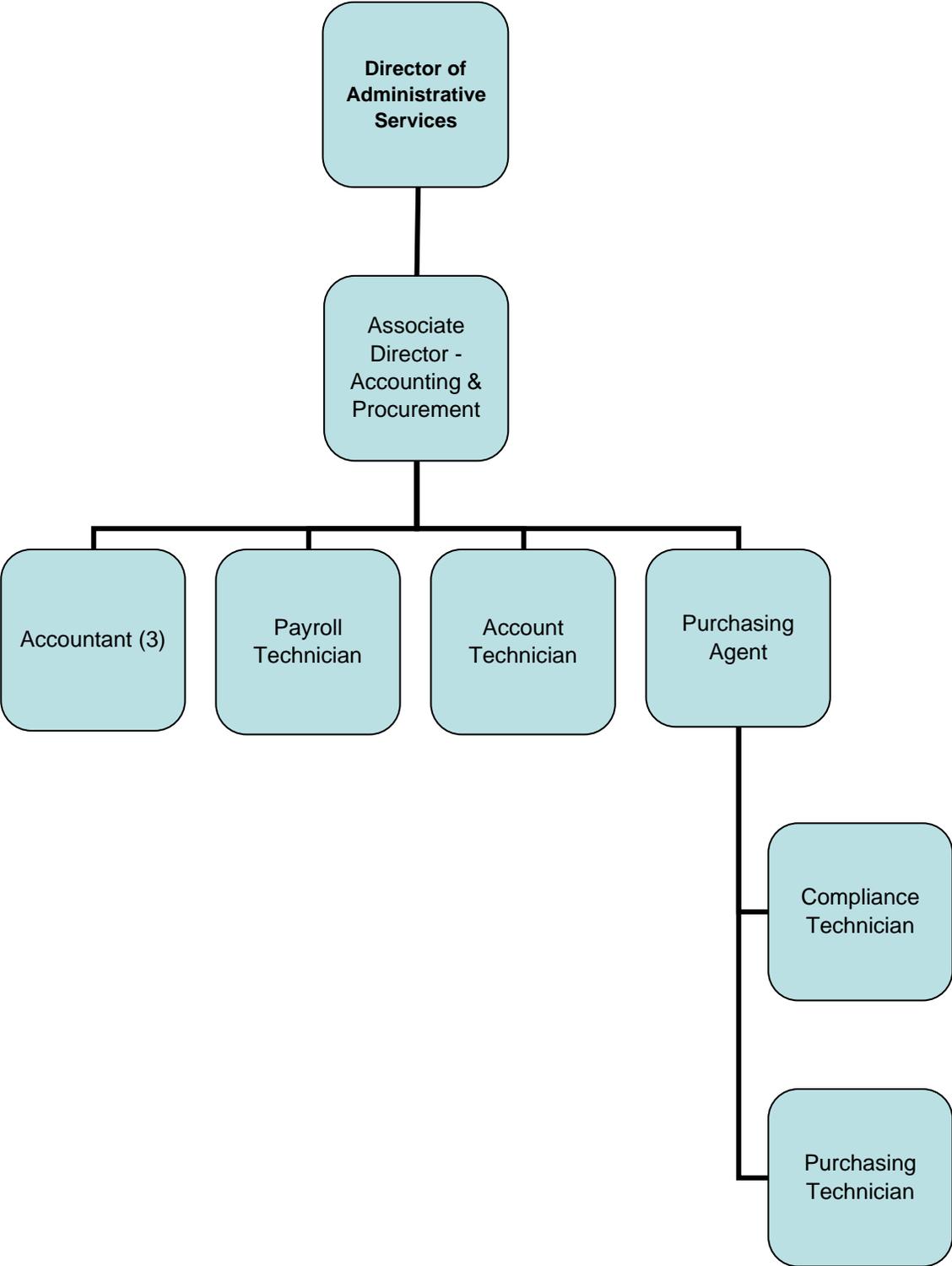
~ In FY12 a change in state law allowed prisoner costs to be charged to this account. In FY13 another change allowed a portion of the fund be set aside to supply a public defender to an indigent defendant if so requested. Exact amount of the dollar split remains to be determined by the Municipal Judge.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Travel & Training	7,584	7,000	7,000	7,600
Dues & Prof Services	0	350	375	350
Total	7,584	7,350	7,375	7,950
Revenue Sources:				
Judicial Education Fee	13,387	10,000	10,000	10,000
Total	13,387	10,000	10,000	10,000

ACCOUNTING, PROCUREMENT, FINANCIAL SYSTEMS



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 24th 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, five (5) trust and agency funds.
- Working with the city's financial software vendor to enhance and improve the City's financial software.
- Initiated Procurement/AP Card contract with new vendor.
- Recorded the State Revolving Fund Direct Loan offered by Department of Natural Resources.

Performance Statistics

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

Budget Challenges/Planned Initiatives

Planned Initiatives:

- Continue to assure migration from IFAS to OneSolution financial software system a smooth one.
- Upcoming CAFR will require compliance with GASB issued Statement No. 66 (Technical Corrections), GASB issued Statement No. 67 (Financial Reporting for Pension Plans), GASB issued Statement No. 68 (Accounting and Financial Reporting for Pensions), GASB issued Statement No. 69 (Government Combinations and Disposals of Government Operations), GASB issued Statement 70 (Accounting and Financial Reporting for Nonexchange Financial Guarantees), and GASB issued Statement 71 (Pension Transition for Contributions Made Subsequent to the Measurement Date).

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

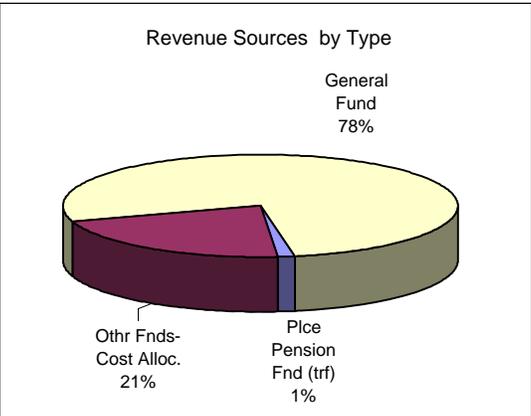
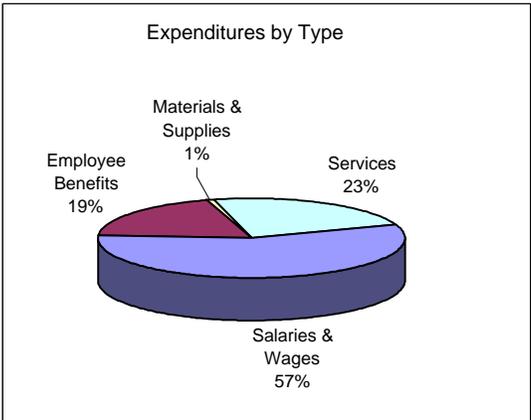
Accounting Manager
 Associate Director - Accounting & Procurement
 Accounting Supervisor
 Accountant
 Account Technician
 Payroll Technician

2012-13	2013-14		2014-15
	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



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	288,978	292,220	297,687	308,052
Employee Benefits	91,799	101,298	98,960	103,986
Materials & Supplies	4,941	5,000	3,200	5,000
Services	116,570	125,975	119,013	127,041
Total	502,288	524,493	518,860	544,079
Revenue Sources:				
Plce Pension Fnd (trf)	8,180	8,000	8,000	8,000
Othr Fnds-Cost Alloc.	158,407	158,407	158,407	116,384
General Func	335,701	358,086	352,453	419,695
Total	502,288	524,493	518,860	544,079

Purchasing Division

Mission

Promote 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.

Core Services

- Provide accounts payable, purchasing and receiving services.
- Communicate effectively with City staff and outside vendors to ensure compliance with established federal, state and local procurement statutes.
- Provide multiple channel through which bid openings and requests for proposals can be accessed by vendors, including on-line bid opportunities and vendor listings.
- Maximize efficiencies and cost savings in the procurement of materials & supplies.
- Reduce the City's exposure to financial risk (loss of grant funding) by ensuring construction contractors comply with state and federal prevailing wage laws.
- Increase public confidence in municipal government procurement on the part of the general citizenry through adherence to the adopted Purchasing Policy.

Current Year Activity/Achievements

- Current bid opportunities and bid results are now being posted on the City website making it easier for vendors to download specifications which aren't construction related.
- Organized a City Auction for sale of surplus property from all City Departments.
- Now able to track companies or individuals who are picking up bids from the City website.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of bids and contract awards processed	137	146
Bids and contracts processed within three (3) working days	Yes	Yes
Number of "front end" documents developed for capital projects	31	32
Number of accounts payable transactions processed	26,061	60,835
Amount of revenue generated by use of City procurement card for large vendor invoice payments	\$20,955	\$27,723
Number of federal & state prevailing wage payroll audits/on-site visits at on-going projects	49	54

Budget Challenges/Planned Initiatives

Budget Challenges:

- Rising postage and advertising costs put a strain on our budget.

Planned Initiatives:

- Looking into on-line bidding
- Identify more vendors who accept the AP card for payment of invoices
- Look into sources to reduce freight charges on items being sent from the City.

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

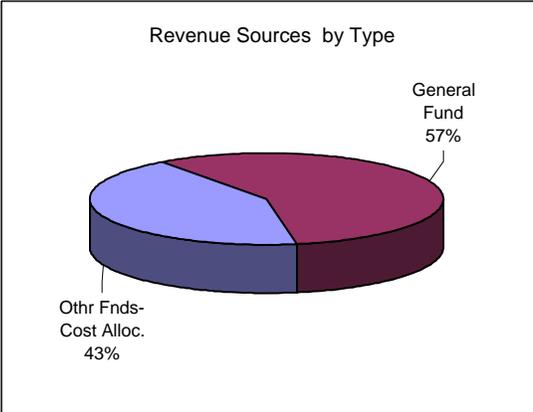
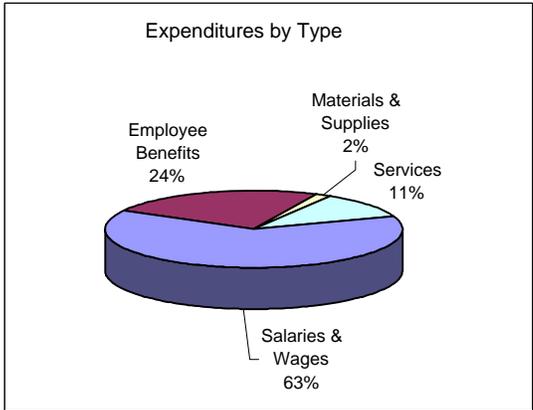
Purchasing Agent
 Compliance Technician
 Account Technician

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

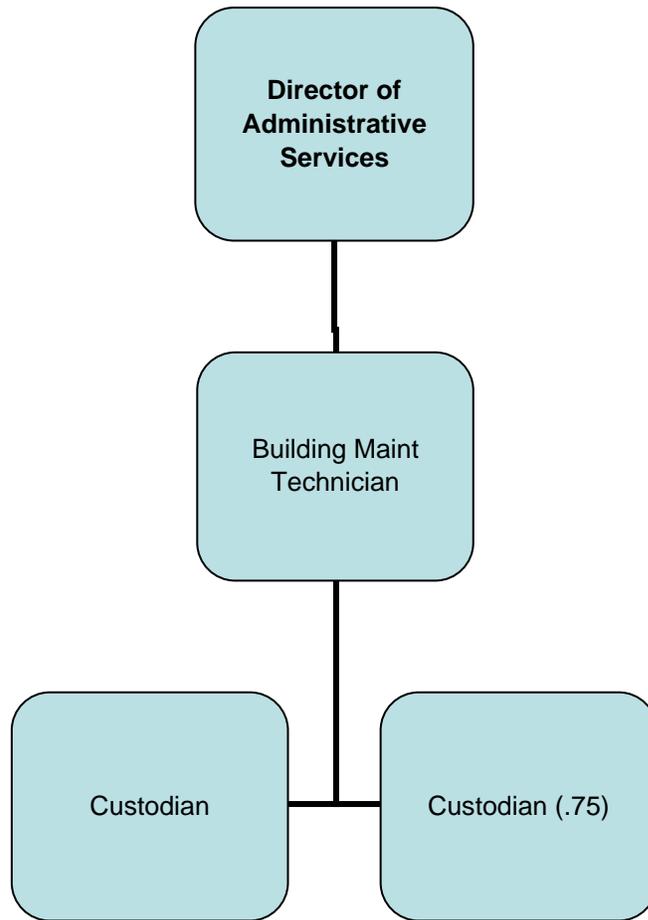
- ~The Services Category increased by \$3,000 to try to stay even with the costs of advertising for bids and RFP's.
- ~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	118,565	123,230	122,912	124,854
Employee Benefits	39,192	47,290	44,691	47,311
Materials & Supplies	3,488	3,400	2,990	3,400
Services	19,877	25,300	22,046	21,040
Other Charges	4,654	100	100	4,654
Total	185,776	199,320	192,739	201,259
Revenue Sources:				
Othr Fnds-Cost Alloc.	85,000	88,221	88,221	86,101
General Func	100,776	111,099	104,518	115,158
Total	185,776	199,320	192,739	201,259

BUILDING MAINTENANCE



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>
Number of work orders completed	175	286
Percent of work orders completed within 5 working days	98%	98%

Budget Challenges/Planned Initiatives

A new dumpster enclosure will be completed by spring/summer of 2014.
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

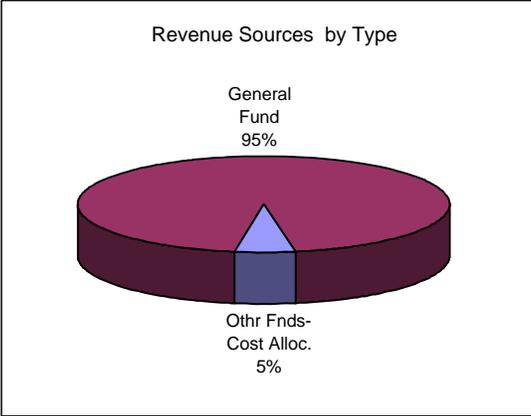
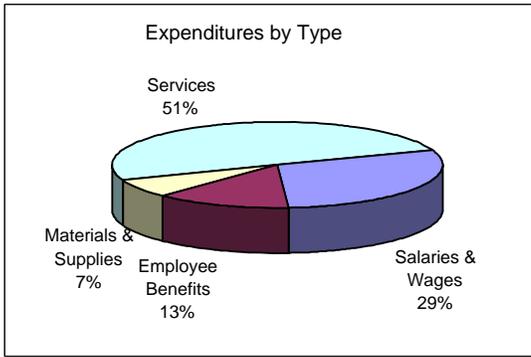
Building Maintenance Technician
 Custodian
 PT Custodian

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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

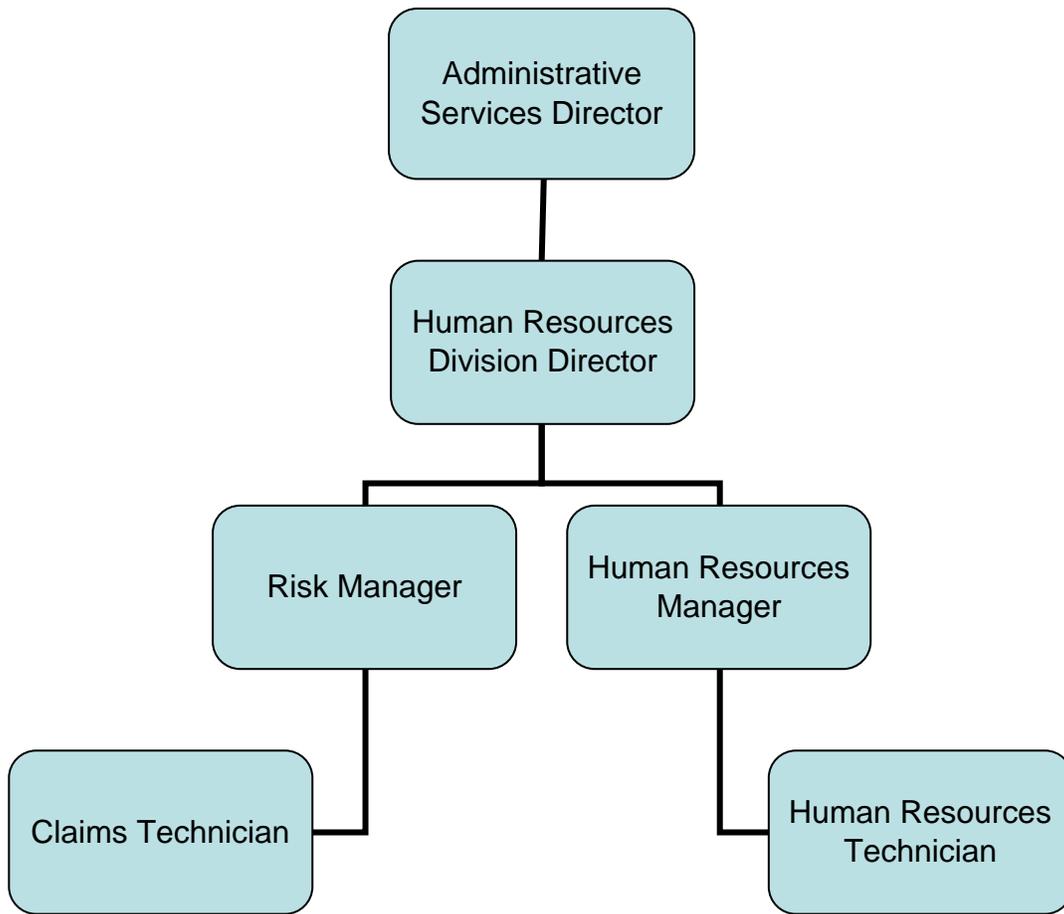
- ~\$4,000 is budgeted in M&R of Buildings & Facilities to take care of the minor repairs to stairs, sidewalks, porch areas directly around City Hall.
- ~A total of \$6,200 was added to the M&R of Buildings line items. Costs have run over budget for several years.
- ~Wages & Benefits reflect the impact of the Compensation Study implementation.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	87,339	86,936	79,958	87,952
Employee Benefits	36,063	39,186	32,902	39,443
Materials & Supplies	25,891	19,915	21,415	21,415
Services	142,012	136,477	157,235	149,677
Total	291,305	282,514	291,510	298,487
Revenue Sources:				
Othr Fnds-Cost Alloc.	33,562	14,456	14,456	15,483
General Func	257,743	268,058	277,054	283,004
Total	291,305	282,514	291,510	298,487

HUMAN RESOURCES



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, Points to Blue, National Walk at Lunch, etc.
- Coordinate employee leaves including but not limited to Family & Medical Leave Act absences.
- Ensure performance evaluations are completed and processed yearly and as circumstances require.
- Process all personnel actions and the various tasks associated with each.

Current Year Activity/Achievements

- Implemented a new compensation plan.
- Finalized implementation to extensive use on-line only through the new Applicant Tracking System.
- 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 2013
- 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).
- Organized an extensive day long Supervisor Workshop.
- 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:		FY2013	FY2014
Entry level and promotional tests administered		8	10
Applications processed		3,100	5,000
Jobs posted		110	145
New hires in-processed:	Full time	80	100
	Part time	155	147
Performance appraisals reviewed		667	657
Retirement applications facilitated		36	21
FMLA Requests processed		152	120
Personnel actions processed		507	588

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 prepare for conversion to OneSolution.

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

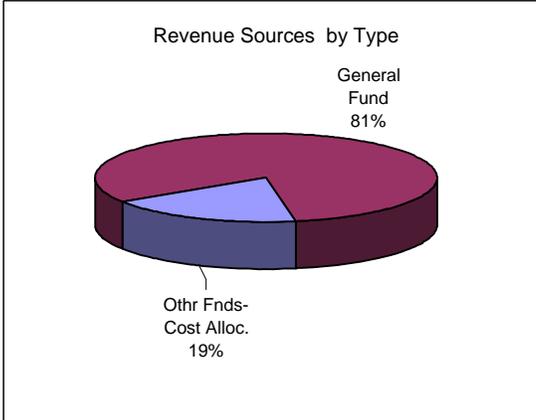
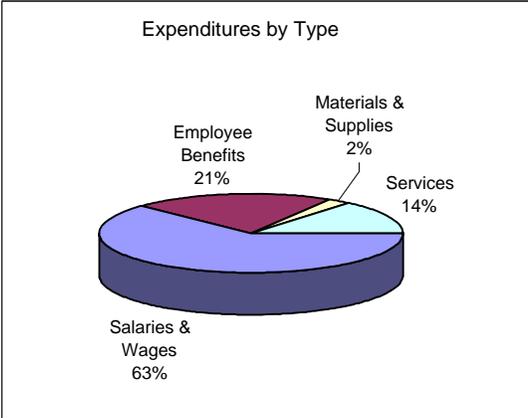
Human Resources Division Director
 HR Manager
 HR Technician

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	167,617	168,065	171,533	180,162
Employee Benefits	48,779	60,234	60,704	62,186
Materials & Supplies	4,312	6,900	5,000	6,900
Services	29,130	43,190	41,890	40,525
Total	249,838	278,389	279,127	289,773
Revenue Sources:				
Othr Fnds-Cost Alloc.	50,003	48,558	48,558	54,138
General Func	199,835	229,831	230,569	235,635
Total	249,838	278,389	279,127	289,773

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>
• Responded to liability claims	37	49
• Processed liability subrogation claims	10	36
• Processed employee injury incidents	167	188

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:

- Improve Safety Communication across all departments and operations through an improved top-down management approach with increased accountability.

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

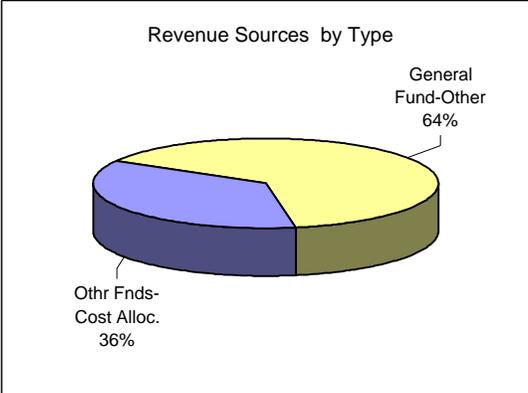
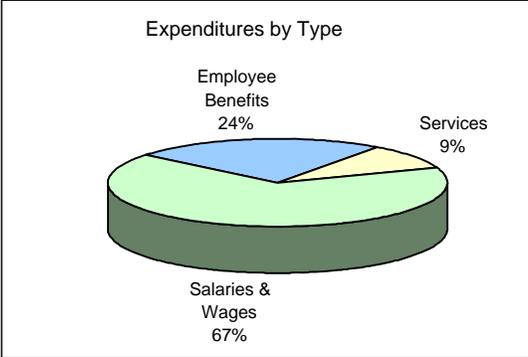
Risk Manager
 Claims Technician

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

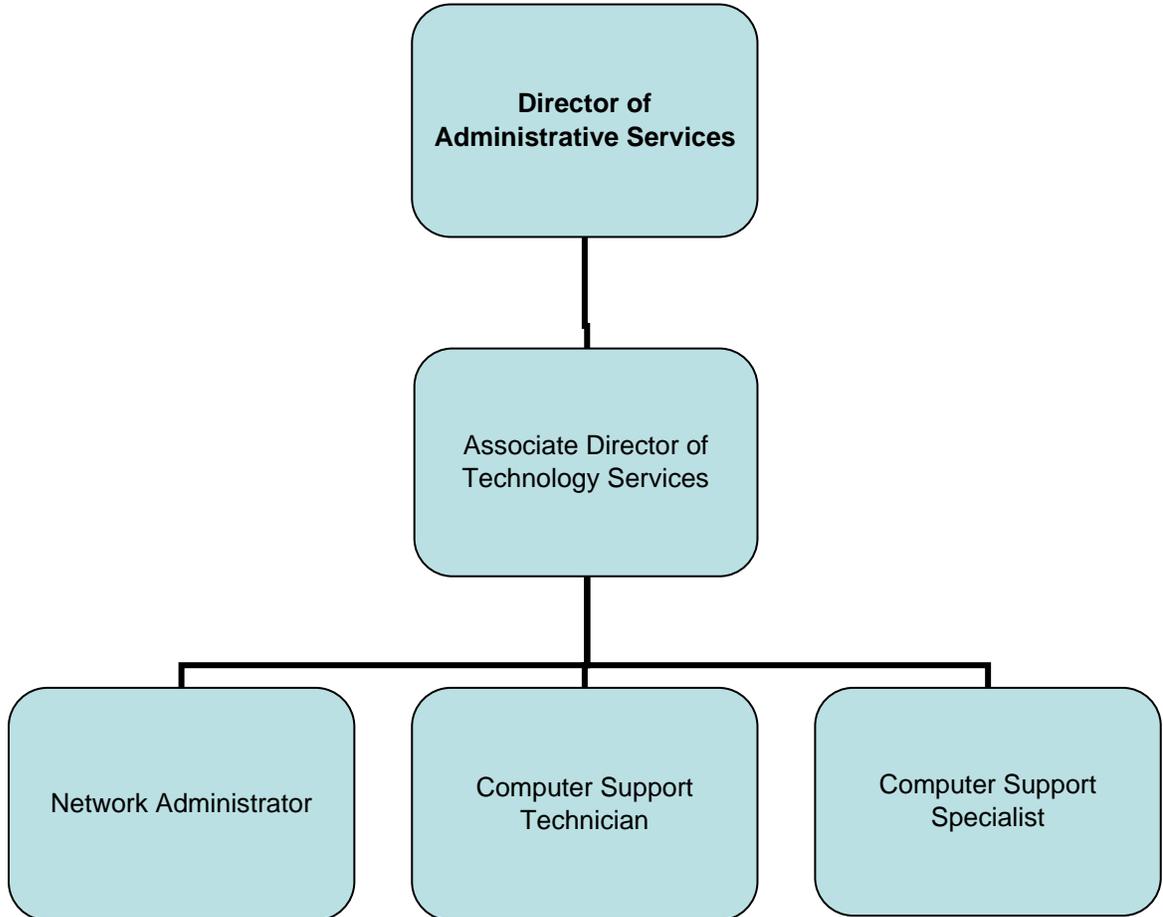
--Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	85,884	87,432	88,760	96,665
Employee Benefits	31,231	33,871	34,123	35,392
Services	11,725	13,840	12,919	13,840
Total	128,840	135,143	135,802	145,897
Revenue Sources:				
Othr Fnds-Cost Alloc.	46,150	35,149	35,149	52,623
General Fund-Other	82,690	99,994	100,653	93,274
Total	128,840	135,143	135,802	145,897

TECHNOLOGY



TECHNOLOGY SERVICES

Network Services/GIS/Network Operations

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 services to over 600 staff at 30 locations.
- Maintain the data 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, 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 by 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 IFAS to OneSolution.
- Upgrading Permits Plus to Accela Automation.
- Partnered with CivicPlus to host the City's website.
- Server consolidation and virtualization.
- Implemented live streaming to mobile devices.
- Installation of several more wireless access points at City facilities.
- Installation of DELL Appassure backup and disaster recovery software.
- Searched for a new phone system to replace current AT&T Plexar system.
- Replaced SEVERAL Windows XP workstations with Windows 7.

• 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.

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Complete implementation of: financial software (IFAS) upgrade to OneSolution; Microsoft Office 2010 throughout the network; Accela Automation; City's website upgrade with CivicPlus.
- Continue virtualization/consolidation of servers.
- Upgrade phone system to replace current ATT Plexar system.
- Continue to upgrade PCs and replace Windows XP machines.
- Develop and implement a BYOD policy.
- Management of personal devices used on our 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

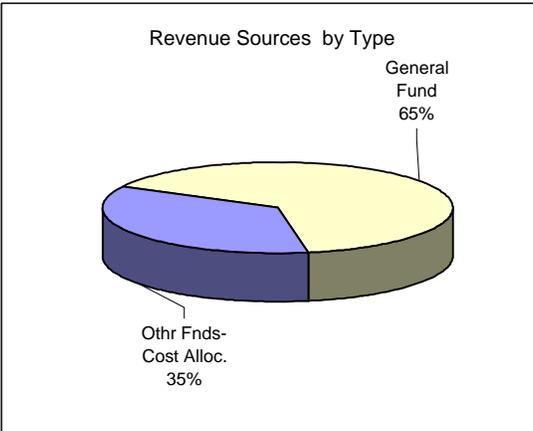
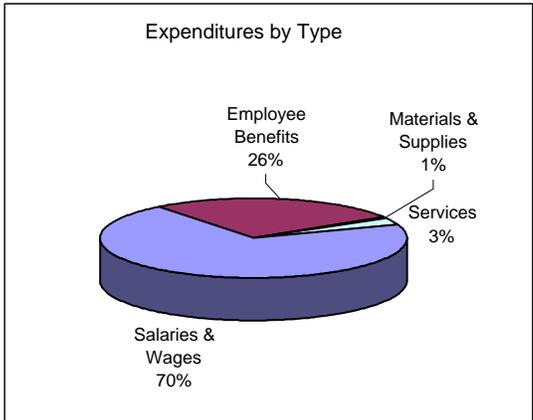
- Assoc Director - Technology Services
- Network Administrator
- Computer Support Technician
- Computer Support Specialist

2012-13	2013-14		2014-15
	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

~~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	185,051	185,186	189,507	210,037
Employee Benefits	68,065	75,065	75,632	79,241
Materials & Supplies	1,454	1,975	1,075	1,975
Services	7,532	7,375	7,375	8,375
Total	262,102	269,601	273,589	299,628
Revenue Sources:				
Othr Fnds-Cost Alloc.	122,645	143,821	143,821	106,161
General Func	139,457	125,780	129,768	193,467
Total	262,102	269,601	273,589	299,628

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

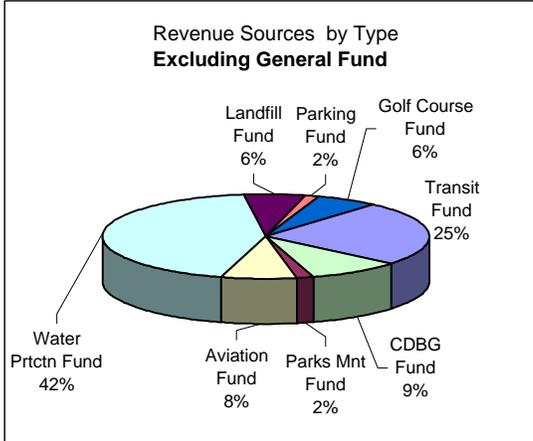
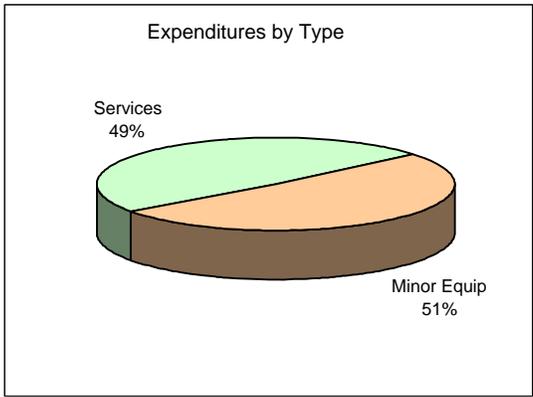
N/A

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Minor Equipment	115,938	130,000	130,000	130,000
Services	118,649	123,687	123,687	124,827
Capital Outlay	0	0	0	0
Total	234,587	253,687	253,687	254,827
Revenue Sources:				
General Fund	175,727	191,557	191,557	185,067
CDBG Fund	7,630	6,540	6,540	6,540
Parks Mnt Fund	0	1,090	1,090	1,090
Aviation Fund	3,270	4,360	4,360	5,450
Water Prtctn Fund	22,890	22,890	22,890	30,520
Landfill Fund	4,360	4,360	4,360	4,360
Parking Fund	2,180	2,180	2,180	1,090
Golf Course Fund	2,180	4,360	4,360	4,360
Transit Fund	16,350	17,440	17,440	17,440
Total	234,587	254,777	254,777	255,917

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

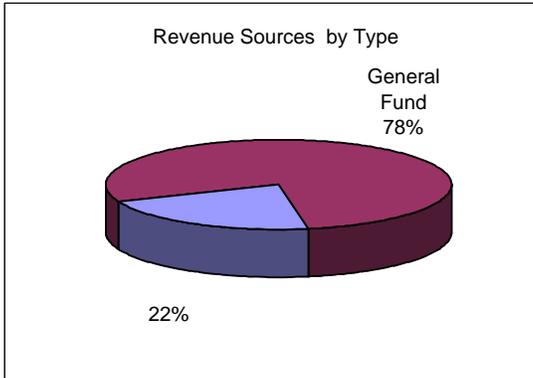
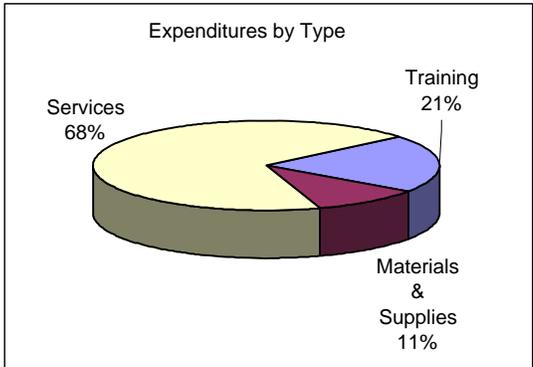
N/A

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

~ No major changes

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Training	5,336	5,500	5,500	6,200
Materials & Supplies	3,150	4,750	3,150	3,150
Services	17,000	19,700	19,900	20,600
Total	25,486	29,950	28,550	29,950
Revenue Sources:				
Trf frm Sewer	6,450	6,450	6,450	6,450
General Func	19,036	23,500	22,100	23,500
Total	25,486	29,950	28,550	29,950

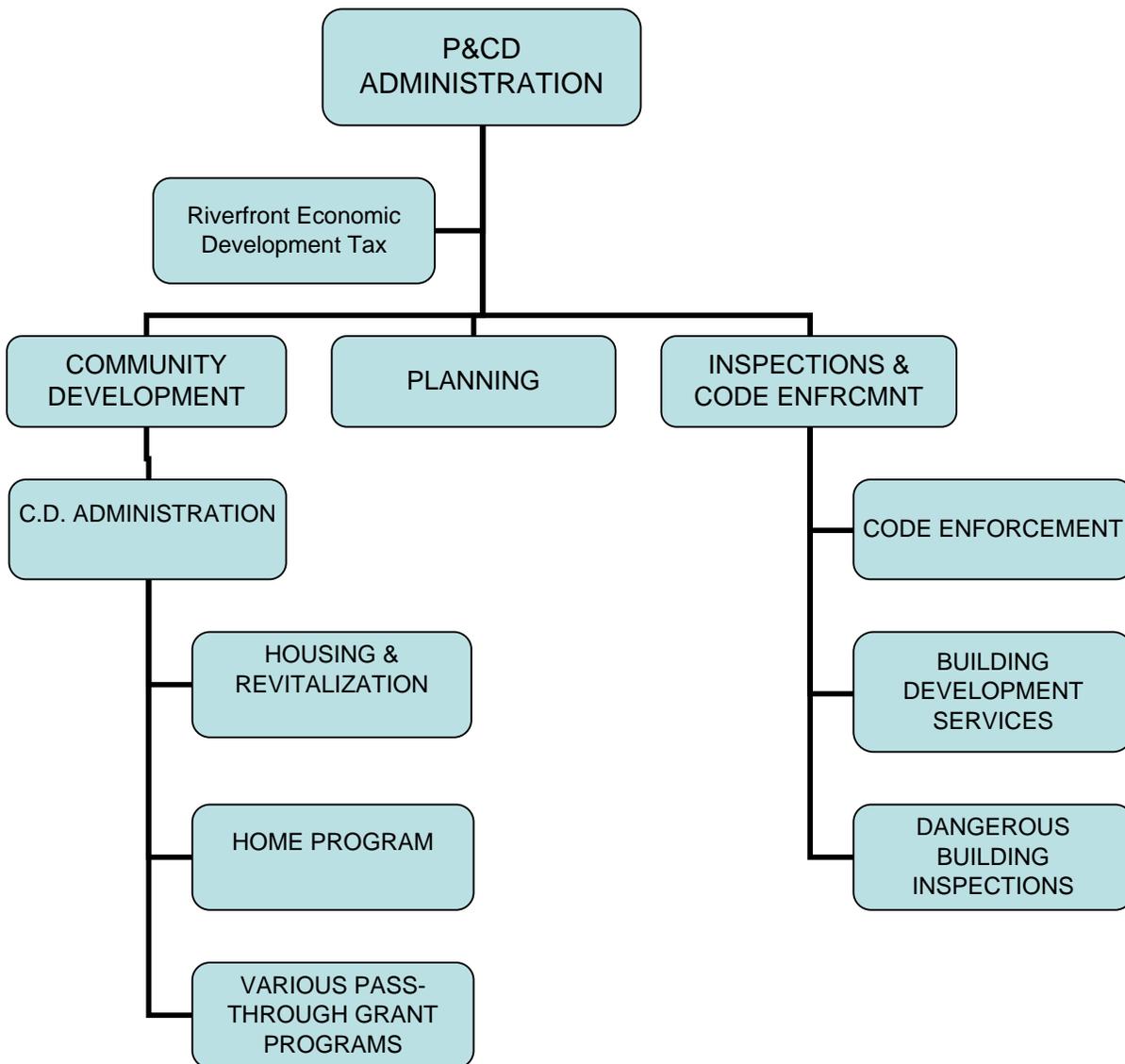
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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: \$ 3,940,000

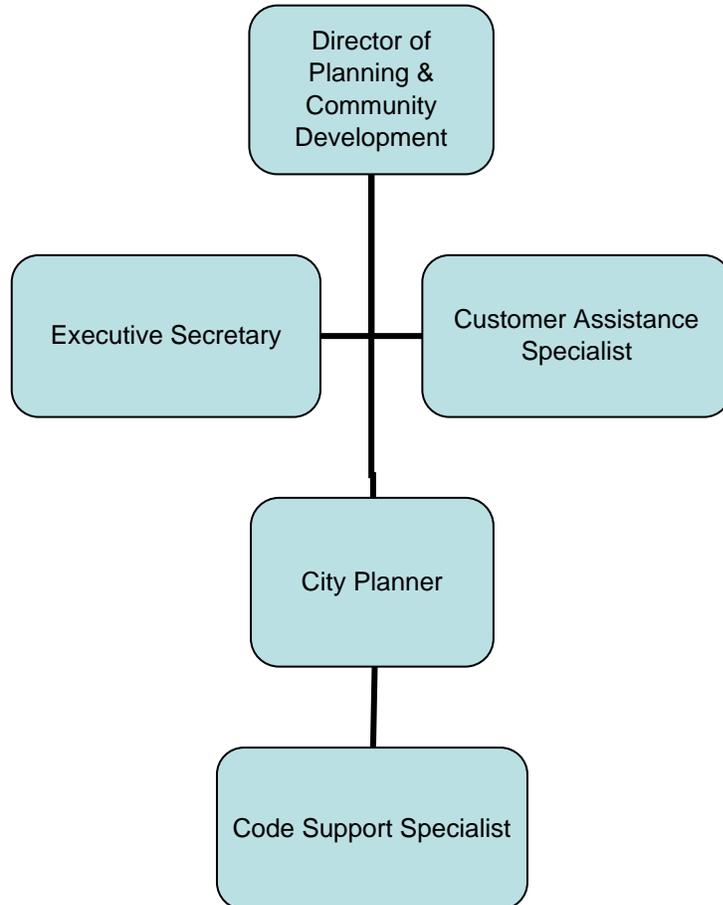


PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

ACCOUNT TYPE	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,297,461	1,303,972	1,296,414	1,389,598
Payroll Expenses & Benefits	459,414	523,814	507,954	543,962
Materials & Supplies	53,010	65,272	60,947	63,822
Utilities & Other Contracted Services	2,359,791	1,726,087	2,083,120	1,731,169
Claims/Insurance/Fund Transfers	580,591	211,387	211,067	211,324
	<u>4,750,267</u>	<u>3,830,532</u>	<u>4,159,502</u>	<u>3,939,875</u>
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	231,667	226,470	228,902	236,616
Planning	127,143	139,477	141,379	147,287
CDBG Management	487,485	350,894	339,143	346,189
Housing & Revitalization	743,652	840,589	1,118,956	857,527
Home Program	714,881	307,148	308,203	335,855
Public Service Agencies	300,000	320,000	320,000	320,000
Federal Emergency Srv Grnt	28,099	0	43,300	0
Slum/Blight Activity & Low/Mod Activity	468,700	20,000	20,000	20,000
Restricted ARRA Program	129,550	0	16,650	0
Building Development	528,101	563,244	561,700	579,721
Property Maintenance	716,629	746,710	750,113	766,096
Demolition	274,360	316,000	311,156	330,584
	<u>4,750,267</u>	<u>3,830,532</u>	<u>4,159,502</u>	<u>3,939,875</u>
FUNDING SOURCES				
General Fund	1,103,540	1,175,901	1,182,094	1,229,720
Landfill Fund	500,000	500,000	500,000	500,000
CDBG Fund	3,146,727	2,154,631	2,477,408	2,210,155
	<u>4,750,267</u>	<u>3,830,532</u>	<u>4,159,502</u>	<u>3,939,875</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>
Number of special events processed & coordinated	124	116
Number of walk through inspections for new businesses	265	285

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.

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

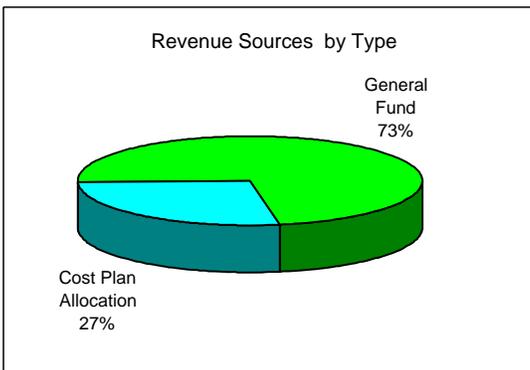
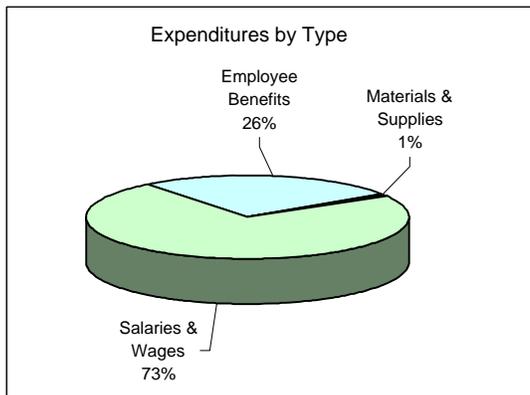
Director of Planning & Comm Develop
 Executive Secretary
 Customer Assistance Specialis

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	164,088	163,215	165,861	172,400
Employee Benefits	55,738	59,170	60,226	61,626
Materials & Supplies	1,280	1,950	1,500	1,500
Services	561	2,135	1,315	1,090
Total	221,667	226,470	228,902	236,616
Revenue Sources:				
Indirect Cost-CDBG	66,145	58,199	58,199	64,571
General Func	155,522	168,271	170,703	172,045
Total	155,522	168,271	170,703	172,045

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

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Program Highlights

-No specific expenditures are planned for FY2015.

Operating Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	10,000	0	0	0
Total	10,000	0	0	0
Revenue Sources:				
Hotel/Motel Tax	440,581	400,000	400,000	400,000
Total	440,581	400,000	400,000	400,000

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

- Midtown Reinvestment Plan
- 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.
- Mid-town Strategic 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

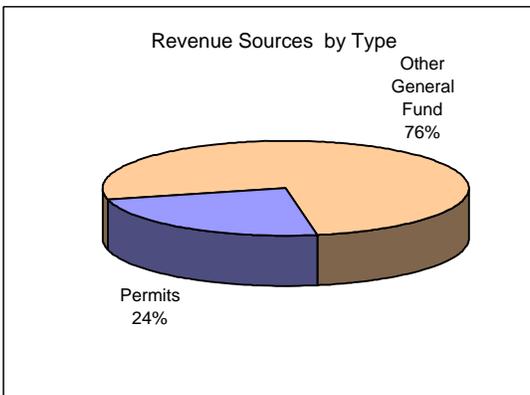
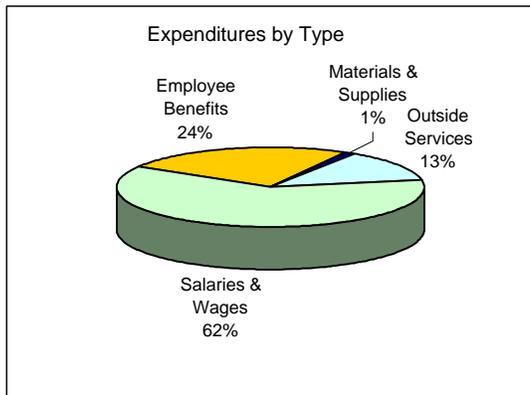
City Planner
Code Support Specialist

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Other than the impact of the Compensation Study implementation, no major changes.

Operating Budget Summary



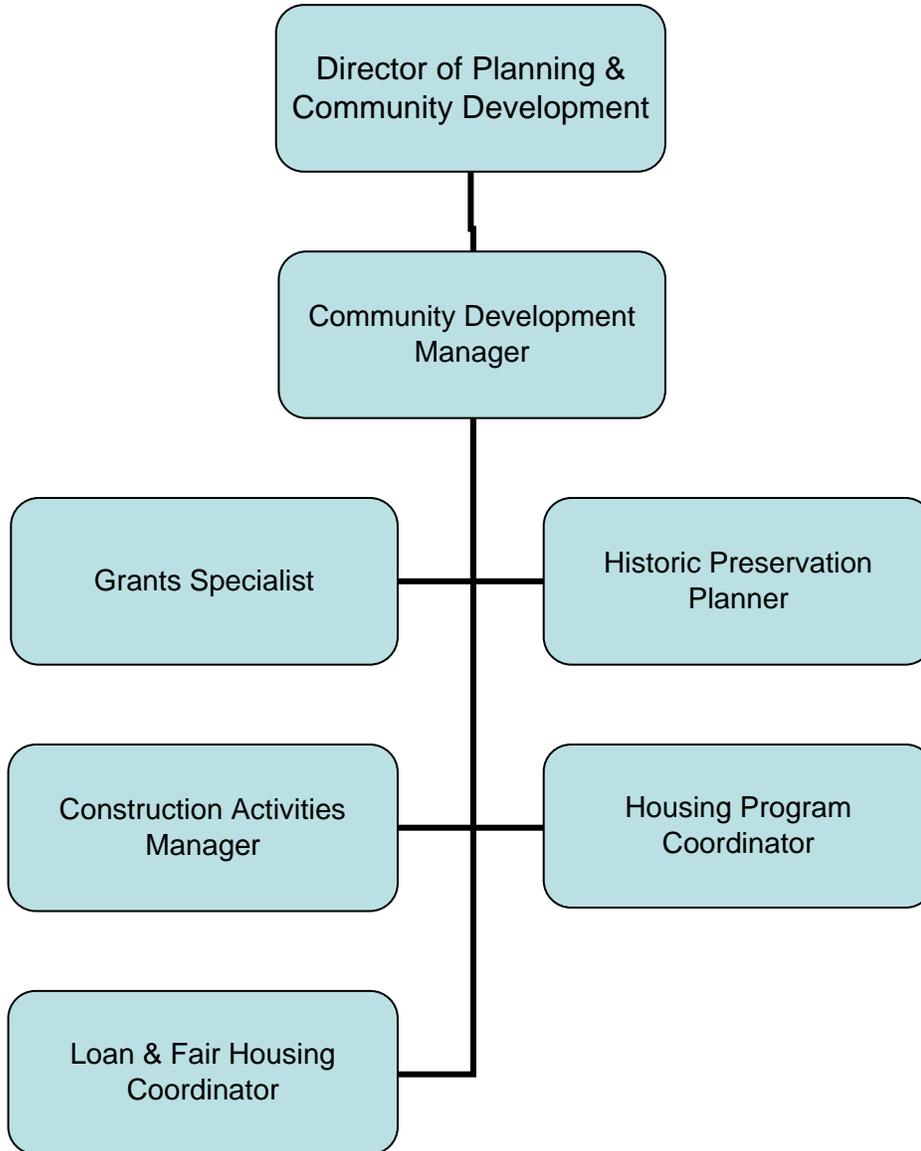
Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	82,863	82,464	85,220	90,390
Employee Benefits	27,172	34,868	34,742	36,047
Materials & Supplies	1,526	1,650	1,650	1,750
Outside Services	15,582	20,495	19,767	19,100
Total	127,143	139,477	141,379	147,287

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Permits	27,748	35,000	35,000	35,000
General Fund-Other	99,395	104,477	106,379	112,287
Total	127,143	139,477	141,379	147,287

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>
Number of home improvement loans provided	24	26
Number of slum/blight construction undertaken	0	0 No federal funding for the activity
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
Number of sub-grantee programs approved & monitored	11	11

Budget Challenges/Planned Initiatives

The City's CDBG entitlement will receive a 2% cut beginning in July 2014. The City's HOME program will see a 7.5% reduction starting in July 2014. The City's entitlement for CDBG is currently \$1,367,828; it is projected to be \$1,341,763 beginning July 1, 2014; the HOME Program allocation currently is \$264,516; it is projected to be \$285,855.

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

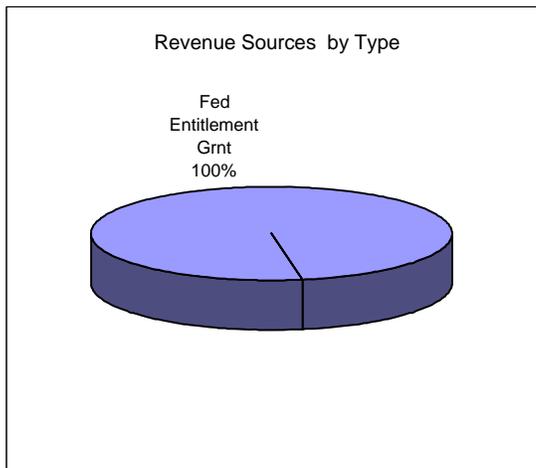
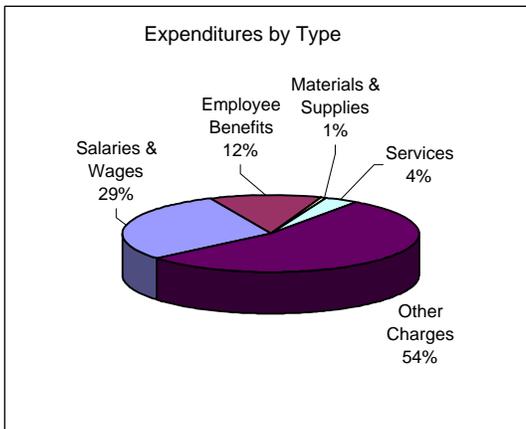
Community Development Manager
Grants Specialist

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Other than the impact of the Compensation Study implementation, no major changes. Expenses are based on amount of administrative costs allowed as a percentage of overall available funds.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	94,789	99,212	99,212	101,490
Employee Benefits	36,660	41,860	41,860	42,283
Materials & Supplies	415	2,800	400	2,800
Services	15,386	19,721	10,370	12,456
Other Charges	340,235	187,301	187,301	187,160
Total	487,485	350,894	339,143	346,189
Revenue Sources:				
Interest & Other	32,857	0	52,752	0
Transfers In	71,593	0	200,000	0
Fed Entitlement Grnt	2,147,608	1,831,483	1,869,571	1,858,300
Total	2,252,058	1,831,483	2,122,323	1,858,300

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

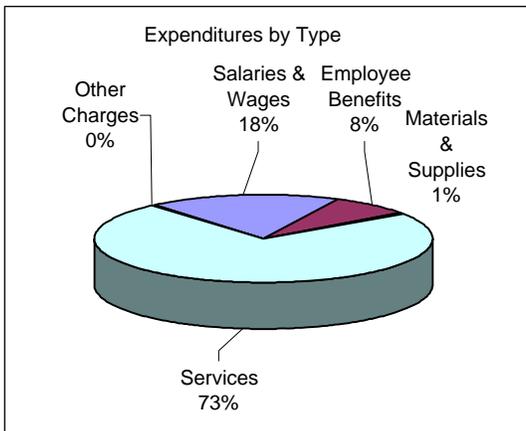
Housing Program Coordinator
 Construction Activities Manager
 Loan & Fair Housing Coordinator
 Historic Preservation Planne

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	146,492	146,618	146,618	157,604
Employee Benefits	58,343	63,415	63,415	67,159
Materials & Supplies	3,088	6,717	4,917	4,917
Services	535,729	620,339	900,506	624,347
Other Charges	0	3,500	3,500	3,500
Total	743,652	840,589	1,118,956	857,527

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Fed Entitlement Grant	0	0	0	0
Interfund Transfer	26,128	0	112,800	0
Total	26,128	0	112,800	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

2012-13	2013-14		2014-15
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
0	0	0	0

Grant Disbursement

-No grant revenues projected.

Operating Budget Summary

	2012-13	2013-14		2014-15
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	129,550	0	16,650	0
Total	129,550	0	16,650	0
Revenue Sources:				
Other Grants	0	0	(16,224)	0
ARRA Grants	359,229	0	51,542	0
Total	359,229	0	35,318	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

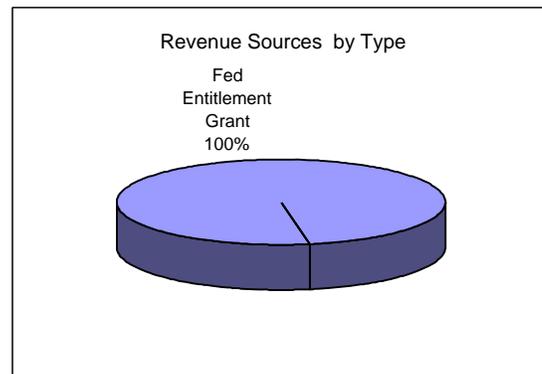
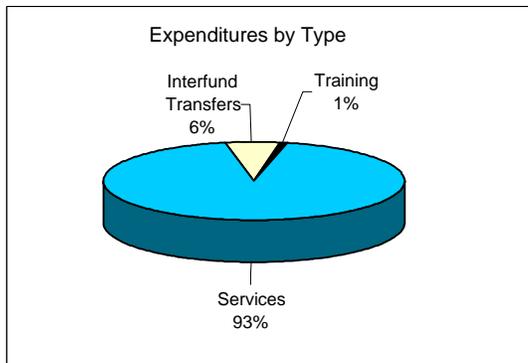
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

- Applewood Estates - Phase 2 \$ 122,011
- Habitat for Humanity \$ 122,011

-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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
35	3,000	0	3,000
698,166	285,062	289,117	313,191
16,680	19,086	19,086	19,664
714,881	307,148	308,203	335,855
337,159	307,148	314,516	335,855
32,860	0	0	0
340,633	0	67,482	0
710,652	307,148	381,998	335,855

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.

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues anticipated.

Operating Budget Summary

	2012-13 Actual	2013-14		2014-15 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

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	28,099	0	43,300	0
Total	28,099	0	43,300	0
Revenue Sources:				
ECG	32,500	0	33,881	0
Reprogrammend Fnds	0	0	0	0
Total	32,500	0	33,881	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

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~Slum/Blight Activity expenditures in FY13 = \$250,000 for a portion of the cost of renovating a blighted area downtown; FY14 -& FY15 \$20,000 for the Legal Aid Abandoned Property program.

~Low/Mod Activity in FY13 reflected estimated roll-over of remaining Healthy Homes grant - \$218,700

Operating Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	250,000	20,000	20,000	20,000
Interfund Transfers	218,700	0	0	0
Total	468,700	20,000	20,000	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

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~See below.

Operating Budget Summary

● Hillcrest Transitional Housing of Buch Co	\$43,000
● Amer 2nd Harvest Emergency Food Assist	\$25,000
● Interfaith Com. Srv-Youth Latchkey	\$18,000
● Bartlett Center - Family Resource Program	\$14,000
● Northtown Com. Cntr Recreation	\$20,000
● Samaritan Counseling-Client Assistance	\$25,000
● Social Welfare Brd-Dental Care Program	\$75,000
● United Cerebral Palsy-Integration & Advocac	\$5,000
● YWCA-Women & Children's Shelter	\$70,000
● Community Missions-Housing for Hmless	\$10,000
● NWMO Children's Advocacy-Abuse Cnslng	\$15,000
	<u>\$320,000</u>

Expenditures:

Services

Total

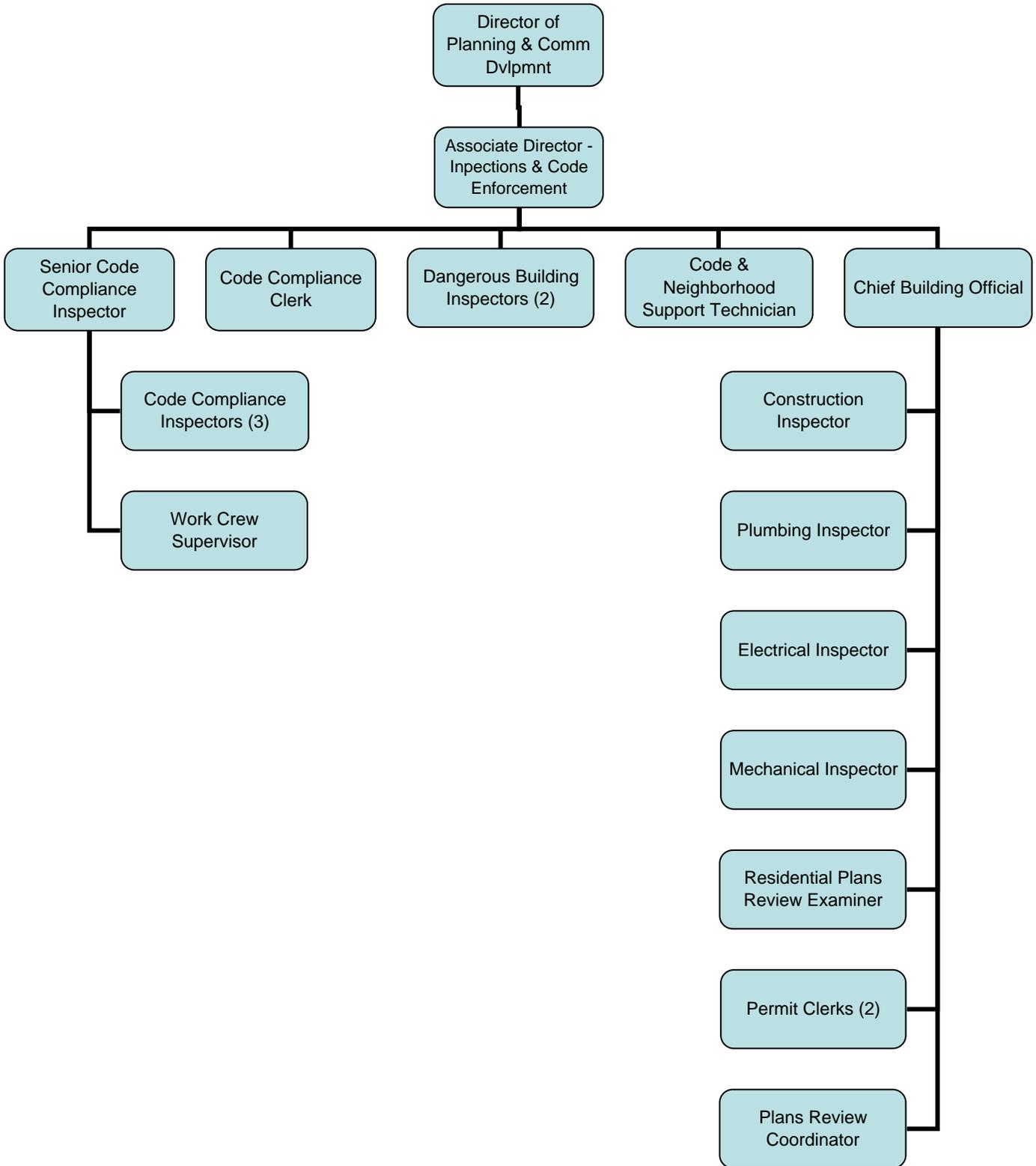
Revenue Sources:

Fed Entitlement Granti

Total

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
300,000	320,000	320,000	320,000
300,000	320,000	320,000	320,000
300,000	320,000	320,000	320,000
300,000	320,000	320,000	320,000

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.
- 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

- Building Codes (Residential, Commercial, Plumbing, Mechanical, Electrical, Existing Building and Fire) were updated to the latest versions.

Performance Statistics

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

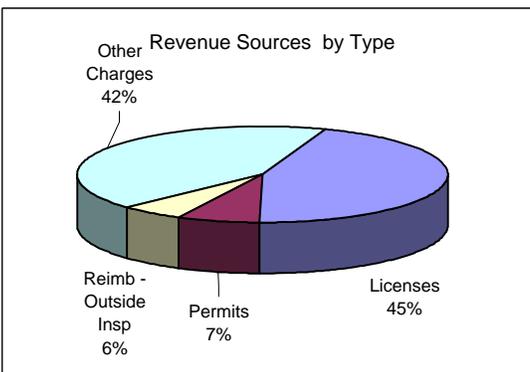
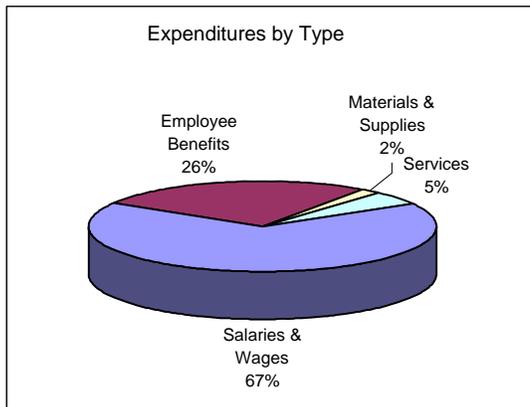
Chief Building Official
 Construction Inspector
 Residential Plans Review Examiner
 Plumbing Inspector
 Electrical Inspector
 Mechanical Inspector
 Plans Review Coordinator
 Permit Clerk

2012-13 Actual	2013-14		2014-15 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
1	1	1	1
1	1	1	1
2	2	2	2
9	9	9	9

Major Budgetary Changes & Program Highlights

~Wages & related payroll expenses impacted by implementation of the Compensation Study.
 ~\$10,000 of expense (and revenue) is budgeted for outside inspections/reimbursement by developers in the services category.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	369,119	369,382	372,430	387,741
Employee Benefits	131,646	152,567	147,280	151,745
Materials & Supplies	11,112	11,400	11,725	11,900
Services	16,224	29,895	30,265	28,335
Capital Outlay	0	0	0	0
Total	528,101	563,244	561,700	579,721
Revenue Sources:				
Licenses	84,568	82,000	79,000	79,000
Permits	13,095	16,000	12,700	12,700
Reimb - Outside Insp	0	10,000	10,000	10,000
Other Charges	140,273	75,000	75,000	75,000
Inspections	459,900	383,500	385,500	385,500
Total	697,836	566,500	562,200	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

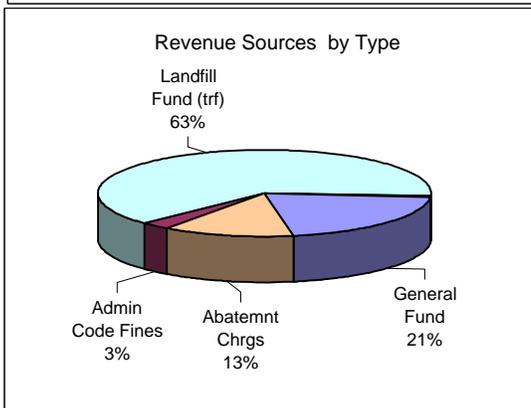
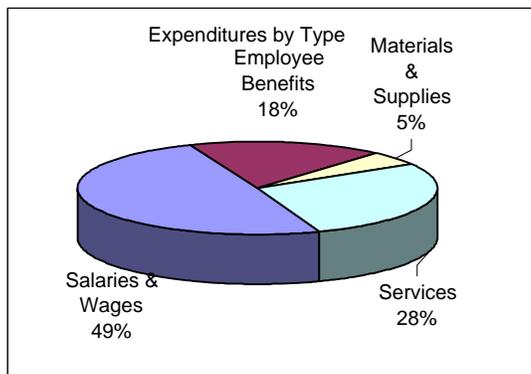
Assoc Director - Inspections & Code Enf
 Work Crew Supervisor
 Senior Commun. Compliance Insp
 Community Compliance Inspector
 Code & Neighborhood Support Tech
 Code Enforcement Clerk

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	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 impacted by implementation of the Compensation Plan.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	356,804	360,917	362,909	377,907
Employee Benefits	120,041	125,878	126,459	135,399
Materials & Supplies	32,299	37,200	37,200	37,400
Services	202,938	221,715	222,865	214,890
Insurance Claims	4,547	1,000	680	500
Total	716,629	746,710	750,113	766,096
Revenue Sources:				
Abatemnt Chrgs	105,318	100,000	100,000	100,000
Admin Code Fines	75	0	18,000	24,000
Grants/Insurance Prcc	0	0	(200)	0
Landfill Fund (trf)	500,000	500,000	500,000	500,000
CDBG Fund (trf)	429	500	500	500
General Func	110,882	146,210	149,813	165,596
Total	716,704	746,710	768,113	790,096

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

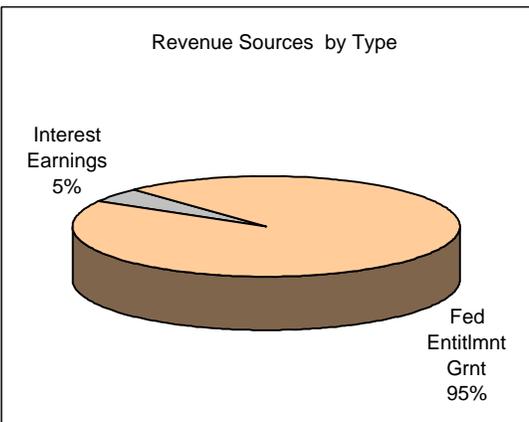
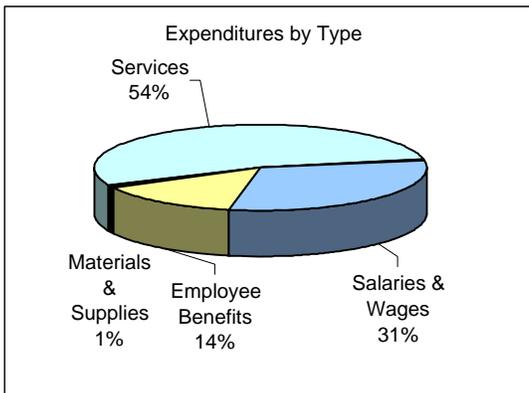
Property Maintenance Inspector
Historic Preservation Planne

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2
0.5	0.5	0.5	0.5
2.5	2.5	2.5	2.5

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 FY13 wages. FY15 reflects the implementation of the new Compensation Plan.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	83,306	82,164	64,164	102,066
Employee Benefits	29,779	43,056	33,972	46,703
Materials & Supplies	3,290	3,555	3,555	3,555
Services	157,556	186,725	208,965	177,760
Transfers	429	500	500	500
Total	274,360	316,000	311,156	330,584

Revenue Sources:

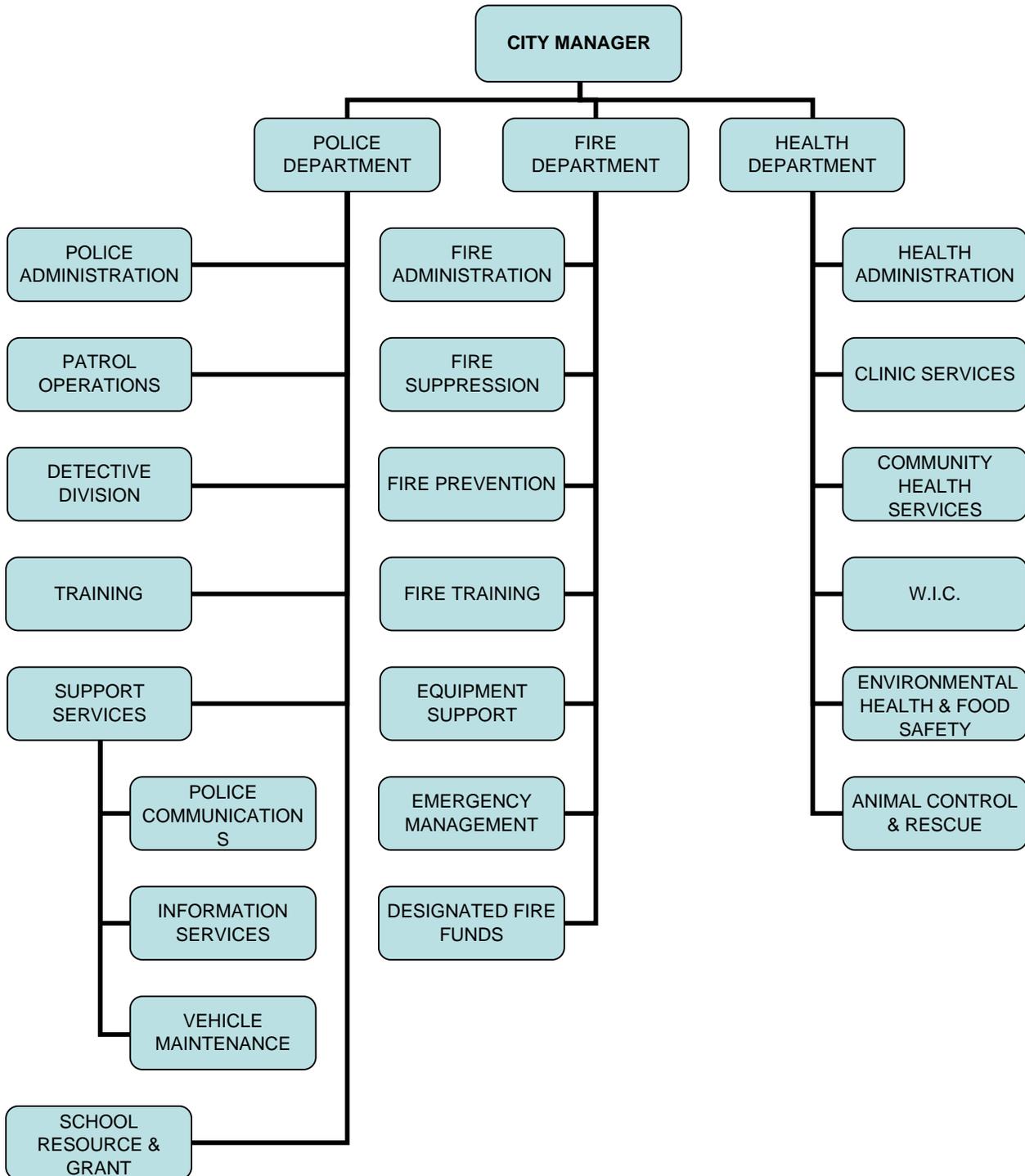
	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Interest Earnings	37,880	16,000	31,000	16,000
Fed Entitlmt Grnt	236,480	300,000	280,156	314,584
Total	274,360	316,000	311,156	330,584

PUBLIC SAFETY DEPARTMENTS

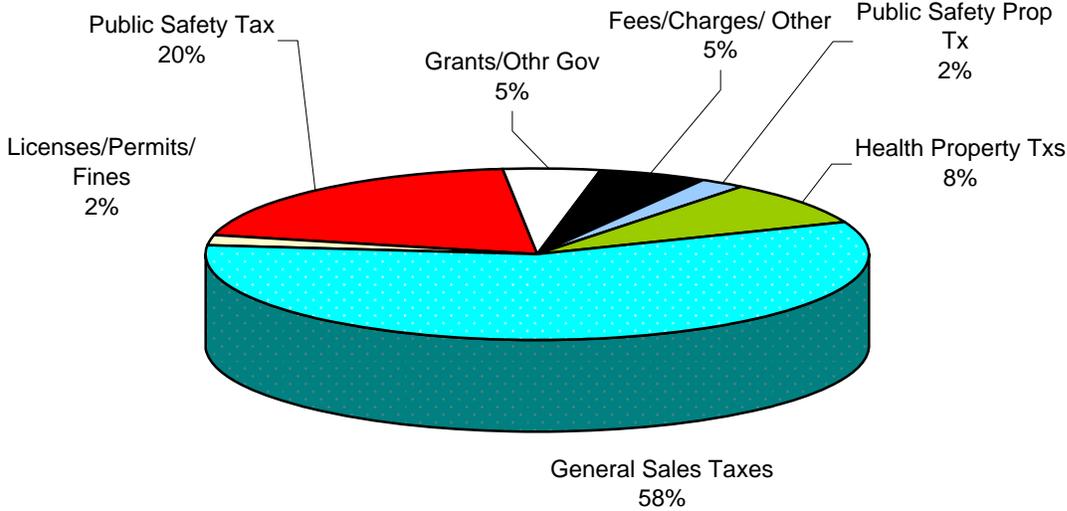
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

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.

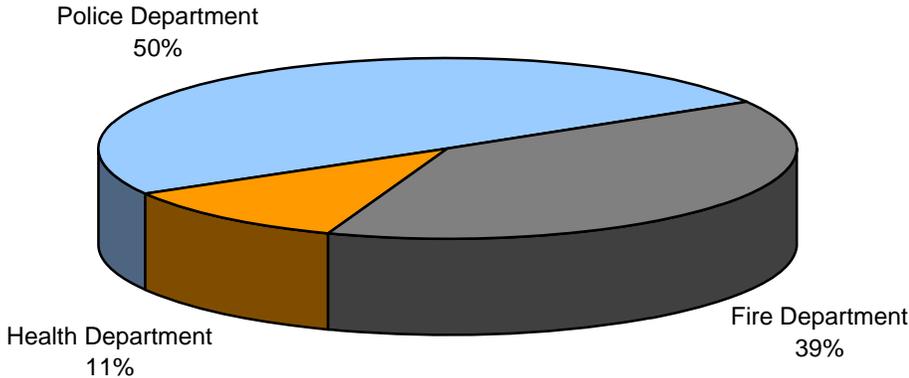
TOTAL BUDGETED RESOURCES: \$ 34,216,000



PUBLIC SAFETY SOURCES & USES



FUNDING SOURCES



PROGRAM USES

PUBLIC SAFETY DEPARTMENTS SUMMARY

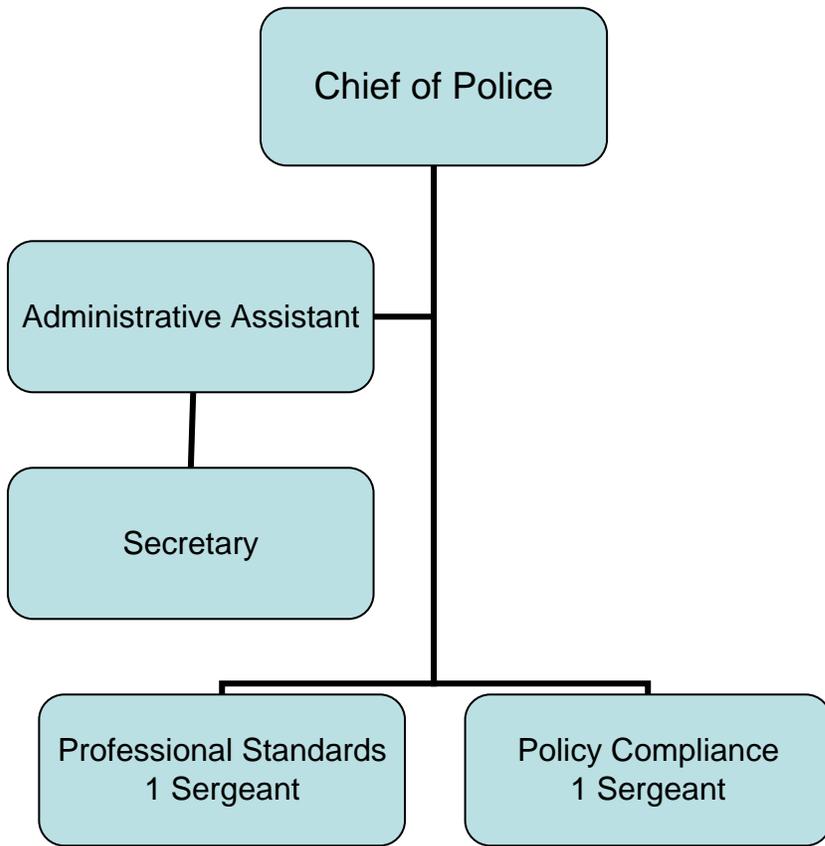
ACCOUNT TYPE	2012-13		2013-14		2014-15	
	Actual	Adopted Budget		Estimated Actual		Budget
		Budget	Actual	Budget	Actual	
Salaries & Wages	14,696,222	15,067,714	15,514,581	17,309,578		
Retired Fire "Consultant" Pay	156,908	176,385	157,000	157,000		
Payroll Expenses & Benefits	7,959,871	8,478,682	8,665,601	9,167,264		
Materials & Supplies	807,994	798,909	912,313	961,444		
Utilities & Other Contracted Services	2,980,914	3,237,642	3,332,954	3,157,960		
Transfers	0	0	1,468,725	2,716,665		
Capital Outlay	202,685	307,885	706,965	746,682		
	<u>26,804,594</u>	<u>28,067,217</u>	<u>30,758,139</u>	<u>34,216,593</u>		
USES BY PROGRAM	DEPARTMENT					
Police Administration	Police	823,592	861,735	903,022	897,032	
Patrol Operations	Police	5,684,768	6,012,826	6,140,943	6,416,373	
Detective Division	Police	1,820,960	1,847,320	1,775,400	1,964,043	
Public Safety Tax - Police	Police	0	0	1,179,800	2,685,227	
Training	Police	160,740	160,884	164,544	129,336	
Support Services	Police	919,411	1,033,573	669,554	747,900	
Police Communications	Police	2,194,409	2,369,275	2,374,142	2,521,219	
Information Services	Police	599,464	615,508	620,221	681,518	
Police Maintenance	Police	496,057	428,361	473,810	479,773	
School Resource/Grants	Police	448,284	448,948	543,612	452,258	
Fire Administration	Fire	471,920	492,964	489,010	489,408	
Fire Suppression	Fire	9,071,334	9,401,605	9,767,301	10,570,518	
Fire Prevention	Fire	363,463	374,579	383,445	403,669	
Fire Training	Fire	195,832	190,692	203,471	219,153	
Equipment Support	Fire	318,742	319,395	328,145	335,520	
Emergency Management	Fire	69,443	121,465	114,918	128,985	
Public Safety Tax - Fire	Fire	0	0	896,595	1,275,643	
Health Administration	Health	883,649	850,665	907,412	838,038	
Clinic Services	Health	778,645	825,883	955,478	907,661	
Community Health Services	Health	250,663	311,752	339,574	339,622	
WIC Services	Health	389,834	472,063	464,600	495,788	
Health/Food Safety	Health	146,754	152,528	176,181	201,345	
Animal Control/Rescue	Health	716,630	775,196	814,261	813,514	
Public Safety Tax - Health	Health	0	0	72,700	223,050	
		<u>26,804,594</u>	<u>28,067,217</u>	<u>30,758,139</u>	<u>34,216,593</u>	
FUNDING SOURCES						
General Fund		26,804,594	28,067,217	28,609,044	30,032,673	
Public Safety Fund		0	0	2,149,095	4,183,920	
		<u>26,804,594</u>	<u>28,067,217</u>	<u>30,758,139</u>	<u>34,216,593</u>	
STAFFING SUMMARY						
Police - Sworn		116	116	116	122	
Police - Civilian		44	45	45	45.56	
Fire Service Personnel		127	127	127	127	
Fire - Civilian		3	3	3	3	
Health		43	43	43	43	
		<u>333.00</u>	<u>334.00</u>	<u>334.00</u>	<u>340.56</u>	

PROPOSED CAPITAL OUTLAY FY2015

~ Public Safety Police - 10 patrol vehicles, 3 program cars, police packages - \$519,226; Additional radios, mobile data equip, firearms, etc for new officers - \$241,392; Equipment/Upgrades for Forensic Recovery Evidence Division - \$35,283; Software/hardware upgrades for Electronic Crimes Unit - \$14,000

~ Public Safety Fire - Heavy duty treadmill replacements - \$12,343; Decision Support Software - \$34,000; Turnout clothing and other fire equipment - \$60,155.

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

- Implement crime reduction strategy Informed Response through Intelligence an Statistics (IRIS).
- Maintain CALEA 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 and officer injuries while continuing to meet or exceed the level of services provided in the past.
- Established system for providing and customer service feedback.,
- Completed CIP radio System and 911 System update,
- 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>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>
Number of "use of force" incidents reviewed	376	364	300
Number of pursuits reviewed	4	4	2
Number of documented complaints investigated	67	38	48
Total crimes reported	10,302	11,126	10,938
Percent change in violent crimes		(3%)	11%
Percent change in property crime		11%	(7%)
Total vehicle accidents	2,481	2,276	2,127

Budget Challenges/Planned Initiatives

- Increase staffing by 6 officers initially, additional training to increase staffing will stress resources. After field training is complete with the first 6 officers we will propose filling additional positions.
- 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.
- 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

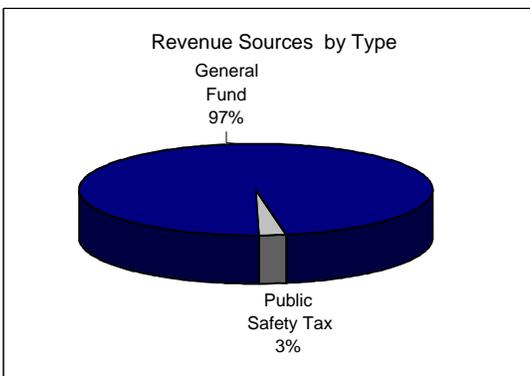
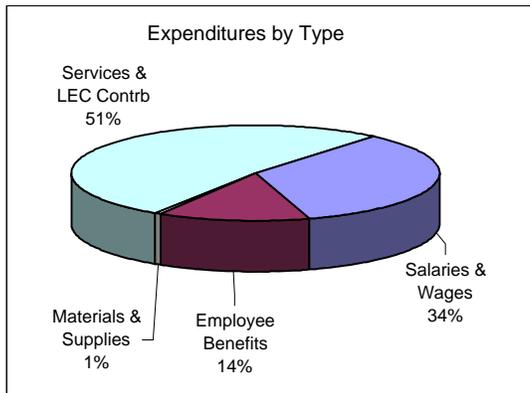
Police Chief
 Police Sergeant
 Administrative Asst to the Chief
 Secretary

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	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

- The City's portion of LEC expenses increased a little over \$10,000 to \$439,744 leading to an increase in the Services category.
- 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.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	285,460	288,406	293,500	305,912
Employee Benefits	116,972	115,887	117,987	121,341
Materials & Supplies	4,211	4,600	4,600	4,600
Services & LEC Contr	416,949	452,842	486,935	465,179
Total	823,592	861,735	903,022	897,032
Revenue Sources:				
Public Safety Tax	0	0	6,765	23,250
General Func	823,592	861,735	896,257	873,782
Total	823,592	861,735	903,022	897,032

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.

Additional positions are reflected in the appropriate divisions

Wages & other related staff costs for the new positions are budgeted here.

Staffing Detail

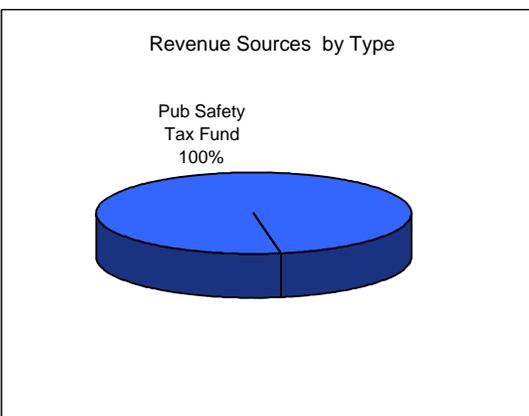
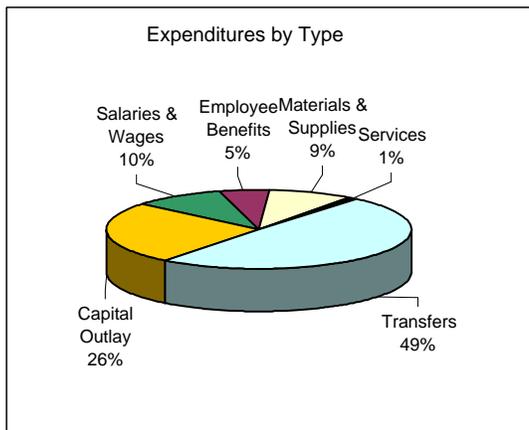
Patrol Officer
 PT Main Control Technician (28hrs/wk)
 PT Evidence Control Technician (28hrs/wk)

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	6
0	0	0	0.7
0	0	0	0.7
0	0	0	7.4

Major Budgetary Changes & Program Highlights

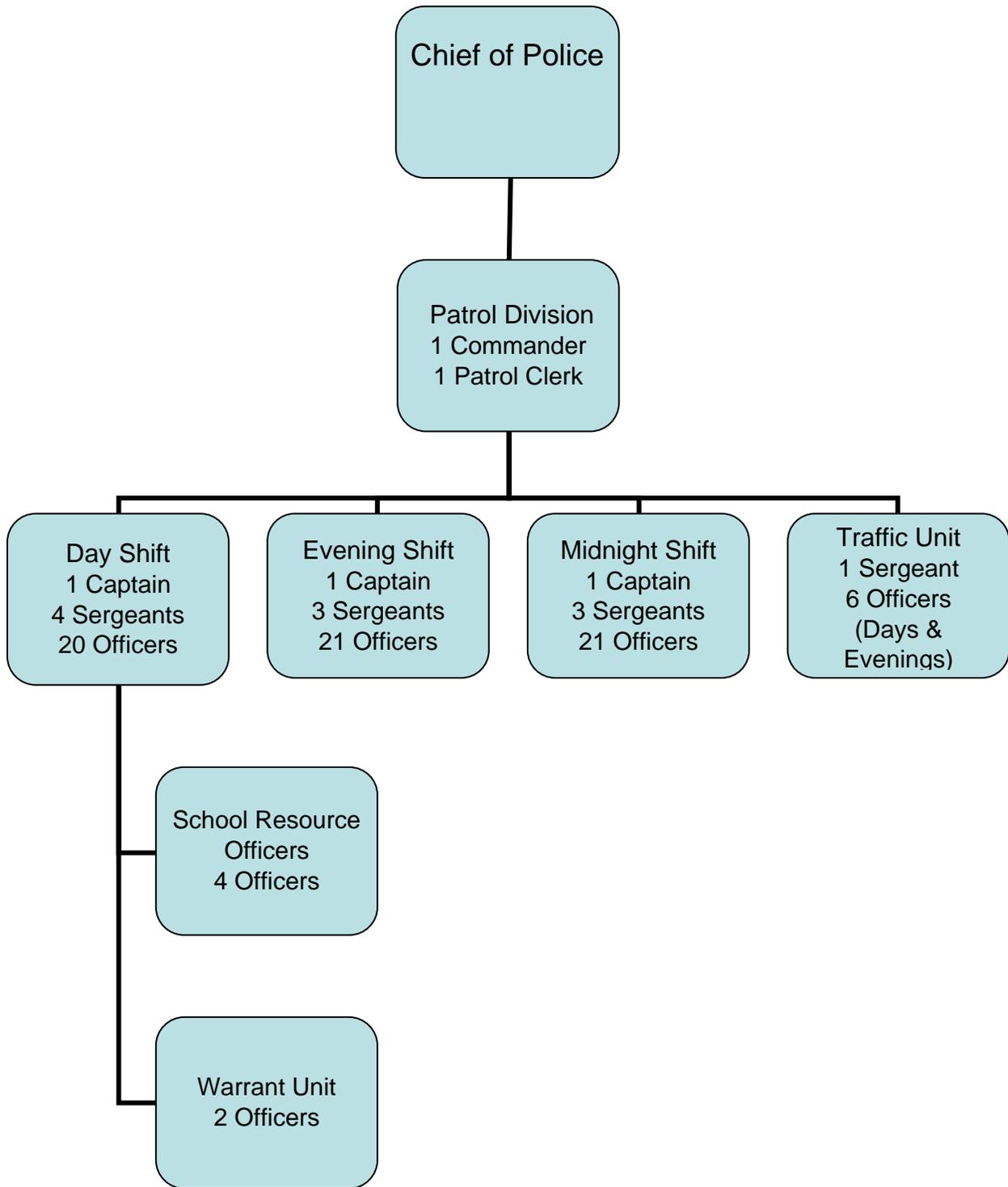
- ~First budgeted new positions for the new public safety tax. Six officers for Patrol and part time employees in the Information Services division.
- ~Budget reflects the additional equipment, vehicles, training, etc to support the new officer positions. Budget for other major equipment purchases are reflected here as well.
- ~The amount in the "Transfer" category represents the funds needed to pay for the wage enhancements and resulting impacts on pension and other payroll taxes for the current employees budgeted in the General Fund.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	0	0	0	262,514
Employee Benefits	0	0	0	141,245
Materials & Supplies	0	0	0	234,070
Services	0	0	0	36,300
Transfers	0	0	888,275	1,324,470
Capital Outlay	0	0	291,525	686,628
Total	0	0	1,179,800	2,685,227
Revenue Sources:				
Public Safety Fund	0	0	1,179,800	2,685,227
Total	0	0	1,179,800	2,685,227

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 83 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 14 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 continued to supplement the budget for Taser units and supplies as a result of mandatory reimbursement from those whose apprehension required a Taser deployment.

SRT secured funding to purchase a specialized vehicle designed for hostage rescue and officer safety missions.

The Traffic Unit affected changes to local ordinances governing scooters. Operators are now required to wear helmets and maintain insurance. The requirement for a valid operator's license remains in effect.

Performance Statistics (represent prior year totals)

	<u>FY2013</u>	<u>FY2014</u>
Number of calls for service (dispatched)	39,932	40,451
Number of self-initiated activities	31,662	35,538
Number of Traffic summons issued	16,477	21,379
Number of Warrants Unit arrests	545	628
Number of School Resource Officer cases	750	1,270
Number of Adult arrests	6,121	4,898
Average response time (priority calls)	10 min. 24 sec.	10 min. 44 sec.

Budget Challenges/Planned Initiatives

Budget Challenges

With reduced or stagnant account balances the focus shifts from equipment replacement to utilizing the funds to ensure proper maintenance to extend the useful life of the equipment.

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 the Field Training Program.

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

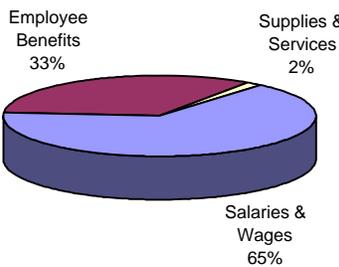
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
11	11	11	11
64	64	64	70
1	1	1	1
80	80	80	86

Major Budgetary Changes & Program Highlights

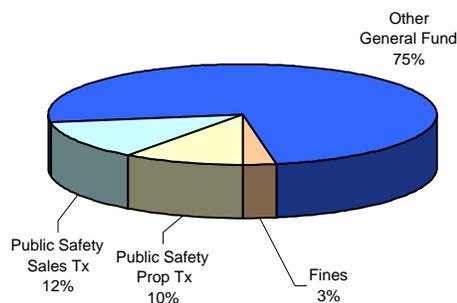
- ~ Wage & benefit categories reflect the negotiated implementation of the compensation study.
- ~ Wage & benefit costs of the 6 additional officers can be found in the Public Safety Tax page following Police Admin.
- ~ Drop in the Services category reflects the current suspension on enforcing Red Light Camera violations. This was the category in which fees paid to the monitoring company were expensed.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	3,512,038	3,588,391	3,789,675	4,188,905
Employee Benefits	1,985,530	2,071,870	2,144,399	2,126,008
Materials & Supplies	85,039	94,205	88,039	82,455
Services	79,848	258,360	118,830	19,005
Insurance/Claims	22,313	0	0	0
Capital Outlay	0	0	0	0
Total	5,684,768	6,012,826	6,140,943	6,416,373
Revenue Sources:				
Fines	255,179	572,000	347,000	177,000
Grants & Other Rev	81,200	400	400	400
Public Safety Prop Tx	643,311	645,180	649,655	649,655
Public Safety Sales Tx	0	0	267,325	797,543
Other General Func	4,705,078	4,795,246	4,876,563	4,791,775
Total	5,684,768	6,012,826	6,140,943	6,416,373

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

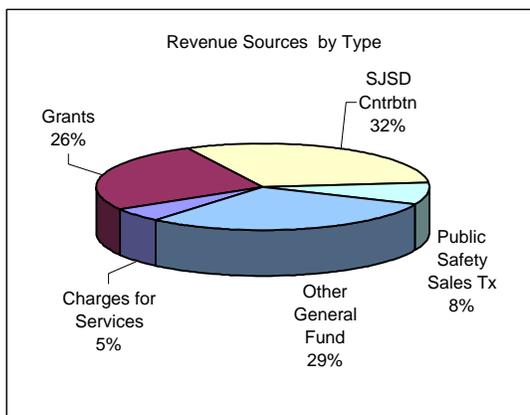
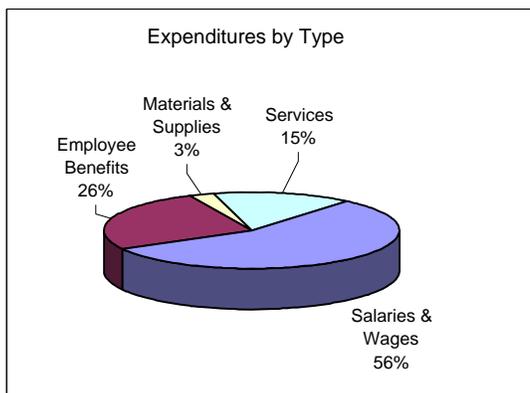
School Resource Officers (Patrol Officers)

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
4	4	4	4

Major Budgetary Changes & Program Highlights

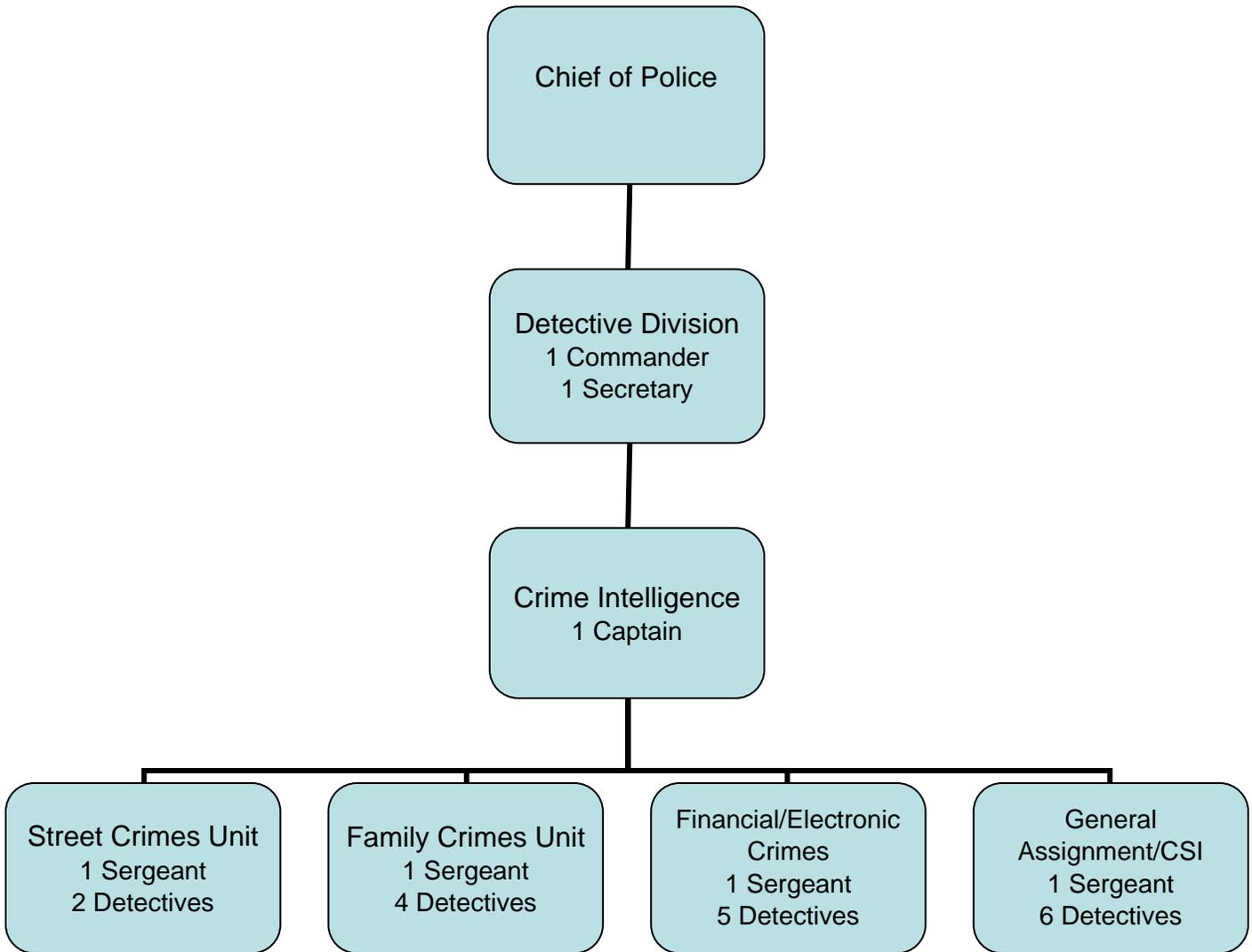
- ~The St. Joseph School District contributes one-half the expense of the four officers in the Cops In Schools program - \$152,587.
- ~Grant programs budgeted for FY2015:
Overtime for State DWI, Cops in Shops, HMV and Saturation programs (\$ 128,367)
- ~Grants received mid-year will be recognized and added to the budget.
- ~Wage & benefit categories reflect the negotiated implementation of the compensation study.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	227,150	248,516	268,092	252,100
Employee Benefits	128,293	136,171	142,786	118,979
Materials & Supplies	52,528	33,156	49,376	12,500
Services	40,313	22,410	56,763	68,679
Capital	0	8,695	26,595	0
Total	448,284	448,948	543,612	452,258
Revenue Sources:				
Charges for Services	26,947	25,000	26,000	26,000
Grants	121,013	118,634	203,298	128,367
SJSD Cntrbntn	137,807	137,807	137,807	152,587
Public Safety Sales Tx	0	0	23,546	41,310
Interest & Other	4,414	50	20	20
Other General Func	158,103	167,457	176,487	145,284
Total	448,284	448,948	567,158	493,568

POLICE DETECTIVES



Detectives

Mission

The Detective Division is the investigative branch of the Police Department and as such is responsible for all secondary investigation of crimes that occur within the boundaries of the City of Saint Joseph. Members of the Detective Division are responsible for case preparation and assisting in prosecution through court room testimony.

Core Services

- Investigate all crimes assigned; interview victims, witnesses, and suspects to determine the facts of an incident.
- Direct activities at crime scenes to assist victims, gather and protect physical evidence, and develop leads for further investigation.
- Ensure that all subjects charged in an offense are processed to include photographs and fingerprints to be included in the official record of the case.
- Review department reports and other data pertaining to criminal cases to evaluate solvability factors and establish assignment options.
- Record progress of investigations and maintain informational files on crimes and suspects.
- Assist Patrol officers in the apprehension of offenders and serve as a liaison between the department and other agencies.
- Assist in planning and participate in training citizens, students, and businesses in crime prevention tactics.

Current Year Activity/Achievements

- Members of the division's Family Crimes Unit continue to serve as the primary coordinators of the local CART (Child Abduction Response Team). During the current year they have overseen the production of a volunteer recruitment video, organized a tabletop exercise and conducted a live exercise necessary to become a certified team.
- The division's Electronic Crimes Unit during the current year successfully partnered with the St. Joseph School District's Student Computer Project. This collaboration fulfilled an established goal of the division and as a result members of the unit were able to ascertain a single point of contact with the district's Information Technology staff to address issues as they occur. As an additional benefit of this partnership, the unit was able to acquire Apple specific forensic software required for examination of many of the devices commonly used by the district.
- Members of the division's Crime Scene Unit made progress in reestablishing themselves as the primary crime scene investigators for the Initial Response Team of Northwest Missouri. Among other activities during the year the unit responded to a request from the Holt, County Sheriff to assist with an Arson/Death Investigation in Maitland, Missouri. The unit also worked with several agencies outside of the City in coordinated investigations that involved serious crimes that crossed jurisdictional boundaries.

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

Budget Challenges/Planned Initiatives -

-Members of the division will continue to work toward accomplishing the objectives in the current 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 is a good problem to have.

-As the number of personnel assigned to the division increases so do expenses such as specialized training. It is an established goal of the division for the coming year to reduce training costs whenever possible by taking advantage of non-traditional training opportunities such as group webinars and other methods beyond the standard offerings that often involve travel expenses that exceed the cost of the training. It is also a division goal to explore CSI training options with MWSU, to conduct in-house training for review of camera operation, crime scene management, and related topics to further reduce training costs. However, there will always be some training expenses that cannot be avoided.

-A major challenge in terms of the program budget is the need to replace aging components of the video 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.

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

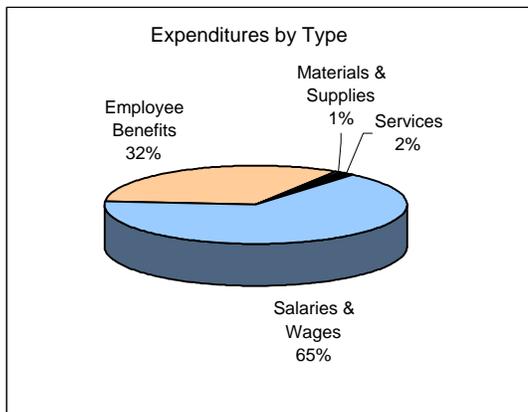
Police Commander
Police Captain
Police Sergeant
Police Officer
Secretary

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
24	24	24	24

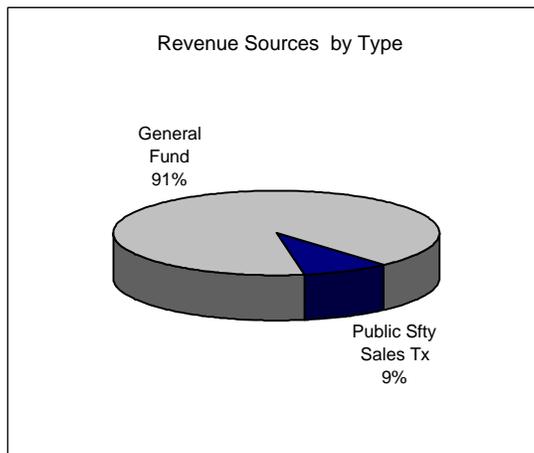
Major Budgetary Changes & Program Highlights

- Material & Supplies category contains monies to replace the aging A/V equipment in the interview rooms (\$2,250).
- Services was increased by \$7,500 for the fees for transcriptions of the detectives' interviews. The largest group of expenses in Services are tied up in forensic lab expenses(\$5,420), and the annual contracts for the Leads-on-Pawnshop and Leads-on-Second-hand-Metals programs (\$6,580 combined).

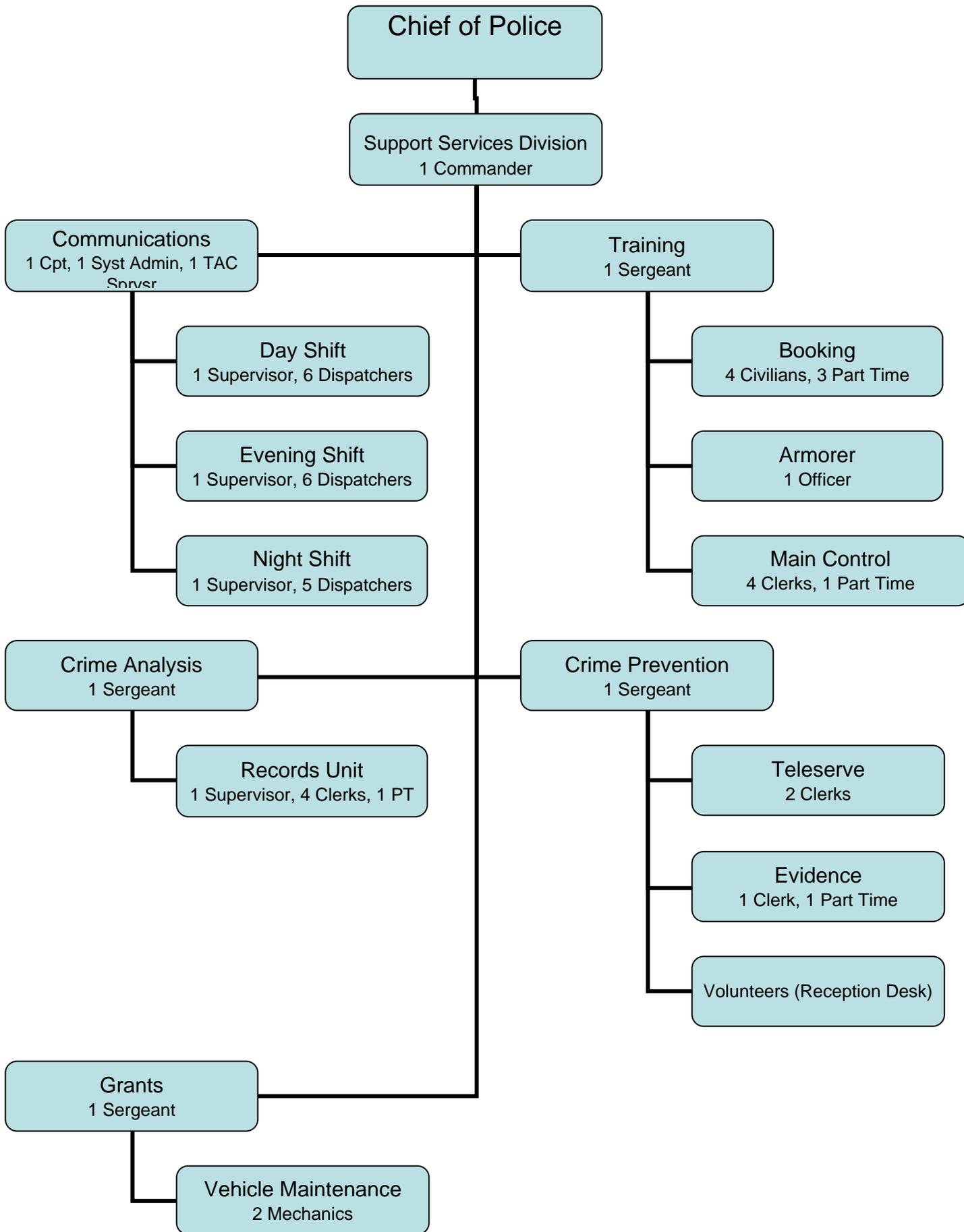
Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,151,166	1,155,170	1,102,179	1,281,276
Employee Benefits	617,681	641,033	623,361	637,594
Materials & Supplies	28,867	22,457	21,200	10,993
Services	23,246	28,660	28,660	34,180
Capital Outlay	0	0	0	0
Total	1,820,960	1,847,320	1,775,400	1,964,043
Revenue Sources:				
Public Sfty Sales Tx	0	0	0	167,481
General Func	1,820,960	1,847,320	1,775,400	1,796,562
Total	1,820,960	1,847,320	1,775,400	1,796,562



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 SJPd, 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 upgrades of the 911 system.
- Communication Center is in the process of upgrading the radio system and consoles which will allow for statewide interoperability. Negotiated contracts and payments saved the city thousands of dollars.
- 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>
Number of new grants received	12	15
Value of new grants received	\$111,718	\$112,802
Total number of records merged by Records Unit	27,052	32,823
Case reports	14,555	24,041
Supplimental reports	5,022	6,602
Information reports	5,261	n/a
Traffic accident reports	2,214	2,180
Tele-serve reports written	1,931	2,301
Tele-serve calls-for-service	2,090	1,998
Number of calls dispatched for service	99,808	91,315
Number of prisoners booked	4,375	4,557
Speaking engagements by Crime Prevention	32	20
Neighborhood watch meetings attended by Crime Prev	25	31
Citizen volunteer hours contributed to SJPd	1,250	1,408
Number of car maintenance jobs completed	1,522	1,443
Number of miles driven by the SJPd fleet	1,025,088	1,115,103
Number of citizens completing beverage server class	910	1,171

Budget Challenges/Planned Initiatives

- Continue implementation of Advanced Authentication to comply with FBI Security Audit mandates.
- Explore options to bring outside training to the department to allow more officers the ability to attend training and reduce travel expenses
- 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
- Continue to explore the use of voice recognition software to reduce time spent transcribing throughout the department.
- Increase community and patrol officer interaction in neighborhood watch and crime prevention programs

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

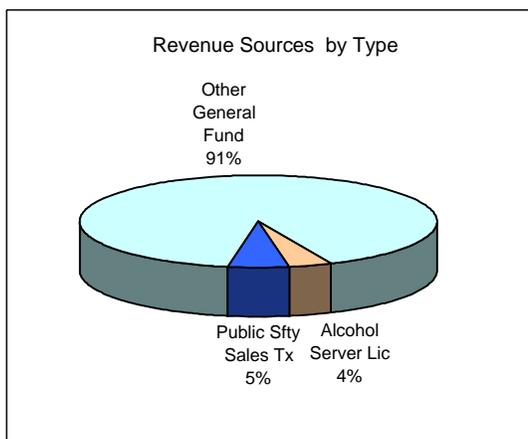
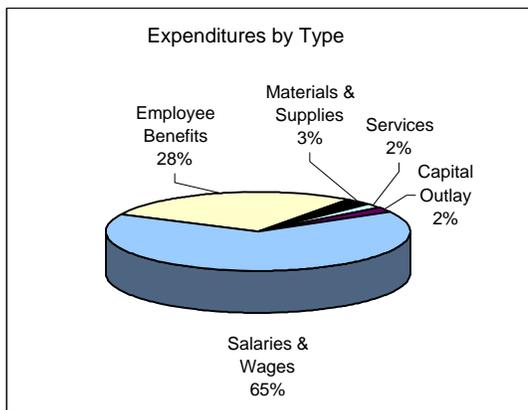
2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1.0	1.0	1.0	1.0
10	10	10	10

Major Budgetary Changes & Program Highlights

~The City requires individuals who serve alcohol receive training for an Alcohol Server's license. \$7,000 was added to Books/Magazines in FY14 for a 3-year subscription to the ID manuals needed in the server training. The amount was removed in FY2014 & won't be needed until it's renewed in FY17. The revenue is being recorded in Support Services to off-set the costs of materials and overtime incurred in providing this training.

~For several years police vehicles have been replaced at a reduced rate. With passage of the Public Safety Tax, vehicle purchases have been increased. Cost is displayed in the police Public Safety Tax program.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	465,433	460,224	411,812	490,912
Employee Benefits	208,894	215,292	209,875	207,950
Materials & Supplies	30,969	38,232	27,232	19,232
Services	11,430	20,635	20,635	16,095
Capital Outlay	202,685	299,190	0	13,711
Total	919,411	1,033,573	669,554	747,900
Revenue Sources:				
Alcohol Server Lic	30,770	23,000	30,073	29,960
Public Sfty Sales Tx	0	0	0	40,757
Other General Func	888,641	1,010,573	639,481	677,183
Total	919,411	1,033,573	669,554	747,900

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

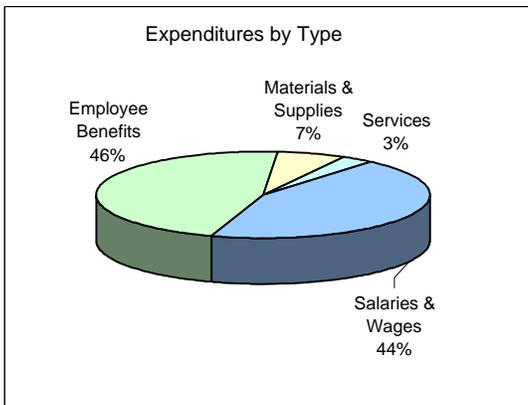
Police Sergeant

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1

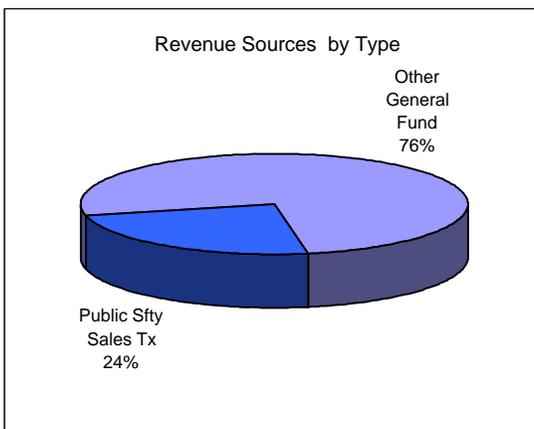
Major Budgetary Changes & Program Highlights

~\$5,000 provided in the Supplies category for purchase of replacement shotguns.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	52,139	50,069	55,284	56,810
Employee Benefits	61,267	59,915	61,370	59,811
Materials & Supplies	44,728	47,010	45,000	8,825
Services	2,606	3,890	2,890	3,890
Total	160,740	160,884	164,544	129,336
Revenue Sources:				
Public Sfty Sales Tx	0	0	6,670	31,193
Other General Func	160,740	160,884	157,874	98,143
Total	160,740	160,884	157,874	98,143



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

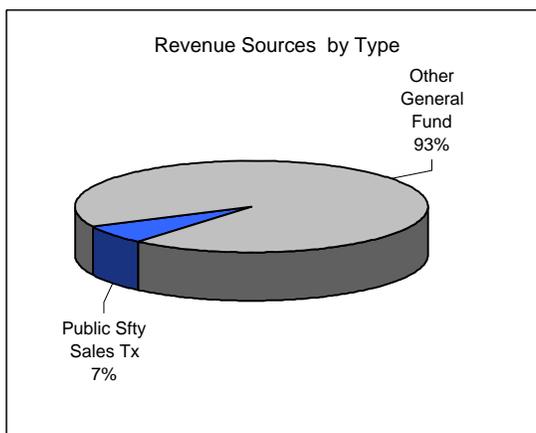
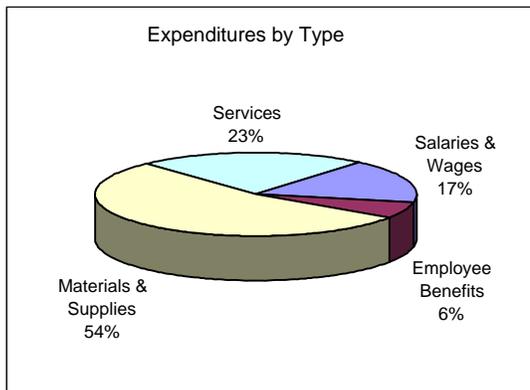
Master Mechanic
Auto Mechanic

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

- ~Increases in the wage related categories tied to implementation of the new Compensation Plan.
- ~An additional \$40,000 budgeted in the Supplies area to cover increased fuel expenditures.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	71,283	71,870	73,099	81,523
Employee Benefits	26,507	28,671	28,903	30,430
Materials & Supplies	264,067	217,120	257,320	257,120
Services	134,200	110,700	114,488	110,700
Total	496,057	428,361	473,810	479,773
Revenue Sources:				
Insurance Proceeds	6,936	0	11,208	0
Public Safety Sales Tax	0	0	1,461	32,165
Other General Fund	489,121	428,361	461,141	447,608
Total	496,057	428,361	473,810	479,773

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

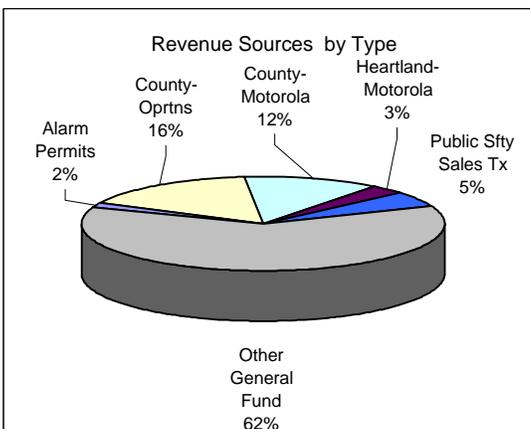
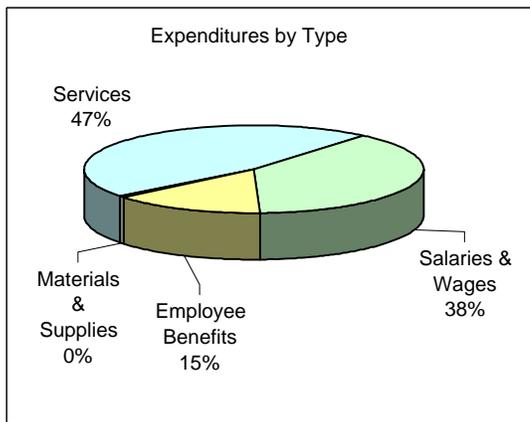
Police Captain
 Senior Communications Operator
 Communications Operator
 Public Safety Network Administrator

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
23	23	23	23

Major Budgetary Changes & Program Highlights

- Increases in the Services category are driven by the impact of various maintenance contracts on the new system as well as an ever increasing cost of electric service at the tower;
- Revenues from the County and Hospital have been budgeted to cover their portion of the costs of operating the communications system - 40% and 10% respectively.
- Wage related categories reflect impact of the Compensation Plan implementation.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	784,797	848,507	859,184	964,101
Employee Benefits	294,399	346,378	351,378	366,263
Materials & Supplies	19,230	27,910	11,500	10,930
Services	1,095,983	1,146,480	1,152,080	1,179,925
Total	2,194,409	2,369,275	2,374,142	2,521,219
Revenue Sources:				
Alarm Permits	51,555	40,000	40,000	40,000
Tower Rents/Other	24,691	2,305	31,145	2,305
County-Oprtns	357,675	391,457	391,457	406,058
County-Motorola	282,280	309,372	309,372	310,572
Heartland-Motorola	70,152	77,343	77,343	77,600
Public Sfty Sales Tx	0	0	17,177	132,236
Other General Func	1,408,056	1,548,798	1,507,648	1,552,448
Total	2,194,409	2,369,275	2,374,142	2,521,219

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

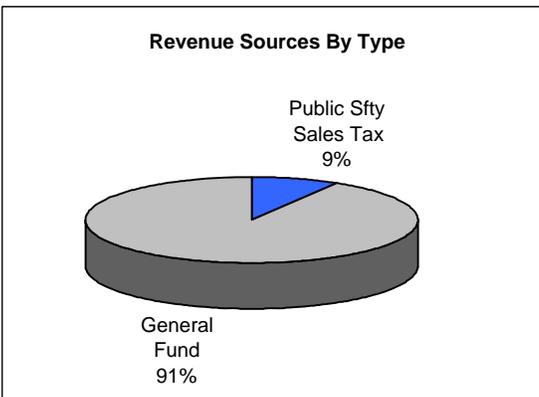
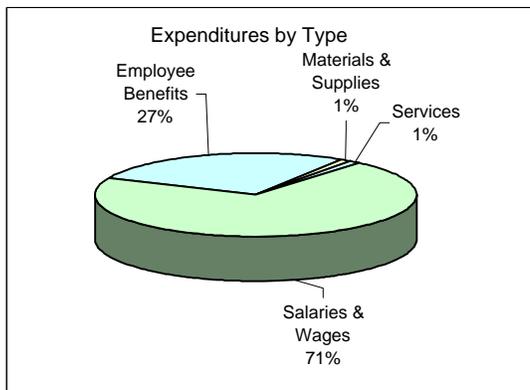
Police Records Supervisor	1	1	1	1
Police Report Specialist	2	2	2	2
Main Control Technician	4	4	4	4
Evidence Control Technician	1	1	1	1
Data Entry Operator	4	4	4	4
Data Entry Operator (PT)	0.62	0.62	0.62	0.62
Main Control Technician (PT) (Paid directly in PS Tax - Police program)	0	0	0	0.7
Evidence Control Technician (PT) (Paid directly in PS Tax - Police prog)	0	0	0	0.7

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
12.62	12.62	12.62	14.02

Major Budgetary Changes & Program Highlights

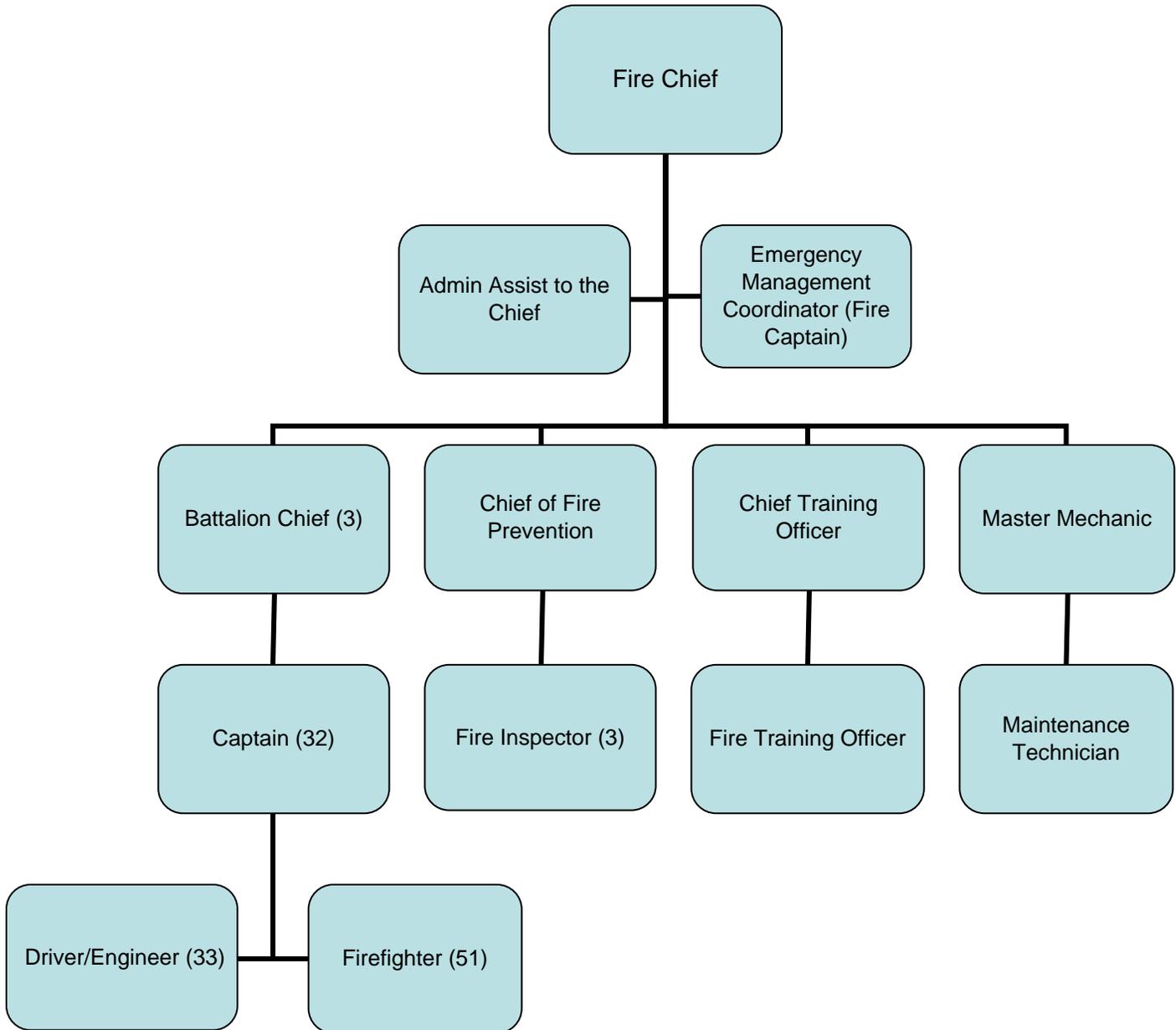
- No major changes other than implementation of the compensation plan.
- Costs of the new, part-time evidence control technician and part time main control tech are displayed in the police public safety program. The Evidence Tech is being used part time, 28 hrs/wk, to begin with to evaluate the cost/benefit of having the position go full time.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	431,532	428,197	434,855	480,079
Employee Benefits	155,874	170,241	171,076	186,949
Materials & Supplies	4,928	6,500	6,300	6,500
Services	7,130	10,570	7,990	7,990
Total	599,464	615,508	620,221	681,518
Revenues:				
Public Sfty Sales Tx	0	0	7,493	59,105
Other General Func	599,464	615,508	612,728	622,413
Total	599,464	615,508	620,221	681,518

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

- Substantially completed the Station 4 project, which included demolishing the old apparatus bay and building a new bay, exercise area, unisex bathroom, storm shelter, storage area, installation of sprinkler system and a new roof over the living quarters, as well as the stucco application on the entire outside of the building.
- Purchased two new trucks through the CIP and Public Safety tax.
- Removed the outside parking lot grass island at Station 5 to allow the larger Ladder Truck to be able to use the back drive. Also repaired the back of the parking lot at Station 5 allowing for better drainage.
- Finished ISO inspection and are awaiting results.
- Completed the first Citizen Fire Academy.
- Completed a station relocation study. This study required numerous man hours and was done to help determine the best locations for new stations.
- 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.
- Assisted with the ambulance committee after Heartland's decision to no longer provide ambulance service.
- Assisted with Ag Expo project, providing information on current fire protection contracts, building codes and services the Fire Department might be asked to provide in the future.

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.
- Get architect chosen for 2 new stations.
- Continue to work toward having all firefighters trained to FF2 level.

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

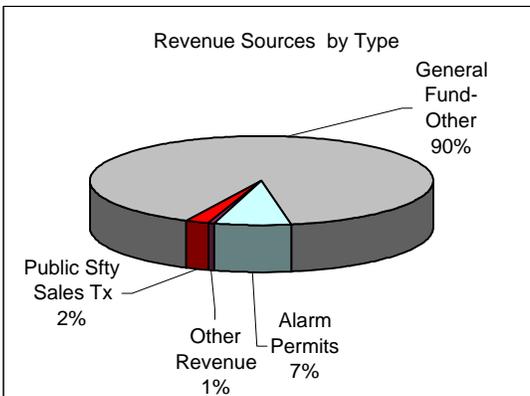
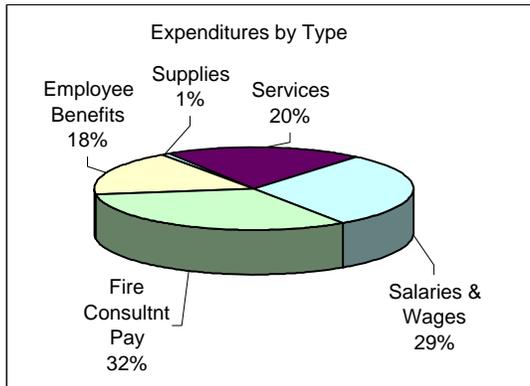
Fire Chief
 Administrative Asst to Fire Chief

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Other than the compensation study pay impact, no major changes.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	137,105	137,024	139,671	144,208
Fire Consultnt Pay	156,908	176,385	157,000	157,000
Employee Benefits	82,760	86,975	88,359	85,725
Supplies	4,363	4,750	4,500	4,750
Services	90,784	87,830	99,480	97,725
Capital Outlay	0	0	0	0
Total	471,920	492,964	489,010	489,408
Revenue Sources:				
Alarm Permits	34,800	33,000	35,000	35,000
Other Revenue	3,963	3,000	3,500	3,000
Public Sfty Sales Tx	0	0	4,579	11,249
General Fund-Other	433,157	456,964	445,931	440,159
Total	471,920	492,964	489,010	489,408

PUBLIC SAFETY - FIRE

Program 2525

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.

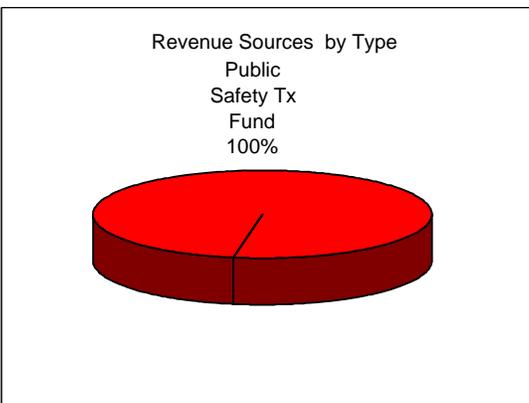
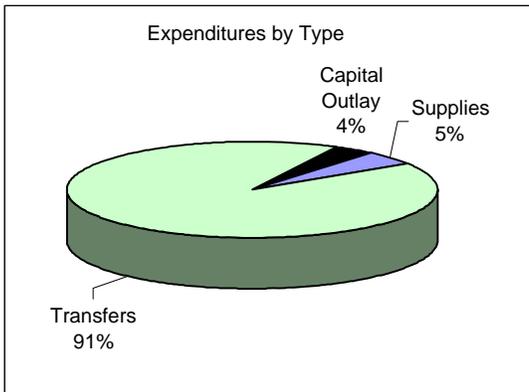
Staffing Detail

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	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 wage negotiations with the fire union.
- ~Major amounts of equipment and supplies are purchased through this program.
- ~Approximately \$500,000 a year will be placed in escrow and held for future purchases of major fire apparatus. Funds were already used in FY14 for an additional fire pumper. Escrowed monies are not budgeted, but accounted for on the City's financial statements. Funds are budgeted when items are to be purchased.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Supplies	0	0	0	60,155
Transfers	0	0	507,750	1,169,145
Capital Outlay	0	0	388,845	46,343
Total	0	0	896,595	1,275,643
Revenue Sources:				
Public Safety Tx Func	0	0	896,595	1,275,643
Total	0	0	896,595	1,275,643
Fire Apparatus Escrov	0	0	0	1,110,000

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 safety surveys 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 implement new pay schedule.
- Driver/Engineers are completing the Fire Inspector course, allowing them to do inspections of local businesses.
- 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".

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Response time maintained in over 80% of EM calls	4 mins	6 mins
Total number of calls	9,000	8,500
% of those calls being medical	65%	65%
Number of inspections completed by fire crews	300 (not reported separately, see Prevention)	

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.
- Continue to support employees willing to enhance their medical skills through refresher and additional outside department classes, such as Trauma Trends.
- 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

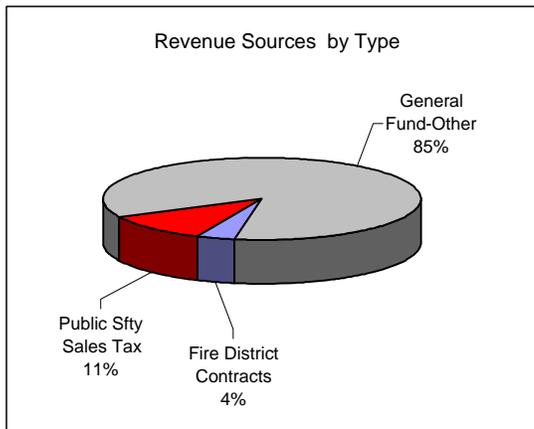
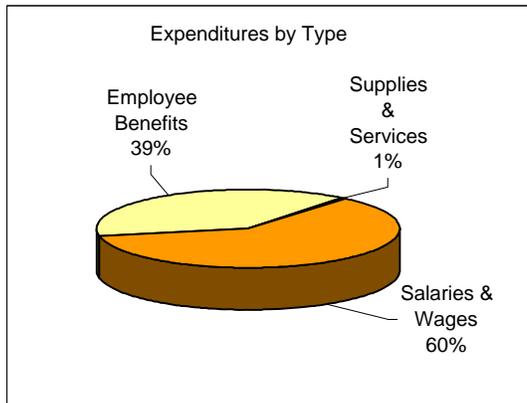
Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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

~The firefighter union contract was not settled until late in FY13, resulting in a minimal costs increase in that year. The FY14 wages category reflects a full year at the 2% increase finally approved by the union as well as the major increases negotiated with the union following passage of the Public Safety Tax.
 ~Wage related expenses reflect the full cost of union wage negotiations. Impact is covered by the Public Safety Sales Tax fund.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	5,522,908	5,642,480	5,913,379	6,431,944
Employee Benefits	3,470,426	3,657,775	3,768,832	4,083,624
Materials & Supplies	54,089	73,735	55,075	25,335
Services	23,711	25,615	27,515	27,115
Insurance Claims	200	2,000	2,500	2,500
Total	9,071,334	9,401,605	9,767,301	10,570,518
Revenue Sources:				
Fire District Contracts	349,923	350,000	385,628	397,197
Other Revenue	893	0	3,200	0
Public Sfty Sales Tx	0	0	381,956	1,193,893
General Fund-Other	8,720,518	9,051,605	8,996,517	8,979,428
Total	9,071,334	9,401,605	9,767,301	10,570,518

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 captains 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 the captains have allowed fire inspectors to focus on high hazard businesses. We have completed well over 400 inspections this past year. This is an achievement we are most proud of.
- All inspectors have maintained their certifications.
- For calendar year 2014 we are going to double the number of inspections performed by our Captains.
- Plan on having all Driver/Engineers qualified to perform inspections.

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.

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

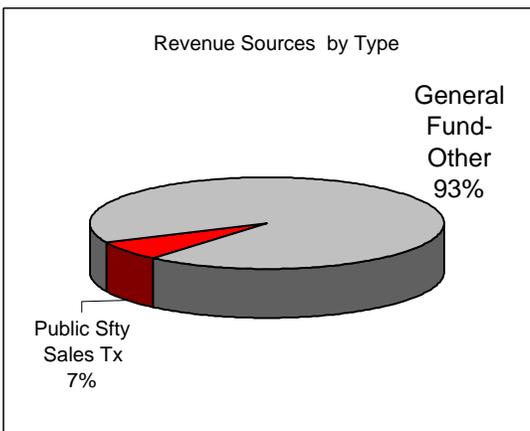
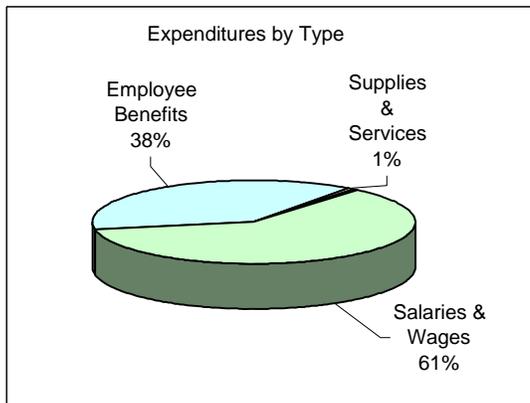
Chief of Fire Prevention
Fire Inspector

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
4	4	4	4

Major Budgetary Changes & Program Highlights

-No major changes beyond impact of the negotiated wage increases.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	221,991	228,949	232,051	247,168
Employee Benefits	137,007	141,530	143,513	152,151
Materials & Supplies	2,027	2,550	5,981	2,550
Services	2,438	1,550	1,900	1,800
Capital Outlay	0	0	0	0
Total	363,463	374,579	383,445	403,669
Revenue Sources:				
Public Sfty Sales Tx	0	0	4,685	28,276
General Fund-Other	363,463	374,579	378,760	375,393
Total	363,463	374,579	383,445	403,669

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

- *Secured funding for a full time Emergency Management Director (EMD)
- *Secured funds for new equipment purchases for the SJPD, Health Department and EOC.
- *Established the City as a Storm Ready Community.
- *Updated the City's Emergency Operations Plan.
- *Established the Fire Department Citizen Academy.
- *Participated in the Regional 2013 full-scale disaster exercise with regional agencies and city departments.
- *Worked with local businesses and industry on EM preparedness.

Budget Challenges/Planned Initiatives

Planned Initiatives:

- Establish a CERT group from within the community providing a volunteer pool to be used in times of disaster.
- Continue to improve public notification in the event of an emergency or disaster by the use of social media and established programs like the SJPD's NIXEL.
- Work with Health Department on establishing sheltering plan and MRC.
- Continue providing NIMS and CBRNE/WMD training to employees.
- Enhance participation in Region H HSRRS team.
- Review and establish full-time location for City's EOC.
- Review Buchanan County National Hazard Risk Analysis and develop 5-year plan to reduce risk by 10%.
- Establish three to five-year plan for Emergency Management, with funding from CIP and Public Safety monies.

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 acts as the City's Emergency Management Coordinator and is paid a small stipend for that responsibility. 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

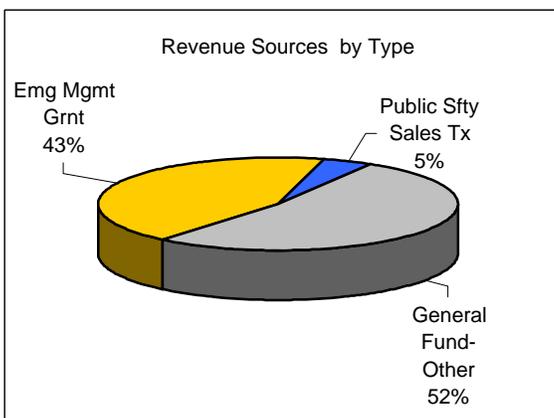
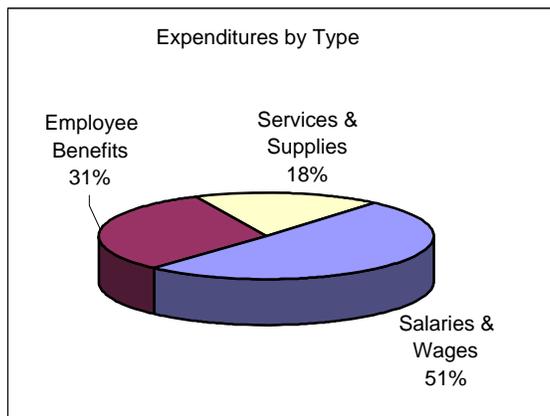
Emergency Management Coordinator

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- A portion of the Emergency Management Coordinator's salary is paid by the Missouri Emergency Management Grant program.
- Salary and salary-related increases the result of the Compensation Plan implementation.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	29,748	60,585	60,373	65,275
Employee Benefits	19,049	38,020	36,840	40,445
Services & Supplies	20,646	22,860	17,705	23,265
Total	69,443	121,465	114,918	128,985
Revenue Sources:				
Emg Mgmt Grnt	44,396	55,469	55,469	55,469
Public Sfty Sales Tx	0	0	0	5,974
General Fund-Other	25,047	65,996	59,449	67,542
Total	69,443	121,465	114,918	128,985

Fire Maintenance

Mission

To provide timely preventive maintenance for the vehicles in the Fire fleet including mechanized equipment. Staff is also responsible for procuring and distributing supplies and building maintenance materials to all fire stations.

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.

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 11 light duty trucks and cars and 3 rescue boats.
- Maintained 9 fire stations.
- Cleaned, organized and inventoried repair area at Station 5.
- Provided frequent updates on truck repairs to Battalion Chiefs and suppression personnel.
- Completed major repairs on Ladder 5 that were noted in last inspection by Sutphen.
- Assisted with specifications and bid process for two new apparatus.
- Common entry system installed for all stations providing better security and access for fire personnel.
- Sprinklers installed for Station 10 apparatus bay and modified air pac repair room.

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.
- 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.
- Establish a process to periodically steam clean and seal undercarriages of trucks to preserve frames and undercarriages.

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 Department ladders, aerial fire apparatus and fire pumps.

Staffing Detail

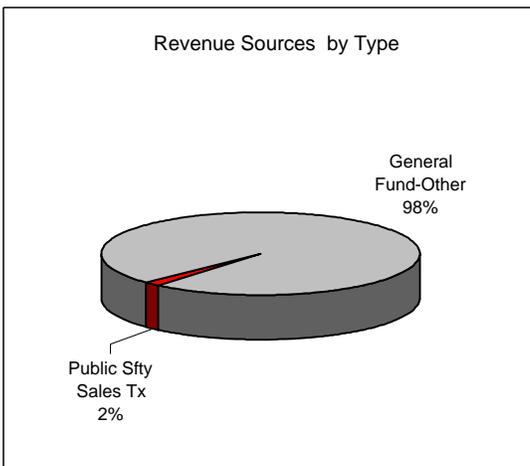
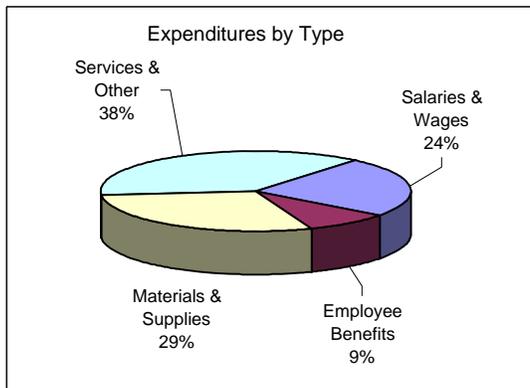
Master Mechanic
Maintenance Technician

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

- Wage related categories increased as a result of union negotiations.
- M&R of Vehicles account was increased by \$10,000 to meet expenditure history.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	74,376	75,643	76,988	80,902
Employee Benefits	23,821	29,452	29,632	30,318
Materials & Supplies	92,872	98,000	95,000	98,000
Services & Other	127,673	116,300	126,525	126,300
Capital Improvments	0	0	0	0
Total	318,742	319,395	328,145	335,520
Revenue Sources:				
Public Sfty Sales Tx	0	0	1,525	5,843
General Fund-Other	318,742	319,395	326,620	329,677
Total	318,742	319,395	328,145	335,520

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.

Current Year Activity/Achievements

- One-third of the Captains are given Safety Officer training each year on a rotating basis.
- All captains completed 40 hour Fire Inspector course.
- Assisted with an orientation class for women and minorities.
- Assisted with first Citizen Fire Academy.
- Helped set up EMT class and scholarship program for women and minorities.
- Met with Advantage Metals personnel and have an agreement for vehicles to use for extrication training.
- Set up monthly training classes to meet ISO requirements.

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

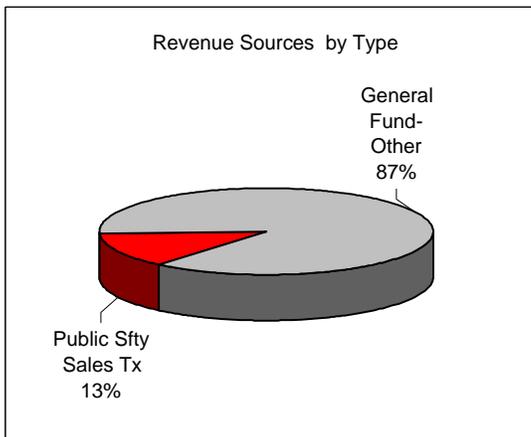
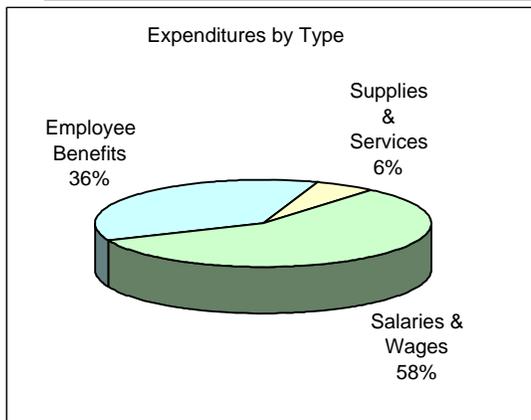
Chief Training Officer
Fire Training Officer

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

-Other than the impact of the wage increases, no major changes from the prior year.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	104,719	107,276	115,208	126,213
Employee Benefits	66,767	70,181	73,828	79,905
Materials & Supplies	2,562	1,000	2,200	1,000
Services	21,784	12,235	12,235	12,035
Capital Outlay	0	0	0	0
Total	195,832	190,692	203,471	219,153

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues	2,500	0	1,200	0
Public Sfty Sales Tx	0	0	11,579	28,379
General Fund-Other	193,332	190,692	190,692	190,774
Total	193,332	190,692	203,471	219,153

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

2012-13	2013-14		2014-15
Actual	Adopted Budget	Estimated Actual	Budget
0	0	0	0

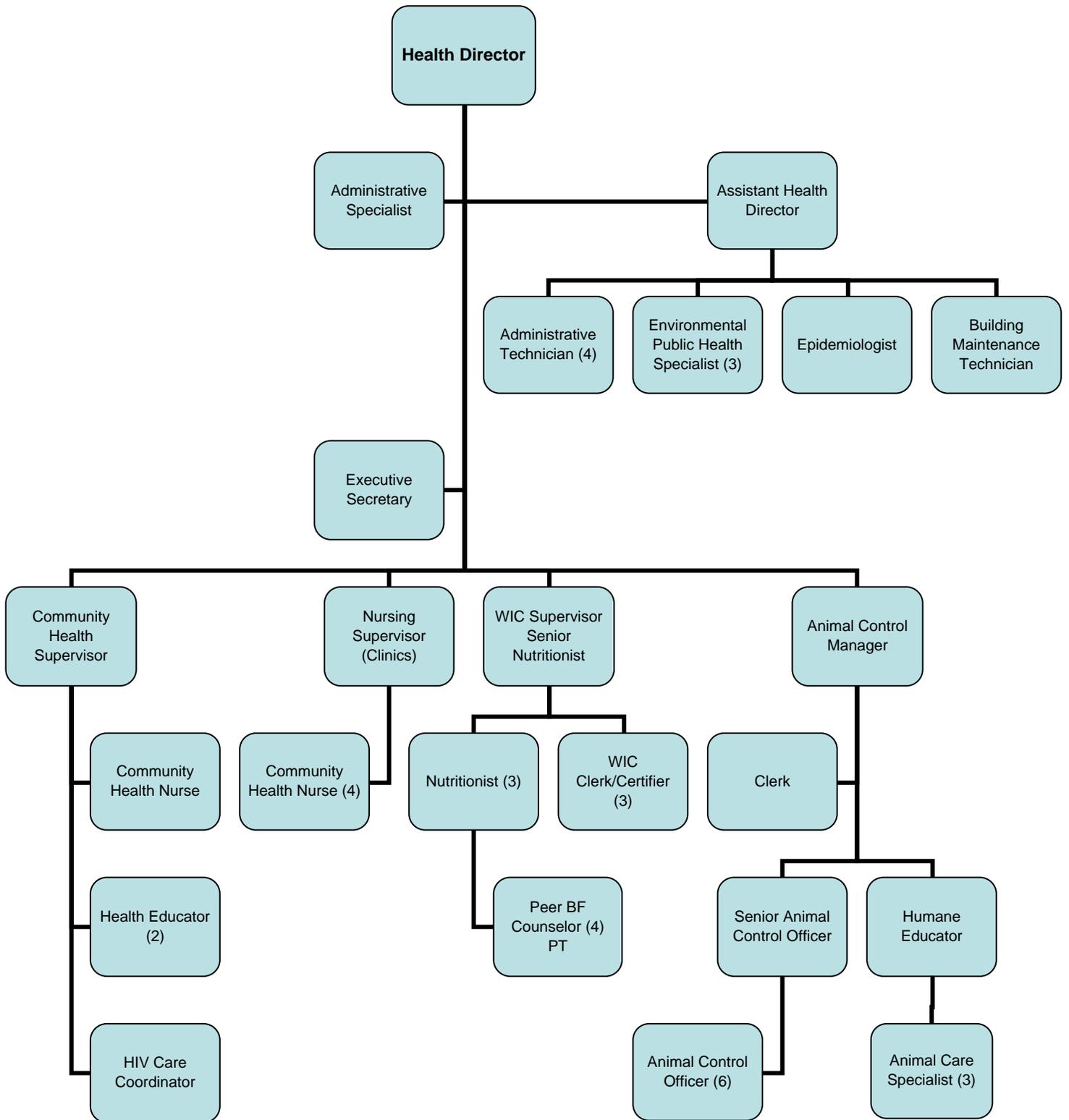
Major Budgetary Changes & Program Highlights

~No funding was anticipated for FY15.

Operating Budget Summary

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated 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

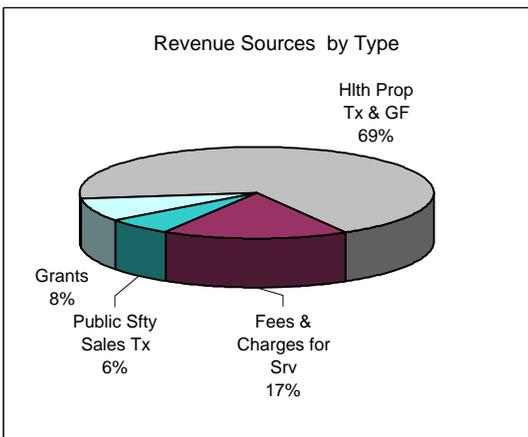
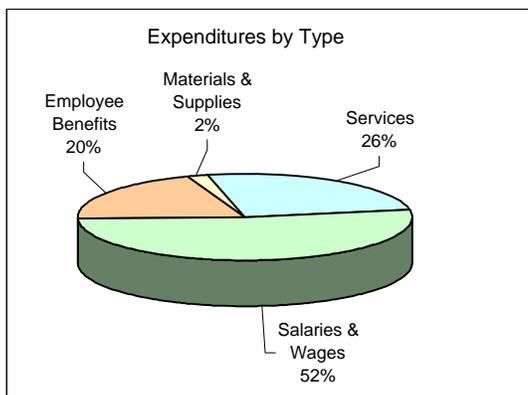
Director of Public Health
 Assistant Director of Public Health
 Community Health Epidemiologist
 Executive Secretary
 Administrative Specialist
 Administrative Technician
 Building Maintenance Technicial

2012-13	2013-14		2014-15
	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
4	4	4	4
1	1	1	1
10	10	10	10

Major Budgetary Changes & Program Highlights

- Wage related categories reflect impact of the Compensation Plan implementation.
- Fluctuations in the non-personnel categories are tied to grant activity.
- Debt service on the PBA bonds for the Patee Market improvements was paid off in FY14.
- Revenues and expenditures are amended throughout the year as grant amounts are known.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	425,040	392,987	403,669	438,573
Employee Benefits	146,995	162,515	167,040	167,454
Materials & Supplies	28,800	22,600	51,085	16,550
Services	221,207	222,147	235,202	215,461
Other Charges/ Debt	61,607	50,416	50,416	0
Capital Outlay	0	0	0	0
Total	883,649	850,665	907,412	838,038
Revenue Sources:				
Rents & Other Rev	18,458	7,445	11,170	1,000
Fees & Charges for S	155,490	140,000	140,000	140,000
Public Sfty Sales Tx	0	0	12,023	52,271
Grants	78,678	70,552	107,016	70,552
Hlth Prop Tx & GF	631,023	632,668	637,203	574,215
Total	883,649	850,665	907,412	838,038

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.

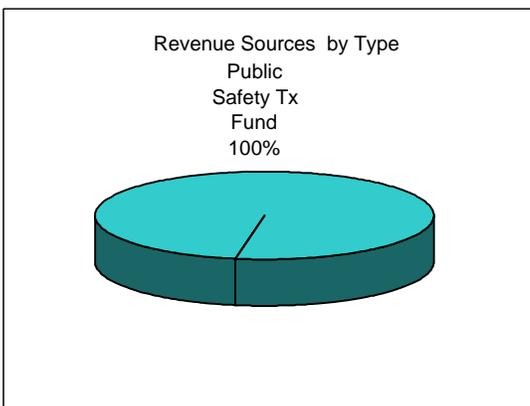
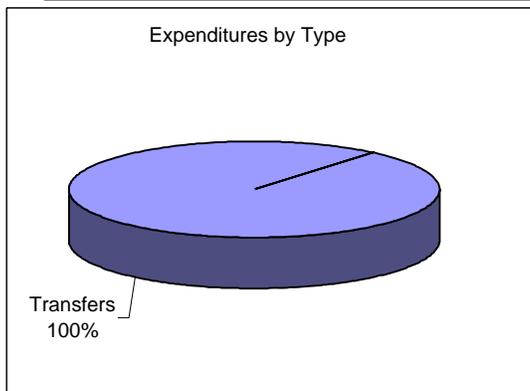
Staffing Detail

2012-13	2013-14		2014-15
	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



	2012-13	2013-14		2014-15
		Actual	Adopted Budget	
Expenditures:				
Transfers	0	0	72,700	223,050
Total	0	0	72,700	223,050
Revenue Sources:				
Public Safety Tx Func	0	0	72,700	223,050
Total	0	0	72,700	223,050

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>
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.

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

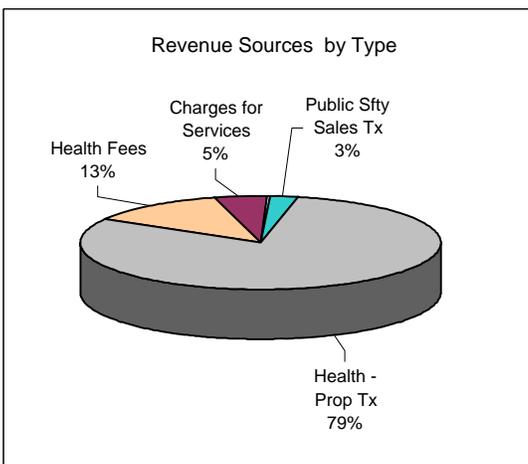
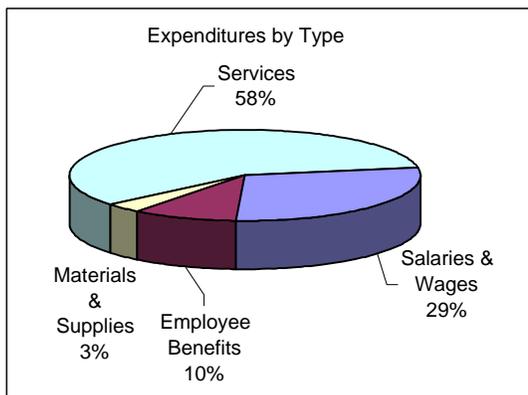
2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	4	4	4
4	5	5	5

Major Budgetary Changes & Program Highlights

~The Services category includes the \$450,261 contribution to the Social Welfare Department. The amount was not increased for FY14. By contract, the SWB is increased by the same percentage as employees receive in salary increases. In mid-2014 a COLA of 2% was given to those employees whose wages were not impacted by the compensation plan. Therefore, the SWB's FY2015 budget is being increased by 2%.

~\$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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	231,108	239,501	240,921	260,568
Employee Benefits	68,071	84,140	84,402	87,727
Materials & Supplies	25,093	28,900	81,100	28,900
Services	454,373	473,342	549,055	530,466
Total	778,645	825,883	955,478	907,661
Revenue Sources:				
Health Fees	93,210	113,800	91,000	113,800
Charges for Services	47,234	43,248	59,248	43,248
Interest	92	150	85	150
Grants	1,818	1,500	1,500	1,500
Public Sfty Sales Tx	0	0	1,682	23,952
Health -Prop Tx	636,291	667,185	801,963	725,011
Total	778,645	825,883	955,478	907,661

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

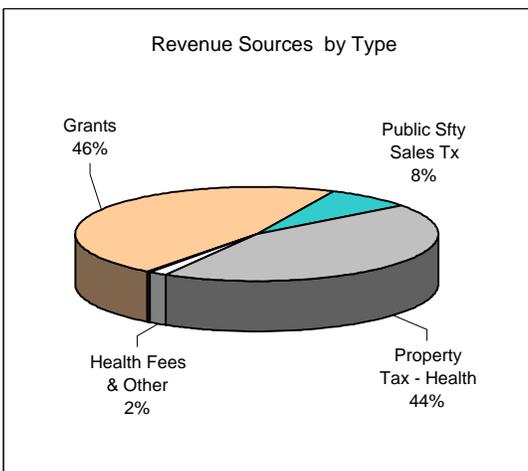
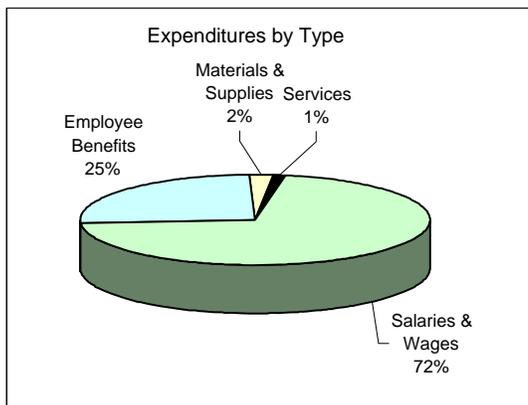
HIV Care Coordinator
 Health Educator
 Community Health Nurse
 Community Hlth Srvc Supervisor

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	2	2	2
1	1	1	1
1	1	1	1
4	5	5	5

Major Budgetary Changes & Program Highlights

- ~A second Health Educator (reclassified position) was transferred here from Health Administration in FY14.
- ~Wage related increases reflect implementation of the compensation plan.
- ~The changes in supplies and services are tied to the level of grant funding.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	180,375	218,145	215,786	241,863
Employee Benefits	60,972	81,857	81,638	86,009
Materials & Supplies	5,167	7,700	30,100	7,700
Services	4,149	4,050	12,050	4,050
Total	250,663	311,752	339,574	339,622
Revenue Sources:				
Health Fees & Other	5,221	5,200	5,000	5,200
Charges for Services	633	1,000	1,000	1,000
Grants	167,260	158,464	178,464	158,464
Public Sfty Sales Tx	0	0	0	27,165
Property Tax - Health	77,549	147,088	155,110	147,793
Total	250,663	311,752	339,574	339,622

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

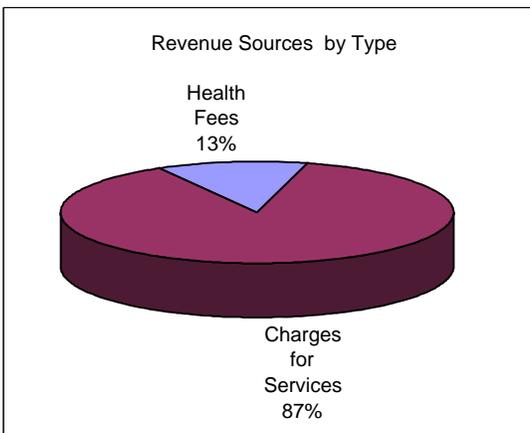
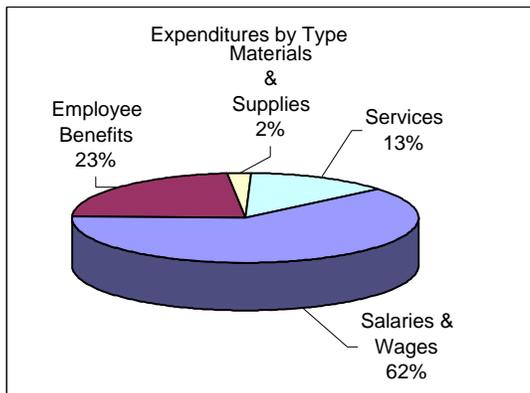
Senior Nutritionist
 Nutritionist
 WIC Clerk
 BFPC Funded Temps

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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 expenditures are tied to the level of grant funding. This program has moved to the level of more than paying for itself.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	266,161	285,404	280,973	305,187
Employee Benefits	85,505	109,020	107,687	112,962
Materials & Supplies	10,809	11,784	14,085	11,784
Services	27,359	65,855	61,855	65,855
Capital Outlay	0	0	0	0
Total	389,834	472,063	464,600	495,788
Revenue Sources:				
Health Fees	28,892	59,000	59,016	59,000
Charges for Services	371,434	409,151	409,151	409,151
Health Tax	(10,492)	3,912	(3,567)	27,637
Total	389,834	472,063	464,600	495,788

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

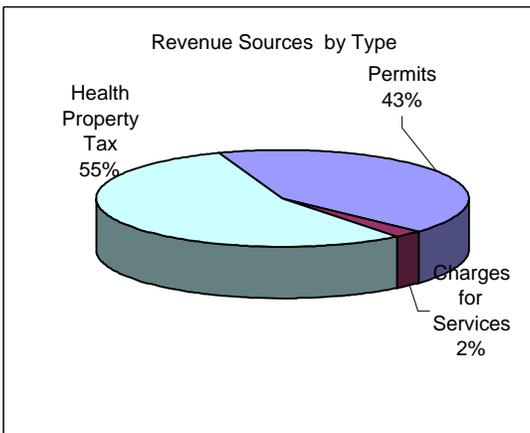
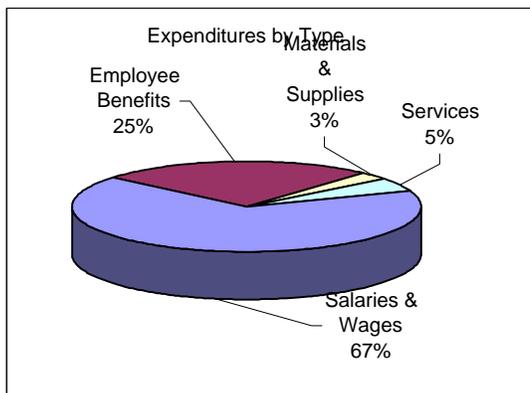
Public Health Inspector
Environmental Public Hlth Specialis

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
2	2	2	2
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

- ~The division has a Memorandum of Agreement with Holt County to perform inspection services for them.
- ~No major budget changes.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	98,984	99,130	112,149	134,496
Employee Benefits	39,138	44,703	46,477	51,159
Materials & Supplies	4,543	5,000	4,000	5,795
Services	4,089	3,695	13,555	9,895
Capital Outlay	0	0	0	0
Total	146,754	152,528	176,181	201,345
Revenue Sources:				
Permits	93,157	86,110	85,310	85,850
Charges for Services	7,500	4,500	4,300	4,500
Grants	360	0	360	0
Health Property Tax	45,737	61,918	86,211	110,995
Total	146,754	152,528	176,181	201,345

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 imounded	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

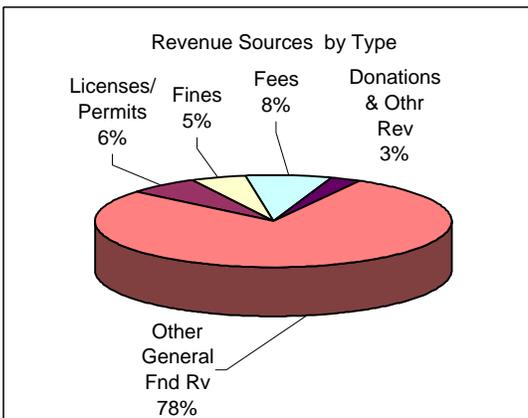
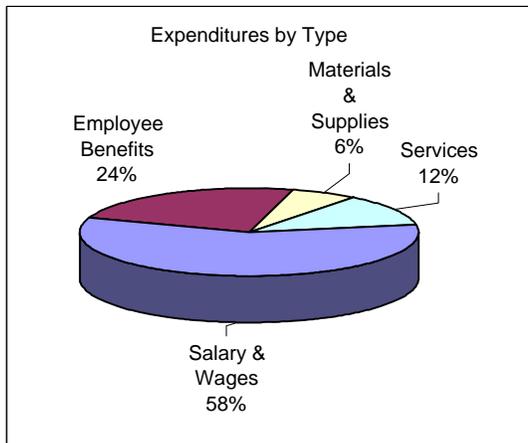
Animal Control Manager
 Senior Animal Control Officer
 Animal Control Officer
 Humane Educator
 Animal Care Specialist
 Clerk

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salary & Wages	422,709	441,240	435,733	469,049
Employee Benefits	163,943	187,056	186,218	193,215
Materials & Supplies	43,102	51,700	58,620	51,700
Services	80,769	90,200	133,690	94,550
Insurance & Other	6,107	5,000	0	5,000
Capital Outlay	0	0	0	0
Total	716,630	775,196	814,261	813,514
Revenue Sources:				
Licenses/Permits	54,042	53,360	52,180	52,200
Fines	39,927	4,000	40,000	40,000
Fees	60,658	63,500	63,500	63,500
Donations & Othr Rev	36,590	32,200	94,775	23,200
Other General Fnd Rv	525,413	622,136	563,806	634,614
Total	716,630	775,196	814,261	813,514

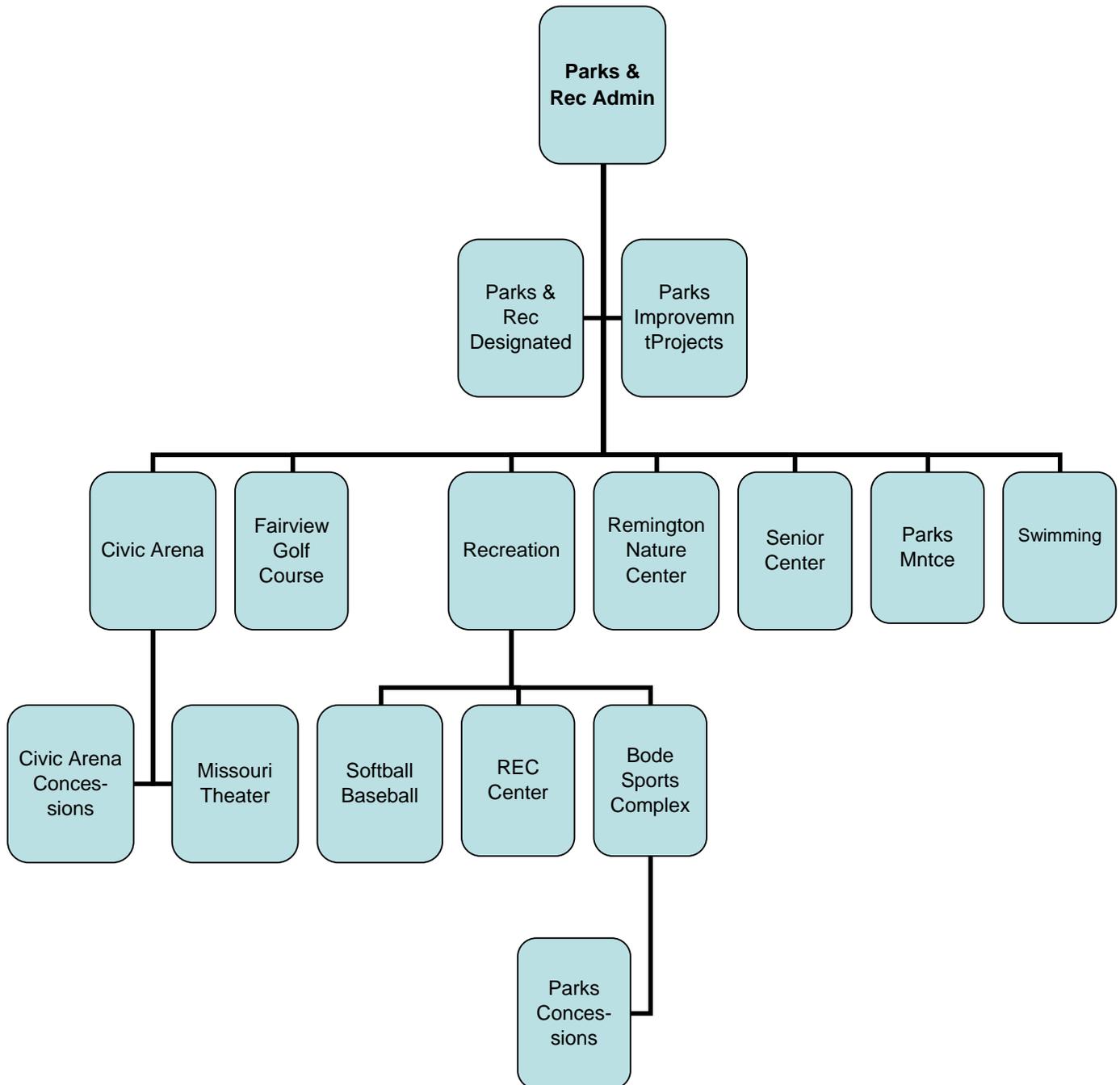
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

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.

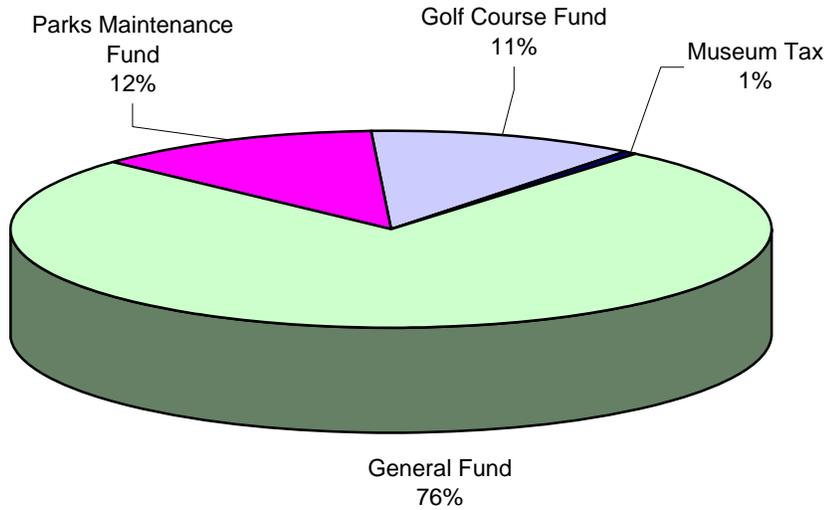
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel 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: \$ 7,377,000

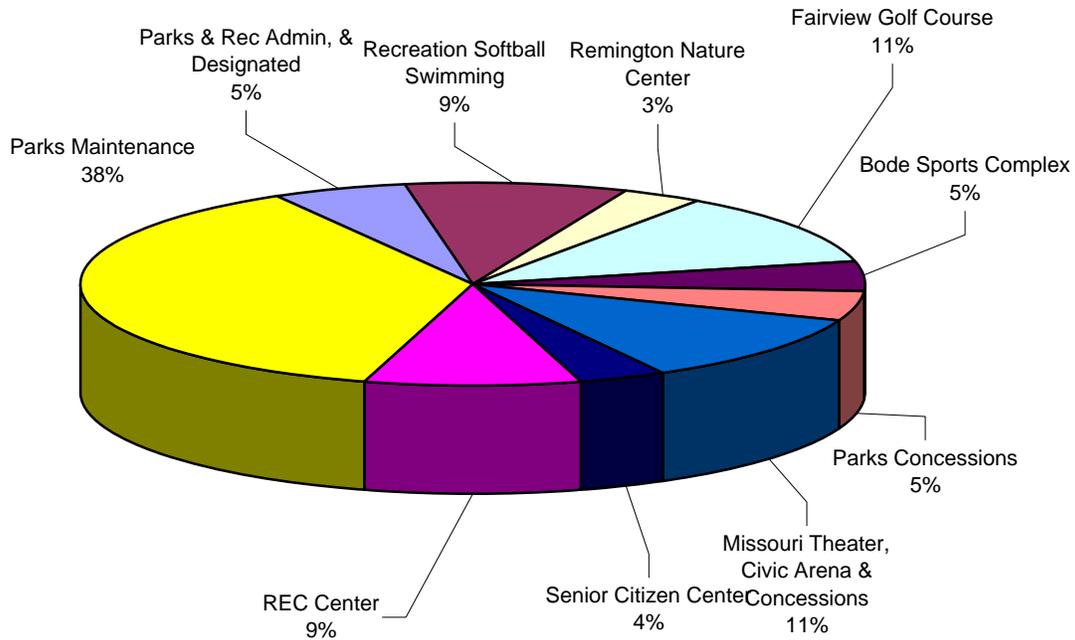
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



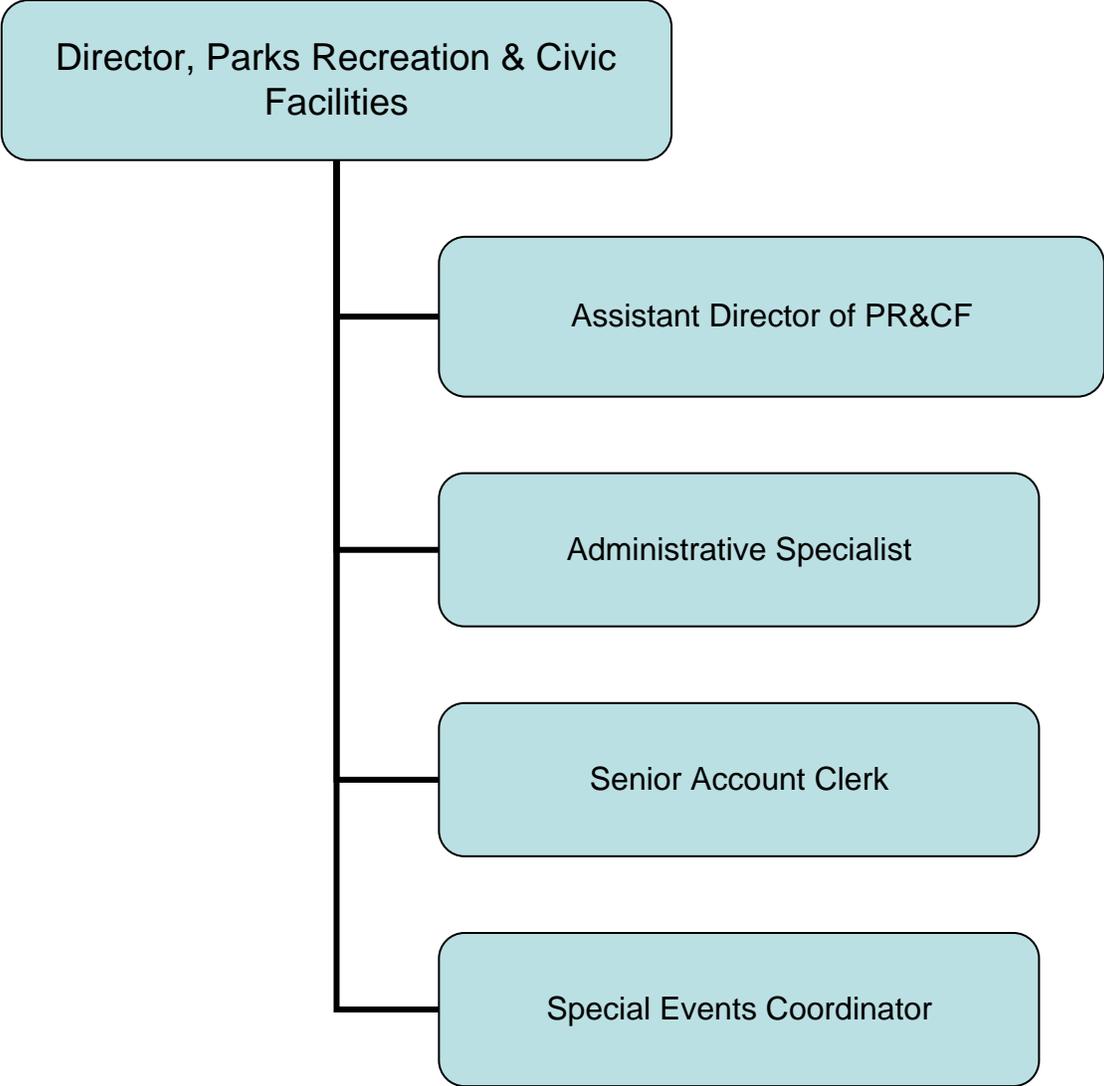
PROGRAM USES

PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

ACCOUNT TYPE	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	2,895,507	3,129,147	2,988,373	3,230,449
Payroll Expenses & Benefits	817,732	912,784	894,116	971,631
Materials & Supplies	771,251	835,560	853,896	846,035
Utilities & Other Contracted Services	1,837,695	1,660,764	1,790,410	1,834,484
* Insurance/Claims/Other	61,532	71,304	64,700	149,132
Capital Outlay/Lease Payment Debt	104,035	541,503	628,213	176,047
	<u>6,487,752</u>	<u>7,151,062</u>	<u>7,219,708</u>	<u>7,207,778</u>
USES BY PROGRAM				
* Parks, Recreation & Civic Facilities Admin	372,836	382,611	383,847	386,345
Recreation	140,616	140,922	148,289	148,009
Softball/Baseball	256,161	195,901	197,960	209,500
Swimming	342,919	328,419	313,741	315,628
Remington Nature Center	214,038	218,769	249,994	242,951
Senior Citizen Center	221,353	227,706	243,194	255,975
REC Center	507,835	508,757	559,380	631,546
Fairview Golf Course	793,910	781,575	803,022	810,429
Golf Course CIP	35,414	23,713	23,713	15,014
Bode Sports Complex	343,978	290,292	352,667	353,359
Parks Concessions	281,814	335,630	313,735	334,880
Parks Designated Expenses	10,483	17,475	7,200	8,610
Parks Maintenance	2,197,802	2,906,217	2,861,186	2,691,769
Civic Arena & Civic Concessions	647,832	685,887	646,469	681,136
Missouri Theater	120,761	107,188	115,311	122,627
	<u>6,487,752</u>	<u>7,151,062</u>	<u>7,219,708</u>	<u>7,207,778</u>
FUNDING SOURCES				
General Fund	4,674,444	5,500,046	5,383,817	5,462,005
Parks Maintenance Fund	924,758	808,782	919,752	892,285
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
Downtown Business District Fund	9,700	0	0	0
	<u>6,487,752</u>	<u>7,151,062</u>	<u>7,219,708</u>	<u>7,207,778</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	3.5
Fairview Golf Course	4.5	4.5	4.5	4.5
REC Center (3 FT, remainder are PT positions)	9.68	9.68	9.68	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	26	26
Civic Arena & Civic Concessions	5	5	5	5
Missouri Theater	1	1	1	1
	<u>60.175</u>	<u>60.175</u>	<u>60.175</u>	<u>60.450</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

- Work on the Fort Smith site including ordering and setting an additional cannon, ordered and set signs
- Installed playground surfacing at 3 locations
- Secured over \$170,000 in grants and donations for improvements
- Applied for grants or foundation funding for various programs & facilities
- Joined in initiatives to help our residents be active and combat obesity
- Worked with various individuals & entities to construct an accessible treehouse and continue to work on replacing the accessible playground at Bartlett Park
- Replaced 6 Park Board members and acquainted them with duties and the department
- Assisted other divisions with replacement of out-dated equipment and machinery
- Assisted individuals and groups to honor & memorialize through donations to reforestation and bench additions

Budget Challenges/Planned Initiatives

- Continue evaluating properties as to practicality of maintaining and actual usage
- Expansion of Hike & Bike Trails/Maintenance
- Increased use of parks, parkways and facilities for events
- Evaluate and revise some fees to help augment revenue
- Meet public expectation of renovations (CIP & other)
- Research best methods of renovating aging facilities and amenities
- Realizing sufficient funding for accessible playground and surfacing

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

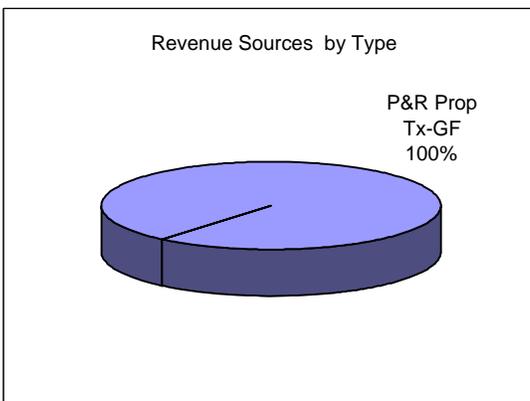
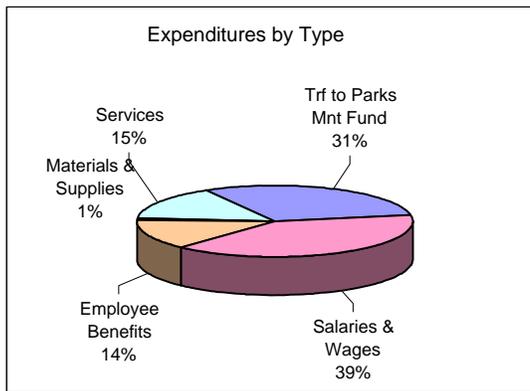
Director, Parks, Rec & Civic Facilities
 Special Events Coordinator
 Administrative Specialist
 Senior Account Clerk

2012-13	2013-14		2014-15
	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

- ~Increasing costs have resulted in resumption of transfers to the Parks Maintenance Fund from the General Fund.
- ~Wage related increases are the result of the compensation plan implementation.
- ~PBA bond debt services was paid off in FY2014.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	211,695	211,875	214,611	220,471
Employee Benefits	67,555	74,457	74,842	75,574
Materials & Supplies	3,416	4,790	2,790	5,090
Services	85,041	87,290	87,405	85,210
Trf to Parks Mnt Fund	0	0	35,000	170,000
Capital/ Debt Service	5,129	4,199	4,199	0
Total	372,836	382,611	418,847	556,345
Revenue Sources:				
P&R Prop Tx-GF	372,836	382,611	418,847	556,345
Total	372,836	382,611	418,847	556,345

PARKS DESIGNATED FUNDS

Program 3180

Program Description

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

Staffing Detail

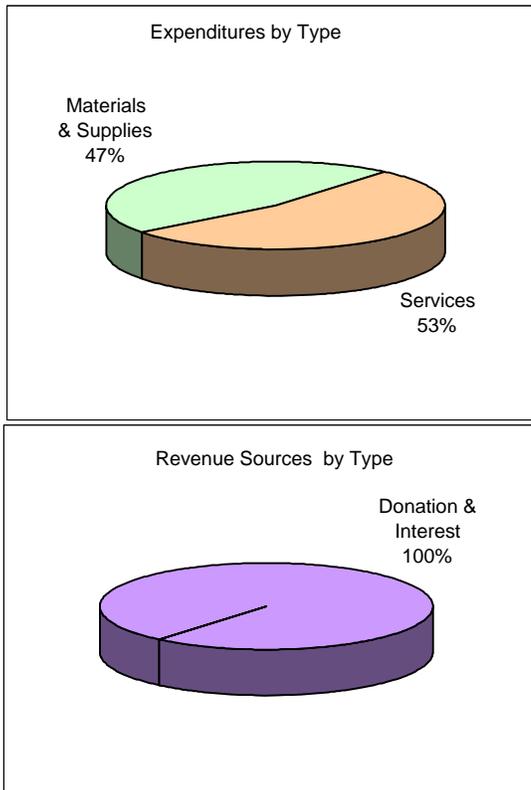
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Major Budgetary Changes & Program Highlights

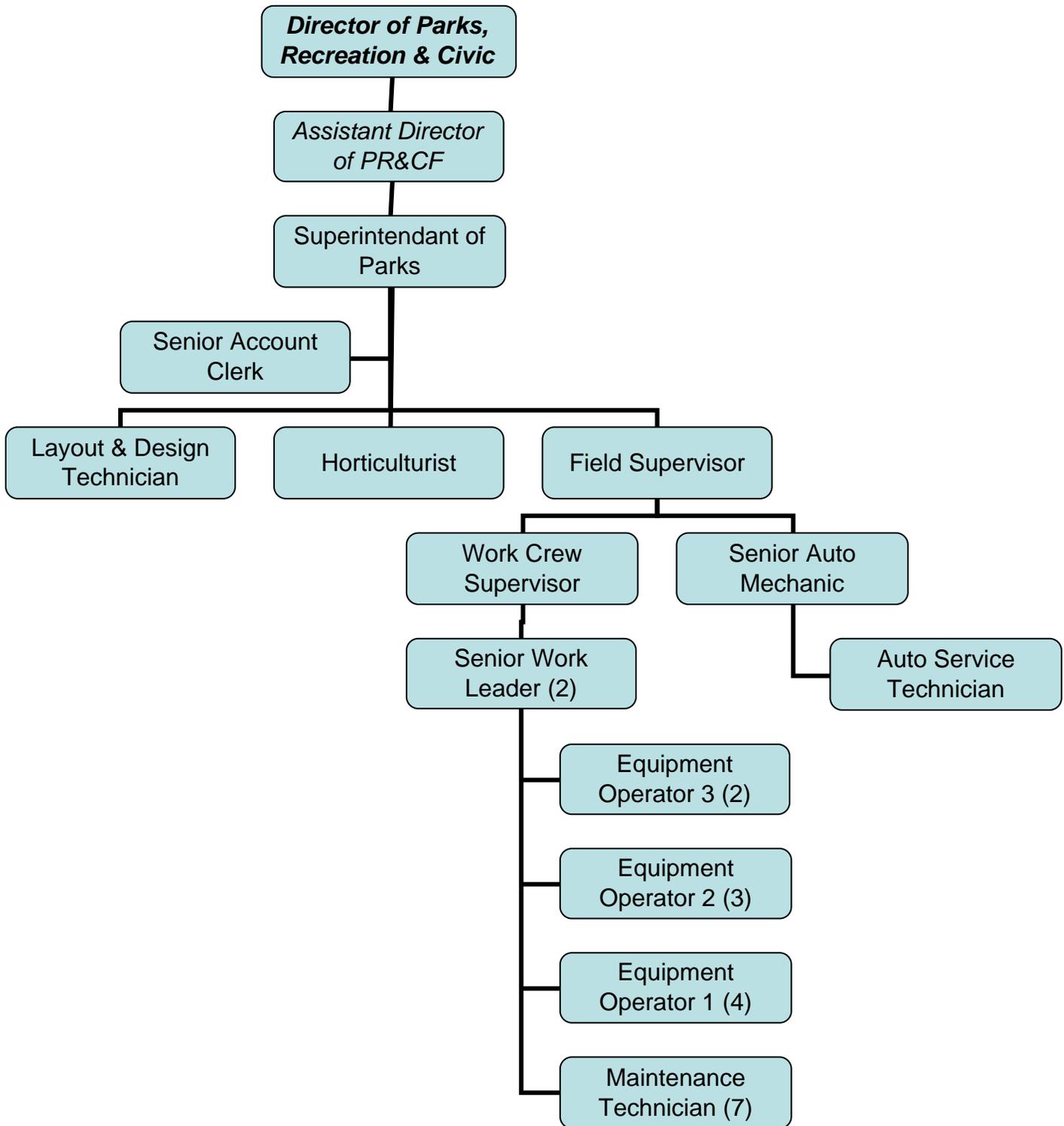
- ~ Both the expenditures and revenues for the annual holiday ornament sale, the Fishing Derby, and the Mayor's Children's Christmas Party are budgeted in this program.
- ~ Other expenditures are tied to donations for landscaping, etc.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	6,830	8,475	5,200	4,010
Services	3,653	9,000	2,000	4,600
Total	10,483	17,475	7,200	8,610
Revenue Sources:				
Donation & Interest	7,840	8,610	4,010	8,610
Parks Escrow FB:	2,643	8,865	3,190	0
Total	10,483	17,475	7,200	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.
- 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 Lagoon Renovation, the Living History Development Playground Improvements and Hyde Park Complex Renovation.
- 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.
- * Seasonal removal and replacement of the French Bottoms floating boat dock.
- * Provided support to 50+ festivals, walks, concerts, runs and special events requiring an estimated 1250 man hours.
- * 33rd year of Holiday lighting. Boasting 250,000 lights and welcoming an estimated 85,000 visitors annually.
- * Upgraded our aging fleet with the acquisition of 11 new pieces of rolling stock.
- * Added a 10" Siege Mortar, Electricity and additional enhancements to Ft. Smith.
- * New roof, Copper Flashing and Gutters on the Krug Castle.
- * Repairs and renovation of the "Dolphin Fountain" at Civic Center Park.
- * Made repairs to the Park Maintenance Garage, Carpenter Shop and Bartlett Center gymnasium.
- * Installation of a Security & Surveillance System for our Administration and Maintenance facility.

Budget Challenges/Planned Initiatives

- * Repair roofs on the Park Maintenance Garage, Carpenter Shop and the Bartlett Center gymnasium area.
- * Make needed repairs to the roof of the Children's Circus area Pavilion at Krug Park.
- * Maintain 8 day mowing cycle of the boulevard and parks system.
- * Maintain 89 pieces of rolling stock with the average age of 15+ years.
- * Repair 100 year old "Dolphin Fountain" at Civic Center Park and restore decorative fountain at Patee Park.
- * Initiate Phase II of the Renovation of the Hyde Park Baseball Complex into a tournament capable facility.
- * Development of new "Eastside Park". To include: Picnic Shelter(s), Walking Trail, and green areas.
- * Clean and re-stain the exterior of the Remington Nature Center.
- * Install protective metal flashing on the top surface of the exposed rafter beams at the Remington Nature Center to provide protection and to prevent further dry rotting and deterioration.
- * Repair and renovate existing Park Restrooms to meet ADA Accessibility requirements

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

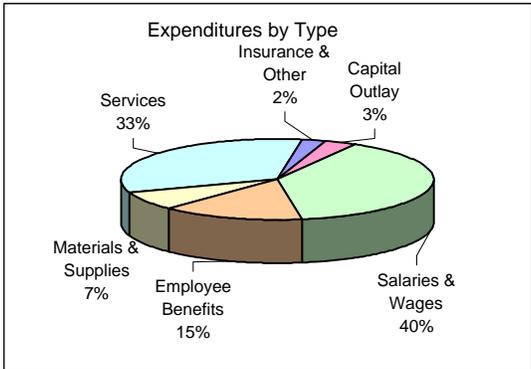
Superintendent of Parks
 Layout & Design Technician
 Horticulturist
 Field Supervisor
 Work Crew Supervisor
 Senior Work Leader
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Maintenance Technician
 Senior Auto Mechanic
 Auto Service Technician
 Senior Account Clerk

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	1	1
	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	26	26

Major Budgetary Changes & Program Highlights

- Wages & Benefits are budgeted in the General Fund program #3091. Removing the expense from the Parks Maintenance Fund (#3090) reduced the need for a transfer from the General fund for ongoing operating expenses for a year or two. The two programs are combined here for a complete view of the cost of Parks Maintenance.
- An additional \$12,000 provide to increase the size of the Work Release Crew along with \$7,000 for (2) walk-behind mowers to increase Crew efficiency. Temporary employee funds were also increased by \$60,000 for a total of \$180,000.
- ~\$85,000 is being transfered from Cell Phone to allow purchase of badly needed rolling stock.
- ~\$6,000 from Park Mnt funds to replace the rotting transformer pole at Marion & Golf Ball Field for spectator safety.

Operating Budget Summary

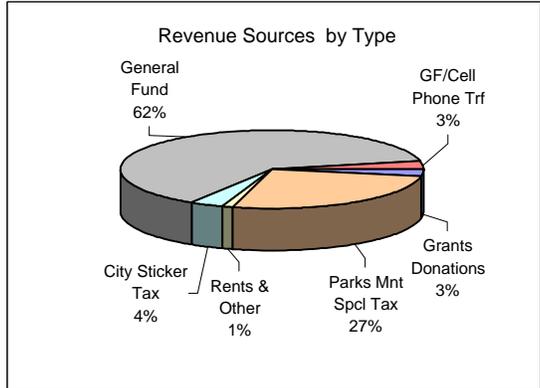


Expenditures:

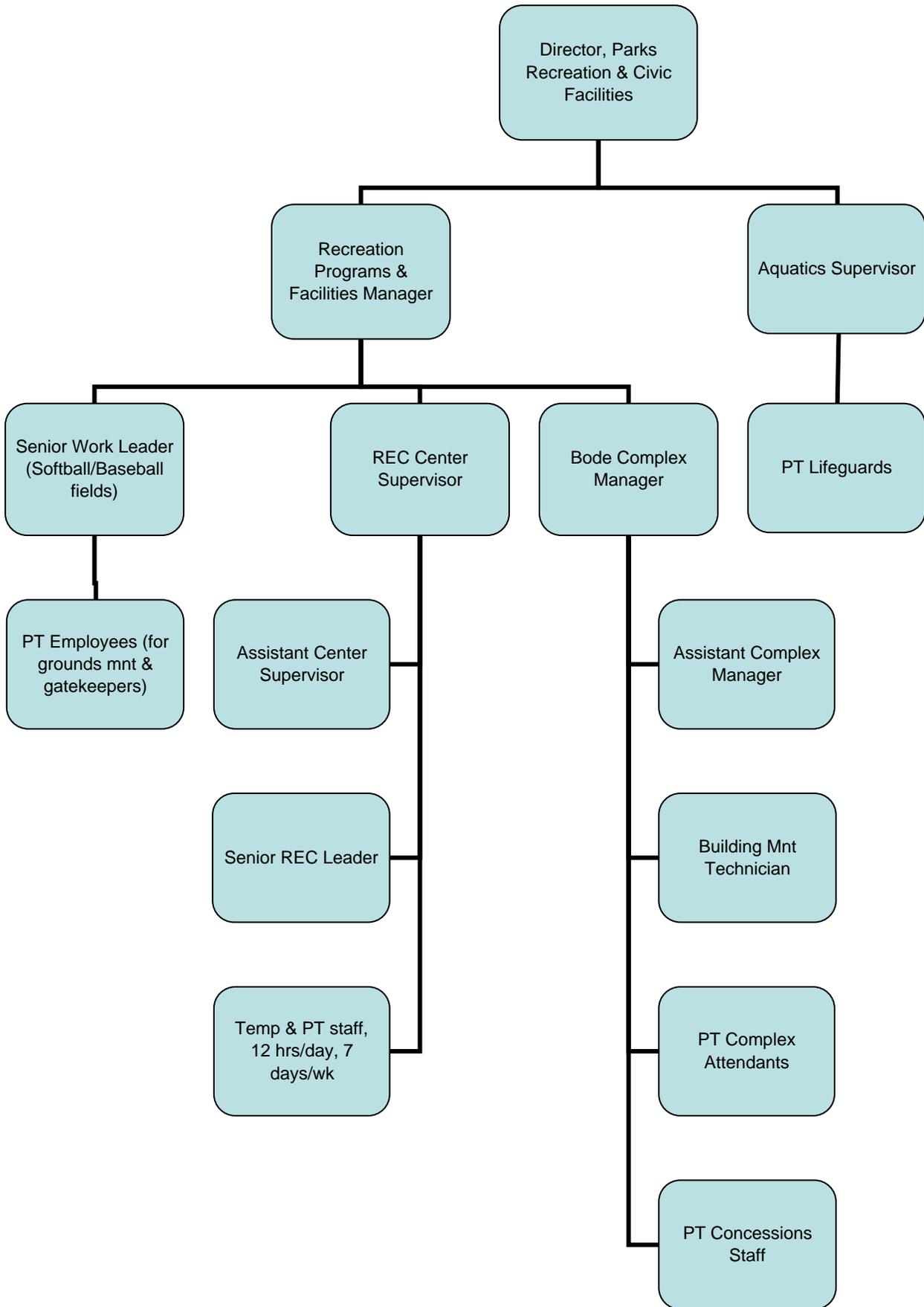
	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated Actual	2014-15 Budget
Salaries & Wages	934,131	1,162,347	991,092	1,053,559
Employee Benefits	339,757	393,320	370,810	394,325
Materials & Supplies	172,337	194,650	185,150	201,650
Services	745,407	692,810	788,990	884,810
Insurance & Other	6,170	3,090	3,736	66,425
Capital Outlay	0	460,000	521,408	91,000
Total	2,197,802	2,906,217	2,861,186	2,691,769

Revenue Sources:

	2012-13 Actual	2013-14 Adopted Budget	2013-14 Estimated Actual	2014-15 Budget
Parks Mnt Spcl Tax	685,344	673,500	683,400	683,900
City Sticker Tax	96,887	96,000	96,000	96,000
Rents & Other	57,609	52,785	56,513	25,000
Grants Donations	155,069	70,000	131,408	70,000
General Fund	1,273,888	1,555,667	1,361,902	1,617,884
GF/Cell Phone Trf	9,700	460,000	460,000	85,000
Prk Mnt FB from(to)	(80,695)	(1,735)	71,963	113,985
Total	2,197,802	2,906,217	2,861,186	2,691,769



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 36th 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.
- Developed television ads promoting recreation activities sponsored by the parks and recreation department.
- Maintained eleven 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.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of adult recreation softball & kickball leagues		
Summer	123	114
Fall	79	72
Number of youth basketball leagues_teams_children participating (in partnership with SJSD)	21_177_1,700	21_163_1,600
Number of girls' volleyball teams operated	12	14
Number of participates in Annual Parkway Run	>300	>300

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.

The recommended increases are below with existing entry fees.

League	Current	Recommended
Youth Recreation Basketball	\$250/\$275	\$250/\$275
Youth Volleyball	\$170	\$170
Parkway Run Fees	\$25	\$30
Summer Adult Slow Pitch Softball	\$375	\$375
Summer Adult Kickball	\$280	\$280
Fall Adult Slow Pitch Softball	\$275	\$275
Fall Adult Kickball	\$200	\$200

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

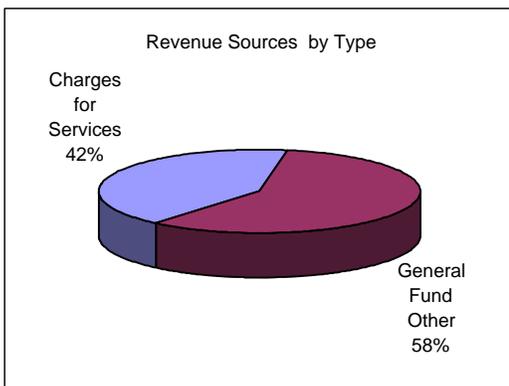
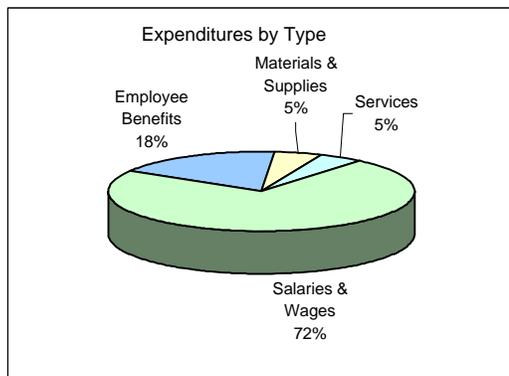
Recreation Programs & Facilities Manager

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- ~The program has added a Youth Tennis program with the projected revenue of \$4,720 paying for a PT Youth Tennis instructor (\$1,800) who will run the program in the summer.
- ~There was a small increase to the Services category to cover the need for an off-duty police officer's presence during basketball games at the REC Center. Total cost, \$5,000.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	104,778	103,229	107,852	107,320
Employee Benefits	23,710	25,678	25,692	26,474
Materials & Supplies	7,095	7,320	7,320	7,320
Services	5,033	4,695	7,425	6,895
Total	140,616	140,922	148,289	148,009
Revenue Sources:				
Charges for Services	61,226	57,000	64,150	61,720
General Fund Other	79,390	83,922	84,139	86,289
Total	140,616	140,922	148,289	148,009

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

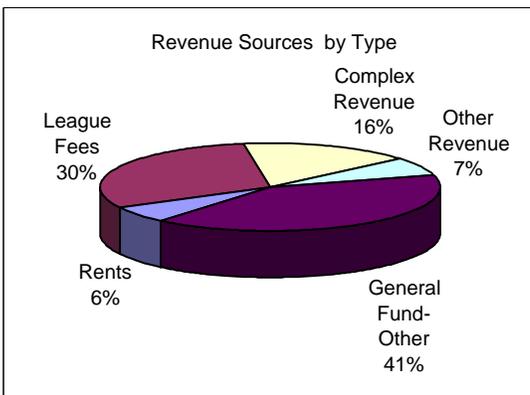
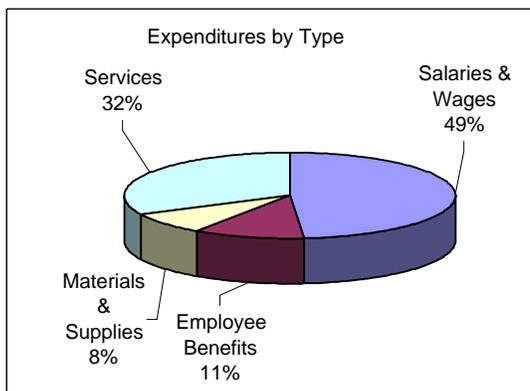
Senior Work Leader
 PT Temporary Employees (Groundskeepers & Gatekeepers)

2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- ~The Pony Express Baseball League entered an agreement with the City to pay for the field preparation for League play. Given the League's season, half of the revenue and expense occurred in FY14 and the remaining half budgeted for FY15. Most of the contract amount (\$20,000) covered 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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	75,831	93,026	90,972	101,688
Employee Benefits	18,600	21,665	21,665	22,582
Materials & Supplies	29,921	16,700	18,200	17,720
Services	63,108	64,510	67,123	67,510
Capital Outlay	68,701	0	0	0
Total	256,161	195,901	197,960	209,500
Revenue Sources:				
Rents	22,857	13,000	13,000	13,000
League Fees	58,017	61,510	62,938	62,945
Complex Revenue	25,952	34,500	30,000	34,500
Other Revenue	18	4,005	14,005	14,005
General Fund-Other	149,317	82,886	78,017	85,050
Total	256,161	195,901	197,960	209,500

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
- Birthday Parties
- Sports leagues

For Adults:

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

Current Year Activity/Achievements

- Expanded the fitness program by adding new classes and programs.
- Expanded the Little Ballers Basketball program to offer three sessions.
- Continued the partnership with Heartland Health to hold the Pound Plunge weigh-ins and classes at the center
- Partnered with 30 local companies to offer their employees a corporate rate for fitness memberships
- Took part in many health fairs and events to promote the REC Center

Budget Challenges/Planned Initiatives

- Finding available space and time to meet the demand of some programs, activities, and classes has proved to be a challenge.
- Due to the high volume of usage in the gyms, the wood floor is in need of refinishing. Funds to do so have been included in the FY2015 budget.
- Also due to the high volume of usage to the gyms, leagues and activities, recreational equipment is having to be replaced more often than anticipated.
- We are looking to offer new youth and adult sports leagues, and added a gate fee at some events to help bring in additional revenue to help with costs.

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

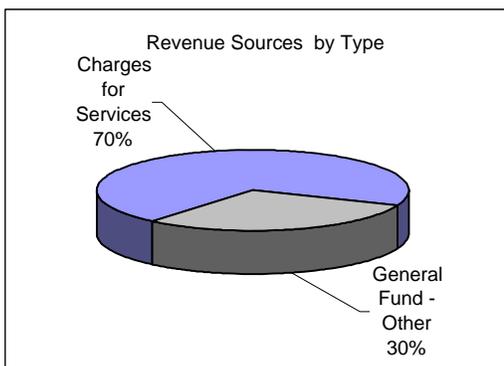
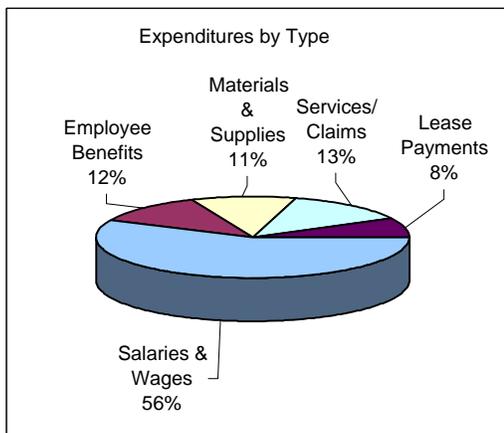
Recreation Center Manager
 Assistant REC Center Manager
 Senior REC Leader
 Custodian (3) @ 29 hrs/wk
 Receptionists (5) @ 29 hrs/wk
 Fitness Attendants (3) @ 25 hrs/wk
 Center has other Temp Fitness Instructors, Activity Room Attendants

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	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

- ~The department is proposing a \$1 entry fee for youth basketball/volleyball games to assist in the cost of hiring off-duty officers needed during those games. Children under 13 and players would not be charged. Estimated revenue, \$30,000.
- ~\$4,000 has been added to the M&R of Buildings account for annual maintenance of the gyms' wooden floors.
- ~The majority of budgeted wages (\$251,800) goes toward part-time personnel who help staff the REC Center's 7-day-a week schedule. There are 3 PT custodians, 5 PT receptionists, 3 PT fitness instructors and numerous temporary employees who provide the various exercise classes, referee games, etc.
- ~During the budget work session, City Council approved moving one of the PT positions into a FT position with some supervisory duties to provide a supervisor during all open hours.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	271,491	280,101	306,513	360,148
Employee Benefits	40,232	45,430	46,341	73,980
Materials & Supplies	67,837	56,200	76,700	68,200
Services/ Claims	132,783	72,935	75,735	79,635
Lease Payments	-4,508	54,091	54,091	49,583
Total	507,835	508,757	559,380	631,546

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	376,148	334,200	408,015	442,800
General Fund - Other	131,687	174,557	151,365	188,746
Total	507,835	508,757	559,380	631,546

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 6
- Ice time for Curling, host of the the SJCC
- Outdoor, in-line 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
- Number of hours of league play – Mon-Thur, 6pm – 10pm /Four to six hours on Saturday and four hours on Sunday for hockey practices and games.
- SJFSC presented a Christmas ice show and several test sessions.
- The Winter Olympics more than doubled our learn to skate programs
- Have hosted over three hundred & forty birthday parties during public sessions this season
- Pony Express Figure Skating Championship in September had over 200 competitors in the three day event
- SJFSC will present their spring ice show "Willy Wonka on Ice" May 9th and 10th, 2014 .
- Bode hosted the 2nd annual synchronized skating competition in November. Over four hundred competitors competed in the one day event. The Midwest Skating Council reserved the building for next year where they are expecting over six hundred skaters
- St. Joseph Curling Club's leagues have more than doubled.
- Summer Jam continues to use the basketball courts

Budget Challenges/Planned Initiatives

- The new electric Zamboni has been a great addition to the facility and Bode will be able to host additional hockey tournaments.
- Change the schedule where more hockey games are played on Sunday to free up Saturday ice so we can introduce new weekend Learn to Skate classes.
- Start a U12 Girls hockey program.

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

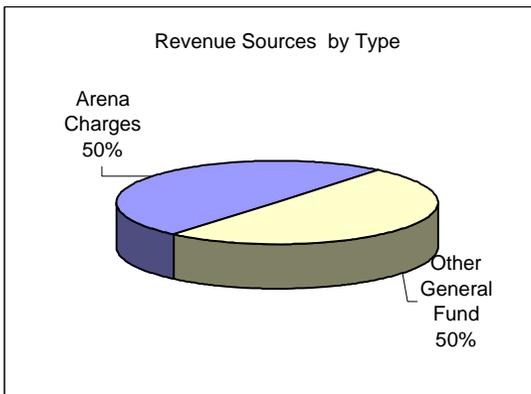
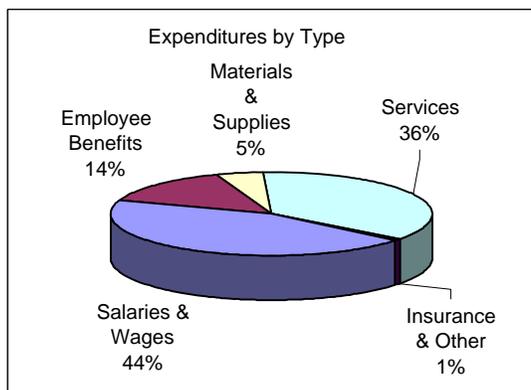
Ice Arena Manager
 Assistant Complex Manager
 Building Maintenance Technician
 Various Positions (PT)

2012-13	2013-14		2014-15
	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

- Wage related increases from implementation of the compensation plan and from union negotiations.
- Materials & Supplies increases went to fuel (\$1,200), recreation supplies (\$1,000), and supplies for re-sale at the Pro Shop (\$2,130).
- Electric service increased \$10,000, and M&R of Buildings increased \$20,000.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	137,419	133,035	141,501	156,192
Employee Benefits	43,196	46,382	47,546	49,977
Materials & Supplies	16,754	11,030	18,000	16,700
Services	136,609	96,845	125,920	127,490
Insurance & Other	10,000	3,000	3,000	3,000
Capital Imprvmnts	0	0	16,700	0
Total	343,978	290,292	352,667	353,359
Revenue Sources:				
Arena Charges	172,303	186,500	169,000	176,100
Grants/ Other Revenu	9,587	0	19,486	0
Other General Func	162,088	103,792	164,181	177,259
Total	343,978	290,292	352,667	353,359

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 Park Complex, Aquatic Park, Krug Pool, Hyde Pool, Remington Nature Center, Noyes Little League Field, Bode Sports Complex, Bode Ice Arena, Drake Complex, Noyes Tennis Courts
- Keep facilities and grounds clean and well maintained within Health Department Code
- Offer outstanding customer service to all users
- Employee over seventy part time seasonal positions to the community
- Offer fair and responsible menu pricing

Current Year Activity/Achievements

- Adjusting menu items to maximize profit.
- Scheduling staff differently to stay within budget.

Budget Challenges/Planned Initiatives

- Continue to research the lowest possible pricing for concession product – have been forced to use multiple vendors in order to keep pricing reasonable for the consumer
- Continue working with the CVB and Recreational Supervisor in developing incentives for tournaments to utilize our services instead of booking non-city facilities.
- Will open an additional facility at Noyes Tennis Center.

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

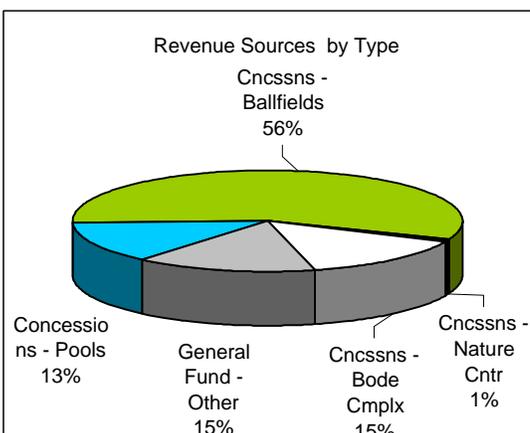
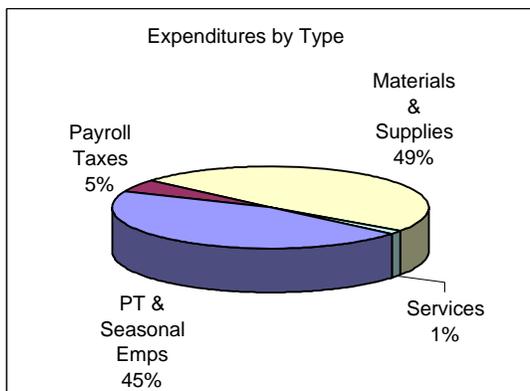
Part time concession staff only

2012-13	2013-14		0
	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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
PT & Seasonal Emps	151,891	152,200	130,200	151,250
Payroll Taxes	16,300	17,415	17,415	17,115
Materials & Supplies	109,013	161,995	161,400	161,995
Services	4,610	4,020	4,720	4,520
Total	281,814	335,630	313,735	334,880
Revenue Sources:				
Concessions - Pools	60,244	94,200	45,200	45,000
Cncssns - Ballfields	135,617	208,900	140,000	188,400
Cncssns - Nature Cntr	3,357	500	2,000	2,500
Cncssns - Bode Cmplx	48,384	49,000	46,850	49,000
General Fund - Other	34,212	(16,970)	79,685	49,980
Total	281,814	335,630	313,735	334,880

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	234
Number of trained & certified life guards	80	60
Number of pool and 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

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

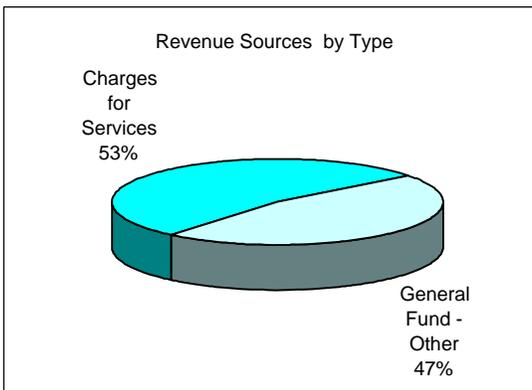
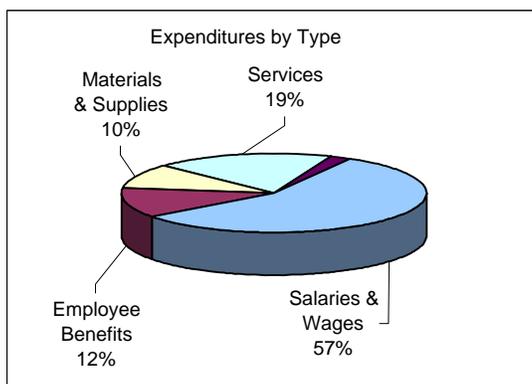
Aquatics/Recreation Supervisor
PT Temporary Employees

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

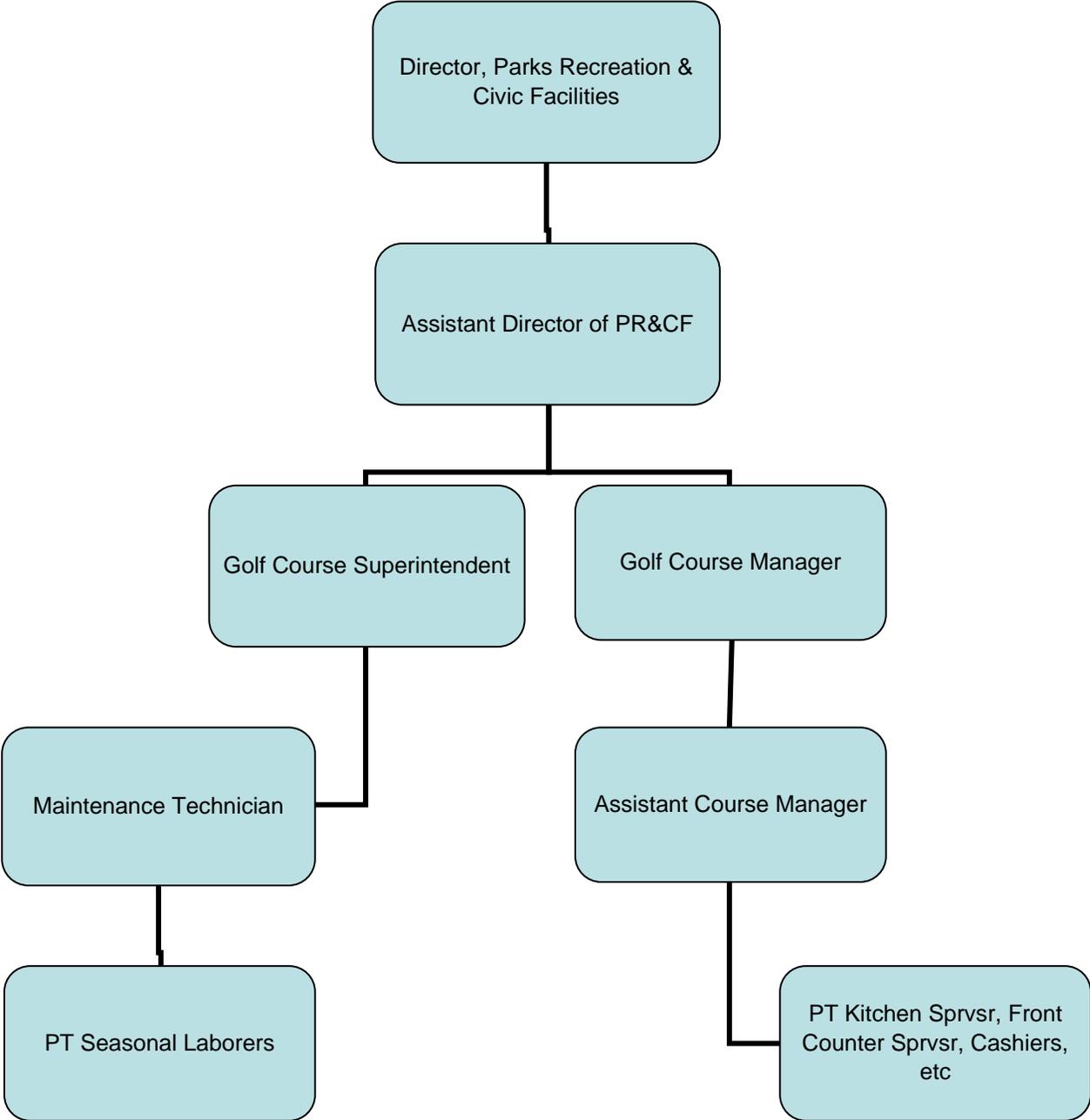
~Majority of the wage category represents seasonal staff for the Aquatic Park and two neighborhood pools (\$143,113). The two neighborhood pools, together, bring in less than \$20,000. The cost of keeping both open and staffed is close to \$50,000 each. Cost concerns, combined with the inability to find enough qualified personnel to staff both pools full-time, has led to the department's recommendation the two pools be open on alternative days or some other schedule which will require only enough staff to handle one neighborhood pool at a time. The wage category has been reduced as a result.
~Both neighborhood pools need fairly costly repairs and a long-term plan needs to be discussed.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	198,051	192,925	187,945	178,058
Employee Benefits	35,091	35,614	35,262	38,785
Materials & Supplies	34,281	33,050	31,950	31,950
Services	75,496	59,580	57,584	59,585
Insurance & Other	0	7,250	1,000	7,250
Total	342,919	328,419	313,741	315,628
Revenue Sources:				
Charges for Services	166,223	250,860	137,700	168,200
General Fund - Other	176,696	77,559	176,041	147,428
Total	342,919	328,419	313,741	315,628

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/concession 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 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 three outdoor patios available
- 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
- Offers a summer juniors program to grow the game of golf

Current Year Activity/Achievements

- The Wednesday night Men's League has become a popular league addition with a standby list for new teams.
- Corporate Memberships continue to grow as the statistic below reflect.
- Purchased existing range cart and a new beverage cart after cart lease expired. This will save \$5,470 on a 4 year cart lease. Purchase price for the two was \$8,000. The beverage cart is a much nicer unit that we can do more things with such as sell beverages, hot dogs, hamburgers, chips, and candy bars.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of Wednesday night Men's League players	64	96
Total revenue from Men's league play (fees, certificates, concessions)	\$17,200	\$24,000
Pro Shop revenue	\$48,790	on track to make the same
Number of companies participating in Corporate Memberships	5	6
Total Corporate members	111	104 YTD
Total revenue generated by Corporate Memberships (not including carts, concessions, range play, surcharge)	\$19,000	\$26,000
Number of participants in the Junion Golf Program	48	50

Budget Challenges/Planned Initiatives

- Unexpected expenses seem to plaque our budget. Being an Enterprise Fund we have no choice but to raise memberships and possibly fees as well as decrease line item expenses which will possibly hurt our service to the course. It gets continually harder to compete with area courses who are tax supported.
- An extremely cold winter brought higher electric and gas bills namely to the maintenance area. Portable electric heaters needed to be run. In addition, the cost of propane, the main heating source for the area, skyrocketed midwinter. These two utilities have increased \$4,190 over last year combined. On the bright side, with all the snow and spring rains, water expense is down \$12,870 so far this year.
- Oldest rough mower is no longer functional and will be used as parts. A used zero-turn mower has been purchased for \$4,000 to help the existing mower.
- Men's League will be increased by 4 teams adding an estimated \$4,000 to various line item revenues.
- A partnership with MWSU and PGA Instructor, Greg Dillon is in the works to improve our Juniors Program and to once again offer PGA instruction to our members and patrons. We have had several requests for this and this will come at no cost to us. This partnership should grow the game as well as bring new golfers to our facility.

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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
3.25	3.25	3.25	3.25
7.25	7.25	7.25	7.25

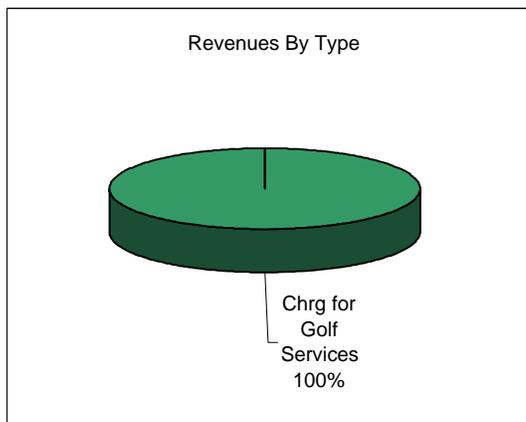
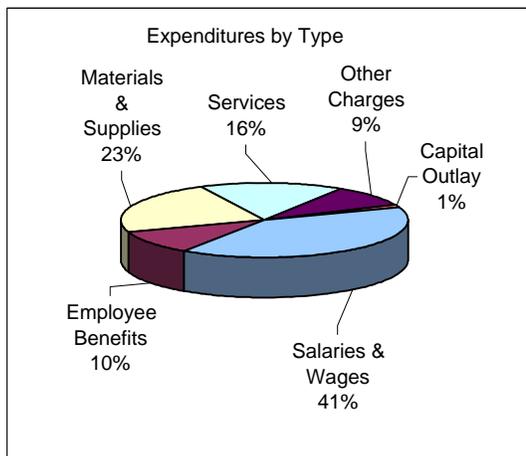
Major Budgetary Changes & Program Highlights

~A good portion of the Salary & Wages category covers the cost of part time and seasonal help at the golf course and clubhouse (\$130,000) which is a \$7,000 increase from FY14. The remaining increase in the category is from implementation of the compensation plan.

~Budgeted decreases in Fuel, Minor Equipment and Rec Supplies amounted to \$18,000. Golf Cart lease obligation was moved from the Services category to Debt Service resulting in an apparent drop in Services.

~Capital Outlay: Replacement of a 14 year old rough mower (\$12,000)

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	301,159	289,413	294,387	324,480
Employee Benefits	69,549	76,193	76,202	83,192
Materials & Supplies	199,672	204,900	205,700	186,900
Services	178,168	153,105	169,769	131,400
Other Charges	45,362	57,964	56,964	72,457
Capital Outlay	0	0	0	12,000
Total	793,910	781,575	803,022	810,429
Revenue Sources:				
Chrg for Golf Services	797,300	840,075	770,805	813,585
Trf from General Func	0	0	35,000	0
(To)/From Golf FB	(3,390)	(58,500)	(2,783)	(3,156)
Total	793,910	781,575	803,022	810,429

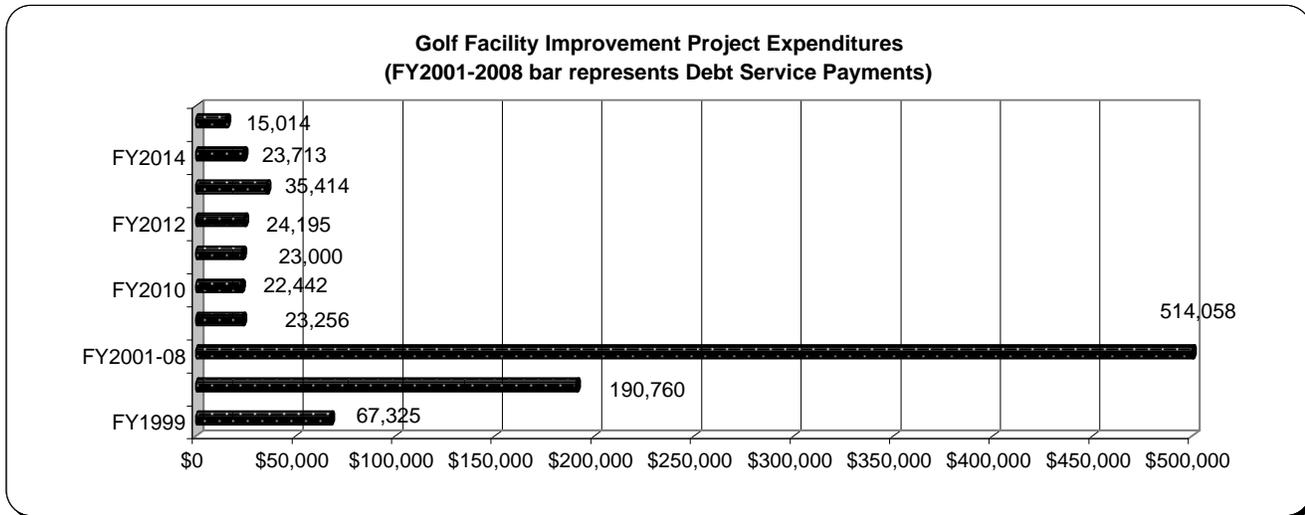
GOLF FACILITY IMPROVEMENTS

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



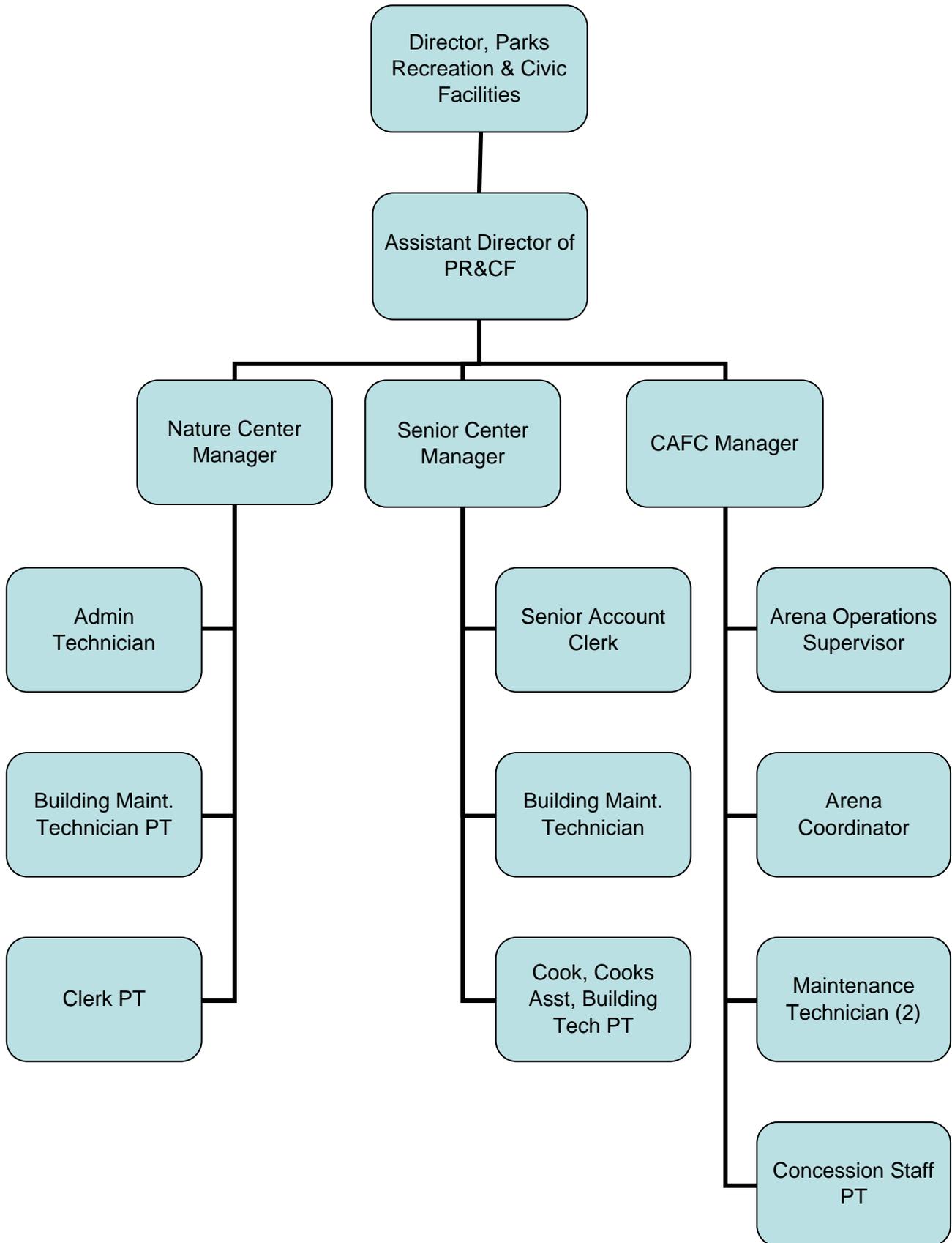
Major Budgetary Changes & Program Highlights

- ~ Beginning in FY2009 the golf surcharge revenue became free for replacement capital equipment and/or other capital improvements at the Course.
- ~ FY14 capital included help to install a new cart path down to the cart shed from the clubhouse.
- ~ FY15: The lease cost for the fairway and greens mowers were moved from Capital Outlay to Debt Service.

Capital Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	701	500	500	300
Debt Charges	0	0	0	14,714
Capital Outlay	34,713	23,213	23,213	0
Total	35,414	23,713	23,713	15,014
Revenue Sources:				
Chrgs for Services	23,181	25,600	25,600	23,600
Interfund Transfer	9,950	0	0	0
FB from/(to)	2,283	(1,887)	(1,887)	(8,586)
Total	35,414	23,713	23,713	15,014

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, 4th of July, and Labor Day
- ~ Showcase a variety of exhibits focusing on nature, and its relationship to our changing civilizations including:
 - 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 display; Taxidermy animals such as opossum, beaver, puma, black bear and bobcat
- ~ Programming available for all ages in three categories: nature crafts, animal education, and cultural history with special events and activities year-round.
- ~ Conference room space for meetings and special events with indoor and outdoor dining areas
- ~ Memberships available, with a quarterly newsletter for members; monthly email blasts and approximately 200 email contacts
- ~ Three different types of birthday packages available
- ~ Gift shop with hundreds of unique items

Current Year Activity/Achievements

- Opened the latest exhibit, "Water's Journey," in May 2013. This collaboration between Missouri American Water, Missouri Department of Natural Resources, and the Remington Nature Center created a brand-new \$250,000 permanent display.
- 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 50 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: Amelia Earhart Festival in Atchison, Kansas, 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), and programs for North Kansas City's Mid-Continent Library branches.
- The Remington Nature Center is a member of the Museums Association of St. Joseph, and the Pony Express Region Tourism Commission. Nature Center Manager Andrea George is an officer in both organizations. (VP and Treasurer)
- Maintained active social media outlets, on Facebook and Pinterest, with daily updates and photos. As of print date, the Remington Nature Center Facebook page has 786 people following us online.
- Website kept up-to-date and current with events and recent pictures.
- 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.
- Andrea received her Certified Interpretive Guide (CIG) certification in January 2014, through the National Association of Interpretation. This certification is good until 2018.
- The Remington Nature Center received complimentary press in the Missouri Department of Natural Resources Spring 2014 publication, "Missouri Resources" magazine.
- Sample of special events provided to specific groups:
 - Rolling Hills Library, Belt Branch, Mock Dig, 7/1/2013
 - Rolling Hills Library, Savannah Branch, Mock Dig, 7/2/2013
 - Animals & You Program, Mid-Continent Library, Grandview, 9/13/2013
 - Animals & You Program, Mid-Continent Library, Blue Ridge, 9/14/2013
 - Animals & You Program, Mid-Continent Library, Blue Springs South, 9/21/2013
 - Lindbergh Night at the Museum, 2/3/2014
 - Animals & You Program, Mid-Continent Library, Riverside, 2/8/2014

Budget Challenges/Planned Initiatives

- We plan to continue with the logo signs at the interstate exit ramps as they have produced positive response from our guests.
- Continue to enhance the grounds with the addition of perennial trees, shrubs, and plantings; we will utilize volunteer manpower as much as possible.
- Increase memberships and receive more donations, both monetary and in collections. -Possibly gain a trust or endowment by 2015.
- The building is almost six years old; we are actively working to hold off signs of typical wear-and-tear with continuous cleaning, painting, and updating.
- Continue to work with Park's Department staff and directors 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 and 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 and Missouri Department of Natural Resources through collective outreach and collaborations during public events.

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.

"Informative and interesting, beautifully displayed."

"This was a wonderful experience, thank you!"

"Great fun for the kids"



Staff present a program to North Side Head Start.



Ribbon cutting for the "Water's Journey" display.



Popular & unique program, the Mock Archaeological Dig

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

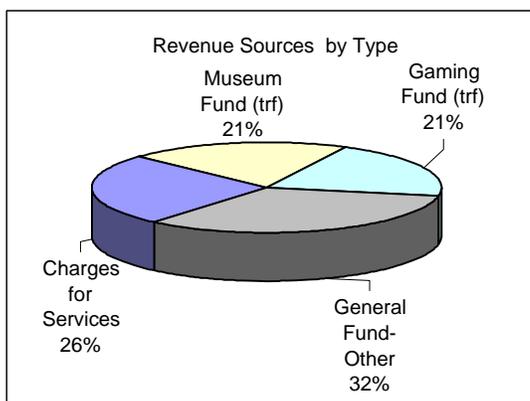
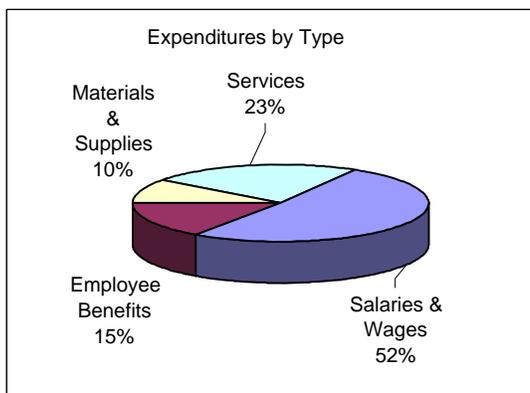
Nature Center Manager
 Administrative Technician
 PT Building Mnt Tech (20 hrs/wk)
 PT Clerk (2 @ 21 hrs/wk each)
 Add'l Spring & Summer Hours for PT Emps

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
1.05	1.05	1.05	1.05
0	0	0	0.1
3.55	3.55	3.55	3.65

Major Budgetary Changes & Program Highlights

- ~Additional monies were added to the wages category (\$3,860) to allow the PT Building Mnt Technician and the PT Clerk to work during the expanded spring & summer hours of the Center. Remaining increases due to implementation of the compensation plan.
- ~An additional \$4,000 went to the electric and water utility budgets. M&R of Buildings budget was increased by \$5,000. Most of these increases were offset by decreases in the Materials & Supply area.
- ~Transfers from Museum and Gaming funds continue to support operations.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	111,119	105,348	114,940	124,931
Employee Benefits	32,486	34,140	35,023	37,280
Materials & Supplies	20,185	26,000	26,900	25,000
Services	50,248	53,281	73,131	55,740
Total	214,038	218,769	249,994	242,951

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	70,363	54,500	63,200	62,700
Donations	682	500	260	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	42,993	63,769	86,534	80,001
Total	214,038	218,769	249,994	242,951

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 healthful 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 and cardiovascular training, with training provided through an instructor from the Shape Shoppe.
- Provide a cafeteria (Tuesday-Friday), offering lunches open to the public.

Current Year Activity/Achievements

Performance Statistics:	<u>FY2013</u>	<u>FY2014</u>
Attendance at computer users group, blood pressure monitoring & other special groups	n/a	4,236
Dance sessions attendance	n/a	8,330
Fitness Center memberships	n/a	790
Total attendance at the Center	66,626	65,879

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. The rebates available at the beginning of the fiscal year expired in November 2013 since we were unable to get engineering specifications in order to go out for bid on the project. There is a possibility that rebates for non-profits will be available again soon. The center currently has \$16,000 budgeted from gaming funds which, if not encumbered by June 30 will need to be re-appropriated in the coming fiscal year.

-Bulbs and ballasts need to be replaced. There is a lease/purchase proposal being evaluated. More information is forthcoming. This project could substantially reduce the electricity cost of the center by as much as 40 percent.

-The Center had been prorating Fitness Center memberships without discussing this with the Foundation first. The Foundation is not in favor of prorating the fitness center membership since the yearly membership is extremely low - \$30 per year. The Foundation pays for the training, the equipment and its maintenance keeping the cost so low. The membership fee is considered generated revenue for the Center. Staff stopped prorating the memberships and a class action lawsuit has been threatened by one individual because of it.

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

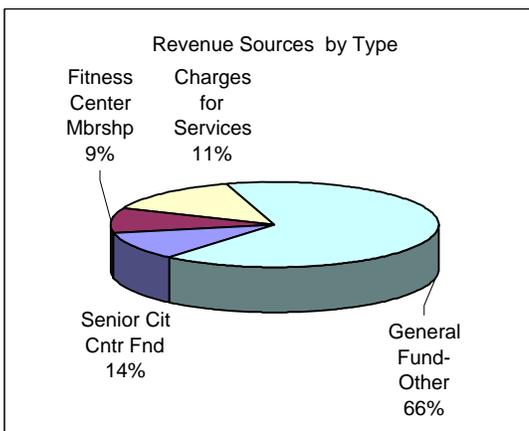
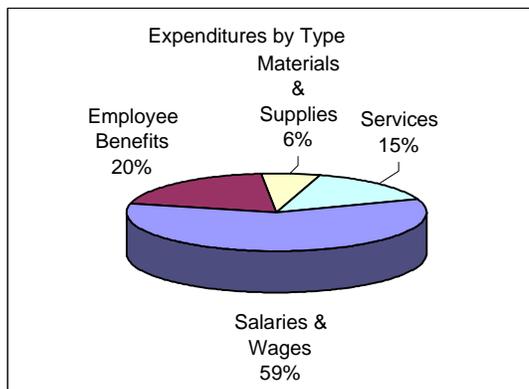
Senior Center Manager	1
Senior Account Clerk	1
Building Maintenance Technician	1

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

- Wages for the PT Food Service Cook, Cooks Assistant, and Building Attendants make up \$33,000 of the total. Increases in the overall category is the result of the compensation plan implementation.
- Increase to the budget for electric service = \$3,500
- Replacement for one of the fitness center treadmills (\$8,750) is funded by the training fee assessed to new members and accounted for in an escrow account.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	126,677	127,250	134,115	146,075
Employee Benefits	41,739	45,571	46,419	48,715
Materials & Supplies	16,908	21,650	22,650	15,700
Services	36,029	33,235	40,010	36,735
Public Imprvmnts	0	0	0	8,750
Total	221,353	227,706	243,194	255,975
Revenue Sources:				
Charges for Services	26,119	25,700	27,700	27,700
Fitness Center Mbrshp	23,600	24,000	24,000	24,000
Senior Cit Cntr Fnd	32,742	35,148	35,148	35,938
General Fund-Other	138,892	142,858	156,346	168,337
Total	221,353	227,706	243,194	255,975

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, 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
- Third 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
- Harlem Globetrotters with a near sell-out crowd!
- B.O.B. and SOMO in Concert
- Three (3) Youth Wrestling Tournaments
- Various Trade Shows which included Sports/Guns/Antique/Farm/Holiday Mart/Josephine Expo/Career Fair/Children's Fair
- Numerous training dates

Budget Challenges/Planned Initiatives

- Looking for 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

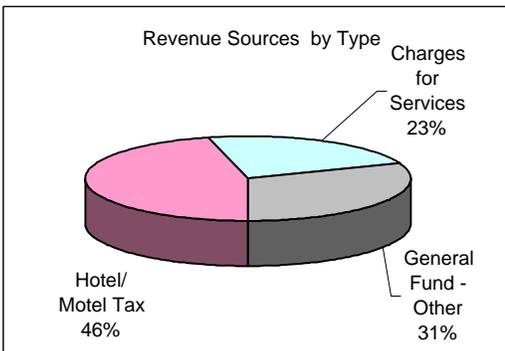
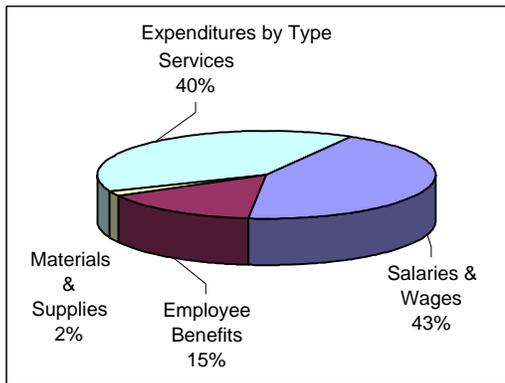
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

- ~Conversion to domestic hot water heaters has increased the electric budget from \$72,000 to \$106,800. However the gas service budget could be reduced from \$39,800 to \$5,000 as a partial offset.
- ~Wage increases the result of compensation plan implementation and union negotiations.
- ~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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	216,181	217,730	218,355	244,796
Employee Benefits	73,549	79,469	79,969	85,456
Materials & Supplies	9,903	10,800	11,900	10,800
Services	258,017	276,158	230,298	223,254
Debt Charges	0	0	8,602	0
Total	557,650	584,157	549,124	564,306
Revenue Sources:				
Hotel/ Motel Tax	473,382	478,800	478,800	483,600
Charges for Services	260,253	245,800	237,750	242,400
General Fund - Other	297,397	338,357	311,374	321,906
Total	557,650	584,157	549,124	564,306

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

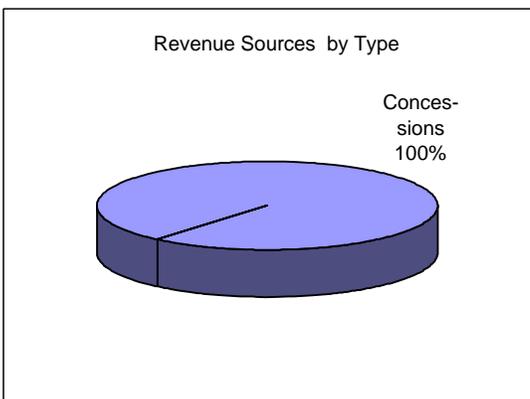
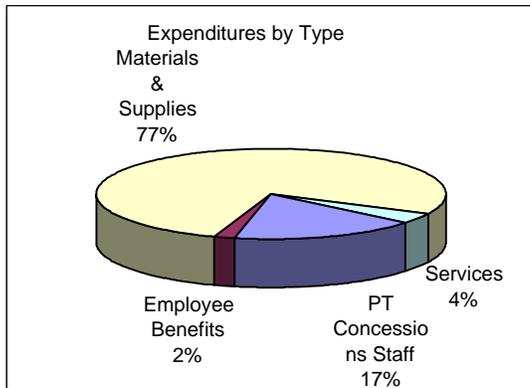
Part time concession staff only

2012-13 Actual	2013-14		2014-15 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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
PT Concessions Staff	14,442	20,000	15,000	20,000
Employee Benefits	1,676	2,230	1,845	2,330
Materials & Supplies	73,358	75,000	76,000	90,000
Services	706	4,500	4,500	4,500
Total	90,182	101,730	97,345	116,830
Revenue Sources:				
Concessions	159,707	165,000	166,000	165,000
From (to) FB	(69,525)	(63,270)	(68,655)	(48,170)
Total	90,182	101,730	97,345	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, weddings, 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.
- Missouri Theater is on the National Registry of Historic Buildings

Current Year Activity/Achievements

- Local Company Productions of The King and I, Les Miserables, A Christmas Story, Shrek the Musical and Hairspray.
- Touring Companies that included Ricky Nelson Tribute, Cirque Zuma Zuma, TSO Tribute, Church Basement Ladies, A Mighty Fortress, Ballroom with a Twist
- Four Local Dance Companies presenting their dance recitals.
- Various graduations and art performances.
- 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 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

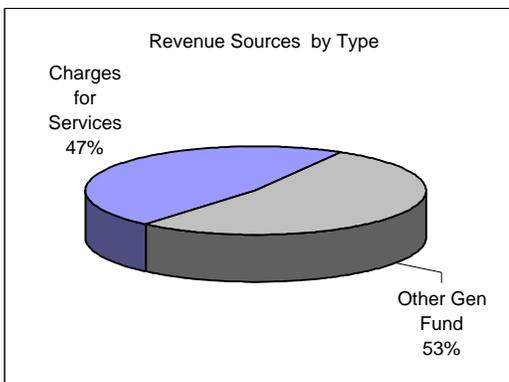
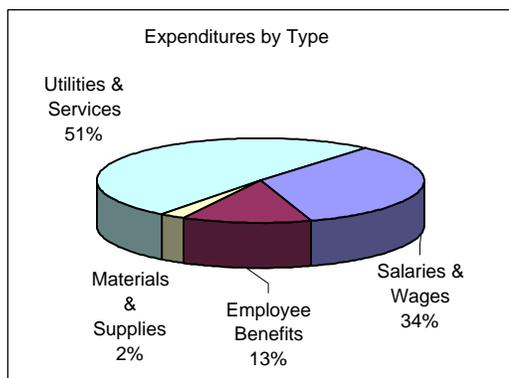
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~Electric Service budget was increase by \$14,000 to \$30,000. No other major changes.
 ~Applications for subsidized events were reviewed and the following organization(s)' event was approved for Missouri Theater use:

- St. Joe's Got Talent - Allied Arts Council

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	40,642	40,668	40,890	41,481
Employee Benefits	14,292	15,220	15,085	15,846
Materials & Supplies	3,741	3,000	4,036	3,000
Utilities & Services	62,086	48,300	55,300	62,300
Total	120,761	107,188	115,311	122,627
Revenue Sources:				
Charges for Services	58,576	57,900	58,936	57,900
Other Gen Fund	62,185	49,288	56,375	64,727
Total	120,761	107,188	115,311	122,627

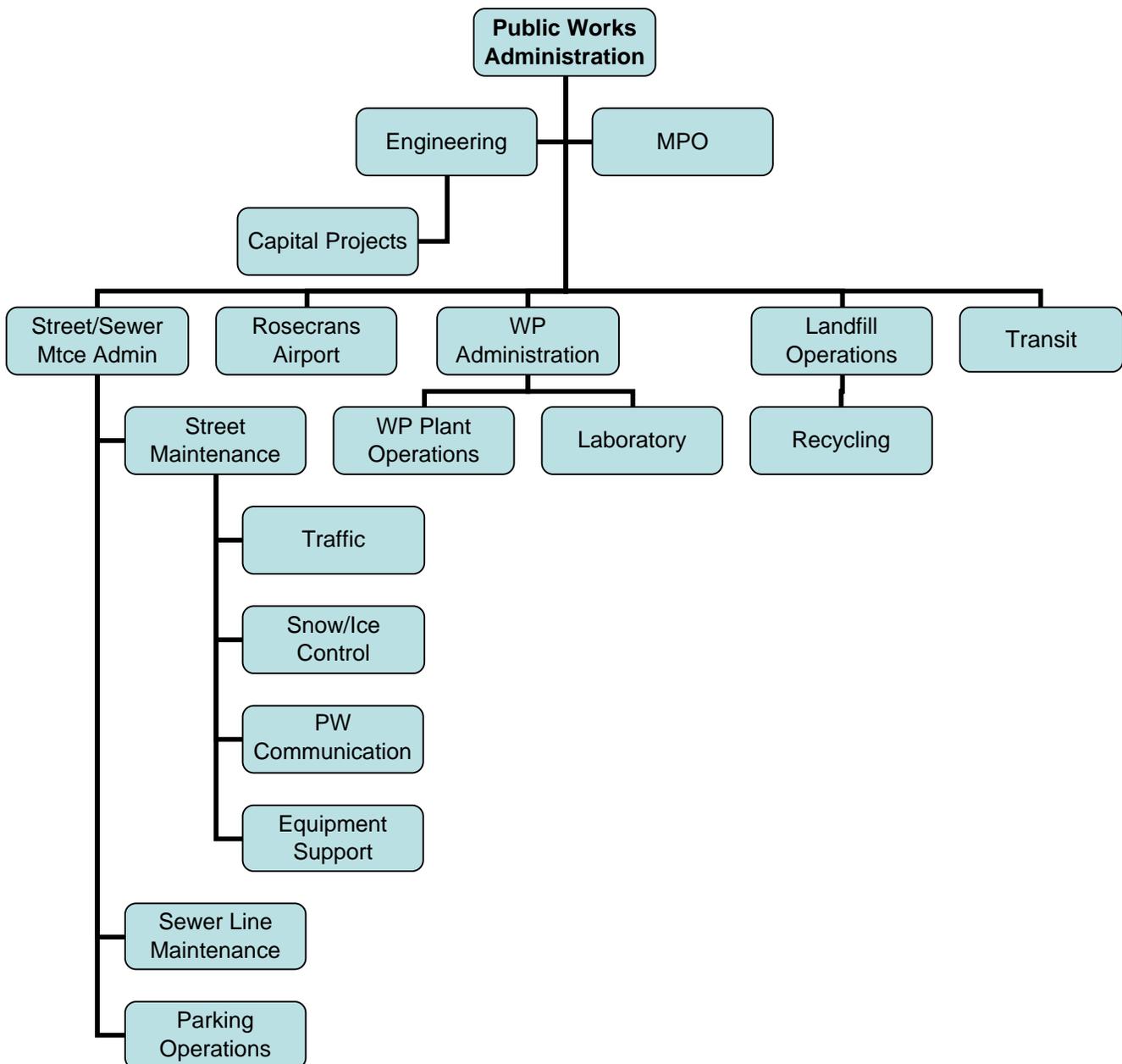
PUBLIC WORKS DEPARTMENT

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.

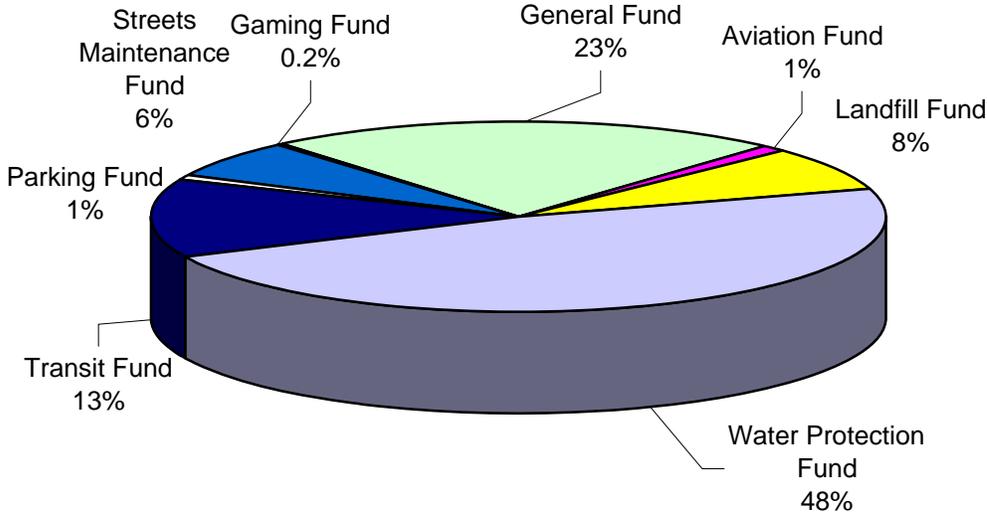
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

Infrastructure improvements are financed by a combination of tax revenues, fees, State Revolving Loan bonds, revenue bonds, and county, state, and federal grants.

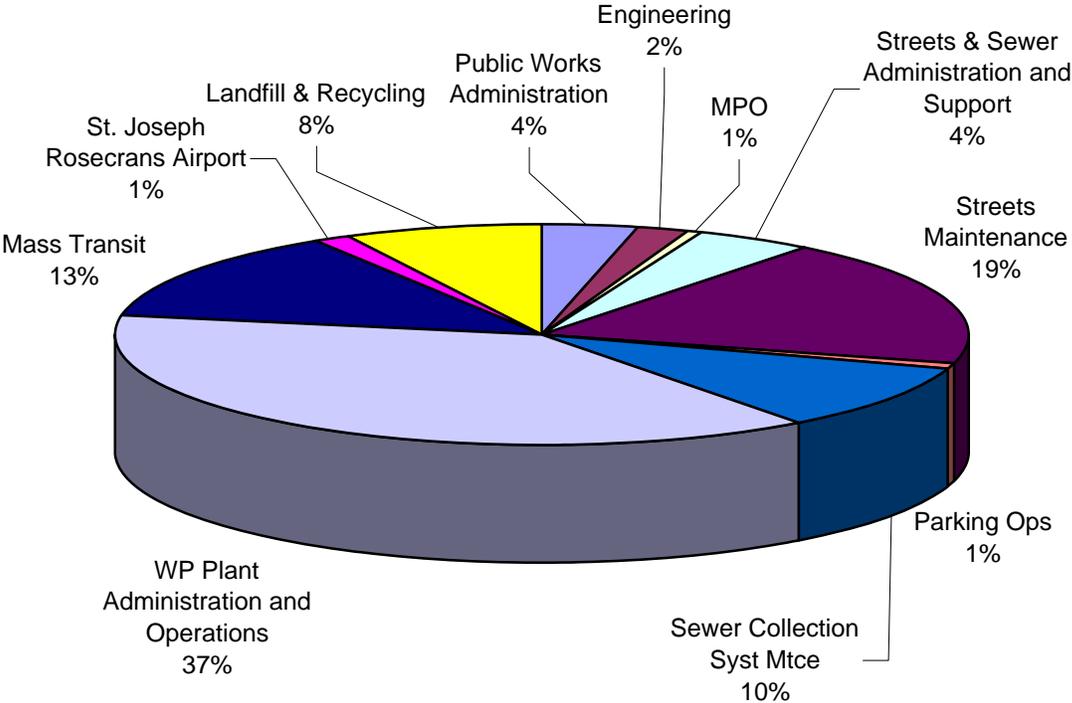
TOTAL BUDGETED RESOURCES: \$ 82,918,000



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING

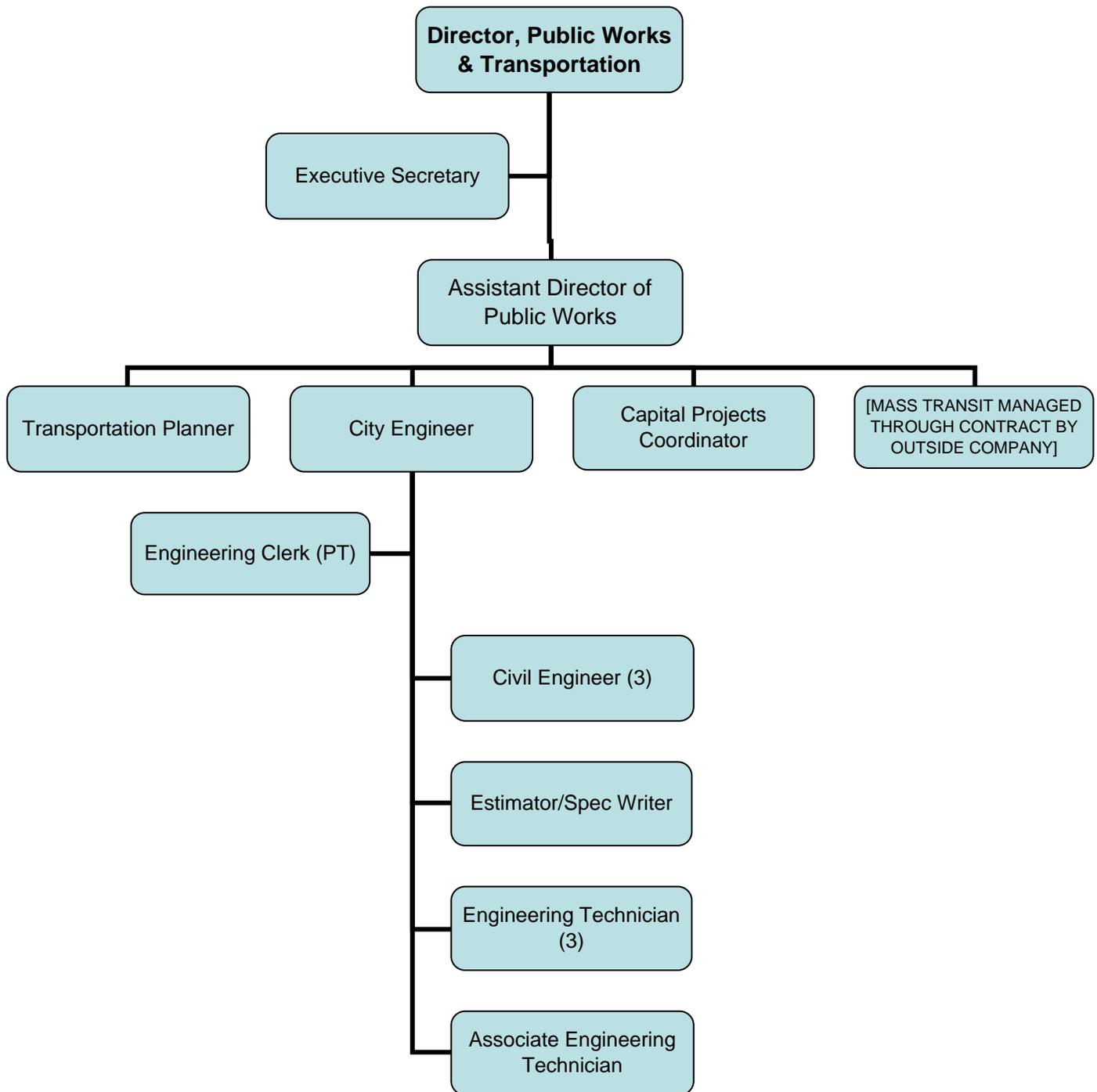


PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

ACCOUNT TYPE	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	7,118,155	7,691,464	7,436,942	8,176,660
Payroll Expenses & Benefits	2,548,879	2,996,850	2,938,697	3,201,542
Materials & Supplies	2,997,497	3,475,015	3,169,458	3,564,400
Utilities & Other Contracted Services	13,833,756	17,773,209	20,366,518	14,064,849
Claims/Insurance/Fund Transfers	3,377,080	4,491,673	4,815,399	4,728,901
Debt Service	5,711,828	5,607,200	6,335,010	6,979,138
Operating Capital Outlay	1,664,485	5,871,090	1,803,242	8,307,700
Public Improvements	14,992,617	89,977,072	61,513,727	33,894,422
	<u>52,244,297</u>	<u>137,883,573</u>	<u>108,378,993</u>	<u>82,917,612</u>
USES BY OPERATING PROGRAM				
Public Works Administration	603,413	1,354,889	1,626,025	1,619,621
Engineering	658,403	769,330	650,574	762,945
MPO	93,385	260,589	260,211	295,409
Streets & Sewer Administration and Support	1,728,149	1,786,361	1,888,548	1,901,739
Streets Maintenance	7,482,908	7,799,394	8,207,966	8,125,722
Parking Operations	488,600	411,656	405,189	385,047
Sewer & Stormwater Collection System Mtce	1,911,422	4,886,600	4,215,087	4,268,124
WP Plant Administration and Operations	13,597,464	14,782,781	15,448,673	16,668,121
Mass Transit	5,169,502	5,582,569	5,514,297	5,793,915
St. Joseph Rosecrans Airport	532,001	679,656	627,167	605,255
Landfill & Recycling	3,220,999	3,255,107	3,045,081	3,304,592
	<u>35,406,246</u>	<u>41,568,932</u>	<u>41,888,818</u>	<u>43,730,490</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	15,886,131	92,348,641	65,729,354	28,671,000
Mass Transit	32,731	2,040,000	5,300	4,595,000
Airport	166,556	950,000	534,878	4,905,122
Landfill	752,633	976,000	220,643	1,016,000
	<u>16,838,051</u>	<u>96,314,641</u>	<u>66,490,175</u>	<u>39,187,122</u>
TOTAL PUBLIC WORKS BUDGET:	<u>52,244,297</u>	<u>137,883,573</u>	<u>108,378,993</u>	<u>82,917,612</u>
FUNDING SOURCES				
General Fund	7,779,729	9,209,203	9,763,356	9,957,419
Gaming Fund	66,500	66,500	66,500	81,500
Capital Projects Fund	13,961	130,000	0	35,000
Streets Maintenance Fund	3,348,119	2,922,650	3,031,258	2,816,307
Water Protection Fund	30,881,717	112,018,022	85,393,114	49,607,245
Mass Transit Fund	5,202,233	7,622,569	5,519,597	10,388,915
Airport Fund	576,306	1,278,366	940,755	5,332,087
Landfill Fund	3,973,632	4,231,107	3,265,724	4,320,592
Parking Fund	402,100	405,156	398,689	378,547
	<u>52,244,297</u>	<u>137,883,573</u>	<u>108,378,993</u>	<u>82,917,612</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	23
WP Administration	2	2	2	2
WP Plant	44	44	44	44
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>198</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

- Continue to negotiate approvals 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

	<u>FY2013</u>	<u>FY2014</u>
\$ amount of operating grants received	\$3,372,085	\$1,532,305
\$ amount of capital project grants procured	\$1,606,795	\$7,606,757
\$ amount of SRF loans (grants) procured	\$14,660,000	\$56,000,000
Number of on-going capital projects monitored	66	53
Number of new capital projects starts projected for upcoming year	16	27

Budget Challenges/Planned Initiatives

Budget Challenges:

- Fixed revenues and growing expenses continue to reduce the level of street maintenance provided.

Planned Initiatives:

- Continue the general discussion on the need for additional funding resources for 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

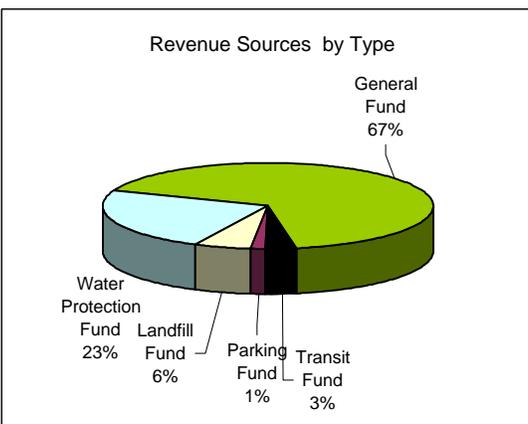
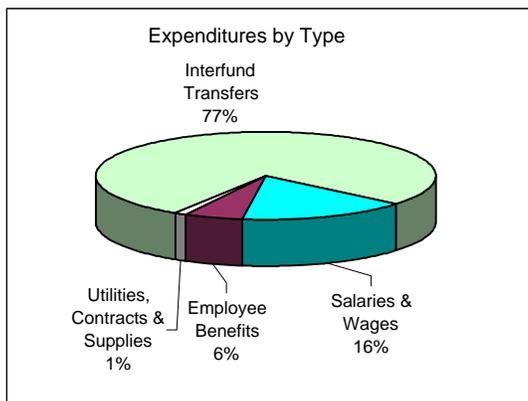
Director Public Works & Transportation
 Asst Director Pub Works & Transp
 Capital Projects Coordinator
 Executive Secretary

2012-13	2013-14		2014-15
	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

- ~Transfers from the enterprise funds that Public Works staff support are based on a departmental cost plan.
- ~Expenses in the Streets Maintenance Fund require transfers from the General fund, even with personnel moved out of the Special Revenue fund. Projected FY14 = \$1,163,442; Projected FY15 = \$1,228,840
- ~Reduction of revenue from MoANG requires transfers to support the Aviation Fund. Projected FY14 = \$113,000; Projected FY15 = \$20,000.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	252,652	252,843	255,216	260,793
Employee Benefits	75,756	79,796	80,117	92,370
Materials & Supplies	6,673	3,400	2,900	3,400
Utilities & Contracts	13,332	14,850	11,350	14,218
Interfund Transfers	255,000	1,004,000	1,276,442	1,248,840
Total	603,413	1,354,889	1,626,025	1,619,621
Revenue Sources:				
Aviation Fund	22,357	36,900	36,900	0
Transit Fund	59,604	58,700	58,700	50,554
Parking Fund	0	0	0	20,813
Landfill Fund	49,095	87,102	87,102	94,595
Water Protection Fund	231,102	273,893	273,893	383,437
General Fund	241,255	898,294	1,169,430	1,091,035
Total	603,413	1,354,889	1,626,025	1,640,434

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

- Develop 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 and update 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.
- Update required planning documents such as the Public Participation Plan, By-Laws (as needed) and the Title VI/Environmental Justice/Limited English Proficiency Program.
- Seek public comment for every transportation issue or solution.

Current Year Activity/Achievements

- Implemented Safe Routes to School Plan for each member government
- Conducted bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Sponsored the 5th Annual Bike to Work Day
- Produced a new 2014-2017 Transportation Improvement Program
- Produced an updated Non-Motorized Geodatabase for the Non-Motorized Plan
- Continued update of Long Range Transportation Plan (LRTP) - 3 year effort

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of Technical & Policy Board meetings conducted	12	12
Amount of FHWA & FTA funding received	\$131,000	\$242,000

Budget Challenges/Planned Initiatives

- Integrating new initiatives including Active and Health 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

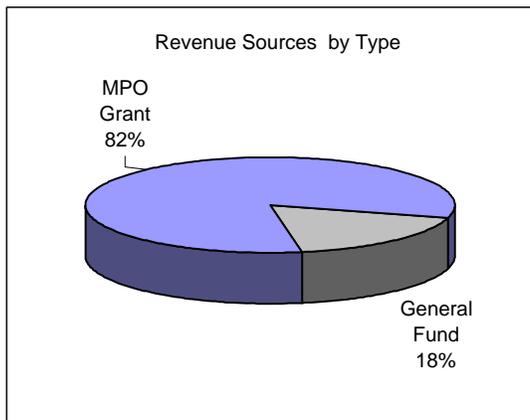
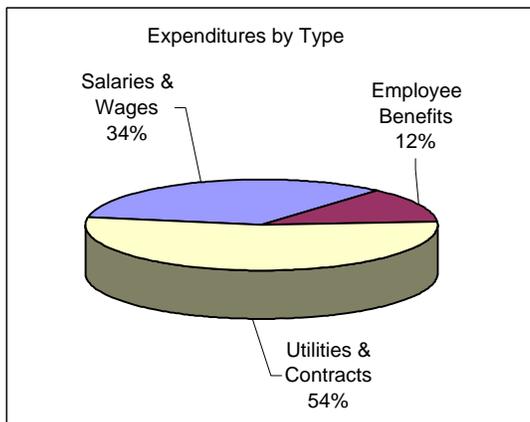
Transportation Planner

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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.
- ~One Planner position is totally grant funded.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	58,702	89,830	86,194	99,393
Employee Benefits	18,435	33,922	32,962	36,579
Utilities & Contracts	16,248	136,837	141,055	159,437
Total	93,385	260,589	260,211	295,409
Revenue Sources:				
MPO Grant	207,840	299,669	242,679	242,679
General Func	(114,455)	(39,080)	17,532	52,730
Total	93,385	260,589	260,211	295,409

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 the annual asphalt overlay, annual concrete street repairs, urban trail repairs, two urban trail extension projects, Gene Field Road widening at BIVI, right turn lane at Gene Field and Belt.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of formal construction contracts developed	14	28
Number of developer plans reviewed	265	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.

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

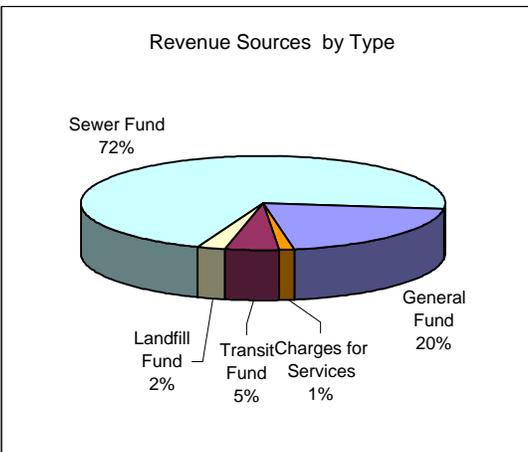
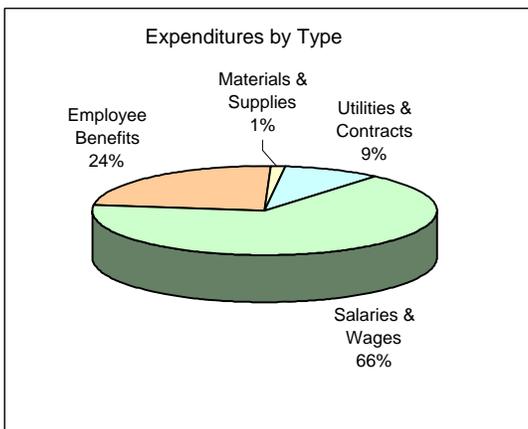
City Engineer
 Civil Engineer
 Civil Engineer Technician
 Senior Engineering Technician
 Engineering Technician
 Associate Engineering Technician
 Engineering Clerk

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
City Engineer	1	1	1	1
Civil Engineer	3	3	2	2
Civil Engineer Technician	0	0	1	1
Senior Engineering Technician	1	1	1	1
Engineering Technician	3	3	3	3
Associate Engineering Technician	1	1	1	1
Engineering Clerk	1	1	1	1
Total	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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	459,641	505,973	424,577	502,855
Employee Benefits	138,693	177,042	169,292	180,140
Materials & Supplies	12,539	10,200	10,200	10,200
Utilities & Contracts	47,530	76,115	46,505	69,750
Capital Outlay	0	0	0	0
Total	658,403	769,330	650,574	762,945
Revenue Sources:				
Charges for Services	8	10,000	10,000	10,000
Transit Fund	25,657	33,030	33,030	37,932
Landfill Fund	17,061	17,405	17,405	18,548
Sewer Fund	160,093	613,556	613,556	557,249
General Fund	472,645	112,744	(6,012)	157,764
Total	675,464	786,735	667,979	781,493

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 one hour prior to departure
- Contract bus service to Elwood, 5 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

- ARRA funding used to complete several system upgrades:
 - Shop: Replace floor scrubber and other equipment
 - Complete implementation of ITS scheduling system

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
On-time performance	97%	97%
Number of fare paying passengers (w/o transfers)	348,443	382,185
Number of trips (including transfers)	421,945	428,274
Percent of operating budget funded by paying riders	5.8%	5.5%
Percent of "half fare" passengers	26%	26%
Cost per trip* per passenger	\$11.87	\$11.46

*trip = passenger ride from one bus or one point to another

Budget Challenges

- Soaring fuel costs continue to impact the budget. Such a volatile market is difficult to anticipate and the \$3.75 a gallon for FY14 is a very conservative estimate.
- A new CBA (contract) with the ATU (union) was ratified March 18, 2012. Significant savings in Health Care and Sick pay expected for the remainder of the 4 year CBA expiring June 30, 2015.

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. Federal funding needs to be secured for an additional 5 buses in FY15, 7 buses in FY16, and 6 buses in FY17. The City's portion of the funding is being added to and reserved annually.
- Converting fleet to CNG is being explored
- 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.

Staffing Detail

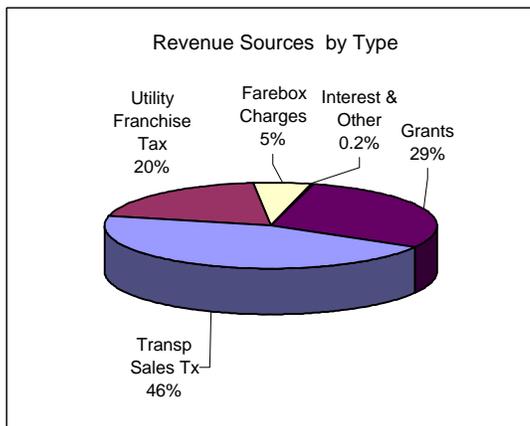
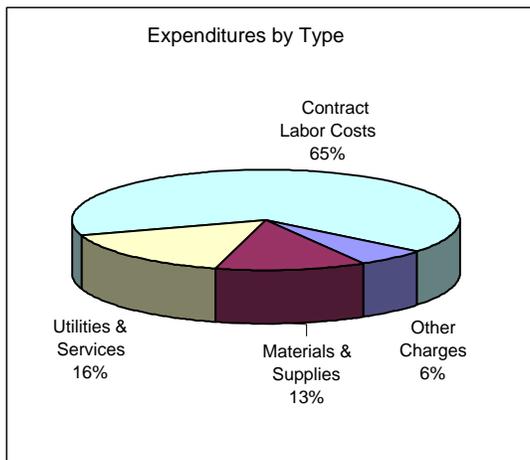
Mass Transit staff (53) are employed by the City's transit contractor.

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	

Major Budgetary Changes & Program Highlights

~Total labor costs increased by 4% (\$155,750). These costs are of contracted employees and are budgeted in the Services category.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Travel/Training	5,474	6,900	6,700	6,900
Materials & Supplies	584,495	729,995	546,022	724,995
Utilities & Services	745,060	893,320	819,045	902,632
Contract Labor Cost	3,579,067	3,660,523	3,719,890	3,816,273
Other Charges	255,406	291,831	422,640	343,115
Capital Outlay	0	0	0	0
Total	5,169,502	5,582,569	5,514,297	5,793,915
Revenue Sources:				
Transp Sales Tx	2,128,424	2,390,263	2,306,081	2,622,139
Utility Franchise Tax	1,154,809	1,183,050	1,179,420	1,151,820
Farebox Charges	309,307	306,700	313,000	318,000
Interest & Other	55,800	13,400	15,140	12,800
Grants	1,521,162	1,689,156	1,700,656	1,689,156
Total	5,169,502	5,582,569	5,514,297	5,793,915

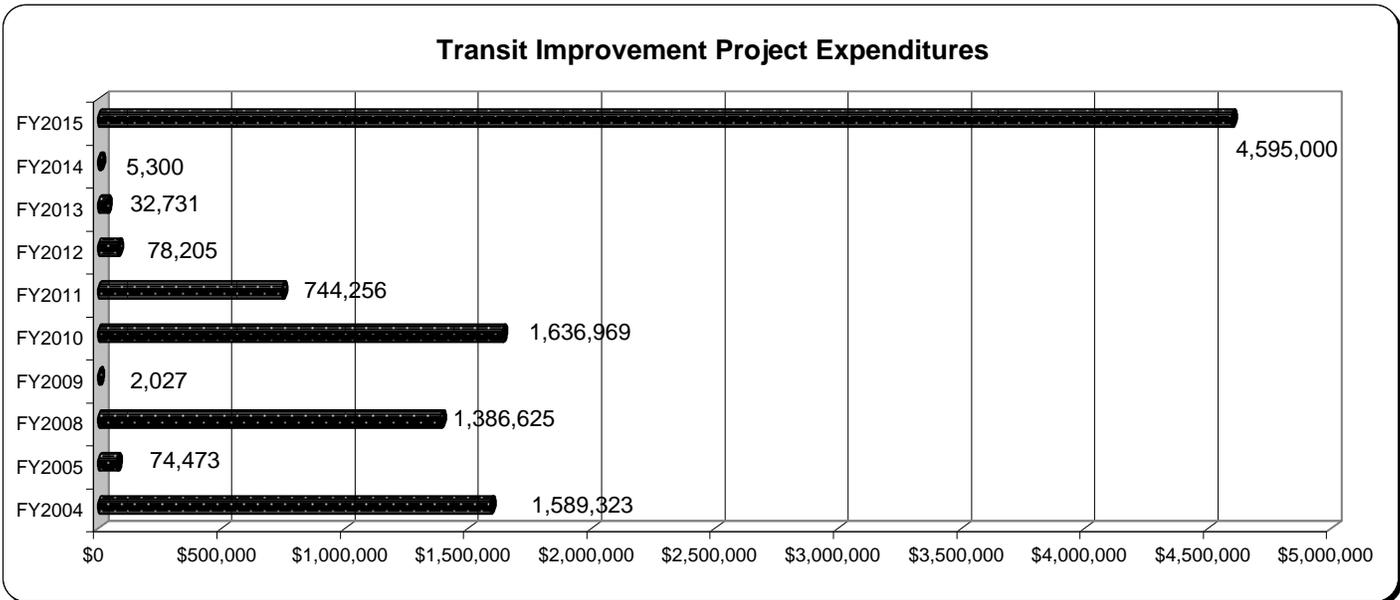
TRANSIT FUND IMPROVEMENT PROJECTS

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

~The ability to do large capital expenditures is dependant on the amount of money the Transit system receives through the state and federal governments. Beginning in FY2010, federal stimulus program pumped a large sum into the system for projects relating to improvements at the Transit Headquarters, at transit bus stops and transfer stations.

~A second wave of Section 5307 FTA grant monies in FY2010 allowed Transit to accelerate its bus replacement program and complete further projects. Five buses were to be ordered in FY2014, but no funds were available. FY2015 has a budget for the purchase of up to 12 buses should federal funding become available at an 80%/20% funding split.

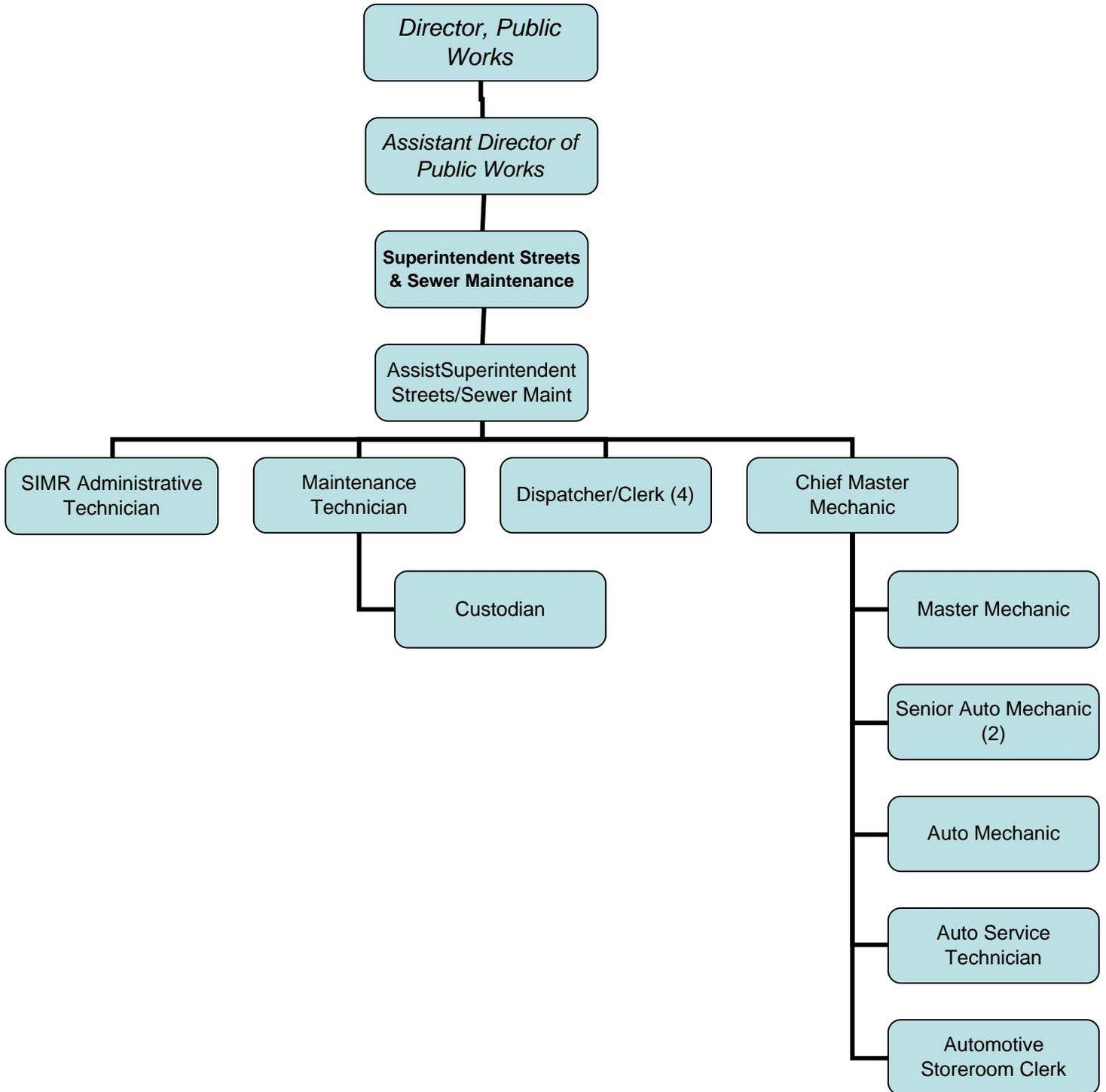
~ Other Capital Outlay:

- Backup Generator \$40,000
- Fire Suppression System \$50,000
- Landscaping for the Transfer Station @ 6th & Angelique \$5,000

Capital Budget Summary

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	0	0	0	0
Capital Outlay	32,731	2,040,000	5,300	4,590,000
Improvement Projs	0	0	0	5,000
Total	32,731	2,040,000	5,300	4,595,000
Revenue Sources				
Grants	799,083	1,632,000	15,500	3,676,000
Transit Sales Tax	(766,352)	408,000	(10,200)	919,000
Total	32,731	2,040,000	5,300	4,595,000

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 101,407 Gallons of Unleaded fuel & 91,370 Gallons Diesel fuel at a cost of \$578,926.07 since July 1, 2012.
- 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

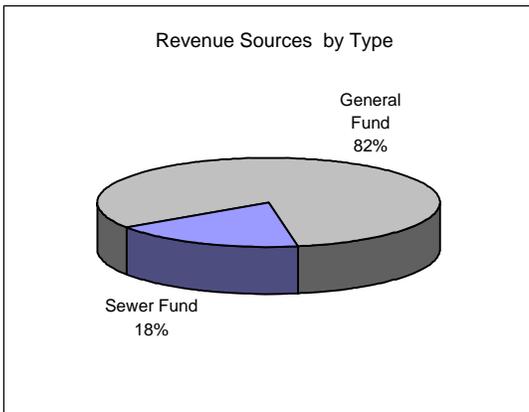
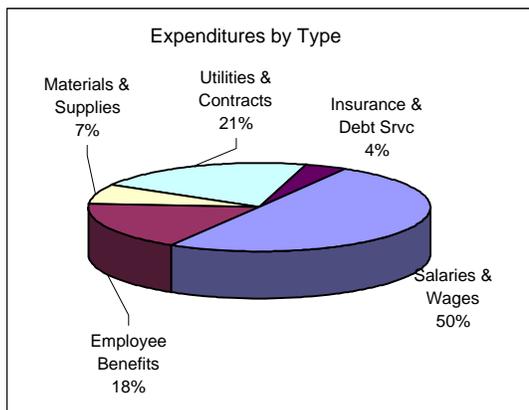
Superintendent Streets/Sewer Maintenance
 Asst Supt Streets/Sewer Maintenance
 SIMR Administrative Technician
 Maintenance Technician
 Custodian

2012-13	2013-14		2014-15
	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
5	5	5	5

Major Budgetary Changes & Program Highlights

~Wage related increases due to implementation of the compensation plan. No other major changes to the budget.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	237,998	244,073	250,021	257,640
Employee Benefits	79,458	85,661	86,467	90,459
Materials & Supplies	34,263	36,600	38,000	36,600
Utilities & Contracts	126,666	110,180	122,935	108,260
Insurance & Debt Srvc	6,142	20,000	97,132	20,000
Total	484,527	496,514	594,555	512,959
Revenue Sources:				
Sewer Fund	87,368	93,458	93,458	94,595
General Fund	397,159	403,056	501,097	418,364
Total	484,527	496,514	594,555	512,959

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

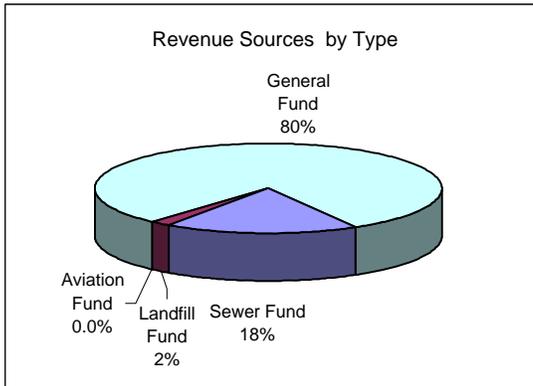
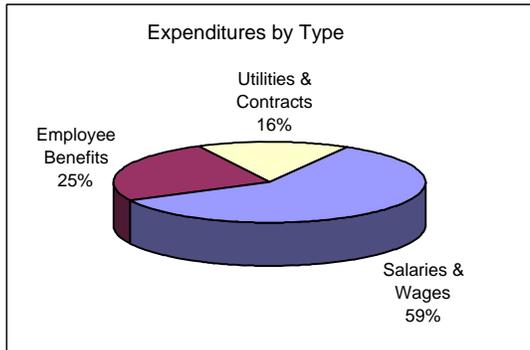
Dispatch/Clerks

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	126,022	122,545	123,080	131,507
Employee Benefits	49,102	53,391	53,391	55,119
Utilities & Contracts	35,052	30,930	35,030	35,330
Total	210,176	206,866	211,501	221,956
Revenue Sources:				
Sewer Fund	33,667	39,061	39,061	40,045
Landfill Fund	15,922	3,599	3,599	4,506
Aviation Fund	2,248	892	892	0
General Fund	210,176	163,314	167,949	177,405
Total	262,013	206,866	211,501	221,956

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

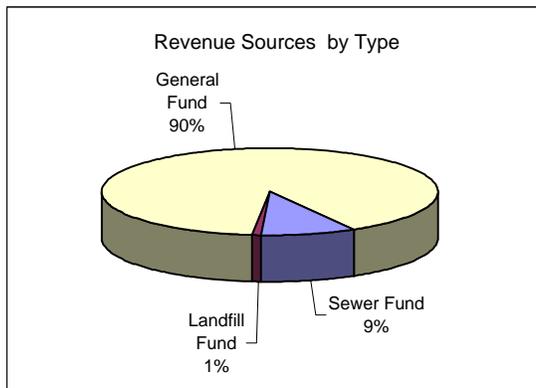
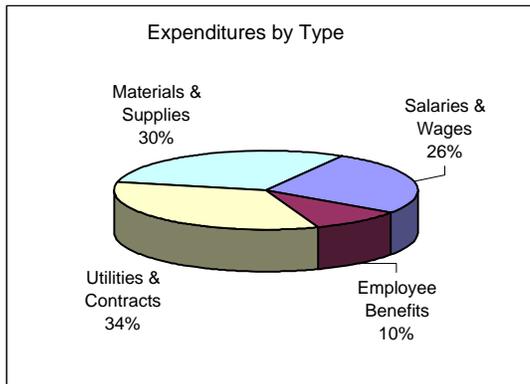
Chief Master Mechanic
 Master Mechanic
 Senior Auto Mechanic
 Auto Service Technician
 Auto Mechanic
 Automotive Storeroom Clerk

2012-13	2013-14		2014-15
	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

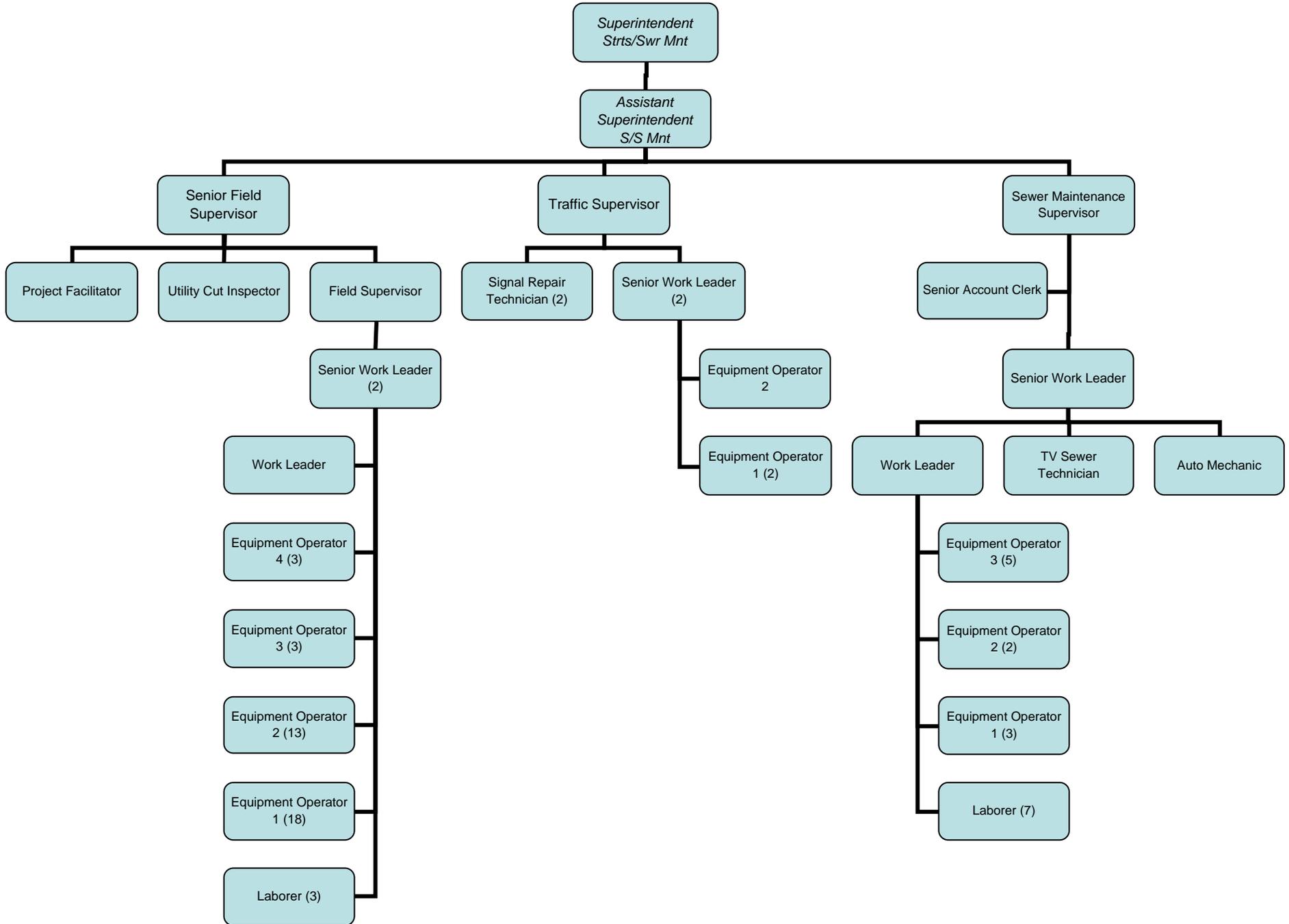
- ~ Given the last two years' experience with overtime costs, that item was decreased by \$20,000.
- ~ The above savings was more than absorbed by an increase to Fuel of \$12,750 and to M&R Vehicles of \$51,200.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	265,595	266,789	285,030	292,178
Employee Benefits	91,485	104,212	106,562	108,759
Materials & Supplies	267,452	332,380	261,800	332,380
Utilities & Contracts	408,914	379,600	406,300	379,600
Total	1,033,446	1,082,981	1,059,692	1,112,917
Revenue Sources:				
Sewer Fund	91,835	102,905	91,835	102,905
Landfill Fund	8,462	8,200	8,200	9,500
Aviation Fund	2,111	2,111	2,111	0
General Fund	933,149	969,765	957,546	1,000,512
Total	1,035,557	1,082,981	1,059,692	1,112,917

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-way.

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 (reporting prior year)	<u>FY2013</u>	<u>FY2014</u>
Composite rating for City streets	85.7	85
Miles of streets slurry sealed	13	23.5
Miles of 3-inch asphalt streets resurfaced	5.4	0.22
Tons of asphalt to patch _ Number of potholes	542 _ 7,028	391 _ 4,856
Miles of streets swept	4,881	3,048
Number of locations regularly mowed in ROW	62	62
Snow/ice cleanup statistics:		
Number of inches	2.75	23.13
Total cost	\$86,081	\$291,896
Cost per inch of snow	\$17,216	\$12,623

In FY2013 the department had four months cleaning up from the flood and storms.

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

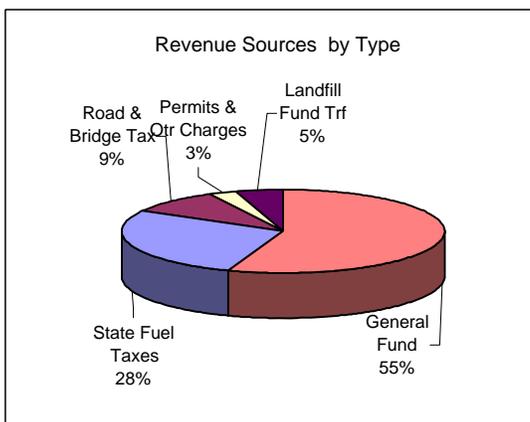
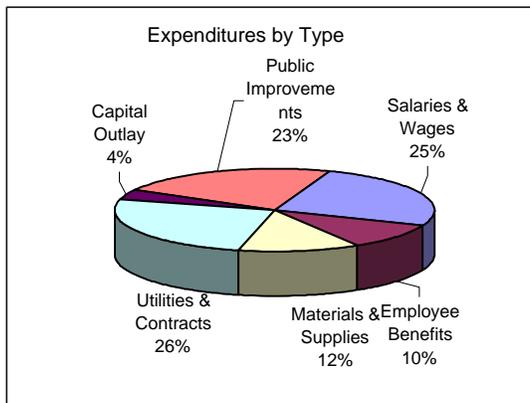
Senior Field Supervisor
 Field Supervisor
 Project Facilitator
 Utility Cut Inspector
 Senior Work Leader
 Work Leader
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Equipment Operator IV
 Laborer

	2012-13	2013-14		2014-15
	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
	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

- ~ \$35,000 added to the Temporary staff line item to supplement the concrete crew, snow crew, etc.
- ~ Landfill supports the Alley Maintenance program, transferring the equivalent of 8 months labor cost for the alley crew.
- ~ \$250,000 of the electric service budget in Parks Maintenance Fund to reduce the budget deficit in this program; \$500,000 transferred from Cell Phone to help pay the electric bill projected at \$1.4 million in this program.
- ~ Cell Phone revenue is being used to purchase \$270,000 of rolling stock.
- ~ General Fund pays for personnel costs and Streets Fund pays for non-personnel costs.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,601,688	1,694,071	1,711,574	1,813,728
Employee Benefits	579,748	684,957	687,407	724,690
Materials & Supplies	821,566	881,500	827,300	881,500
Utilities & Contracts	1,637,291	1,497,900	1,804,100	1,812,900
Capital Outlay	526,925	445,000	555,729	270,000
Public Improvements	1,540,356	1,604,000	1,604,000	1,604,000
Total	6,707,574	6,807,428	7,190,110	7,106,818
Revenue Sources:				
State Fuel Taxes	1,932,004	1,986,200	1,986,200	1,959,102
Road & Bridge Tax	665,202	670,505	658,812	658,812
Permits & Otr Charges	113,232	200,000	200,000	200,000
Interest & Other Rev	42,694	6,700	122,966	6,700
Landfill Fund Trf	325,000	325,000	325,000	325,000
General Fund	3,629,442	3,619,023	3,897,132	3,957,204
Total	6,707,574	6,807,428	7,190,110	7,106,818

SNOW & ICE CONTROL

Program 2150

Program Description

This program tracks and manages the materials and purchases associated with the yearly expenses of snow and ice control.

Staffing Detail

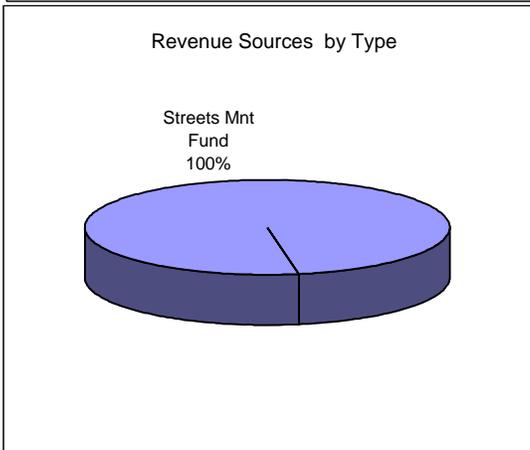
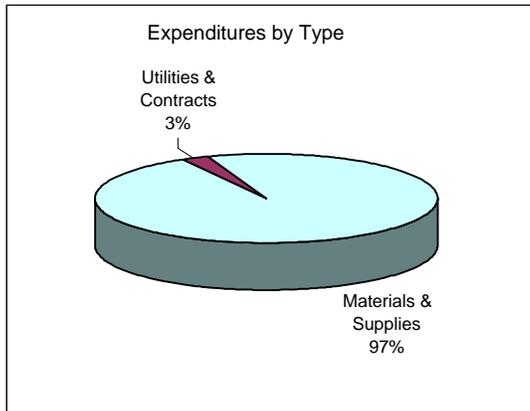
N/A

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	

Major Budgetary Changes & Program Highlights

~Except for the capital equipment purchased, the budget remains at the same level as the current year.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Materials & Supplies	177,568	310,600	356,050	310,600
Utilities & Contracts	8,275	8,300	8,300	8,300
Capital Outlay	0	44,000	29,378	0
Total	185,843	362,900	393,728	318,900
Revenue Sources:				
General Fund:	0	44,000	29,378	0
Streets Mnt Func	185,843	362,900	393,728	318,900
Total	185,843	362,900	393,728	318,900

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

- Instituting major sign replacement program in order to comply with new sign reflectivity standards.
- Replaced Incandescent bulbs with 1,642 LED's
- Tested Conflict Monitors in 64 intersecons.
- Installed 233 High Intensity Stop Signs to date.

- **Performance Statistics:**

- Number of pavement markings lane miles; 408 lane miles.
- All Pedestrian crossings and stop bars painted.
- Sign maintenance (replacement).
- Signal/crosswalks installed - 3 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

- Up grading 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.
- Help the airport with their pavement markings.
- Inventory of all signs throughout the city.
- Events such as the 2012 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

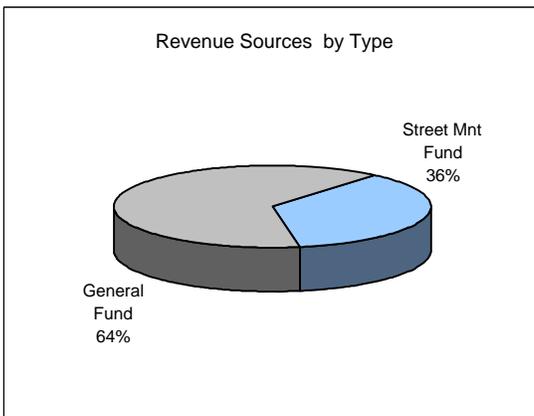
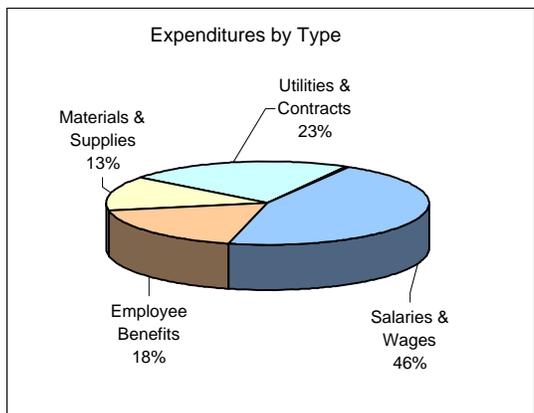
Traffic Supervisor
 Signal Repair Technician
 Senior Work Leader
 Equipment Operator I
 Equipment Operator II

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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

- ~\$9,000 was added to the Electric Service line item which covers traffic signal expenses. M&R of Vehicles line item was increased by \$10,000.
- General Fund covers the wage & benefit costs which increased with implementation of the compensation plan and negotiations with the union. Streets Mnt Fund covers non-personnel costs.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	270,406	286,034	292,533	317,962
Employee Benefits	102,947	105,682	106,752	129,192
Materials & Supplies	79,225	94,050	81,522	94,050
Utilities & Contracts	135,688	138,300	143,321	157,300
Insurance & Other	1,225	5,000	0	1,500
Capital Outlay	0	0	0	0
Total	589,491	629,066	624,128	700,004

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund	373,353	391,716	399,285	447,154
Street Mnt Fund	216,138	237,350	224,843	252,850
Total	589,491	629,066	624,128	700,004

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)	<u>FY2013</u>	<u>FY2014</u>
Total miles of sanitary sewer lines	396	396
Number of miles cleaned	49.68	31.39
Lineal feet of sewer line inspected w/closed circuit TV	36,168	21,229
Number of inlets repaired	285	220
Number of inlets cleaned	2,809	1,200
Number of sewer blockages in main line removed	10	-
Percent of blockages removed within 4 hours of notification	100%	-
Number of requests for locates*	6,056	3,600

Budget Challenges/Planned Initiatives

- Keep up with the ever changing state and federal rules and regulations.
- Keep up with needed sewer and inlet repairs.
- *The division does not have a person to perform this task (locates). We have to take a crew member off an existing crew to do this work, thus running the crew short.

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
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Sewer Maintenance Laborer

2012-13	2013-14		2014-15
	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
3	3	3	3
2	2	2	2
5	5	5	5
7	7	7	7
23	23	23	23

Major Budgetary Changes & Program Highlights

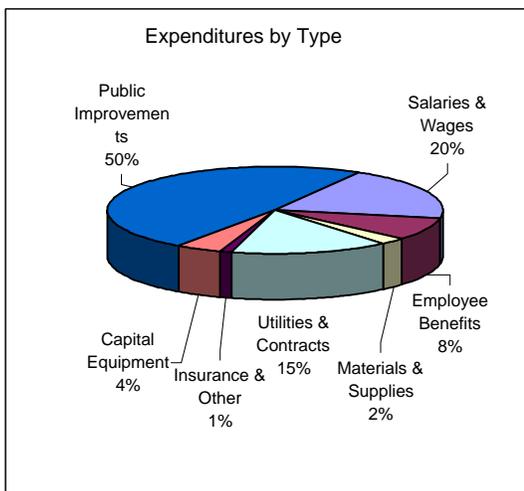
~The majority of rolling stock replacement, CMOM expenditures and other capital outlays funded through operating revenue was moved to this program in FY2014. Previously it was combined with bond-funded, mandated improvement projects in the fund's CIP program.

~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



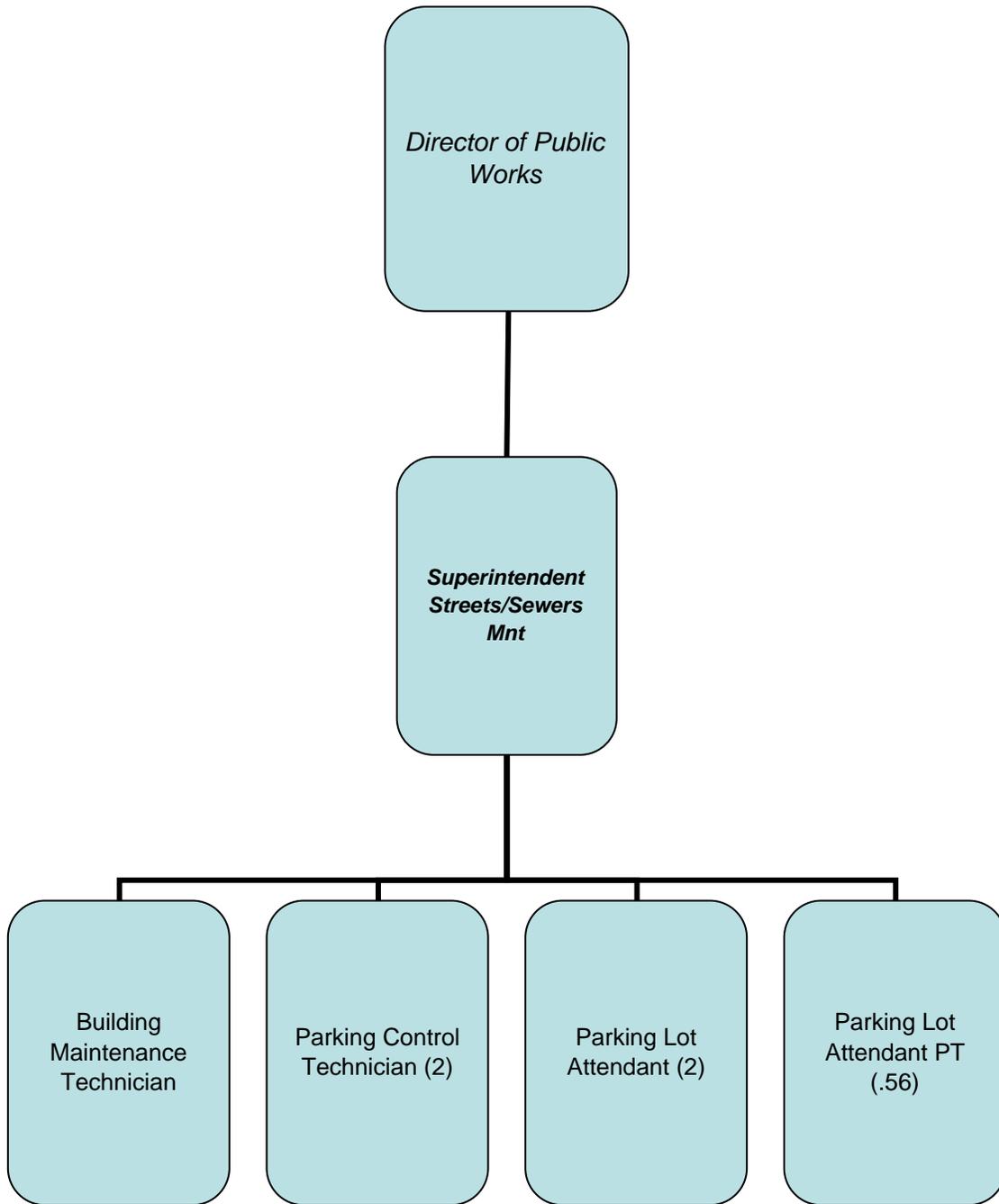
Expenditures:

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	729,595	802,237	737,024	839,200
Employee Benefits	275,166	332,487	309,537	360,449
Materials & Supplies	103,938	102,100	94,150	106,600
Utilities & Contracts	423,300	707,845	701,796	648,875
Insurance & Other	22,316	50,000	50,000	50,000
Capital Equipment	357,107	828,000	511,020	188,700
Public Improvements	0	2,063,931	1,811,560	2,074,300
Total	1,911,422	4,886,600	4,215,087	4,268,124

Revenue Sources:

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Other Revenue	10,506	3,250	3,800	3,250
Sewer Charges	1,900,916	4,883,350	4,211,287	4,264,874
Total	1,911,422	4,886,600	4,215,087	4,268,124

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 Parking Light at Senior Center parking garage.
- Installed Ticket Spitter at the 4th and Francis parking garage.

Performance Statistics

	<u>FY2013</u>	<u>FY2014</u>
Number of tickets issued by Parking Control staff	6,209	11,315
Amount of collection letters issued before legal notices issued	\$45,965	\$111,256
Amount of collection letters issued after legal notices issued	\$59,194	\$136,810
Number of vehicles booted	18	5

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 garage will receive a complete paint job, top to bottom.

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

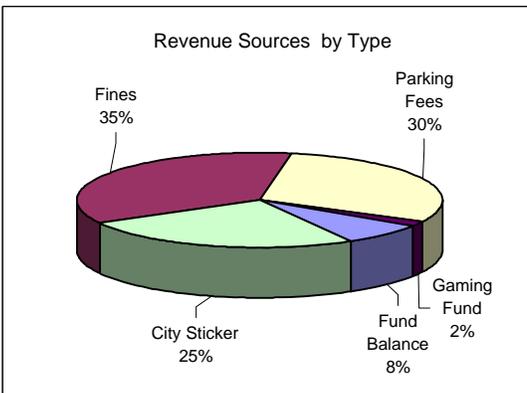
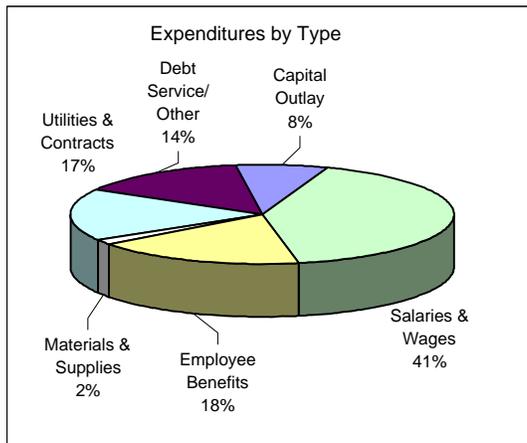
Building Maintenance Technician
 Parking Lot Attendant
 Parking Control Technician
 Prkg Lot Attendant (PT) 4.5 hrs/day

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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

- ~FY2014 saw the final payment on the PBA Bonds, dropping the "Other Charges" category by \$64,000 in FY2015.
- ~Wage related increases are due to implementation of the compensation plan and negotiations with the union.
- ~Capital Equipment purchase - replacement of one of the two 1999 Go-4 Scooters (\$30,000). M&R of Vehicles line item was increased \$4,000 to help keep the other vehicle repaired until it can be replaced in FY16.

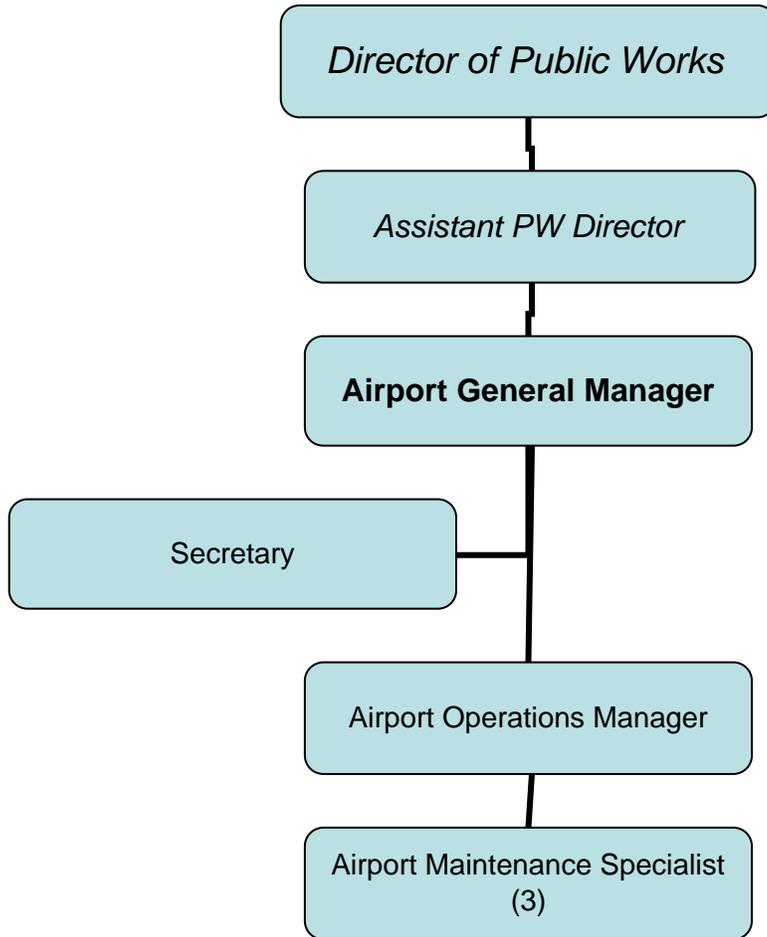
Operating Budget Summary



Expenditures:	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	146,232	149,217	145,361	158,985
Employee Benefits	59,695	65,006	63,795	68,970
Materials & Supplies	9,437	5,750	6,675	6,550
Utilities & Contracts	56,300	61,920	60,595	64,760
Debt Service/ Other	136,936	129,763	128,763	55,782
Capital Outlay	0	0	0	30,000
Total	408,600	411,656	405,189	385,047

Revenue Sources:	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
City Sticker	96,887	95,000	97,000	97,000
Fines	145,714	142,350	130,350	138,105
Parking Fees	118,161	117,300	111,350	114,360
Interest & Other	123	100	112	100
Gaming Fund	6,500	6,500	6,500	6,500
(To)/Frm Parking FB	41,215	50,406	59,877	28,982
Total	408,600	411,656	405,189	385,047

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.
- 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.

Current Year Activity/Achievements

- Recently completed a major taxiway rehab project, including LED lighting, airfield signs, and runway distance remaining signs.
- During the annual FAA 139 Airfield Inspection, Rosecrans Airport received zero discrepancies, thereby receiving a Medal of Excellence.
- 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

	<u>FY2013</u>	<u>FY2014</u>
Number of based aircraft by type:		
Military	10	10
General Aviation (corporate, agricultural, medical & personal)	80	80
Number of aircraft operations (take offs & landings)	22,789	19,106 (prior year statistics)
Gallons of aircraft fuel sold	199,282.3	205,409.2 (prior year statistics)
T-hangars percent of occupancy	100%	100%

Budget Challenges/Planned Initiatives

- Ever increasing FAA requirements to maintain certification, such as wildlife control, crop restrictions, SMS, etc.
- Aging buildings, equipment and surfaces maintenance continue to increase frequency of repair time and costs
- Replacement of several aging equipment and appliances are needed.

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

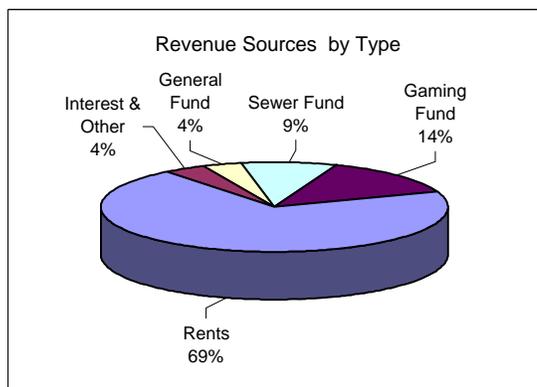
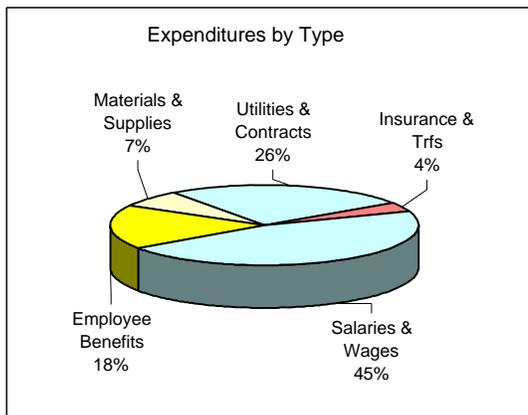
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
6	6	6	6

Major Budgetary Changes & Program Highlights

~Negotiations with the ANG resulted in resumption of the MO-ANG lease payments. However, the payments have been reduced by over \$62,000. The decrease in overall program revenues has required resumption of transfers from the General Fund to keep the Aviation Fund out of a deficit position.

*An additional \$15,000 is transferred from Gaming to provide a deposit for an FY2016 Airshow.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	225,248	266,485	266,282	277,401
Employee Benefits	74,997	104,579	98,637	107,707
Materials & Supplies	31,134	53,505	34,200	41,840
Utilities & Contracts	111,852	143,774	116,735	154,554
Capital Outlay	0	0	0	0
Insurance & Trfs	88,770	111,313	111,313	23,753
Total	532,001	679,656	627,167	605,255
Revenue Sources:				
Rents	441,538	440,044	465,377	383,724
Other Revenues	22,394	21,000	23,605	21,000
Interest Earnings	57	100	200	100
General Fund	0	113,000	113,000	20,000
Sewer Fund	48,290	48,290	48,290	48,290
Gaming Fund	60,000	60,000	60,000	75,000
Aviation Fund Balnc	(40,278)	(2,778)	(83,305)	57,141
Total	532,001	679,656	627,167	605,255

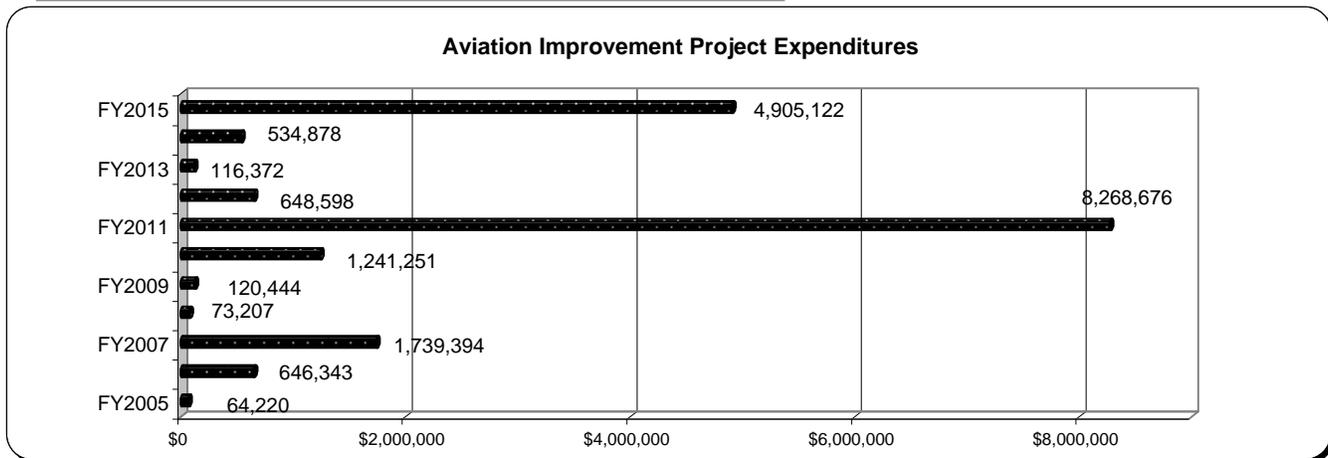
AVIATION FUND IMPROVEMENT PROJECTS

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.

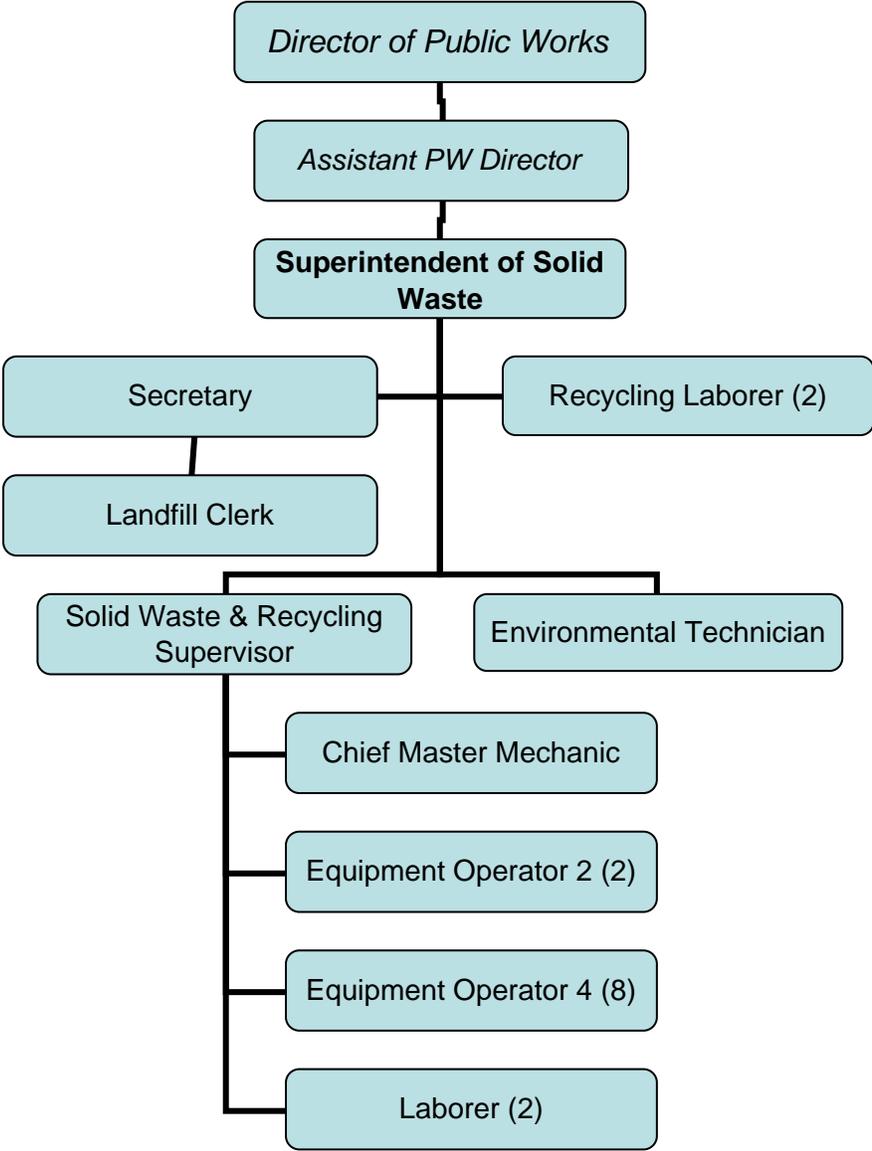
~Major Projects:

- Airport Master Plan Update \$350,000
- Runway 13/31 Pavement Replacement \$4,555,122

Capital Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Outside Services	50,183	350,000	447,878	350,000
Improvement Proj's	116,373	600,000	87,000	4,555,122
Total	166,556	950,000	534,878	4,905,122
Revenue Sources				
Grants	30,563	855,000	534,878	4,870,122
Transfers & Other	13,961	130,000	0	35,000
Aviation CIP FB	122,032	(35,000)	0	0
Total	166,556	950,000	534,878	4,905,122

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

	<u>FY2013</u>	<u>FY2014</u>
Pounds of trash received during "Clean Sweep"	896,100	1,001,900
Pounds of material dropped at the Recycling Center	965,708	1,043,004
% of pounds of recycling material compared to tons of landfill material	.0038%	.0052%
Tons received at the Landfill	125,741.6	96,235.8
Pounds of materials collected at Household Hazardous Waste events	66,566	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

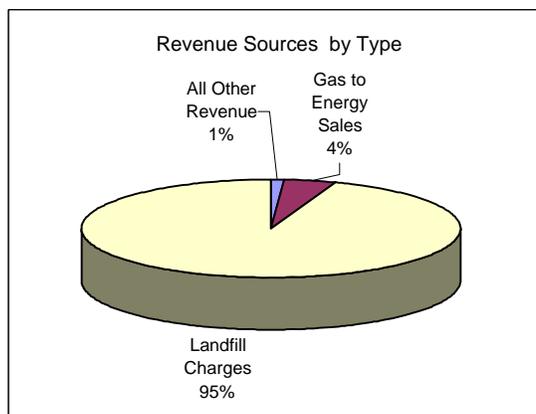
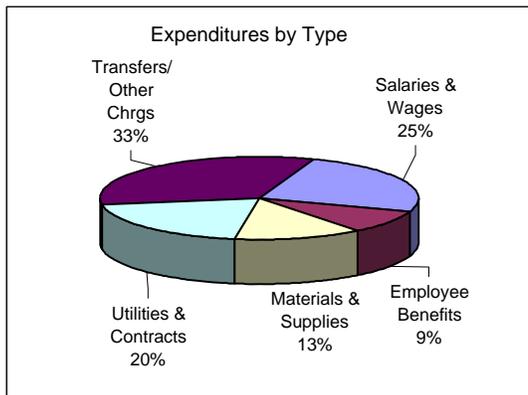
Superintendent of Solid Waste
 Solid Waste & Recycling Superviso
 Chief Master Mechanic
 Environmental Technician
 Equipment Operator II
 Equipment Operator IV
 Laborer
 Secretary
 Landfill Clerk

2012-13	2013-14		2014-15
	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
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.
- Services category increased by \$31,111 as a result of the cost of the Household Hazardous Waste Program as citizen participation has increased significantly.
- Transfer to the General Fund, based on the franchise rate of 7% of gross revenue, is projected to decrease as revenues continue to decrease.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	732,816	751,847	714,447	788,286
Employee Benefits	263,684	285,183	271,808	299,579
Materials & Supplies	385,729	414,400	335,400	414,400
Utilities & Contracts	606,369	609,160	559,420	640,260
Transfers/ Other Chrg	1,119,963	1,086,912	1,063,005	1,057,468
Capital Outlay	19,989	0	0	0
Total	3,128,550	3,147,502	2,944,080	3,199,993
Revenue Sources:				
Permits & Rents	6,954	6,600	6,775	6,800
Misc. Charges	47,888	20,000	26,575	21,800
Interest Earnings	13,370	11,000	10,050	10,100
Gas to Energy Sales	154,973	140,000	140,000	140,000
Landfill Charges	3,060,338	3,109,902	2,900,680	3,021,293
Total	3,283,523	3,287,502	3,084,080	3,199,993

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

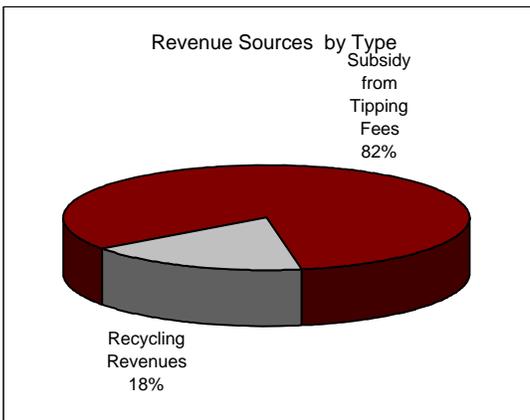
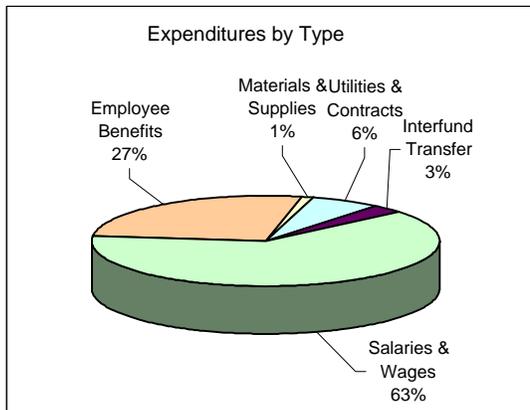
Laborer

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

Major Budgetary Changes & Program Highlights

~Utilities & Services charges category dropped by \$26,300 as the department provided a much reduced amount for the recycling contract. This savings helped offset the impact on wage related increases.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	59,223	59,553	62,029	65,610
Employee Benefits	24,313	26,472	26,707	27,809
Materials & Supplies	210	1,250	1,650	1,250
Utilities & Contracts	5,453	17,080	7,365	6,680
Interfund Transfer	3,250	3,250	3,250	3,250
Capital Outlay	0	0	0	0
Total	92,449	107,605	101,001	104,599
Revenue Sources:				
Recycling Revenues	10,027	18,500	18,500	18,500
Landfill Revenues	82,422	89,105	82,501	86,099
Total	92,449	107,605	101,001	104,599

LANDFILL FUND IMPROVEMENT PROJECTS

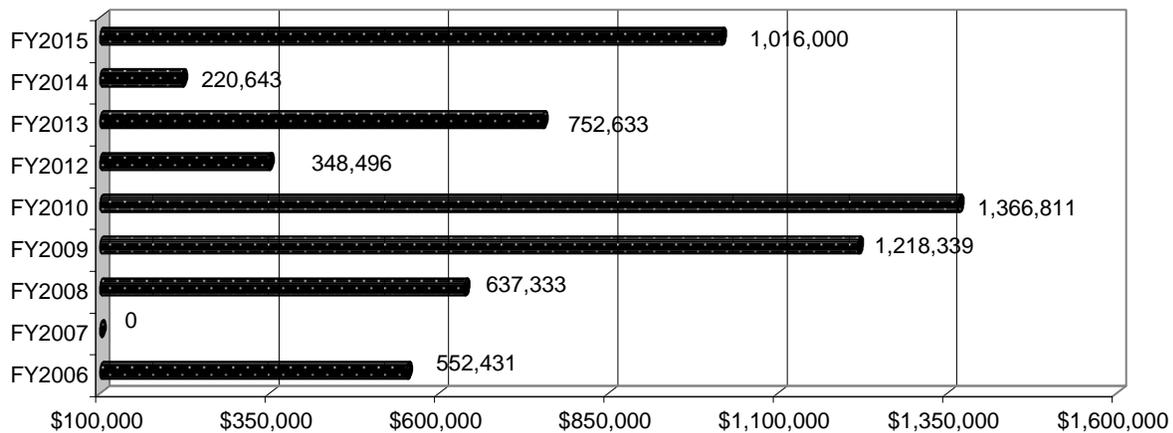
Program 1260

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



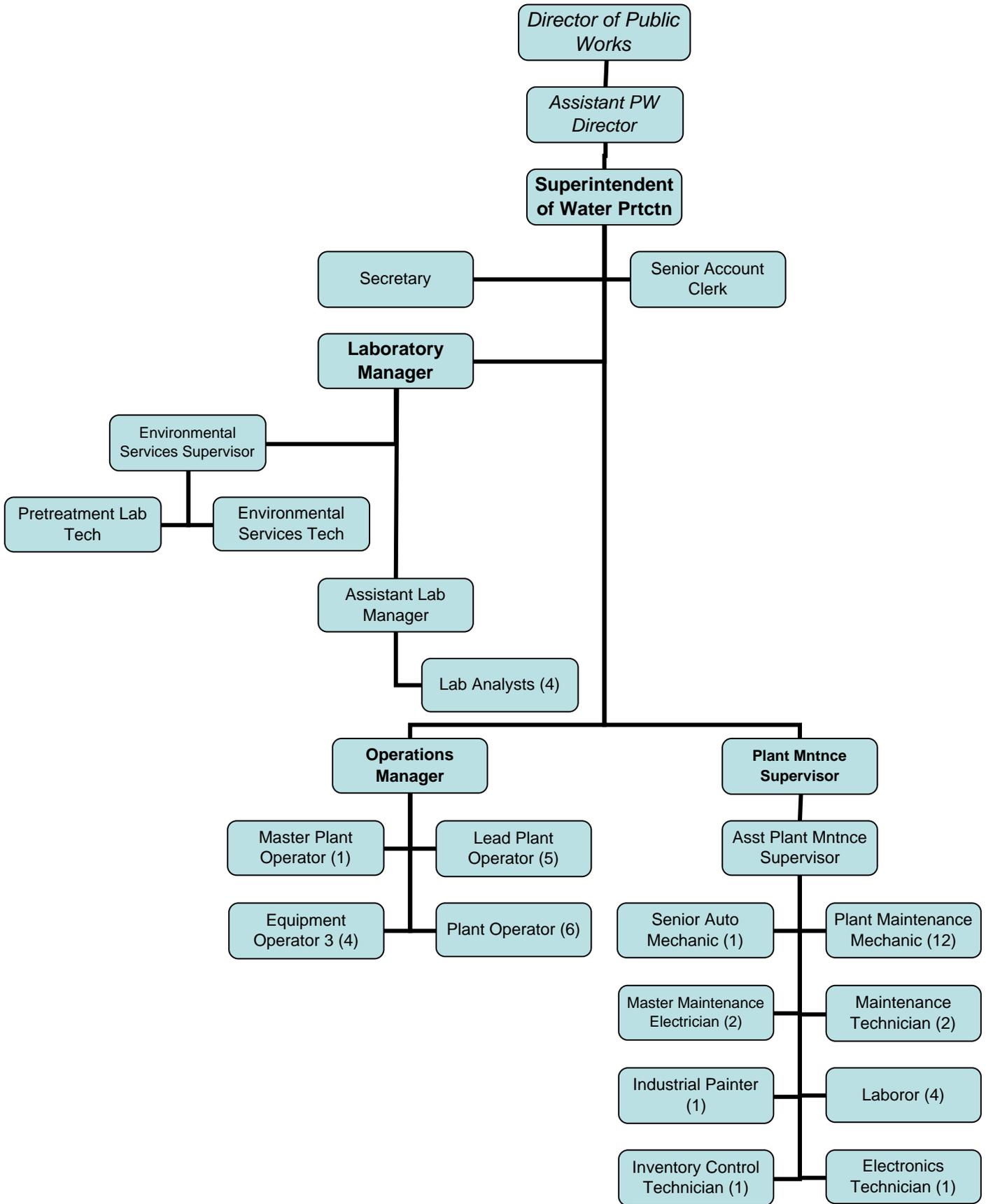
Major Budgetary Changes & Program Highlights

- ~Major Capital Outlay (all replacements):
- Landfill Compactor \$720,000
 - 3/4 ton 4wheel drive Crew Cab Pickup \$25,000
 - Outbound Scale \$51,000
 - New Cell Construction, Area 3, Stage 6B \$220,000

Capital Budget Summary

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Professional Services	24,900	0	120,600	0
Capital Outlay	727,733	836,000	50,043	796,000
Improvement Proj's	0	140,000	50,000	220,000
Total	752,633	976,000	220,643	1,016,000
Revenue Sources				
Fixed Asset Sale	0	0	0	0
Landfill Fees	752,633	976,000	220,643	1,016,000
Total	752,633	976,000	220,643	1,016,000

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.
- Water Protection is now operating the Ultraviolet Disinfection Facility as required by the City's N.P.D.E.S. Permit. The facility is operating within design parameters.

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

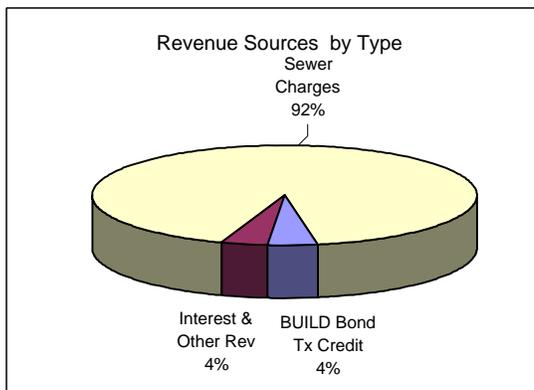
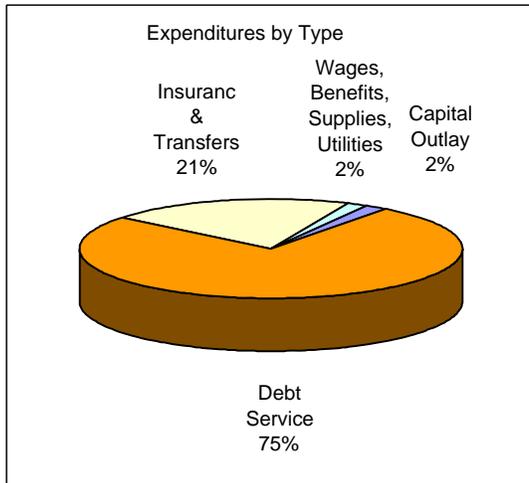
Wastewater Treatment Superintendent
Secretary

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

- Wage related increases due to implementation of the compensation plan and to union negotiations.
- Debt service increases as a result of bonding the large sewer improvement projects.
- Capital Expenditures: A roof replacement for the Admin/Lab building as well as new furniture & equipment to complete the renovations of those areas. \$155,000 The building renovations are expensed in the Sewer CIP program.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	94,115	93,804	94,860	100,045
Employee Benefits	41,304	40,091	40,316	47,023
Materials & Supplies	14,481	7,650	8,254	8,400
Utilities & Contracts	38,507	20,065	31,915	11,590
Debt Service	5,747,847	5,477,437	6,132,537	6,923,356
Insurance & Transfers	1,625,008	1,919,367	1,791,617	1,905,975
Capital Outlay	0	0	0	155,000
Total	7,561,262	7,558,414	8,099,499	9,151,389
Revenue Sources:				
BUILD Bond Tx Credit	381,363	387,727	387,727	387,727
Interest & Other Rev	590,206	671,127	378,245	347,400
Sewer Charges	6,589,693	6,499,560	7,333,527	8,416,262
Total	7,561,262	7,558,414	8,099,499	9,151,389

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

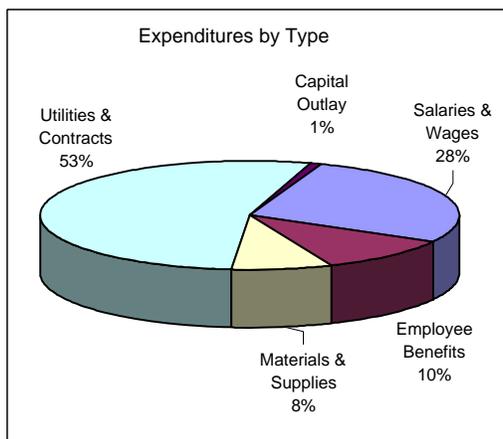
Operations Manager
 Plant Maintenance Supervisor
 Asst Plant Maintenance Supervisor
 Plant Maintenance Mechanic
 Master Plant Operator
 Lead Plant Operator
 Plant Operator
 Master Maintenance Electrician
 Electronics Technician
 Inventory Control Technician
 Senior Auto Mechanic
 Maintenance Technician
 Industrial Painter
 Equipment Operator III
 Laborer
 Senior Account Clerk
 Engineering Clerk PT (25 hrs/wk)

	2012-13	2013-14		2014-15
	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
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	44.625

Major Budgetary Changes & Program Highlights

- ~ Increases in the wages category resulted from the mid-year settlement of union wage negotiations.
- ~ Increased cost of wastewater treatment chemicals added \$90,000 to the Supplies category.
- ~ M&R of Buildings & Facilities increased by \$190,000 as a result of aging infrastructure.
- ~ With a fully operational UV facility, the budget for electric service was increased by \$178,000 to a total of \$1,542,000.
- ~ Major Capital (replacements): Two Pickup Trucks (\$48,000)

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,554,413	1,772,215	1,666,856	1,889,159
Employee Benefits	554,868	676,933	666,436	718,293
Materials & Supplies	362,926	431,635	492,335	531,635
Utilities & Contracts	3,017,750	3,269,330	3,451,108	3,679,450
Capital Outlay	0	506,090	506,090	48,000
Total	5,489,957	6,656,203	6,782,825	6,866,537

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Grants & Other	74,155	0	7,990	0
Sewer Charges	5,415,802	6,656,203	6,774,835	6,866,537
Total	5,489,957	6,656,203	6,782,825	6,866,537

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

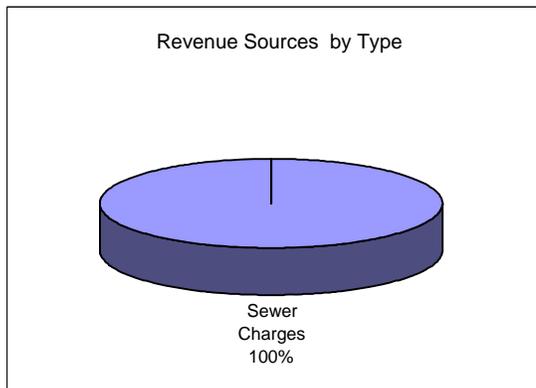
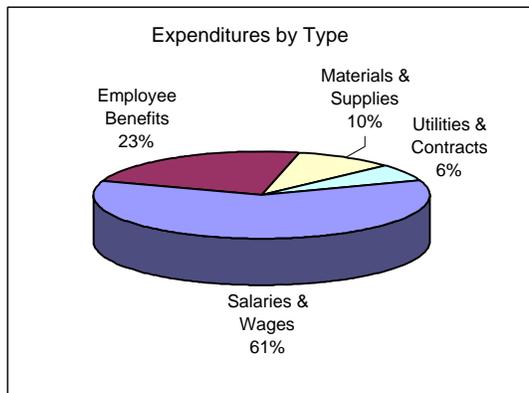
Laboratory Manager
 Assistant Laboratory Manager
 Laboratory Analyst
 Environmental Services Supervisor
 Environmental Services Technician
 Pretreatment Lab Technician

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
0	0	1	1
5	5	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 the fiscal year.
- Wage related increases were also due to implementation of the compensation plan as well as negotiations with the union.

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	303,809	333,948	321,858	381,918
Employee Benefits	113,754	134,536	131,811	147,504
Materials & Supplies	105,861	60,000	73,000	60,000
Utilities & Contracts	22,821	39,680	39,680	39,680
Capital Outlay	0	0	0	0
Total	546,245	568,164	566,349	629,102
Revenue Sources:				
Sewer Charges	546,245	568,164	566,349	629,102
Total	546,245	568,164	566,349	629,102

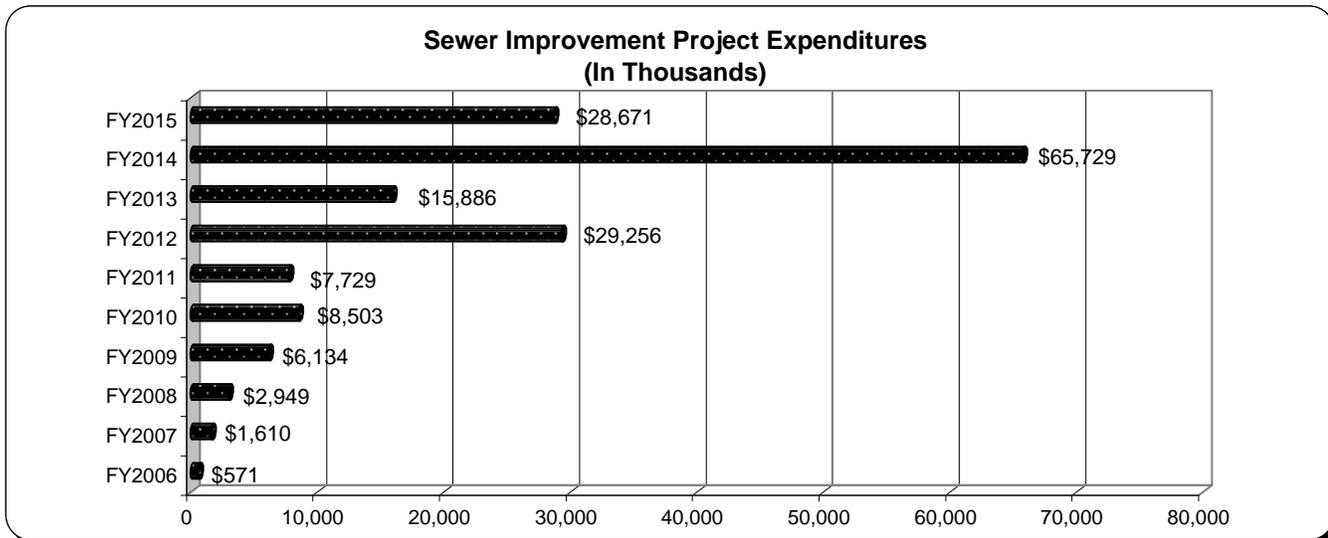
WATER PROTECTION FUND IMPROVEMENT PROJECTS

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 \$28.7 million was being contemplated. Actual amounts will differ as timing of upcoming sewer projects is finalize

~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

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Services	2,723,198	5,607,500	7,548,795	1,005,000
Debt Charges	(172,955)	0	73,710	0
Capital Outlay	0	1,172,000	145,682	2,230,000
Capital Imprpovemen	13,335,888	85,569,141	57,961,167	25,436,000
Total	15,886,131	92,348,641	65,729,354	28,671,000
Revenue Sources				
Sewer Charges	(3,245,418)	6,110,941	4,919,578	(86,700)
Interest & Other Rv	5,862	700	80,170	700
Grants	500,000	0	0	0
Bond Revenues/In	18,625,687	86,237,000	60,729,606	28,757,000
Total	15,886,131	92,348,641	65,729,354	28,671,000

OTHER PROGRAMS

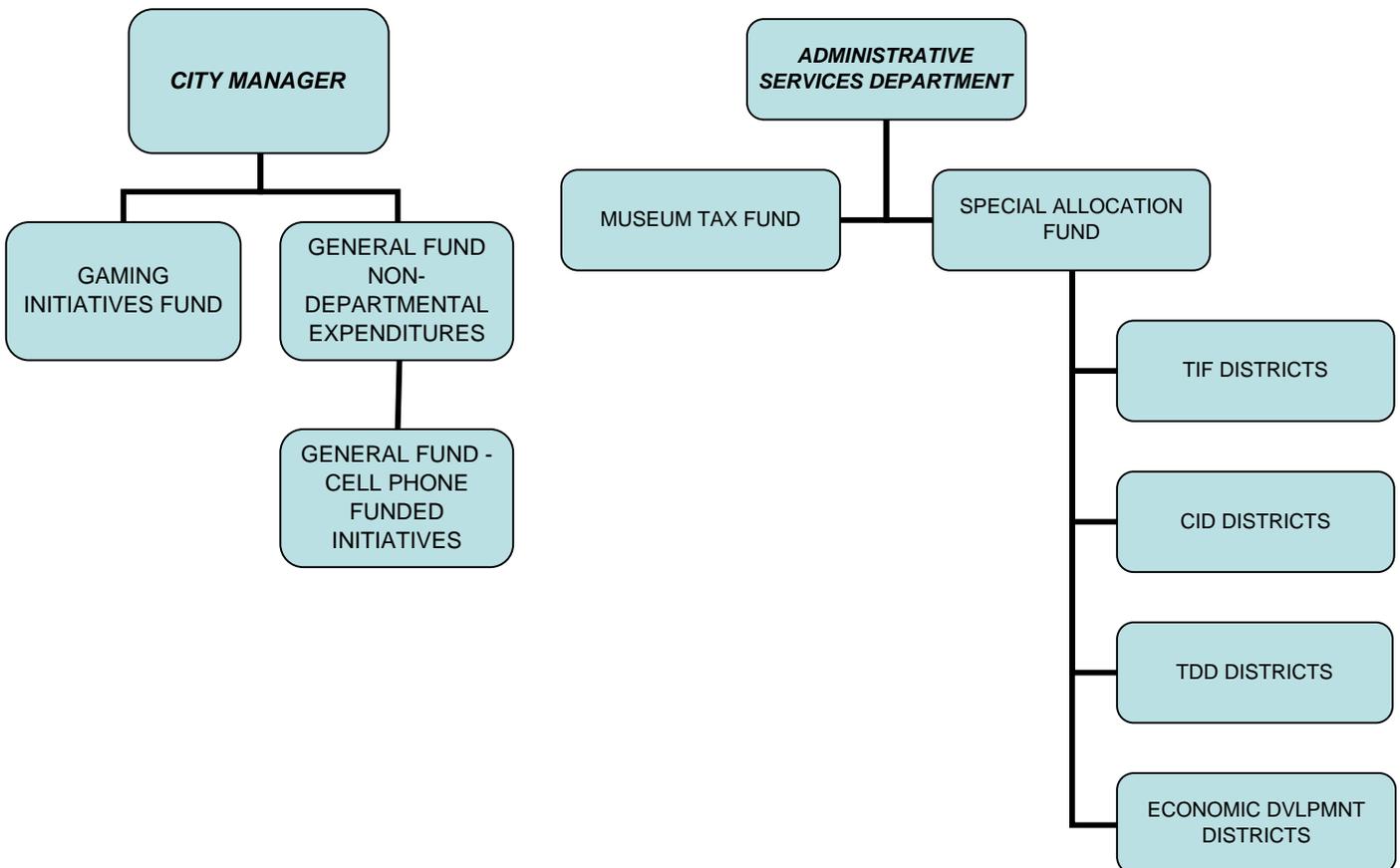
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

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: \$ 11,598,000



OTHER PROGRAMS SUMMARY

		2012-13	2013-14		2014-15
		Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE					
Materials, Professional & Contracted Svcs		3,352,567	3,649,689	3,130,678	2,631,250
Debt Service, Reimbursed Expenditures		17,660,330	7,565,905	7,820,251	7,675,204
Transfers		1,905,546	1,859,109	2,589,835	1,192,605
Capital Outlay		104,393	60,868	70,195	99,000
		<u>23,022,836</u>	<u>13,135,571</u>	<u>13,610,959</u>	<u>11,598,059</u>
USES BY PROGRAM					
	Supervising DEPARTMENT				
Gaming Initiatives	CMO	1,242,952	1,123,283	1,169,744	1,021,160
Non-Departmental	CMO	850,095	1,342,125	807,918	809,694
Cell Phone Initiatives	CMO	2,383,678	2,000,000	2,438,547	1,055,000
Museum Tax Program	Admin Services	413,846	544,669	810,966	516,765
Center Building TIF	Admin Services	46,181	42,698	41,088	42,698
Gilmore Building TIF	Admin Services	0	0	3,133	0
Uptown Redevelopment TIF	Admin Services	619	1,000	6,098	1,000
Ryan Block TIF	Admin Services	65	65	128	130
Cooks Crossing EDC	Admin Services	80,441	70,000	70,000	149,000
Downtown Revitalization TIF	Admin Services	702	6,000	334	6,000
Mitchell Avenue TIF	Admin Services	823,876	434,425	739,000	380,100
The Commons Dvlpmnt (EDC)	Admin Services	576,496	563,250	522,230	522,235
NE Cook Road TIF	Admin Services	136,338	113,584	113,675	113,675
East Hills TIF (&CID)	Admin Services	1,028,798	1,074,500	1,109,995	1,087,200
Shoppes at N. Village TIF	Admin Services	3,216,449	3,219,072	3,210,072	3,284,806
EBR Dvlpmnt TIF	Admin Services	252,786	327,220	300,895	327,220
Triumph Foods TIF	Admin Services	11,689,560	1,940,336	1,940,336	1,948,032
Fountain Creek TIF	Admin Services	89	0	0	0
3rd Street Hotel TIF	Admin Services	279,584	333,344	326,800	333,344
Tuscany Towers TIF	Admin Services	281	0	0	0
		<u>23,022,836</u>	<u>13,135,571</u>	<u>13,610,959</u>	<u>11,598,059</u>
FUNDING SOURCES					
General Fund		3,233,773	3,342,125	3,246,465	1,864,694
Gaming Fund		1,242,952	1,123,283	1,169,744	1,021,160
Museum Tax Fund		413,846	544,669	810,966	516,765
Special Allocation Fund		18,132,265	8,125,494	8,383,784	8,195,440
		<u>23,022,836</u>	<u>13,135,571</u>	<u>13,610,959</u>	<u>11,598,059</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

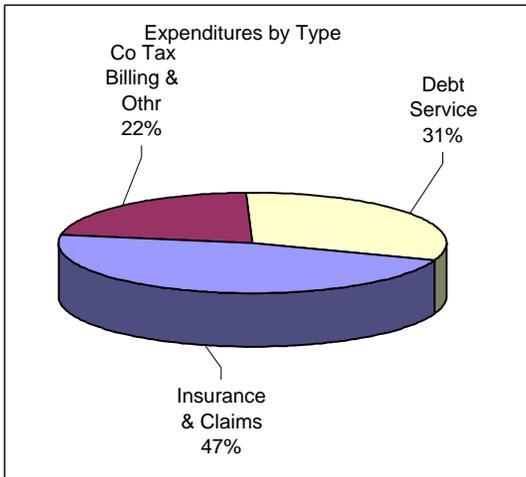
2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Assessment/Collections Fees paid to Buchanan County for Billing City Taxes	\$177,175
Debt Service (LEC Expansion)	\$252,969
Property Damage and Liability Insurance Premiums for General Fund	\$357,300

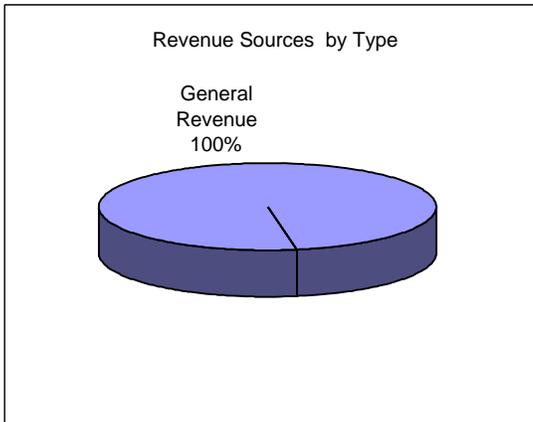
~The money set aside in FY2014 for the Compensation Plan Implementation was transferred to departments mid-year as needed to cover the increases with the remainder returned to fund balance.

Operating Budget Summary



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Comp Plan Implmnt	0	590,000	0	0
Insurance & Claims	315,490	379,550	379,550	379,550
Co Tax Billing & Othr	232,037	177,175	186,346	177,175
Interfund Transfers	52,345	0	36,622	0
Debt Service	250,223	195,400	205,400	252,969
Total	850,095	1,342,125	807,918	809,694
Sources:				
General Revenue	850,095	1,342,125	807,918	809,694



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

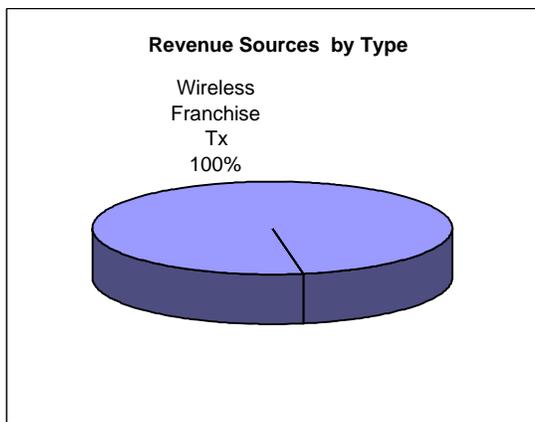
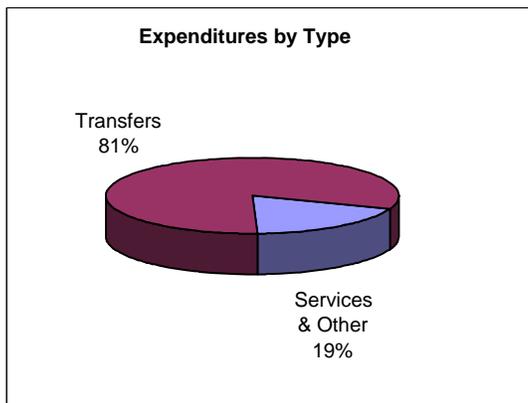
2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

Cell Phone Revenue (Annual plus One-Time Settlements)

Economic Development match funds	\$ 200,000
Transfer to Street Maintenance Fund, Strts Mnt Division for rolling stock	\$ 270,000
Transfer to Street Maintenance Fund, Strts Mnt Division for increasing cost of street light electric service	\$ 500,000
Transfer to Parks Maintenance Fund for rolling stock	\$ 85,000

Operating Budget Summary



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services & Other	1,000,000	500,000	502,040	200,000
Transfers	1,383,678	1,500,000	1,928,407	855,000
Capital Outlay	0	0	8,100	0
Total	2,383,678	2,000,000	2,438,547	1,055,000
Sources:				
Wireless Franchise Tx	2,383,678	2,000,000	2,438,547	1,055,000

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

2012-13 Actual	2013-14		2014-15
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

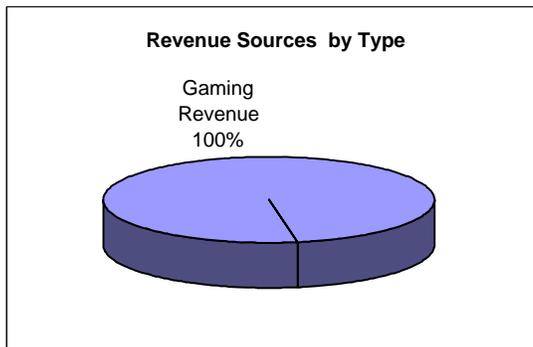
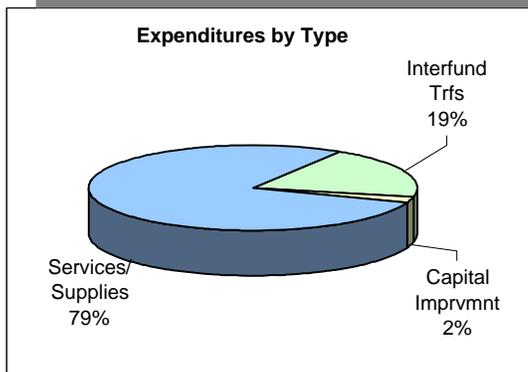
~During the budget work sessions, City Council will hear from several outside entities seeking funding for the next fiscal year. Any additional expenditures, approved by the Council but not included in the Proposed Budget, will be added to the Adopted Budget. There was no increase to monies proposed for the various festivals.

~Festival Funding is recommended as follows:

Other Expenditures: See next page for complete list.

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



Expenditures:

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Services/Supplies	766,262	879,915	925,149	799,660
Interfund Trfs	372,297	182,500	182,500	197,500
Capital Imprvmnt	104,393	60,868	62,095	24,000
Total	1,242,952	1,123,283	1,169,744	1,021,160
Sources:				
Gaming Revenue	1,130,642	1,030,000	974,300	974,300
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	97,432	92,683	104,664	46,660
Total	1,353,507	1,123,283	1,169,744	1,021,160

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$25,000 \$8,560 \$500 \$185,000 \$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 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)
Contributions/Contracts - Once or Limited	\$25,000 \$25,000	Allied Arts Association (one-year contribution) Institute for Applied Life Sciences (one-year contribution)
Capital Equipment/Improvements	\$20,000 \$24,000	Replace equipment lost in recent thefts at Prks Mnt facility Replace (1) 12-year-old pickup w/2 small cars (Bldg Insptns)
TRANSFER TO GENERAL FUND		
Nature Center:	\$50,000	Special Programming
NonDepartmental:	\$10,000	Contribution toward in-kind services supplied 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
TRANSFER TO CAPITAL PROJECT FUND		
	\$50,000	Parks & Recreation Improvement Projects
	<u>\$1,021,160</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

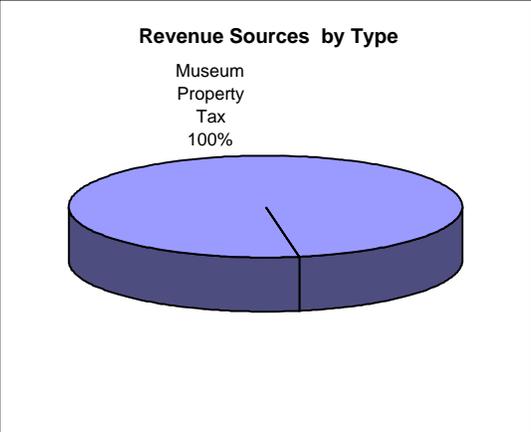
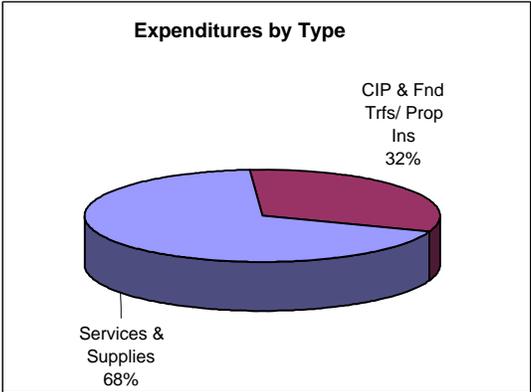
N/A

2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
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. SJMI will receive \$300,000 of the tax for operations. During the FY15 budget work session City Council approved an additional \$38,000 to be used by SJMI.
- ~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



	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services & Supplies	316,620	368,060	368,660	301,660
CIP & Fnd Trfs/ Prop In	97,226	176,609	442,306	140,105
Total	413,846	544,669	810,966	441,765
Revenue Sources:				
Museum Property Tax	512,462	510,980	519,202	516,648
Interest & Other	458	670	5,808	670
(To) Frm FB	(99,074)	33,019	285,956	(75,553)
Total	413,846	544,669	810,966	441,765

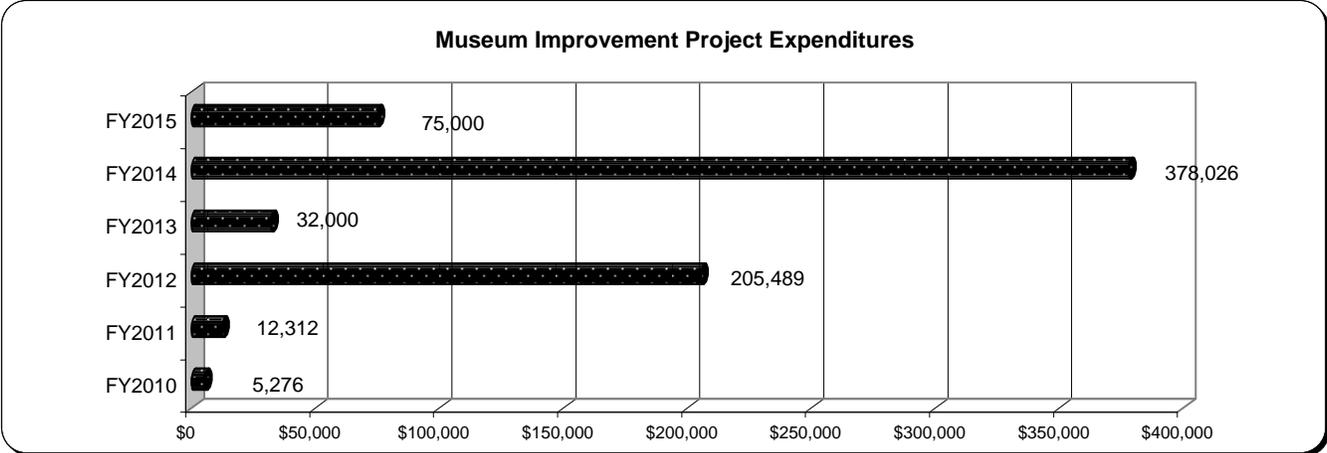
MUSEUM FUND IMPROVEMENT PROJECTS

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 FY2015 Projects:

- Mansion Roof Repair \$75,000

Capital Budget Summary

	2012-13 Actual	2013-14		2014-15 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Trf to Cap Proj Fnc	32,000	109,826	378,026	0
Improvement Proj's	0	0	0	75,000
Total	32,000	109,826	378,026	75,000
Revenue Sources				
Property Tax	32,000	100,000	100,000	75,000
Aviation CIP FB	0	9,826	278,026	0
Total	32,000	109,826	378,026	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 with 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

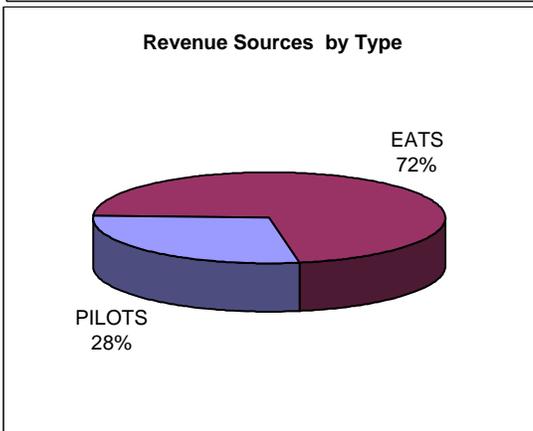
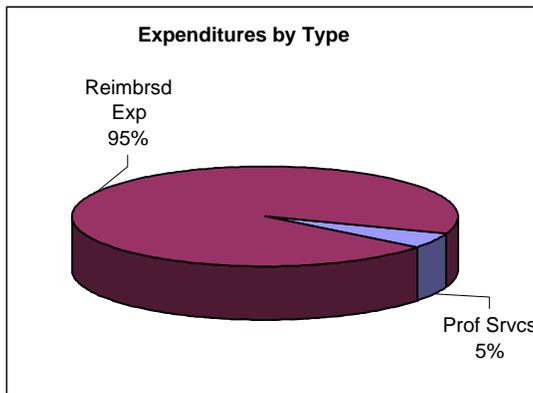
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Prof Svcs	2,127	2,135	2,135	2,135
Reimbrsd Exp	44,054	40,563	38,953	40,563
Total	46,181	42,698	41,088	42,698
Sources:				
PILOTS	12,158	12,158	12,090	12,158
EATS	33,300	30,540	29,000	30,540
Reimbursement	0	0	0	0
Interfund Trf (Gaming)	1,000	0	0	0
From(To) Fund Bal.	(277)	0	(2)	0
Total	46,181	42,698	41,088	42,698

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

2012-13	2013-14		2014-15
	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

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	0	0	3,133	0
Reimbrsd Exp	0	0	0	0
Total	0	0	3,133	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Developer Contributio	0	0	3,365	0
Interfund Trf (Gaming)	0	0	0	0
From(To) Fund Bal.	0	0	(232)	0
Total	0	0	3,133	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

2012-13	2013-14		2014-15
	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

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	619	1,000	6,098	1,000
Reimbrsd Exp	0	0	0	0
Total	619	1,000	6,098	1,000
Sources:				
PILOTS	0	1	1	0
EATS	0	0	0	0
Reimbursement	4,000	1,000	6,100	1,000
Interfund Trf (Gaming)	0	0	0	0
From/(To) Fund Bal	0	0	(3)	0
Total	4,000	1,001	6,098	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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	65	65	128	130
TIF Reimb/Debt Srvd	0	0	0	0
Total	65	65	128	130
Sources:				
PILOTS	789	791	1,557	1,558
EATS	0	10	10	10
Other Revenue	0	735	735	735
From/(To) Fund Bal	(724)	(1,471)	(2,174)	(2,173)
Total	65	65	128	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

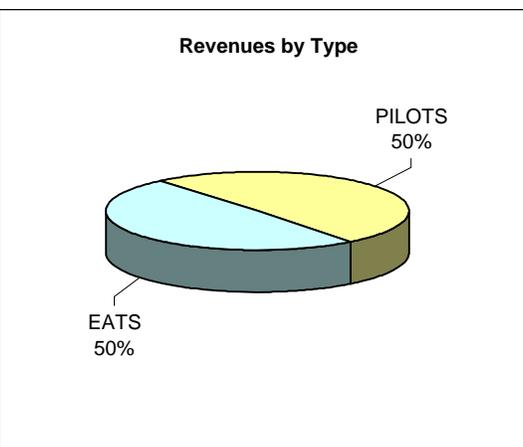
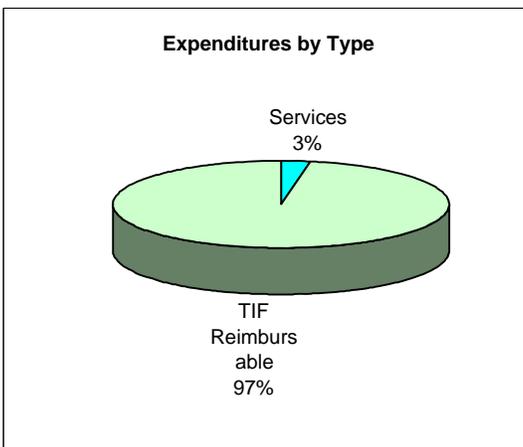
2012-13 Actual	2013-14		2014-15 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

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



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	4,065	4,000	4,000	4,000
TIF Reimbursable	76,376	66,000	66,000	145,000
Total	80,441	70,000	70,000	149,000
Sources:				
PILOTs	0	0	0	77,000
EATS	72,047	70,000	75,000	75,562
Other Revenue	0	0	0	0
From/(To) Fund Bal	8,394	0	(5,000)	(3,562)
Total	80,441	70,000	70,000	149,000

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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	702	6,000	334	6,000
Interfund Trf (Gaming)	0	0	0	0
Total	702	6,000	334	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)	702	6,000	334	6,000
From(To) Fund Bal.	0	0	0	0
Total	702	6,000	334	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

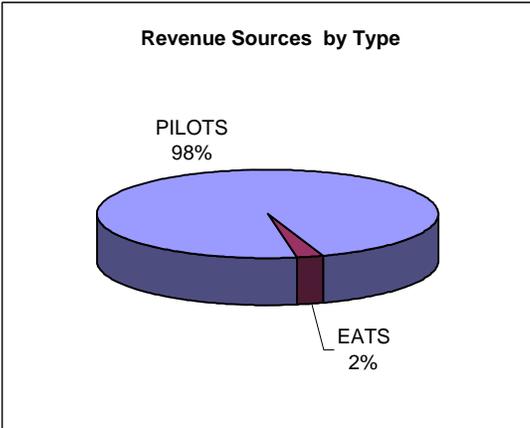
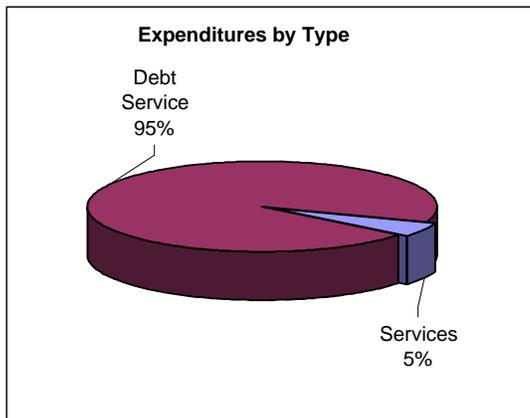
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	18,661	20,000	20,000	20,000
Debt Service	805,215	414,425	719,000	360,100
Total	823,876	434,425	739,000	380,100
Sources:				
PILOTS	392,204	392,205	414,695	414,695
EATS	8,508	9,165	10,465	10,165
Interest/Due from TIF	101	33,145	280,795	100
From/(To) Fund Bal	423,063	(90)	33,045	(44,860)
Total	823,876	434,425	739,000	380,100

THE COMMONS EDC

Program 5166

Program Description

This program tracks the revenues and expenditures for the Commons Economic Development Agreement approved November 2007. This is a mixed use commercial/retail space project. The project also 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-ce CID sales tax was not approved by the CID until spring of 2014 and will not go into effect until October 2014.

Staffing Detail

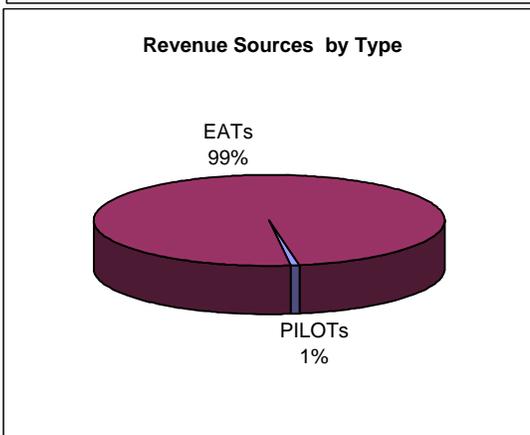
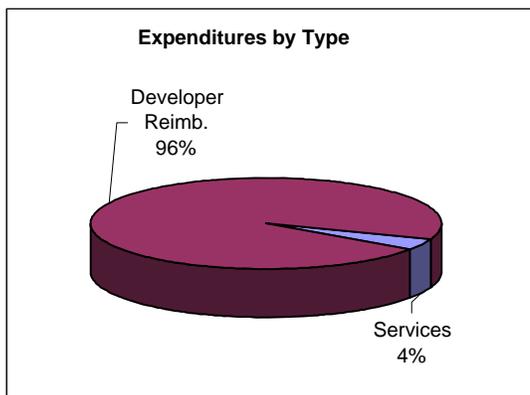
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This is an Economic Agreement whereby only the incremental general property tax and general sales tax realized the City is eligible to be used for reimbursements to the developer.
- ~Expenditures represent reimbursements by the developer for land development, street construction, and sewer installation.
- ~Lack of development and the developer's delay in implementing a CID sales tax has left revenues flat for several years. As of April 2014 the developer is in bankruptcy and Federal Bankruptcy court is considering a petition to reorganize.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	19,561	13,000	22,230	22,235
Developer Reimb.	556,935	550,250	500,000	500,000
Total	576,496	563,250	522,230	522,235
Sources:				
PILOTs	7,820	8,092	3,932	3,932
EATs	555,393	555,170	566,500	561,800
Transfer from Gaming	0	0	5,666	0
From/(To) Fund Bal	13,283	(12)	(53,868)	(43,497)
Total	576,496	563,250	522,230	522,235

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

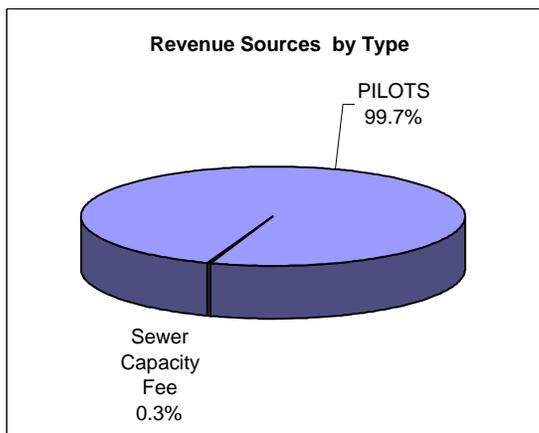
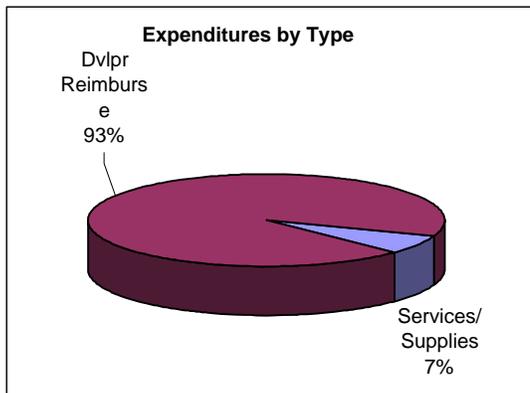
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	6,178	5,684	7,600	7,600
Dvlpr Reimburse	130,160	107,900	106,075	106,075
Total	136,338	113,584	113,675	113,675
Sources:				
PILOTS	117,207	113,675	150,327	149,921
Sewer Capacity Fee	8,000	500	500	500
Interfund Trf (Gaming)	0	0	0	0
EATS	632	0	0	0
From(To) Fund Bal.	11,131	(591)	(37,152)	(36,746)
Total	136,970	113,584	113,675	113,675

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 the existing site, and construction of new pad sites. The TIF project was approved and activated in January 2008.

Staffing Detail

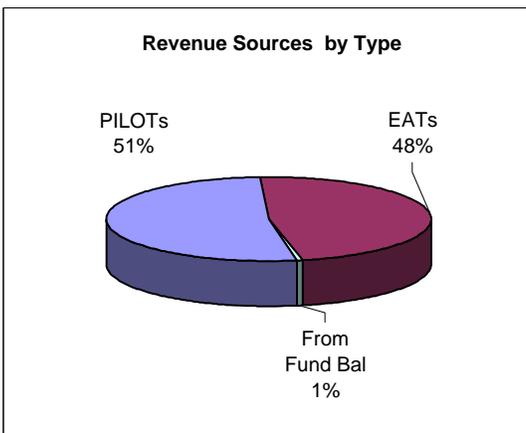
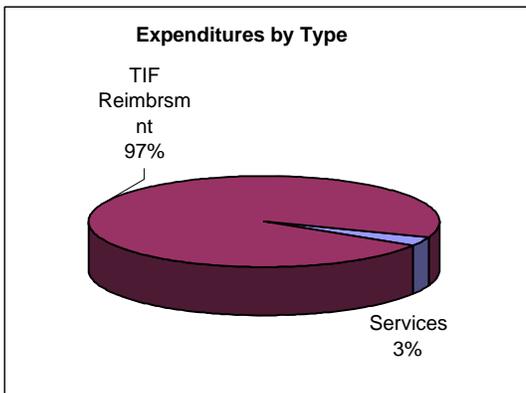
N/A

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	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



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	31,194	28,000	63,495	35,000
TIF Reimbursement	997,604	1,046,500	1,046,500	1,052,200
Total	1,028,798	1,074,500	1,109,995	1,087,200
Sources:				
PILOTS	570,945	570,950	562,563	570,950
EATS	490,563	504,480	562,582	522,680
Interest/Other	0	100	19,100	100
From (To) Fund Bal	(32,710)	(1,030)	(34,250)	(6,530)
Total	1,028,798	1,074,500	1,109,995	1,087,200

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

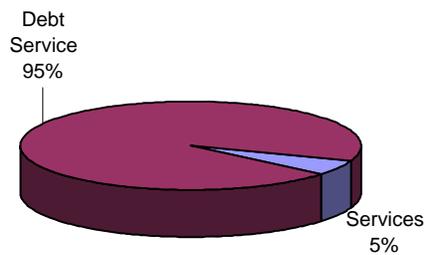
2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

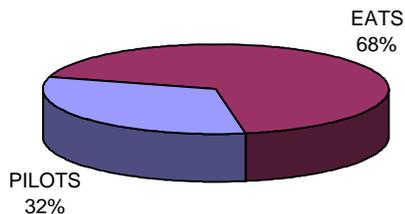
- ~All TIF reimbursements have been made to the City and developer.
- ~The final payment was made to the County following approval of a Third Amendment to the TIF Plan. The remaining expenses in this project will be annual debt service.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Services	172,769	180,000	171,000	180,000
Debt Service	3,043,680	3,039,072	3,039,072	3,104,806
Total	3,216,449	3,219,072	3,210,072	3,284,806

Revenue Sources:

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
PILOTS	1,134,643	1,148,025	1,118,393	1,148,025
EATS	2,328,245	2,411,685	2,269,880	2,427,285
Interest & Other	355	400	26,900	400
From/(To) Fund Bal	(246,794)	(341,038)	(205,101)	(290,904)
Total	3,216,449	3,219,072	3,210,072	3,284,806

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

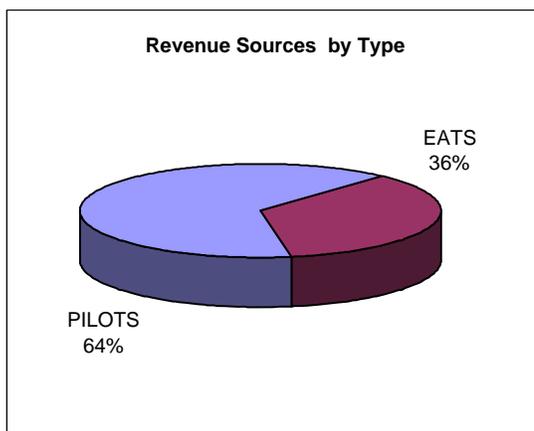
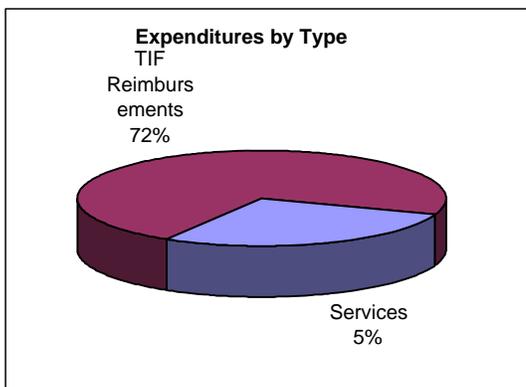
N/A

2012-13	2013-14		2014-15
	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 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction is complete on the business office portion of the project. PILOTs and EATs are becoming available for reimbursement to the developer.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	62,566	92,145	65,820	92,145
TIF Reimbursements	190,220	235,075	235,075	235,075
Total	252,786	327,220	300,895	327,220
Sources:				
PILOTs	202,873	202,690	229,796	229,796
EATS	120,810	124,350	109,640	126,690
Interest/Other	341	0	0	345
From/(To) Fund Bal	(71,238)	180	(38,541)	(29,611)
Total	252,786	327,220	300,895	327,220

TRIUMPH FOODS, LLC TIF

Program 5190

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

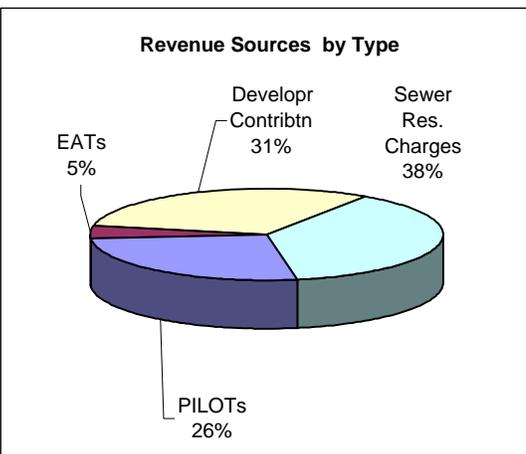
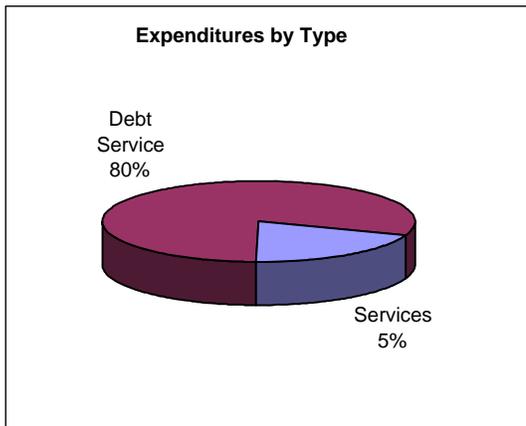
N/A

2012-13	2013-14		2014-15
	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.
- ~\$350,000 of the expenditure in the Services category represents the portion of PILOTS Triumph distributes to the City per the Intergovernmental Cooperative Agreement.
- ~The TIF bonds were refinanced in FY13 resulting in lower interest rate, but an inflated debt service expense for that year.

Operating Budget Summary



	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	389,430	386,160	386,160	386,160
Debt Service	11,300,130	1,554,176	1,554,176	1,561,872
Total	11,689,560	1,940,336	1,940,336	1,948,032
Sources:				
PILOTs	678,115	678,120	676,488	678,120
EATs	111,335	113,930	112,560	120,130
Developr Contribtn	365,719	809,100	809,100	809,100
Sewer Res. Charges	450,969	972,966	972,966	972,966
Interest & Bonds	8,685,150	41,877	150	100
From/(To) Fund Bal	1,398,272	(675,657)	(630,928)	(632,384)
Total	11,689,560	1,940,336	1,940,336	1,948,032

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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~Although a TIF was approved, no activity has occurred with the project. Expenditures represent the City's legal and other professional costs.

Operating Budget Summary

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	89	0	0	0
Total	89	0	0	0
Sources:				
PILOTS	1,934	0	0	0
Other Revenue	0	0	0	0
Total	0	0	0	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

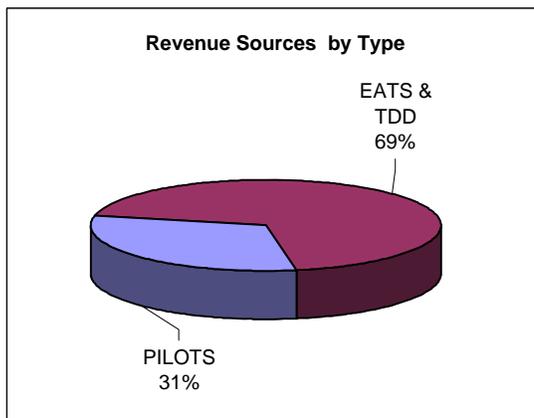
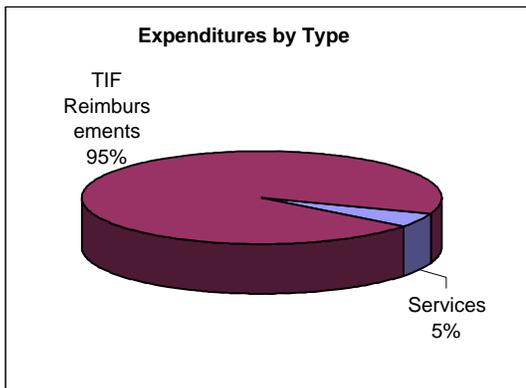
2012-13	2013-14		2014-15
	Actual	Adopted Budget	
0	0	0	0

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 Trasportation Development District (TDD).

~Total reimbursable amount certified is \$2.5 million. As of the second quarter of FY14 the development had been reimbursed \$1,991,279. Depending on future revenues this TIF could be complete within FY15 or, at the latest FY16.

Operating Budget Summary



	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	13,851	16,800	16,800	16,800
TIF Reimbursements	265,733	316,544	310,000	316,544
Total	279,584	333,344	326,800	333,344
Sources:				
PILOTS	114,944	144,944	118,868	114,944
EATS & TDD	179,357	218,400	213,870	255,425
Other Revenue	0	0	0	0
From/(To) Fund Bal	(14,717)	(30,000)	(5,938)	(37,025)
Total	279,584	333,344	326,800	333,344

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

2012-13	2013-14		2014-15
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

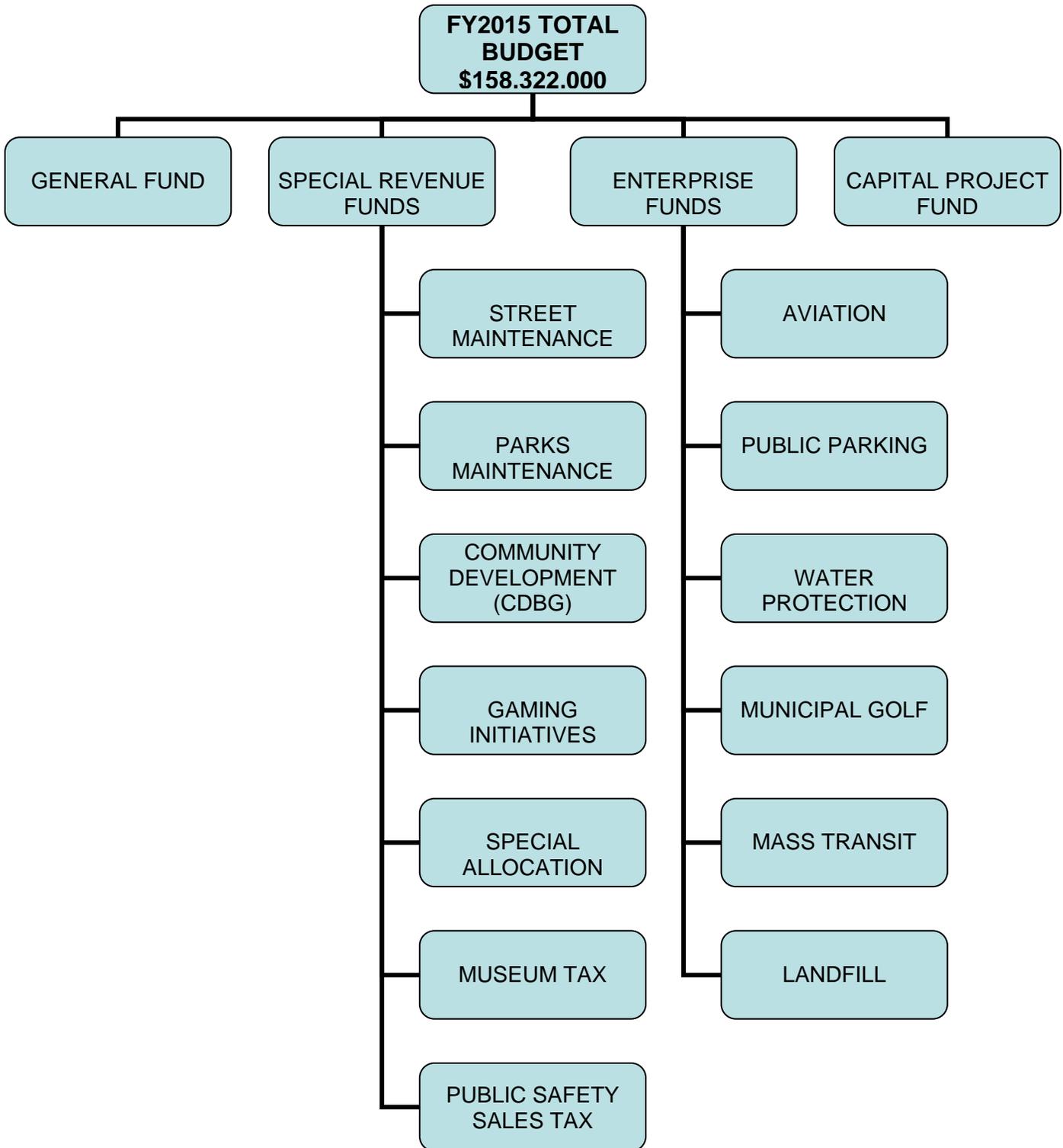
~There has been no development on this site as yet. Revenues and expenditures represent reimbursements by the developer for any legal work the City may incur.

Operating Budget Summary

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	281	0	0	0
TIF Reimbursements	0	0	0	0
Total	281	0	0	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Trf from Gaming	282	0	0	0
From/(To) Fund Bal	(1)	0	0	0
Total	281	0	0	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

**FY2015 Total Net Budget
\$158,322,000**



**FY2015 Operating Budget
\$106,004,000**

**General Fund (GF)
\$51,143,000**

**Special Revenue Funds (SR)
\$22,436,000**

**Enterprise Funds (EF)
\$32,425,000**

Streets Maintenance
\$5,140,000

Parks Maintenance
\$1,244,000

Community Development (CDBG)
\$2,210,000

Gaming Funded Initiatives
\$1,021,000

Special Allocation
\$8,195,000

Museum Contributions
\$442,000

Public Safety Sales Tax
\$4,184,000

Airport
\$605,000

Public Parking
\$385,000

Water Protection & Line Maintenance
\$21,526,000

Municipal Golf
\$810,000

Mass Transit
\$5,794,000

Landfill
\$3,305,000



**FY2015 Capital Budget
\$52,318,000**

Landfill CIP
\$1,016,000

Capital Fund CIP
\$13,041,000

Water Protection CIP
\$28,671,000

Museum CIP
\$75,000

Golf CIP
\$15,000

Transit CIP
\$4,595,000

Airport CIP
\$4,905,000

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.

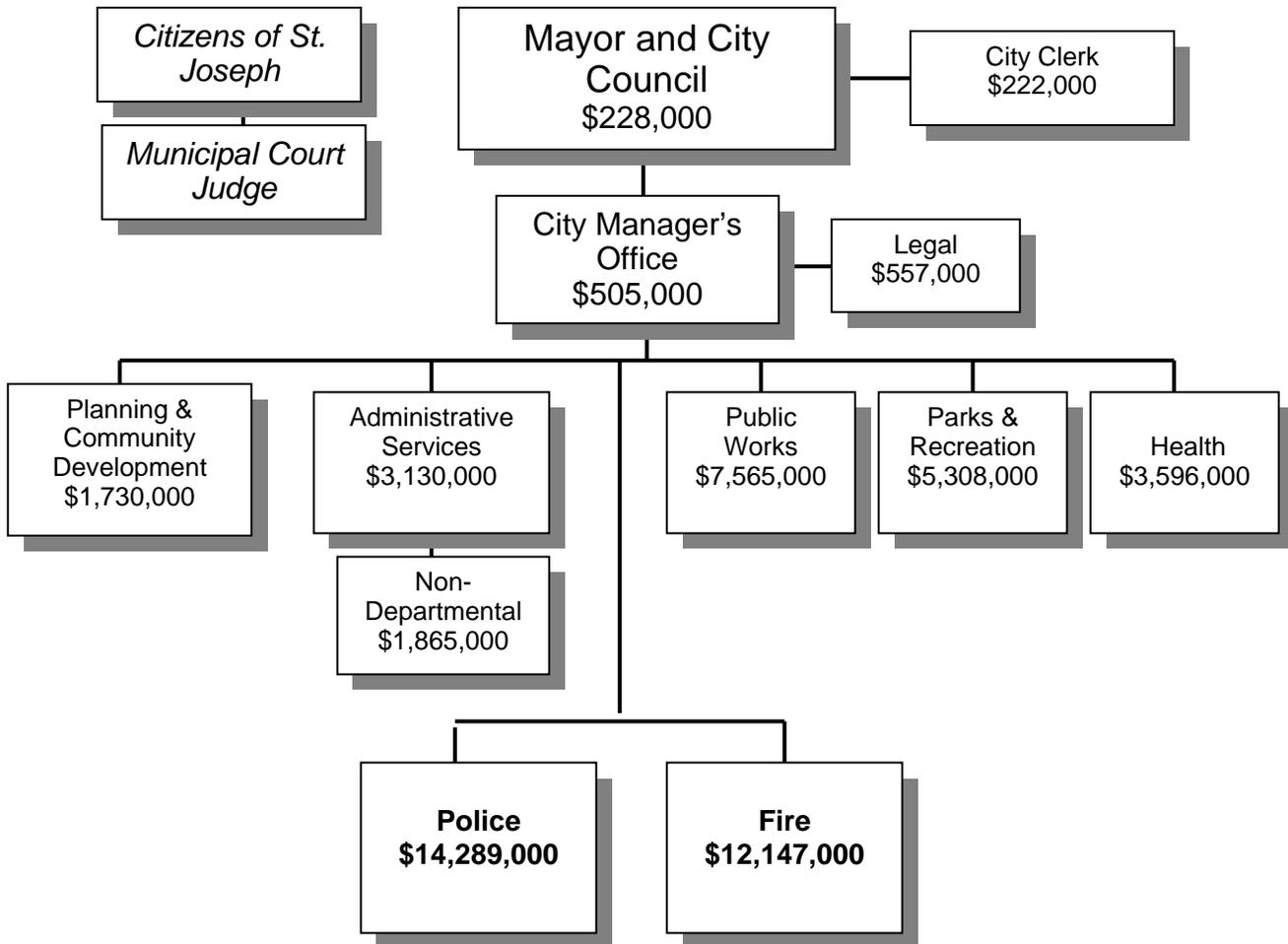
GENERAL FUND

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, two cent (\$.02) local sales tax, three cent (\$.03) 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: \$ 51,143,000

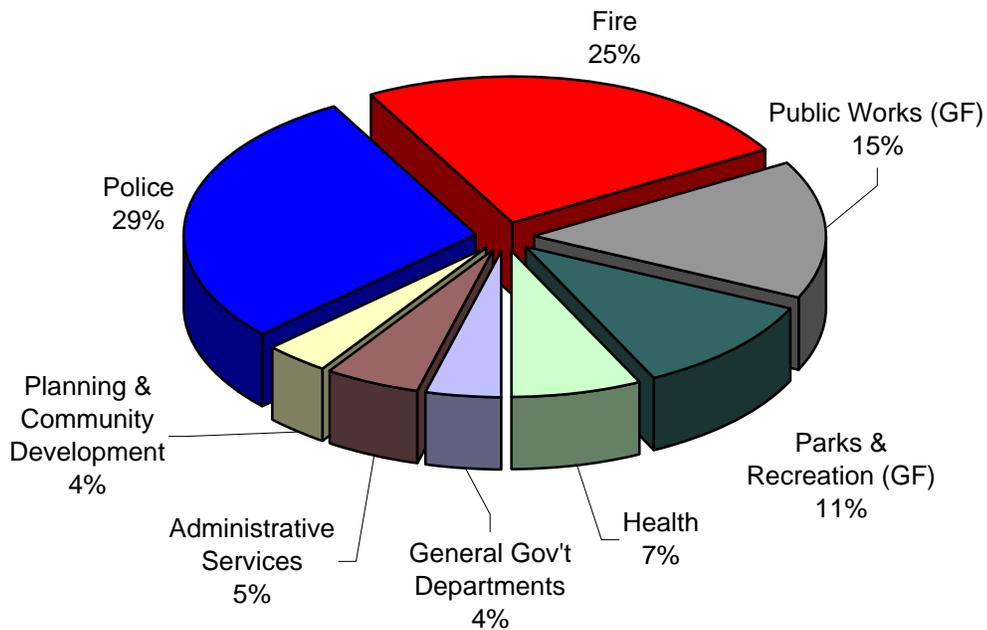
PLANNED USE BY DEPARTMENT:



GENERAL FUND

	<u>2012-13</u>	<u>2013-14</u>		<u>2014-15</u>
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
USES BY DEPARTMENT (rounded to nearest ,000)				
City Council	196,000	227,000	227,000	228,000
City Clerk	209,000	269,000	273,000	222,000
City Manager	411,000	436,000	435,000	507,000
Legal	916,000	984,000	963,000	1,038,000
Planning & Community Development	1,604,000	1,676,000	1,682,000	1,730,000
Administrative Services	2,387,000	2,531,000	2,512,000	2,648,000
Police	13,148,000	13,779,000	13,665,000	14,289,000
Fire	10,491,000	10,901,000	11,286,000	12,147,000
Public Works (Admin, Streets, Eng)	5,638,000	6,942,000	7,224,000	7,565,000
Parks, Recreation & Civic Facilities	4,734,000	4,995,000	4,929,000	5,308,000
Health Department	3,166,000	3,388,000	3,658,000	3,596,000
Non Departmental & Cell Phone	3,234,000	3,342,000	3,246,000	1,865,000
TOTAL USES	<u>46,134,000</u>	<u>49,470,000</u>	<u>50,100,000</u>	<u>51,143,000</u>

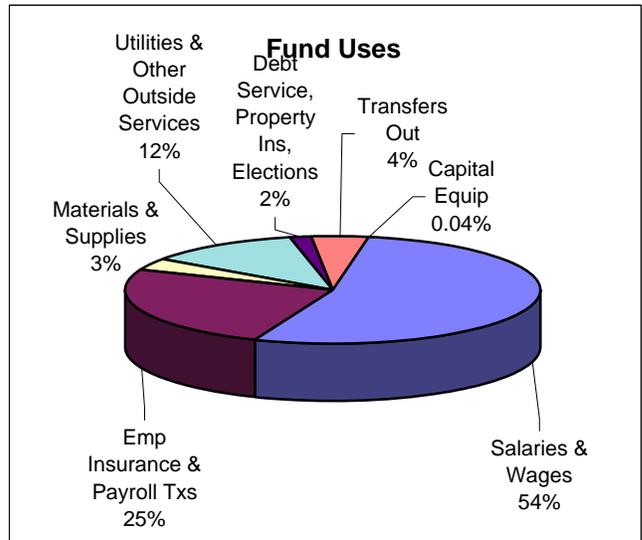
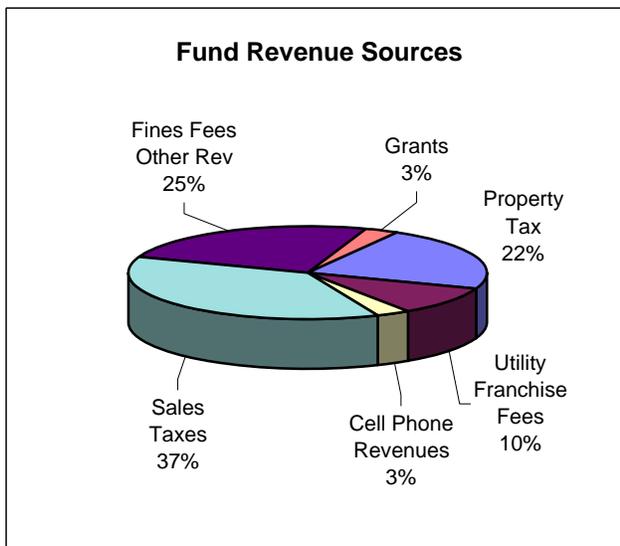
**Uses of General Fund Revenues By Department
Excluding Non-Department & Cell Phone**



GENERAL FUND

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			13,414,725	13,848,304
Property Tax	11,250,285	11,229,925	11,416,074	11,422,352
Utility Franchise Fees	5,168,249	5,138,623	5,313,500	5,223,405
Cell Phone Revenues	1,657,263	1,700,000	1,560,000	1,560,000
Sales Taxes	18,690,847	18,961,765	18,950,810	19,092,006
Licenses Permits	1,386,092	1,199,470	1,404,040	1,400,045
Fines	1,170,983	1,467,000	1,254,100	1,109,500
Rents	49,693	38,110	50,320	29,305
Inspection Fees	459,900	383,500	385,500	385,500
Charges for Service	3,598,960	3,932,589	3,651,961	3,726,849
Other Revenue	252,192	172,188	314,408	182,878
Investment Earnings	23,986	13,135	14,400	11,455
Grants	1,523,927	1,620,267	1,785,033	1,603,848
Transfers In	3,009,159	3,046,605	4,432,405	5,882,232
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	48,241,536	48,903,177	50,532,551	51,629,375
USES				
Salaries & Wages	23,964,987	25,427,204	25,092,460	27,320,006
Employee Benefits & Payroll Taxes	11,043,029	12,023,328	12,162,738	12,774,726
Materials & Supplies	1,772,675	1,868,290	1,934,794	1,756,049
Utilities & Other Outside Services	6,578,234	6,518,637	6,657,331	6,223,697
Debt Service, Property Ins, Elections	802,656	766,265	909,283	771,944
Transfers Out	1,705,423	2,504,000	3,290,971	2,273,840
Capital Outlay	266,879	361,976	51,395	22,461
TOTAL USES	46,133,883	49,469,700	50,098,972	51,142,723
Net Surplus (Deficit)	2,107,653	(566,523)	433,579	486,652

ENDING BALANCE:	13,848,304	14,334,956
Components of Fund Balance:		
Reserved	3,114,010	3,896,640
Assigned	288,207	610,730
UNASSIGNED FUND BALANCE:	10,446,087	9,827,586



GENERAL FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	6,724,068	6,695,615	6,754,120	6,754,120
Current Real Estate Public Safety Tax	458,903	459,730	463,745	463,745
Prior Real Estate Tax	242,890	229,580	233,120	233,200
Prior Public Safety R/E Tax	17,141	16,000	17,000	17,000
Real Estate Penalty & Interest	77,418	63,905	67,730	67,800
Current Personal Property	2,266,534	2,264,010	2,320,550	2,320,550
Current Personal Public Safety	155,314	155,450	159,350	159,350
P/P Penalty & Interest	47,255	45,430	41,800	41,800
Prior P/P Tax	173,365	198,360	150,260	150,260
Prior Public Safety P/P Tax	11,953	14,000	9,560	9,560
Merchants & Manufacturers Tax	626,486	639,015	633,384	639,715
Payments in Lieu of Tax - City	16,187	16,000	16,187	16,187
Payments in Lieu of Tax - Other	74,538	74,590	74,614	74,409
Financial Institution Tax	12,298	12,305	41,830	41,831
Railroad Tax	345,935	345,935	432,824	432,825
	<u>11,250,285</u>	<u>11,229,925</u>	<u>11,416,074</u>	<u>11,422,352</u>
Utility Franchise Taxes				
Gas	526,796	533,715	580,000	553,400
Electric	2,579,488	2,491,108	2,700,000	2,639,745
Water	551,725	558,000	558,000	554,760
Telephone	2,207,287	2,261,000	2,076,200	2,076,200
Cable	817,943	835,500	800,000	800,000
Utility EATS (TIF generated utility taxes)	142,273	159,300	159,300	159,300
	<u>6,825,512</u>	<u>6,838,623</u>	<u>6,873,500</u>	<u>6,783,405</u>
Sales Tax				
Sales Tax	12,109,010	12,251,220	12,088,240	12,178,901
Vehicle Sales Tax	491,282	480,000	515,850	515,850
State of Mo Tax Adjustment	(23,523)	(40,000)	(2,000)	(2,000)
Sales Tax Contra Account	(4,004,036)	(4,057,420)	(3,838,070)	(3,866,850)
1/2 Percent Sales Tax	6,050,816	6,118,500	6,118,500	6,164,400
Cigarette Tax	422,366	431,840	410,240	416,300
Hotel/Motel Tax	913,963	878,800	923,800	933,100
EATS (TIF generated sales tax)	2,397,813	2,560,825	2,407,750	2,425,805
Vehicle Fees	333,156	338,000	326,500	326,500
	<u>18,690,847</u>	<u>18,961,765</u>	<u>18,950,810</u>	<u>19,092,006</u>
Licenses				
Business Licenses	860,321	910,000	880,000	880,000
Liquor Licenses	98,650	95,500	96,500	96,500
Server (Alcohol) License	25,170	23,000	29,000	25,170
Dog/Cat License	52,102	50,000	52,000	52,000
Trade License/Exam Fees	79,493	77,000	74,000	74,000
Garage Sale Licenses	11,200	14,000	11,500	11,500
Contractor License	5,075	5,000	5,000	5,000
	<u>1,132,011</u>	<u>1,174,500</u>	<u>1,148,000</u>	<u>1,144,170</u>
Permits				
Septic Tank Permits	480	960	560	800
Pool/Spa Permit	2,275	3,150	2,400	3,000
Food Establishment Permits	86,796	78,000	90,000	90,000
Food Handler Permits	0	500	200	500
Special Use Permits	31,354	38,500	39,500	39,500
Sidewalk/Street Permits	5,425	7,000	5,000	5,000

GENERAL FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Land Disturbance Permits	7,670	9,000	7,700	7,700
Street/Utility Permits	28,294	20,000	20,000	20,000
Special Event Permits	2,061	3,300	3,300	3,300
Alarm Ordinance Permits	55,405	44,000	54,200	52,875
Fire Inspection Permits	31,000	29,000	31,000	31,000
Petting Zoo Permits	250	500	500	500
Breeder Permits	340	360	180	200
Litter Permits	1,350	2,500	1,500	1,500
	<u>252,700</u>	<u>236,770</u>	<u>256,040</u>	<u>255,875</u>
Fines				
Municipal Court Fines/Costs	803,073	790,000	781,000	796,000
Crime Victims' Compensation	4,950	5,000	5,000	5,000
DWI Enforcement Revenue	27,285	23,000	29,000	29,000
Police Training Revenue	26,684	25,000	25,000	25,000
State DWI Enforcement Revenue	14,469	13,000	13,000	13,000
Judicial Education Revenue	7,584	10,000	10,100	10,000
Liquor Establishment Penalty	5,600	0	4,500	5,000
Warrant Processing Fees	122,174	103,000	155,000	159,000
Cash Bond Forfeitures	44,425	40,500	42,000	42,000
Surety Bond Forfeitures	1,850	1,500	1,500	1,500
Administrative Code Penalties	75	0	18,000	24,000
Red Light Camera Fines	112,815	456,000	170,000	0
	<u>1,170,984</u>	<u>1,467,000</u>	<u>1,254,100</u>	<u>1,109,500</u>
Rents				
Communication Tower Lease	0	2,305	20,875	2,305
Parks/Pool Rental	36,748	29,360	23,000	27,000
Patee Youth Center Lease	12,945	6,445	6,445	0
	<u>49,693</u>	<u>38,110</u>	<u>50,320</u>	<u>29,305</u>
Parking Permits/Fees				
Parking Permits	1,381	1,200	1,200	1,200
	<u>1,381</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Inspection Fees				
Boiler Inspections	80,839	60,000	60,000	60,000
Building Permits	240,007	190,000	190,000	190,000
Electrical Permits	60,999	58,000	63,000	63,000
Plumbing Permits	51,241	50,000	47,000	47,000
Certificate of Occupancy Fee	13,491	16,000	14,000	14,000
Other Inspections - Signs	13,324	9,500	11,500	11,500
	<u>459,901</u>	<u>383,500</u>	<u>385,500</u>	<u>385,500</u>
Health Fees				
Medicaid Fees	115,766	160,200	138,300	160,200
Breast Pump Kits	730	400	16	400
Pregnancy Test Fees	2,465	3,000	3,000	3,000
HIV/STD Test Fees	4,120	4,000	4,000	4,000
Shelter Fees	46,002	48,000	46,000	46,000
Rabies Clinic Fees	3,456	4,000	4,000	4,000
Animal Microchip Fees	10,420	10,500	10,500	10,500
Vicious Animal Impound Bond	480	500	500	500
Repeat Offender Impact Program	300	500	500	500
Birth/Death Certificates	155,490	140,000	157,000	157,245
Vaccinations/Immunizations	45	5,000	5,000	5,000

GENERAL FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Individual TB Testing	1,265	1,400	1,000	1,400
Health Testing - DOC	3,240	4,000	4,000	4,000
	<u>343,779</u>	<u>381,500</u>	<u>373,816</u>	<u>396,745</u>
Recreation Fees				
Swimming Pools - Daily Fees	18,299	30,000	15,500	9,150
Aquatic Park - Daily Fees	116,882	180,000	100,000	126,150
Swimming Pools - Punch Cards	1,428	2,500	2,200	900
Aquatic Park - Punch Cards	7,655	10,000	8,000	10,000
Swimming Lessons	8,038	12,000	2,000	8,000
Youth Sports -Basketball/Volleyball	87,111	99,500	116,500	119,720
Fall Softball	19,952	18,265	19,693	19,700
Summer Softball	38,065	43,245	43,245	43,245
Parkway Run Fees	11,337	8,350	8,350	8,350
REC Center Fees	2,825	2,000	2,800	2,800
REC Center Rental	16,878	8,700	9,000	12,000
Individual Day Pass	46,628	40,000	43,000	46,000
Adventure/Sport Camp	500	2,000	0	0
Other Recreation Fees	20,643	17,000	21,500	49,000
REC Center Fitness Memberships	169,763	135,000	171,000	175,000
REC Center Fitness Classes	36,588	30,000	40,000	45,000
Concessions - REC Center	49,486	55,000	55,000	55,000
Concessions - Pools	60,244	94,200	45,200	45,000
Concessions - Ball Fields/Vending	135,617	208,900	140,000	188,400
Concessions - Senior Citizen Cafeteria	15,491	17,200	17,200	17,200
	<u>863,430</u>	<u>1,013,860</u>	<u>860,188</u>	<u>980,615</u>
Nature Center Fees				
Nature Center Admissions	33,043	25,000	28,500	28,000
Nature Center Memberships	25,400	25,000	25,200	25,200
Nature Center Gift Shop	22,909	20,000	20,000	20,000
Concessions - Nature Center	3,357	500	2,000	2,500
Nature Center Program Income	3,769	1,500	4,000	4,000
	<u>88,478</u>	<u>72,000</u>	<u>79,700</u>	<u>79,700</u>
Civic Facilities Charges				
Civic Arena Rental	124,001	115,000	115,000	115,000
Civic Arena Equipment Rental	62,795	45,000	55,000	55,000
Meeting Room Rental	8,943	8,100	10,600	10,600
Missouri Theater Office Rent	12,900	12,900	12,900	12,900
Special Civic Arena Promotions	36,602	45,000	25,000	36,600
Concessions - Civic Center	204,534	211,000	168,000	196,000
Move in/out Fees	24,500	30,000	25,000	25,000
Missouri Theater Rental	45,676	45,000	45,000	45,000
Reimbursed Events Payroll	0	700	700	700
	<u>519,951</u>	<u>512,700</u>	<u>457,200</u>	<u>496,800</u>
Bode Complex Charges				
Bode Complex Revenue	28,220	37,500	33,000	37,500
Skating Lessons	18,847	20,500	21,000	21,000
Ice Rental - Hockey	35,245	35,000	32,000	35,000
Ice Rink Admissions	49,116	53,000	50,000	50,000
Ice Rental - Figure Skating	13,670	15,000	12,000	14,000
Ice Rental - General	53,157	60,000	51,000	53,100

GENERAL FUND REVENUES

	2012-13		2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget	
Advertising	7,800	9,000	9,000	9,000	9,000
	<u>206,055</u>	<u>230,000</u>	<u>208,000</u>		<u>219,600</u>
Charges for Services					
Copies of Public Documents	10,825	14,300	12,865		12,800
GIS Fees	8	0	0		0
Plan Review Fees	137,713	75,000	75,000		75,000
Finance Administration Fees	231,177	210,000	266,170		266,170
Trash/Weed Abatement	105,243	100,000	100,000		100,000
Identification Cards	464	400	400		400
Animal Cremation Services	9,405	10,000	10,000		10,000
County Health Contract	72,733	67,250	68,216		70,263
Fire District Contracts	349,923	350,000	385,628		397,197
Non Criminal Fingerprint Fee	26,947	25,000	26,000		26,000
State Health Contract	158,398	141,960	275,179		141,960
State MCH Health Contract	37,694	37,748	37,748		37,748
Childrens Lead Prevention	2,121	0	0		0
Outreach Service Contract	4,636	5,500	5,500		5,500
State WIC Contract	371,118	409,151	409,151		409,151
	<u>1,518,405</u>	<u>1,446,309</u>	<u>1,671,857</u>		<u>1,552,189</u>
Other Revenue					
Sale of Fixed Assets	15,955	0	200		0
Insurance Proceeds	17,719	0	4,934		0
Gift Certificate Revenue	0	0	695		0
Concessions - Vending Machines	4,542	5,150	5,150		5,150
Donations	55,045	53,698	55,368		54,238
Taser Reimbursement	424	400	400		400
Recycling Revenue	3,526	2,300	3,936		2,300
Nonrefundable Bid Deposits	3,150	8,000	12,000		8,000
Recovery/Reimbursements	47,334	45,400	137,977		55,400
Refunds of Prior Year Expenses	6,799	0	(1,228)		0
Other Revenues Over/Short	97,698	57,240	94,976		57,390
	<u>252,192</u>	<u>172,188</u>	<u>314,408</u>		<u>182,878</u>
Investment Earnings					
Investment Interest Income	9,284	7,710	9,125		6,030
MDFB Bonds Interest Income	12	25	25		25
Interest on Special Assessments	7,189	5,400	5,450		5,400
Interst on Accts/Notes Receivable	7,500	0	(200)		0
	<u>23,985</u>	<u>13,135</u>	<u>14,400</u>		<u>11,455</u>
Intergovernmental					
Buchanan County LEC Operations	357,675	391,457	391,457		406,058
Emergency Preparedness	78,678	70,552	107,016		70,552
Immunization - Medicare	1,818	1,500	1,500		1,500
Bode Trust	0	0	16,700		0
HIV Prevention	73,413	66,464	66,464		66,464
HIV Service Coordination	93,846	92,000	92,000		92,000
Peace Officers Standard Training Cmmsn	11,013	14,000	15,497		0
St. Joseph School District COPS	137,807	137,807	137,807		152,587
FEMA Reimbursement Funds	54,108	0	818		0
Bullet Proof Grant	0	8,050	10,131		0
Buchanan County Reimbursements	282,281	309,372	309,372		310,572
Heartland Reimbursements	70,152	77,343	77,343		77,600
SEMA Homeland Security Grant	0	13,251	13,251		0

GENERAL FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Missouri Highway Safety Project	30,476	62,885	79,915	85,280
Missouri Emergency Mngt. Grant	44,936	55,469	55,469	55,469
Byrne Formula Grant	30,538	0	27,946	0
FTA/CPG Grant	207,840	299,669	242,679	242,679
Miscellaneous Grants	49,346	20,448	139,668	43,087
	<u>1,523,927</u>	<u>1,620,267</u>	<u>1,785,033</u>	<u>1,603,848</u>
Interfund Transfers - Computer Network				
Transfer from P&R	0	1,090	1,090	1,090
Transfer from CDBG Fund	7,630	6,540	6,540	6,540
Transfer from Aviation	3,270	4,360	4,360	5,450
Transfer from Water Protection Fund	22,890	22,890	22,890	30,520
Transfer from Landfill Fund	4,360	4,360	4,360	4,360
Transfer from Parking Fund	2,180	2,180	2,180	1,090
Transfer from Golf Course	2,180	4,360	4,360	4,360
Transfer from Transit Fund	16,350	17,440	17,440	17,440
	<u>58,860</u>	<u>63,220</u>	<u>63,220</u>	<u>70,850</u>
Interfund Transfers In				
Transfer from Parks & Rec	0	0	0	63,335
Transfer from Pub Safety Tax	0	0	1,468,725	2,716,665
Transfer from CDBG Fund	185,624	191,017	191,017	191,454
Transfer from Gaming Fund	145,000	60,000	60,000	60,000
Transfer from Aviation Fund	64,576	90,655	90,655	2,005
Transfer from Parking Fund	49,422	50,015	50,015	49,965
Transfer from Water Protection Fund	1,423,730	1,687,992	1,566,142	1,724,610
Transfer from Municipal Golf Fund	38,373	48,708	48,708	29,140
Transfer from Mass Transit Fund	138,843	133,938	133,938	213,398
Transfer from Landfill Fund	740,975	724,600	700,305	700,305
Transfer from CIP Sales Tax	162,598	0	0	0
Transfer from Museum	60,019	59,680	59,680	60,505
	<u>3,009,160</u>	<u>3,046,605</u>	<u>4,369,185</u>	<u>5,811,382</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	(2,107,653)	566,523	(433,579)	(486,652)
Total	<u>46,133,883</u>	<u>49,469,700</u>	<u>50,098,972</u>	<u>51,142,723</u>

GENERAL FUND EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	21,724,899	22,381,277	22,611,770	24,845,267
Salary Adjustments	0	590,000	0	0
Overtime	986,457	1,002,568	1,198,280	1,165,558
FLSA Overtime (Fire Dept)	171,175	142,800	187,600	180,000
Temp-Part Time Wages	810,363	994,260	821,064	826,331
Out-of-Title Pay	98,914	122,745	102,175	127,950
Sick Leave Buy Back	16,271	17,170	14,571	17,900
Retired Consultant's Pay	156,908	176,385	157,000	157,000
	<u>23,964,987</u>	<u>25,427,205</u>	<u>25,092,460</u>	<u>27,320,006</u>
Employee Benefits				
Police Pension Contribution	1,760,366	1,732,666	1,787,501	1,651,700
Lagers Pension Contribution (Fire & Ge	3,060,704	3,236,970	3,333,141	3,574,113
FICA Contribution	776,353	823,693	811,545	873,860
FIM Medicare	317,602	351,608	356,975	396,535
457 Employee Pay Plan	41,551	33,700	38,968	38,968
Health Insurance	3,442,392	3,964,264	3,956,943	4,129,400
Dental Insurance	148,022	153,900	153,654	156,750
Federal Health Reinsurer Tax	0	17,000	17,000	17,000
Life Insurance	77,843	92,146	91,925	105,144
Unemployment Insurance	12,083	400	6,829	100
Long Term Disability	48,388	59,886	59,582	68,345
Workers Compensation	717,747	865,642	865,642	1,084,813
Uniform Allowance	351,750	361,500	361,500	364,500
EMT Allowance	21,917	23,000	23,000	23,000
Car/Mileage Allowance	56,428	60,660	59,910	62,960
Confer/Train/Travel	209,883	246,293	238,623	227,538
	<u>11,043,029</u>	<u>12,023,328</u>	<u>12,162,738</u>	<u>12,774,726</u>
Materials & Supplies				
Office Supplies	78,632	90,565	80,108	87,390
Data Processing Supplies	1,245	2,000	1,100	2,000
Police Evidence Supplies	3,623	4,000	4,000	4,000
Photo Supplies	2,338	2,600	2,600	2,600
Janitorial Supplies	63,293	62,650	61,986	64,550
Recreation Supplies	77,047	60,160	78,460	65,680
Safety Equip/Clothing	50,605	101,572	82,931	42,987
Chemical/Drugs/Medical Supplies	30,194	40,250	97,170	40,250
Wastewater Treatment Chemicals	0	0	500	0
Motor Fuel and Lubricants	678,699	695,635	660,835	739,835
Minor Equipment	343,437	309,538	321,735	235,568
Street Maintenance & Supplies	70	0	0	0
Materials & Supplies for Resale	167,270	229,880	234,300	233,050
Other Materials/Supplies	276,222	269,439	309,069	238,139
	<u>1,772,675</u>	<u>1,868,289</u>	<u>1,934,794</u>	<u>1,756,049</u>
Services				
Employment Services	216,519	217,500	238,500	207,500
Professional Services	434,186	772,560	607,668	595,620
Recruitment Costs	1,913	3,000	2,000	3,000
Other Professional Services	0	0	195	0
Memberships	47,515	50,397	46,022	50,880
Periodicals & Books	24,538	37,225	34,645	31,720
Communication Services	399,863	398,622	399,357	400,507
Postage	45,147	59,055	51,792	57,660
Freight	640	1,200	2,015	950

GENERAL FUND EXPENDITURES

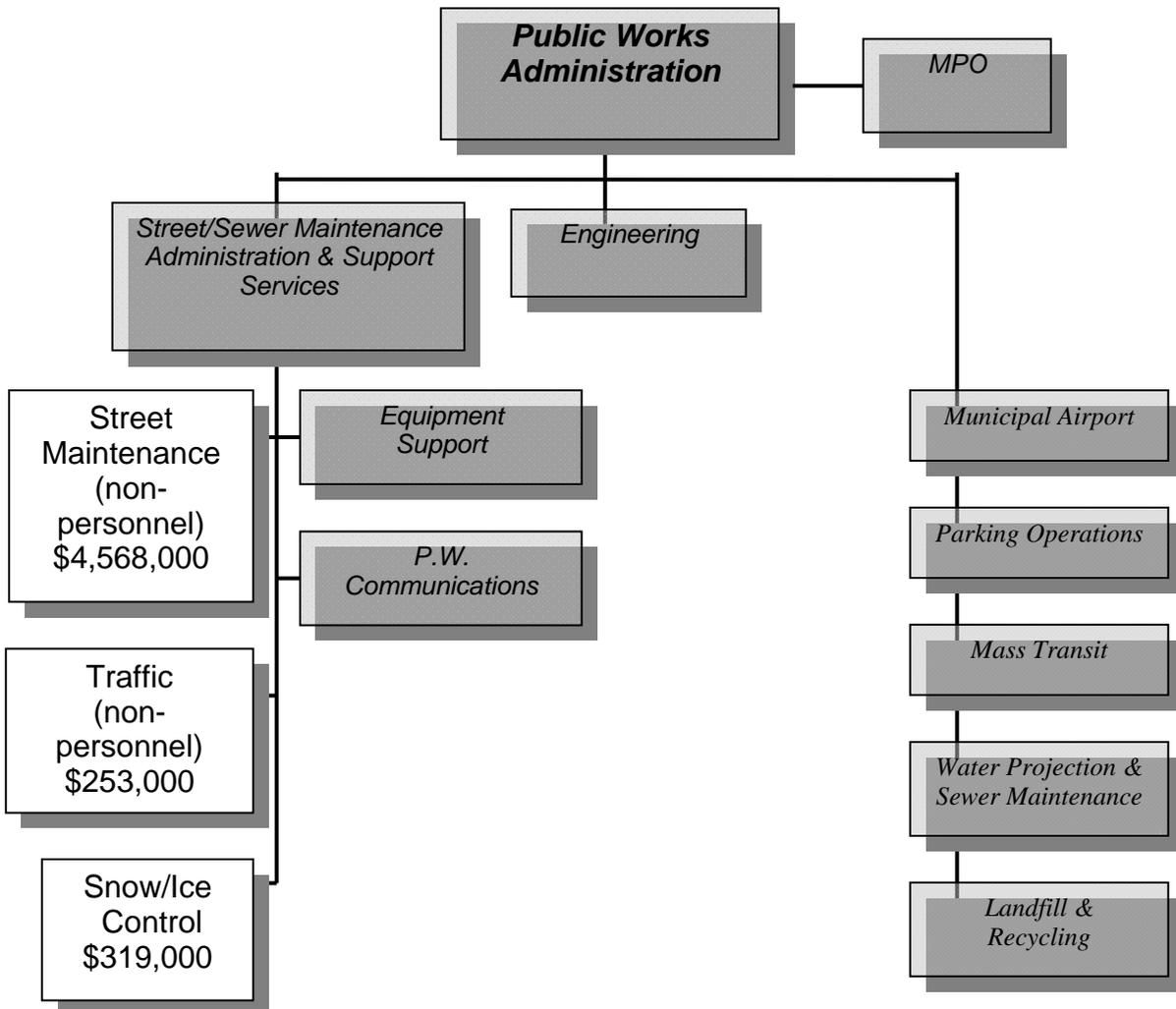
	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Advertising	94,277	126,906	142,466	110,835
Permits & Recording Fees	10,775	3,497	3,554	3,497
Printing & Binding	25,601	48,325	36,206	36,125
Gas Service	118,419	182,800	128,600	136,000
Electric Service	562,443	432,600	547,800	544,100
Water Service	69,462	62,615	59,815	64,815
Vehicle/Equipment Rent	26,162	94,000	101,973	32,535
M&R - Office Equipment	117,842	150,997	144,139	175,625
M&R - Building & Facilities	328,043	257,772	303,671	291,414
M&R - Machinery & Equipment	53,398	72,150	68,602	74,980
M&R - Motor Vehicles	661,114	568,575	635,313	631,775
M&R - Communications Equipment	1,009,605	1,053,496	1,052,205	1,083,339
Major Maintenance & Repairs	0	5,000	2,800	0
Towing Services	2,942	4,200	5,100	4,200
Laundry Services	31,982	34,350	34,100	34,100
Solid Waste Disposal Services	23,216	25,520	28,420	28,420
MO DNR Fees	320	865	910	665
Special Contributions	1,847,003	931,839	976,332	946,050
Other Services	425,309	923,571	1,003,131	677,385
	<u>6,578,234</u>	<u>6,518,637</u>	<u>6,657,331</u>	<u>6,223,697</u>
Other Charges				
Bad Debt Expense	0	0	18,602	0
Principal	281,441	172,591	223,462	233,744
Interest	92,328	72,884	76,104	73,250
Other Debt Charges	2,691	4,540	4,540	3,700
Insurance/Refund Expense	312,345	368,250	362,300	368,250
Judgments & Claims	48,528	33,000	109,275	33,000
Election Expenses	65,323	115,000	115,000	60,000
	<u>802,656</u>	<u>766,265</u>	<u>909,283</u>	<u>771,944</u>
Capital Outlay				
Office Equipment & Furniture	0	0	16,000	13,711
Motor Vehicles	202,686	299,190	0	0
Machinery & Equipment	64,193	62,786	8,695	8,750
Software Purchases	0	0	10,000	0
	<u>266,879</u>	<u>361,976</u>	<u>34,695</u>	<u>22,461</u>
Capital Improvements				
Improv Other Than Buildings	0	0	16,700	0
	<u>0</u>	<u>0</u>	<u>16,700</u>	<u>0</u>
Interfund Transfers				
Transfer to General Fund	10,000	0	0	0
Transfer to Streets Maintenance	1,255,000	1,781,000	2,053,442	1,998,840
Transfer to Parks Maintenance	0	460,000	460,000	255,000
Transfer to CDBG	71,593	0	0	0
Transfer to Gaming	4,400	0	14,500	0
Transfer to Aviation	0	113,000	113,000	20,000
Transfer to Golf	9,950	0	35,000	0
Transfer to Capital Projects	354,480	150,000	615,029	0
	<u>1,705,423</u>	<u>2,504,000</u>	<u>3,290,971</u>	<u>2,273,840</u>
Total	<u>46,133,883</u>	<u>49,469,700</u>	<u>50,098,972</u>	<u>51,142,723</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: \$ 5,140,000

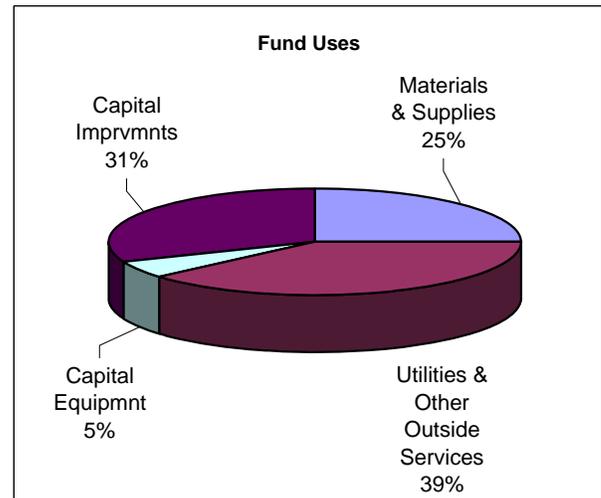
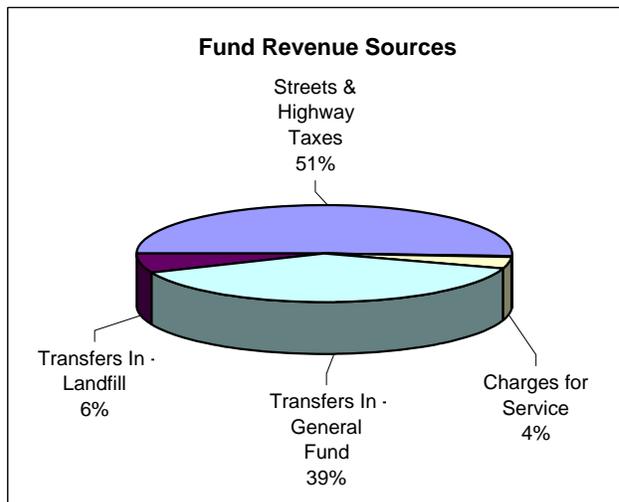
PLANNED USE BY PROGRAM



STREETS MAINTENANCE FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			0	(59,230)
Streets & Highway Taxes	2,597,206	2,656,705	2,645,012	2,617,914
Charges for Service	113,232	200,000	200,000	200,000
Other Revenue & FEMA Reimbursements	44,097	0	119,816	0
Investment Earnings	4,136	6,700	7,200	6,700
Transfers In - Landfill	325,000	325,000	325,000	325,000
Transfers In - General Fund	1,255,000	1,781,000	2,053,442	1,998,843
Fund Balance Transfer	0	0	0	0
TOTAL SOURCES	<u>4,338,671</u>	<u>4,969,405</u>	<u>5,350,470</u>	<u>5,148,457</u>
USES				
Materials & Supplies	1,078,359	1,286,150	1,264,872	1,286,150
Utilities & Other Outside Services	1,781,254	1,644,500	1,955,721	1,978,500
Property/Liability Ins; Judgement & Claims	1,223	5,000	0	1,500
Operating Capital Equipment	526,925	489,000	585,107	270,000
Capital Improvements	1,540,356	1,604,000	1,604,000	1,604,000
TOTAL USES	<u>4,928,117</u>	<u>5,028,650</u>	<u>5,409,700</u>	<u>5,140,150</u>
Net Surplus (Deficit)	(589,446)	(59,245)	(59,230)	(50,923)
ENDING RESERVED FUND BALANCE:			<u>(59,230) *</u>	<u>(50,923) *</u>

*Should it become necessary at year-end, additional funds would be transferred from the General Fund.



STREETS MAINTENANCE FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	1,932,004	1,986,200	1,986,200	1,959,102
Road & Bridge Tax	665,202	670,505	658,812	658,812
	<u>2,597,206</u>	<u>2,656,705</u>	<u>2,645,012</u>	<u>2,617,914</u>
Charges for Services				
Street Cut Repair	113,232	200,000	200,000	200,000
	<u>113,232</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Other Revenue				
Sale of Fixed Assets	225	0	112,466	0
Insurance Proceeds	2,389	0	2,050	0
Sale of Gas & Oil	1,198	0	0	0
Recycling Revenue	2,475	0	2,700	0
Recovery/Reimbursements/PY Refunds	37,810	0	2,600	0
	<u>44,097</u>	<u>0</u>	<u>119,816</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	2,790	6,500	6,500	6,500
	<u>2,790</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Investment Earnings				
Investment Interest Income	1,346	200	700	200
	<u>1,346</u>	<u>200</u>	<u>700</u>	<u>200</u>
Interfund Transfers In				
Transfer from General Fund	1,255,000	1,781,000	2,053,442	1,998,843
Transfer from Landfill Fund	325,000	325,000	325,000	325,000
	<u>1,580,000</u>	<u>2,106,000</u>	<u>2,378,442</u>	<u>2,323,843</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	59,245	0	0
Total	<u>4,338,671</u>	<u>5,028,650</u>	<u>5,350,470</u>	<u>5,148,457</u>

STREETS MAINTENANCE FUND EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Confer/Train/Travel	11	0	0	0
	<u>11</u>	<u>0</u>	<u>0</u>	<u>0</u>
Materials & Supplies				
Office Supplies	756	500	700	500
Safety Equip/Clothing	9,648	18,100	18,700	18,100
Motor Fuel and Lubricants	24,948	24,150	25,840	24,150
Minor Equipment	39,611	37,500	35,000	37,500
Street Maintenance Supplies	952,721	1,139,400	1,131,350	1,139,400
Traffic/Lighting Supplies	48,874	64,200	50,000	64,200
Other Materials/Supplies	1,790	2,300	3,282	2,300
	<u>1,078,348</u>	<u>1,286,150</u>	<u>1,264,872</u>	<u>1,286,150</u>
Services				
Employment Services	87,169	122,200	123,000	147,200
Professional Services	8,275	8,300	8,300	8,300
Memberships	153	200	200	200
Periodicals & Books	175	200	200	200
Communication Svcs	0	0	57	0
Postage	63	0	0	0
Freight	24	900	300	900
Advertising	546	0	0	0
Printing & Binding	174	0	52	0
Electric Service - Street Lighting	1,379,424	1,144,000	1,444,000	1,446,000
Vehicle/Equipment Rent	2,174	6,900	3,000	3,900
M&R - Building & Facilities	184,382	251,800	240,000	251,800
M&R - Machinery & Equipment	0	1,000	0	1,000
M&R - Motor Vehicles	104,513	81,000	105,000	91,000
M&R - Communications Equipment	2,280	3,800	3,800	3,800
Towing Services	0	0	110	0
Laundry Services	1,850	1,700	1,700	1,700
MO DNR Fees	10	0	2	0
Other Services	10,042	22,500	26,000	22,500
	<u>1,781,254</u>	<u>1,644,500</u>	<u>1,955,721</u>	<u>1,978,500</u>

STREETS MAINTENANCE FUND EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Judgement & Claims	1,225	5,000	0	1,500
	<u>1,225</u>	<u>5,000</u>	<u>0</u>	<u>1,500</u>
Capital Outlay				
Motor Vehicles	1,383	71,000	69,263	0
Machinery & Equipment	525,542	418,000	515,844	270,000
	<u>526,925</u>	<u>489,000</u>	<u>585,107</u>	<u>270,000</u>
Public Improvements				
Streets, Curbs & Sidewalks	1,540,356	1,604,000	1,604,000	1,604,000
	<u>1,540,356</u>	<u>1,604,000</u>	<u>1,604,000</u>	<u>1,604,000</u>
Total	<u>4,928,119</u>	<u>5,028,650</u>	<u>5,409,700</u>	<u>5,140,150</u>

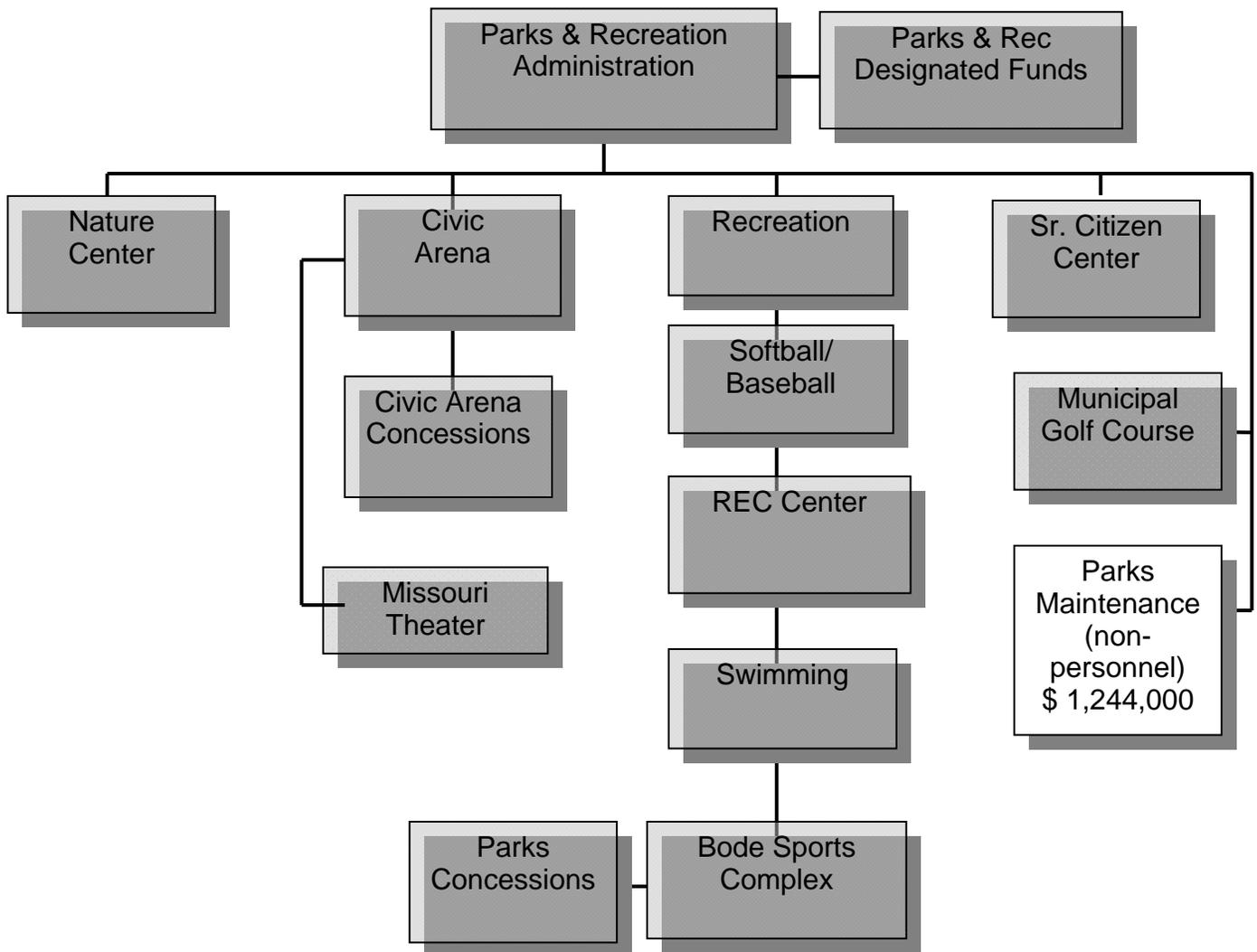
PARKS MAINTENANCE

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: \$ 1,244,000

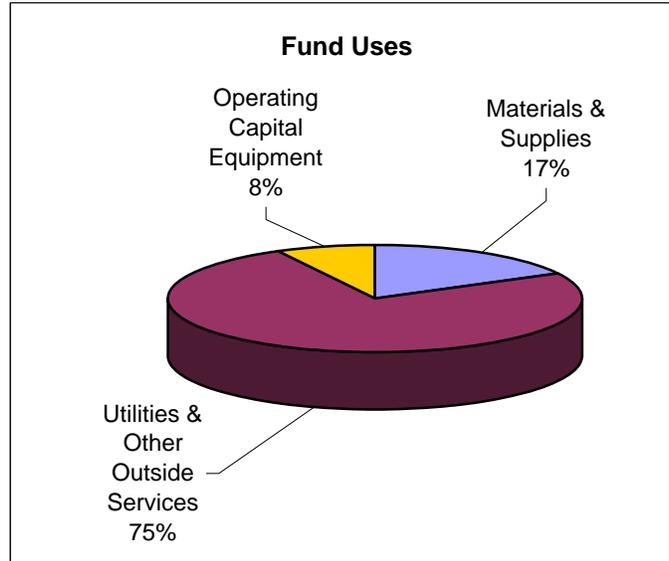
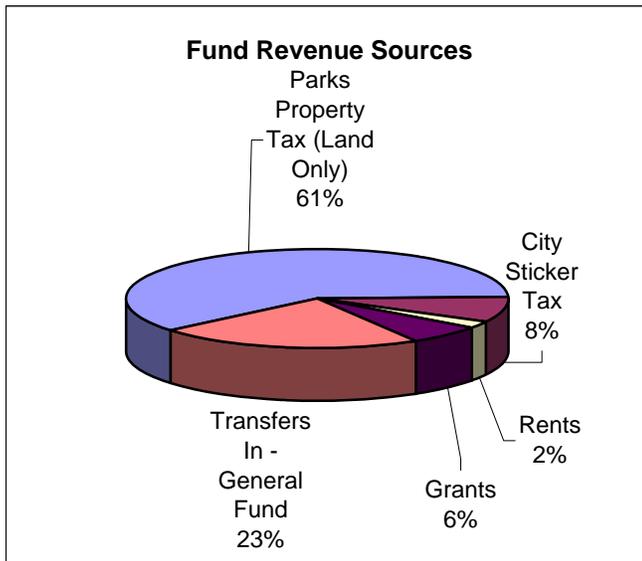
PLANNED USE BY PROGRAM:



PARKS MAINTENANCE FUND

SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			94,327	22,364
Parks Property Tax (Land Only)	685,344	673,500	683,400	683,900
City Sticker Tax	96,888	96,000	96,000	96,000
Rents	51,270	52,785	39,442	25,000
Other Revenue	6,339	0	17,071	0
Grants	155,069	70,000	131,408	70,000
Transfers In - Gaming & DBD	9,700	0	0	0
Transfers In - General Fund	0	460,000	460,000	255,000
TOTAL SOURCES	1,004,610	1,352,285	1,427,321	1,129,900
USES BY PROGRAM				
Materials & Supplies	172,337	194,650	185,150	201,650
Utilities & Other Outside Services	745,407	692,810	788,990	884,810
Property Ins, Judgements & Claims	6,170	2,000	2,646	2,000
Transfer Out	0	1,090	1,090	64,425
Operating Capital Equipment	0	460,000	521,408	91,000
TOTAL USES	923,914	1,350,550	1,499,284	1,243,885
Net Surplus (Deficit)			(71,963)	(91,621)
ENDING ASSIGNED FUND BALANCE:			22,364	(91,621)



PARKS MAINTENANCE FUND

REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	650,418	644,000	652,400	652,400
Prior Park District R/E Tax	27,491	22,500	24,000	24,500
R/E Penalty & Interest	7,435	7,000	7,000	7,000
	<u>685,344</u>	<u>673,500</u>	<u>683,400</u>	<u>683,900</u>
Licenses				
City Sticker & Penalty	96,887	96,000	96,000	96,000
	<u>96,887</u>	<u>96,000</u>	<u>96,000</u>	<u>96,000</u>
Rents				
Horace Mann Rent	51,270	52,785	39,442	25,000
	<u>51,270</u>	<u>52,785</u>	<u>39,442</u>	<u>25,000</u>
Other Revenue				
Sale of Fixed Assets	0	0	5,975	0
Insurance Proceeds	0	0	3,507	0
Concessions-Vending Machines	91	0	0	0
Donations	30	0	0	0
Recycling Revenue	1,664	0	1,400	0
Recovery/Reimbursements	4,299	0	6,039	0
	<u>6,084</u>	<u>0</u>	<u>16,921</u>	<u>0</u>
Interest Earnings				
Interest on Investments	256	0	150	0
	<u>256</u>	<u>0</u>	<u>150</u>	<u>0</u>
Intergovernmental				
FEMA Reimbursement Funds	15,866	0	0	0
SEMA Reimbursement Funds	9,203	0	0	0
Bode Trust	0	0	61,408	0
Parks Maintenance Trust	130,000	70,000	70,000	70,000
	<u>155,069</u>	<u>70,000</u>	<u>131,408</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	0	460,000	460,000	255,000
Transfer from Gaming Fund	9,700	0	0	0
	<u>9,700</u>	<u>460,000</u>	<u>460,000</u>	<u>255,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	(80,697)	38,265	71,963	113,985
Total	<u>923,913</u>	<u>1,390,550</u>	<u>1,499,284</u>	<u>1,243,885</u>

PARKS MAINTENANCE FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Materials & Supplies				
Janitorial Supplies	5,028	5,000	5,000	5,000
Recreation Supplies	21,267	21,000	21,000	21,000
Safety Equip/Clothing	3,593	3,500	6,500	3,500
Chemical/Drugs/Medical Supplies	118	150	150	150
Motor Fuel and Lubricants	129,122	125,000	112,500	125,000
Minor Equipment	13,209	20,000	20,000	27,000
Traffic & Lighting Supplies	0	20,000	20,000	20,000
	<u>172,337</u>	<u>194,650</u>	<u>185,150</u>	<u>201,650</u>
Services				
Employment Services	157,259	0	120,000	180,000
Memberships	17	20	20	20
Telephone Service	6,620	5,090	5,090	5,090
Gas Service	19,667	45,000	14,000	45,000
Electric Service	278,911	349,500	349,500	349,500
Water Service	39,383	50,000	40,000	50,000
Vehicle/Equipment Rent	96	2,700	2,700	2,700
M&R - Building & Facilities	106,716	97,000	97,500	97,000
M&R - Machinery & Equipment	12,923	12,000	12,000	12,000
M&R - Motor Vehicles	78,862	90,000	90,000	90,000
M&R - Communications Equipment	4,224	5,000	5,000	5,000
Major Repairs & Replacement	0	0	6,680	0
Laundry Services	833	500	1,000	500
MO DNR Fees	379	1,000	500	1,000
Other Services	39,516	35,000	45,000	47,000
	<u>745,406</u>	<u>692,810</u>	<u>788,990</u>	<u>884,810</u>
Interfund Transfers				
Transfer to Computer Network	0	1,090	1,090	1,090
Transfer to General Fund	0	0	0	63,335
	<u>0</u>	<u>1,090</u>	<u>1,090</u>	<u>64,425</u>
Other Charges				
Judgement & Claims/Insurance	6,170	2,000	2,646	2,000
	<u>6,170</u>	<u>2,000</u>	<u>2,646</u>	<u>2,000</u>
Capital Outlay				
Motor Vehicles	0	220,000	220,000	35,000
Machinery & Equipment	0	240,000	301,408	50,000
	<u>0</u>	<u>460,000</u>	<u>521,408</u>	<u>85,000</u>
Capital Improvements				
Improv Other Than Buildings	0	0	0	6,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,000</u>
Total	<u>923,913</u>	<u>1,350,550</u>	<u>1,499,284</u>	<u>1,243,885</u>

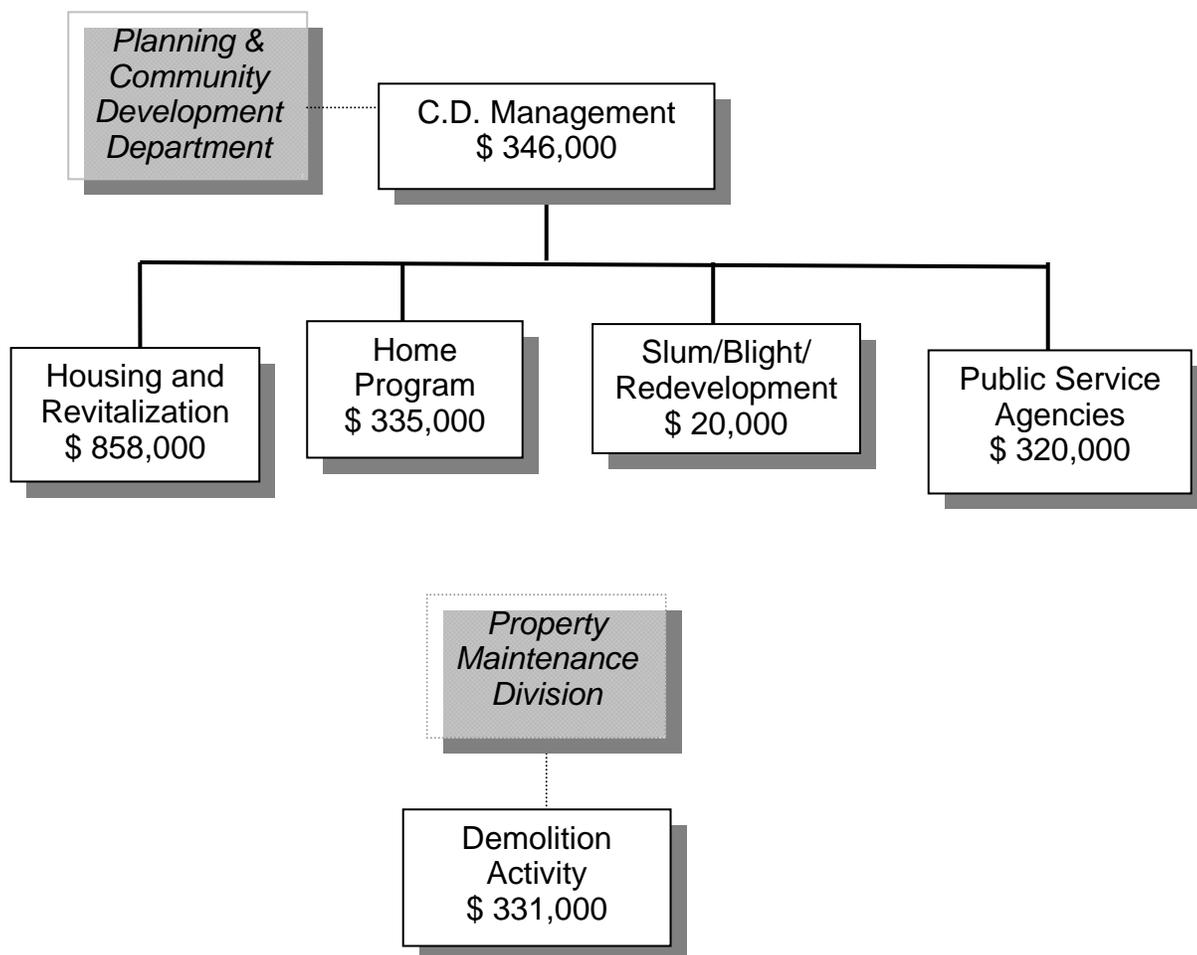
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

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.

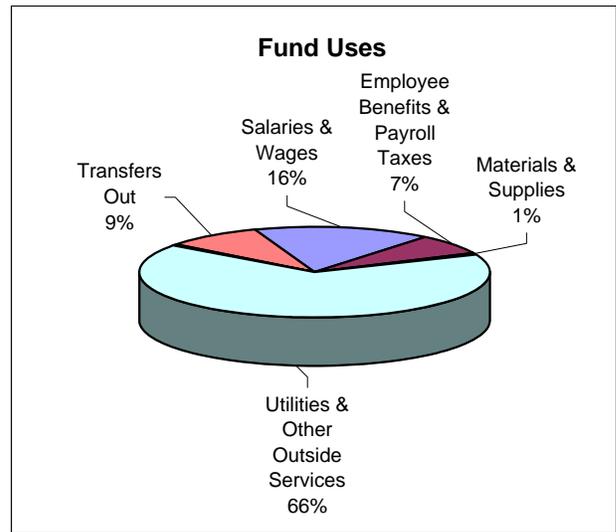
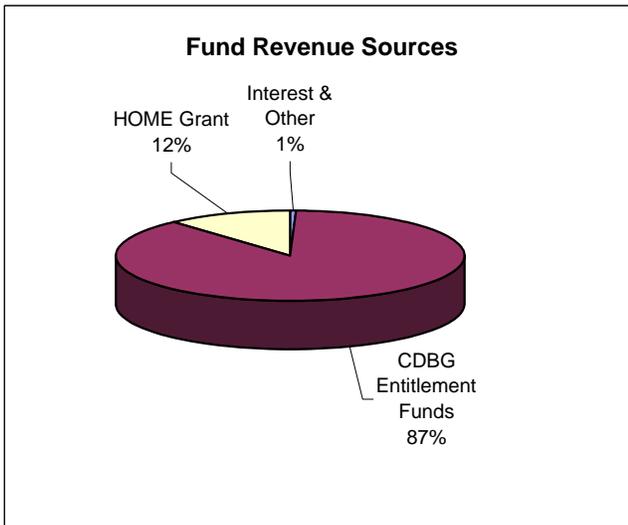
TOTAL BUDGETED RESOURCES: \$ 2,210,000

PLANNED USE BY PROGRAM:



COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	45,705	16,000	31,400	16,000
Intergovernmental/Other Grants	2,876,496	2,138,631	2,269,510	2,194,155
Other Revenue	65,667	0	36,128	0
Transfers (To)/From - Reprogrammable Fund:	438,355	0	380,282	0
TOTAL SOURCES	<u>3,426,223</u>	<u>2,154,631</u>	<u>2,717,320</u>	<u>2,210,155</u>
USES				
Salaries & Wages	324,586	327,994	309,994	361,160
Employee Benefits & Payroll Taxes	124,817	151,331	139,247	159,145
Materials & Supplies	6,793	13,072	8,872	11,272
Utilities & Other Outside Services	2,120,685	1,451,847	1,808,908	1,467,754
Property Ins & Other	164,090	12,830	12,830	12,830
Transfers Out	443,254	197,557	197,557	197,994
Operating Capital Equip	0	0	0	0
TOTAL USES	<u>3,184,225</u>	<u>2,154,631</u>	<u>2,477,408</u>	<u>2,210,155</u>
Net Surplus (Deficit) to/from Reprogrammed Fnds	241,998	0	239,912	0



COMMUNITY DEVELOPMENT BLOCK GRANT FUND

REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Farm Land Lease	7,775	0	0	0
	7,775	0	0	0
Other Revenues				
Loss on Sale of Fixed Assets	0	0	(16,224)	0
Recovery/Reimbursements	39,499	0	25,752	0
Other Revenue	26,168	0	26,600	0
	65,667	0	36,128	0
Special Assessments				
Principal	32,430	15,000	30,400	15,000
Interest on Special Assessments	5,500	1,000	1,000	1,000
	37,930	16,000	31,400	16,000
Intergovernmental				
Home Program Grant	337,159	307,148	314,516	335,855
Community Development Block Grant	2,147,608	1,831,483	1,869,571	1,858,300
American Rec Reinvst Grant	359,229	0	51,542	0
Federal HMIS Grant	32,500	0	33,881	0
	2,876,496	2,138,631	2,269,510	2,194,155
Interfund Transfers In				
Transfer from General Fund	71,593	0	0	0
Transfer from Rehab Loan Fund	26,129	0	312,800	0
Transfer from HOME Revolv Fund	340,633	0	67,482	0
	438,355	0	380,282	0
Transfer from/(to) Reprogrammable Funds				
Reprogrammable Funds	0	0	0	0
Total	3,426,223	2,154,631	2,717,320	2,210,155

Revolving Loan Fund & Line-of-Credit Balances

Revolving Loan Fund Balances:

Rehab, Rental Rehab, & Historic Preservation Loans:	\$1,236,684
Home Loans:	1,873,691
Reserved Fund Balance:	\$3,110,375

Line-of-Credit Balances:

Reprogrammed for FY2012/13	\$1,041,923
Reprogrammed for FY2011/12	504,238
Reprogrammed for FY2010/11	55,291
	\$1,601,453

The revolving loan and line-of-credit balances are as of 2/28/14 and represent amounts available for, but not currently appropriated in, the city budget.

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	324,586	327,994	309,994	361,160
	324,586	327,994	309,994	361,160

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Lagers Pension Contribution	18,783	22,194	21,194	21,310
FICA Contribution	19,998	20,337	20,337	22,391
FICA Medicare	4,677	4,758	4,758	5,237
Health Insurance	47,389	58,937	55,437	59,964
Dental Insurance	1,998	2,281	2,281	2,281
Federal Health Reinsurer Tax	0	225	225	225
Life Insurance	1,163	1,304	1,304	1,444
Long Term Disability	752	848	848	939
Workers Compensation	9,647	11,478	11,478	14,385
Car/Mileage Allowance	2,119	7,050	6,050	7,050
Confer/Train/Travel	18,291	21,919	15,335	23,919
	<u>124,817</u>	<u>151,331</u>	<u>139,247</u>	<u>159,145</u>
Materials & Supplies				
Office Supplies	4,163	6,800	4,400	6,800
Photo Supplies	0	1,800	0	0
Motor Fuel	2,207	1,600	1,600	1,600
Minor Equipment	122	1,855	1,855	1,855
Other Materials/Supplies	301	1,017	1,017	1,017
	<u>6,793</u>	<u>13,072</u>	<u>8,872</u>	<u>11,272</u>
Services				
Employment Services	0	0	18,000	0
Professional Services	47,185	48,510	58,000	63,000
Memberships	642	1,595	1,395	1,595
Periodicals & Books	661	1,000	710	1,000
Telephone Service	4,229	5,320	3,870	5,320
Postage	4,358	7,800	6,550	7,800
Freight	0	0	425	0
Advertising	23,147	32,269	19,000	24,286
Permits & Recording Fees	1,467	2,200	2,051	2,245
Printing & Binding	204	2,406	200	2,546
Gas Service	4,067	3,500	7,000	4,700
Electric Service	6,320	6,000	8,500	7,000
Water Service	2,734	2,000	6,020	4,000
Vehicle/Equipment Rent	1,665	2,645	3,050	3,350
M&R - Bldg & Facilities	0	0	42	0
M&R - Motor Vehicles	1,820	700	700	700
M&R - Communications Equipment	0	100	100	100
Solid Waste Disposal	39	500	650	500
Special Contributions	435,759	367,500	385,230	367,500
Other Services	1,586,388	967,802	1,287,415	972,112
	<u>2,120,685</u>	<u>1,451,847</u>	<u>1,808,908</u>	<u>1,467,754</u>
Other Charges				
Refund Expense	159,992	0	0	0
Insurance	4,098	12,830	12,830	12,830
Transfer to General Fund	185,624	191,017	191,017	191,454
Transfer to General Fund - Computer	7,630	6,540	6,540	6,540
Transfer to Capital Projects	250,000	0	0	0
	<u>607,344</u>	<u>210,387</u>	<u>210,387</u>	<u>210,824</u>
Total	<u>3,184,225</u>	<u>2,154,631</u>	<u>2,477,408</u>	<u>2,210,155</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: \$ 1,021,000

PLANNED USE BY PROGRAM:



GAMING INITIATIVES FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			512,830	408,166
Gaming Revenue	1,030,087	1,030,000	974,300	974,300
Other Revenue	100,555	0	65,680	0
Interest Earnings	479	600	600	200
Grants	10,000	0	10,000	0
Transfer In	14,400	0	14,500	0
Appropriated from Fund Balance	0	92,683	0	0
TOTAL SOURCES	<u>1,155,521</u>	<u>1,123,283</u>	<u>1,065,080</u>	<u>974,500</u>
USES BY PROGRAM				
Gaming Funded Initiatives	1,242,952	1,123,283	1,169,744	1,021,160
TOTAL USES	<u>1,242,952</u>	<u>1,123,283</u>	<u>1,169,744</u>	<u>1,021,160</u>
Net Surplus (Deficit)			(104,664)	(46,660)
ENDING ASSIGNED FUND BALANCE:			<u>408,166</u>	<u>361,506</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	\$25,000	Institute for Industrial & Applied Life Sciences (one year)
	\$25,000	Allied Arts Council (one year)
Capital Equipment/Improvements	\$20,000	Replace equipment lost in thefts at Parks Mnt facility
	\$24,000	Replace one (1) 12 year-old pickup w/2 small cars (Bldg Insp)
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
TRANSFER TO CAPITAL PROJECTS FUND:	\$50,000	Parks & Recreation Improvement Projects

GAMING INITIATIVES FUND REVENUES

	2011-12	2012-13		2013-14
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
State Admissions	607,842	610,000	579,500	579,500
State Gaming	422,245	420,000	394,800	394,800
	<u>1,030,087</u>	<u>1,030,000</u>	<u>974,300</u>	<u>974,300</u>
Investment Interest				
Interest Income	478	600	600	200
	<u>478</u>	<u>600</u>	<u>600</u>	<u>200</u>
Other Revenue				
Donations	100,000	0	50,000	0
Refunds Prior Year	555	0	0	0
Recovery/Reimbursement	0	0	15,680	0
	<u>100,555</u>	<u>0</u>	<u>65,680</u>	<u>0</u>
Transfers				
Transfer From General Fund	14,400	0	14,500	0
	<u>14,400</u>	<u>0</u>	<u>14,500</u>	<u>0</u>
Grants & Entitlements				
MO Trim Grant	10,000	0	10,000	0
	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	87,432	92,683	104,664	46,660
Total	<u>1,242,952</u>	<u>1,123,283</u>	<u>1,169,744</u>	<u>1,021,160</u>

GAMING INITIATIVES FUND

EXPENDITURES

	2011-12	2012-13		2013-14
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Services & Supplies				
Minor Equipment	30,733	11,755	19,952	20,000
Employment Services	0	0	30,000	0
Professional Services	193,897	150,000	150,000	150,000
Communication Services	436	0	0	0
Postage	519	0	135	0
Advertising	45,944	50,000	50,000	50,000
MR Communications Equipment	0	90,000	116,902	0
Major Repairs & Replacement	4,408	0	0	0
Special Contributions	461,900	496,560	496,560	498,060
Other Services	28,425	81,600	61,600	81,600
	<u>766,262</u>	<u>879,915</u>	<u>925,149</u>	<u>799,660</u>
Interfund Transfers Out				
Transfer to General Fund	145,000	60,000	60,000	60,000
Transfer to Parks Maintenance Fund	9,700	0	0	0
Transfer to Special Allocation Fund	17,402	6,000	6,000	6,000
Transfer to Aviation Fund	60,000	60,000	60,000	75,000
Transfer to Parking Fund	6,500	6,500	6,500	6,500
Transfer to Capital Projects Fund	133,695	50,000	50,000	50,000
	<u>372,297</u>	<u>182,500</u>	<u>182,500</u>	<u>197,500</u>
Capital Outlay				
Buildings & Other Improvements	0	31,500	31,527	0
Motor Vehicles	19,400	0	0	24,000
Software Purchases	74,590	0	1,200	0
Radio & Communication Equipment	0	10,850	10,850	0
Machinery & Equipment	10,403	18,518	18,518	0
	<u>104,393</u>	<u>60,868</u>	<u>62,095</u>	<u>24,000</u>
Total	<u>1,242,952</u>	<u>1,123,283</u>	<u>1,169,744</u>	<u>1,021,160</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.

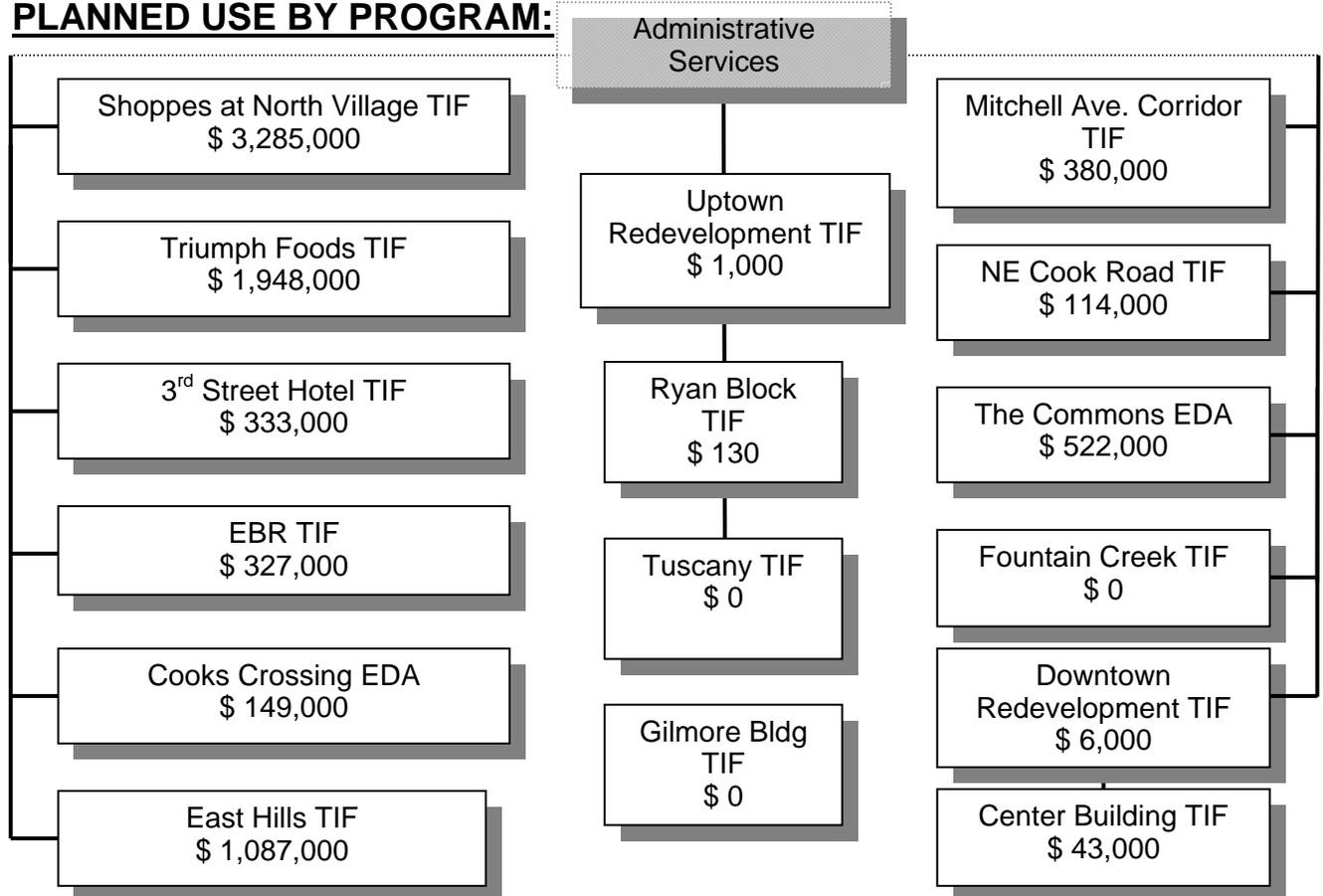
Bond Proceeds – If bonds are issued in conjunction with a TIF project, the City is reimbursed for any capital expenditures made in conjunction with infrastructure improvements for that project from the proceeds. The monies are deposited to the Special Allocation Fund and then transferred to the fund 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.

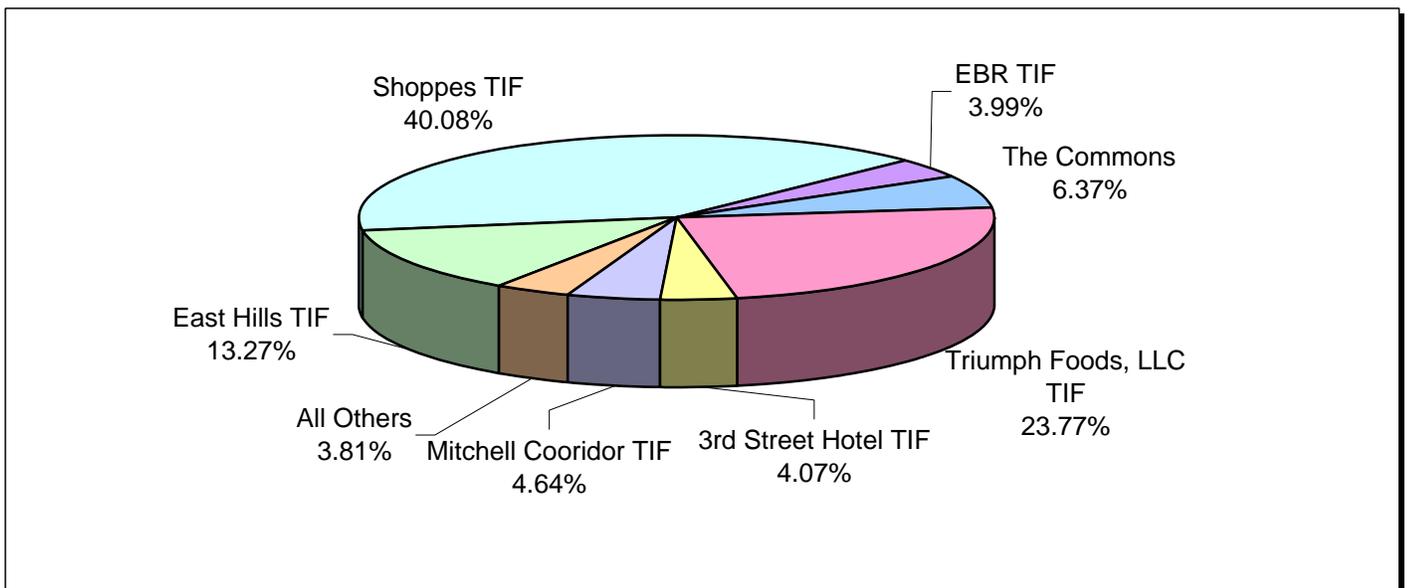
TOTAL BUDGETED RESOURCES: \$ 8,195,000

PLANNED USE BY PROGRAM:



SPECIAL ALLOCATION FUND SUMMARY

SOURCES	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
	Actual	Budget	Actual	Budget
PILOTS	3,232,999	3,241,650	3,288,708	3,401,099
EATS/TDD/NonIncremental Sales Tax	3,900,190	4,037,730	3,949,507	4,130,087
Bond Proceeds/Reimbursements	8,685,000	0	0	0
Recovery/Reimbursement/Other Revenue	4,000	34,780	309,895	1,735
Sewer System Development Fees	8,000	500	500	500
Developer Contributions	365,719	809,100	809,100	809,100
Interest Earnings	522,974	42,477	27,250	1,045
Sewer Reserve Charges	450,969	972,996	972,996	972,996
Transfers from Other Funds	17,402	6,000	6,000	6,000
TOTAL SOURCES	17,187,253	9,145,233	9,363,956	9,322,562
USES BY PROGRAM				
Center Building TIF	46,181	42,698	41,088	42,698
Gilmore Building TIF	-	0	3,133	0
Uptown Redevelopment TIF	619	1,000	6,098	1,000
Ryan Block TIF	64	65	128	130
Cooks Crossing EDC	80,441	70,000	70,000	149,000
Downtown Redevelopment TIF	702	6,000	334	6,000
Mitchell Avenue Corridor TIF	823,876	434,425	739,000	380,100
The Commons Development (EDC)	576,496	563,250	522,230	522,235
North East Cook Road TIF	136,338	113,584	113,675	113,675
East Hills TIF	1,028,798	1,074,500	1,109,995	1,087,200
Shoppes at North Village TIF	3,216,449	3,219,072	3,210,072	3,284,806
EBR Development TIF	252,786	327,220	300,895	327,220
Triumph Foods, LLC TIF	11,689,560	1,940,336	1,940,336	1,948,032
Fountain Creek TIF	89	0	0	0
3rd Street Hotel TIF	279,584	333,344	326,800	333,344
Tuscany Towers TIF	281	0	0	0
TOTAL USES	18,132,264	8,125,494	8,383,784	8,195,440
Net Surplus (Deficit)	(945,011)	1,019,739	980,172	1,127,122



SPECIAL ALLOCATION FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	1,555	0	4,978	0
	<u>1,555</u>	<u>0</u>	<u>4,978</u>	<u>0</u>
Personal Property				
Payment in Lieu of Taxes (PILOTS)-City	590,608	590,872	597,084	603,173
PILOTS - Other	2,559,506	2,569,633	2,605,501	2,716,781
TIF Public Infrastructure	81,330	81,145	81,145	81,145
	<u>3,231,444</u>	<u>3,241,650</u>	<u>3,283,730</u>	<u>3,401,099</u>
Sales Tax				
Economic Activity Taxes (EATS) City	2,423,520	2,514,920	2,435,157	2,527,112
EATS - County	844,875	879,950	826,020	879,950
EATS - Other	134,520	135,060	133,946	153,900
Non Incremental Sales Tax	130,861	128,500	163,662	163,625
Use Tax County	0	0	17,300	19,300
TDD Sales Tax	17,002	27,000	17,002	27,000
CID Sales Tax	349,413	352,300	356,420	359,200
	<u>3,900,191</u>	<u>4,037,730</u>	<u>3,949,507</u>	<u>4,130,087</u>
Sanitary Sewer Charges				
Sewer System Development Fee	8,000	500	500	500
	<u>8,000</u>	<u>500</u>	<u>500</u>	<u>500</u>
Bond Proceeds				
Bond Proceeds	8,685,000	0	0	0
	<u>8,685,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Revenues				
Recovery/Reimbursements	4,000	34,780	309,895	1,735
Developer Contributions	365,719	809,100	809,100	809,100
Sewer Reserve Charges	450,969	972,996	972,996	972,996
Interest Earnings	522,974	42,477	27,250	1,045
	<u>1,343,662</u>	<u>1,859,353</u>	<u>2,119,241</u>	<u>1,784,876</u>
Interfund Transfers				
Transfer from Riverboat Fund	17,402	6,000	6,000	6,000
	<u>17,402</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(1,019,739)	0	0
Total	<u>17,187,254</u>	<u>8,125,494</u>	<u>9,363,956</u>	<u>9,322,562</u>

BEGINNING FUND BALANCE BY PROJECT

Beginning Operating FB:	FY2013	FY2014	FY2015
	Actual	Projected	Budget
Center Building TIF	419	421	421
Uptown Redevelopment TIF (Deficit covered by Gaming)	(2,420)	963	963
Gilmore Building	0	232	232
Ryan Block TIF	4,305	6,479	8,652
Cooks Crossing EDC	18,650	23,650	27,212
Downtown Redevelopment TIF	1,318	1,318	1,318
Mitchell Avenue Corridor TIF	1,002,145	969,100	1,013,960
The Commons Development (EDC)	(16,494)	37,374	80,871
North East Cook Road TIF	11,132	48,284	85,030
East Hills TIF	21,809	56,059	62,589
Shoppes at North Village TIF	2,390,209	2,595,310	2,886,214
EBR Development TIF	4,579	43,120	72,731
Triumph Foods, LLC TIF	2,909,568	3,540,496	4,172,880
Fountain Creek TIF	2,425	2,425	2,425
3rd Street Hotel TIF	(15,980)	(10,042)	26,983
Tuscany Towers TIF	10,993	10,993	10,993

SPECIAL ALLOCATION FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies & Services				
Professional Services	18,056	12,700	57,259	25,700
Postage	1	0	0	0
Advertising	0	0	1,501	0
Special Contributions/Services	54,405	81,145	54,820	81,145
Other Services	649,698	661,144	655,353	666,360
	<u>722,160</u>	<u>754,989</u>	<u>768,933</u>	<u>773,205</u>
Debt Service				
Principal Payments	3,860,833	2,610,075	3,150,075	2,755,075
Interest Payments	3,136,562	2,608,673	2,370,248	2,482,778
Other Debt Charges	201,273	24,000	27,000	24,000
TIF Reimbursable Expenses	433,688	2,127,757	2,067,528	2,160,382
Payment to Ref Escrow Agent	9,647,589	0	0	0
	<u>17,279,945</u>	<u>7,370,505</u>	<u>7,614,851</u>	<u>7,422,235</u>
Interfund Transfers				
Transfer to Water Protection	130,160	0	0	0
	<u>130,160</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>18,132,265</u>	<u>8,125,494</u>	<u>8,383,784</u>	<u>8,195,440</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.

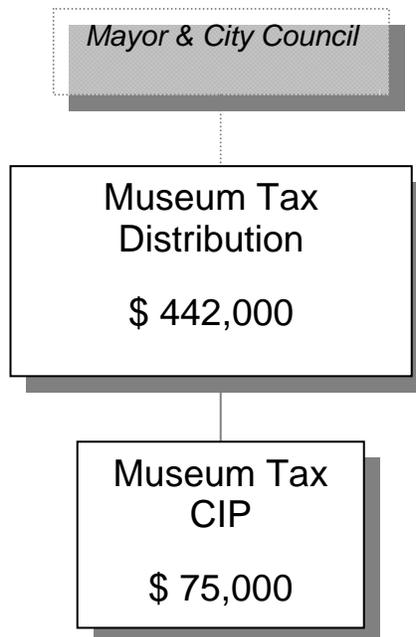
A judge’s decision following a 2006 lawsuit brought about by one faction of St. Joseph Museum, Inc. membership against another, gave the City sole discretion on how the museum tax was to be distributed. The decision also required a more specific contract between the City and any private entity chosen 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: \$ 517,000

PLANNED USE BY PROGRAM:



MUSEUM TAX FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			85,849	103,589
Property Tax	412,462	410,980	419,202	416,648
Prop Tx Rev Dedicated to Minor Repair	0	25,000	25,000	25,000
Other Revenue	0	0	5,808	0
Interest Earnings	458	670	670	670
TOTAL SOURCES	<u>412,920</u>	<u>436,650</u>	<u>450,680</u>	<u>442,318</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	303,943	330,000	330,000	338,000
Other Museum Related Expenditures	110,392	79,843	77,940	78,765
Capital \$ Used for Minor W-T Repairs	0	25,000	25,000	25,000
TOTAL USES	<u>414,335</u>	<u>434,843</u>	<u>432,940</u>	<u>441,765</u>
Net Surplus (Deficit)			17,740	553
ENDING OPERATING FUND BALANCE:			<u>103,589</u>	<u>104,142</u>
SOURCES				
Beginning Capital FB:		353,277	318,451	15,425
Property Tax	100,000	75,000	75,000	75,000
Appropriated from (to) Fund Balance	0	0	0	0
	<u>100,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
USES				
Capital Improvements - Wyeth-Tootle	0	0	0	75,000
Trf to Capital Proj Fund. For W-T Impro	32,000	109,826	378,026	0
	<u>32,000</u>	<u>109,826</u>	<u>378,026</u>	<u>75,000</u>
Net Capital Surplus (Deficit)	68,000	(34,826)	(303,026)	0
ENDING CIP FUND BALANCE:		<u>318,451</u>	<u>15,425</u>	<u>15,425</u>
TOTAL USES	<u>446,335</u>	<u>544,669</u>	<u>810,966</u>	<u>516,765</u>

Museum Fund Initiatives

<i>CONTRACTED SERVICES MUSEUM MGMT:</i>	\$338,000	Wyeth-Tootle & SJMI Museums (75% of allocation)
<i>CAPITAL PROJECT \$ IN OP BUDGET</i>	\$25,000	To cover minor M&R items at Wyeth-Tootle
<i>OTHER SERVICES:</i>	\$5,060	Postage, Advertising, Property Insurance
<i>COLLECTION FEES:</i>	\$13,200	Buchanan County Assessment & Collection Fees
<i>TRANSFER TO GENERAL FUND:</i>	\$10,505	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>\$516,765</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

	2012-13	2013-14		2014-15
	Actual	Amended Budget	Estimated Actual	Budget
Real Property Tax				
Current Real Estate Tax	330,499	328,380	331,246	328,380
Prior Real Estate Tax	11,718	13,000	11,300	13,000
Real Estate Penalty and Interest	3,514	3,200	3,550	3,200
	<u>345,731</u>	<u>344,580</u>	<u>346,096</u>	<u>344,580</u>
Personal Property Tax				
Current Personal Property Tax	110,986	111,035	113,805	111,035
Personal Property Penalty and Int	2,138	2,100	1,950	2,100
Prior Personal Property Tax	8,417	7,500	6,500	7,500
M & M Surtax	28,751	29,325	29,068	29,650
	<u>150,292</u>	<u>149,960</u>	<u>151,323</u>	<u>150,285</u>
Other Personal Property Tax				
Financial Institution Tax	564	565	1,920	1,920
Railroad Tax	15,876	15,875	19,863	19,863
	<u>16,440</u>	<u>16,440</u>	<u>21,783</u>	<u>21,783</u>
Investment Interest				
Interest Income	458	670	670	670
Other Revenue	0	0	5,808	0
	<u>458</u>	<u>670</u>	<u>6,478</u>	<u>670</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(99,075)	33,019	285,286	(553)
Total	<u>413,846</u>	<u>544,669</u>	<u>810,966</u>	<u>516,765</u>

MUSEUM FUND EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Postage/Advertising	0	460	460	460
M&R Building Facilities	0	25,000	25,000	25,000
Special Contributions	303,454	330,000	330,000	338,000
Other Services	13,166	12,600	13,200	13,200
	<u>316,620</u>	<u>368,060</u>	<u>368,660</u>	<u>376,660</u>
Interfund Transfers Out				
Transfer to General Fund	60,019	59,680	59,680	60,505
Transfer to Capital Projects	32,982	109,826	378,026	0
	<u>93,001</u>	<u>169,506</u>	<u>437,706</u>	<u>60,505</u>
Insurance				
Insurance	4,225	7,103	4,600	4,600
	<u>4,225</u>	<u>7,103</u>	<u>4,600</u>	<u>4,600</u>
Capital Improvements				
Building Improvements	0	0	0	75,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,000</u>
Total	<u>413,846</u>	<u>544,669</u>	<u>810,966</u>	<u>516,765</u>

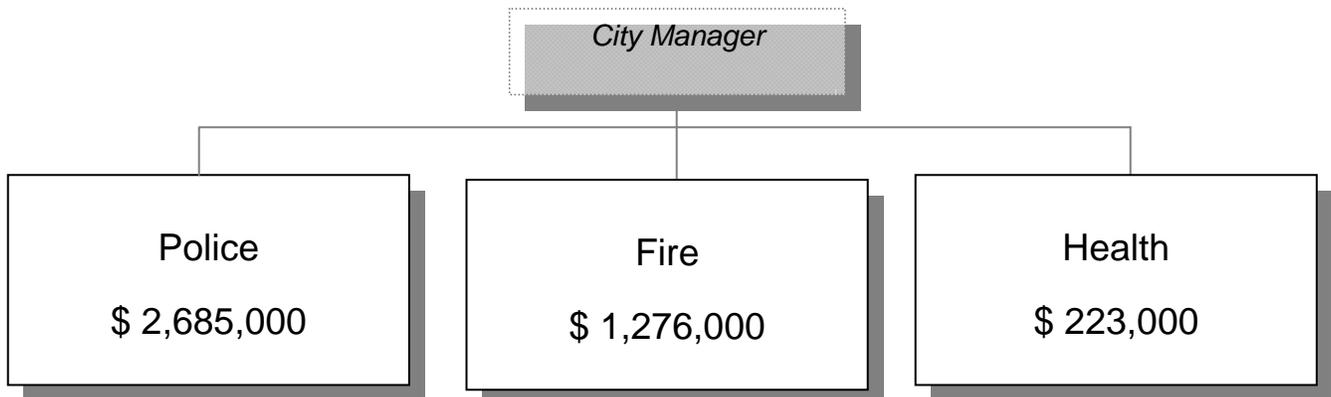
PUBLIC SAFETY SALES TAX **FUND**

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: **\$ 4,184,000**

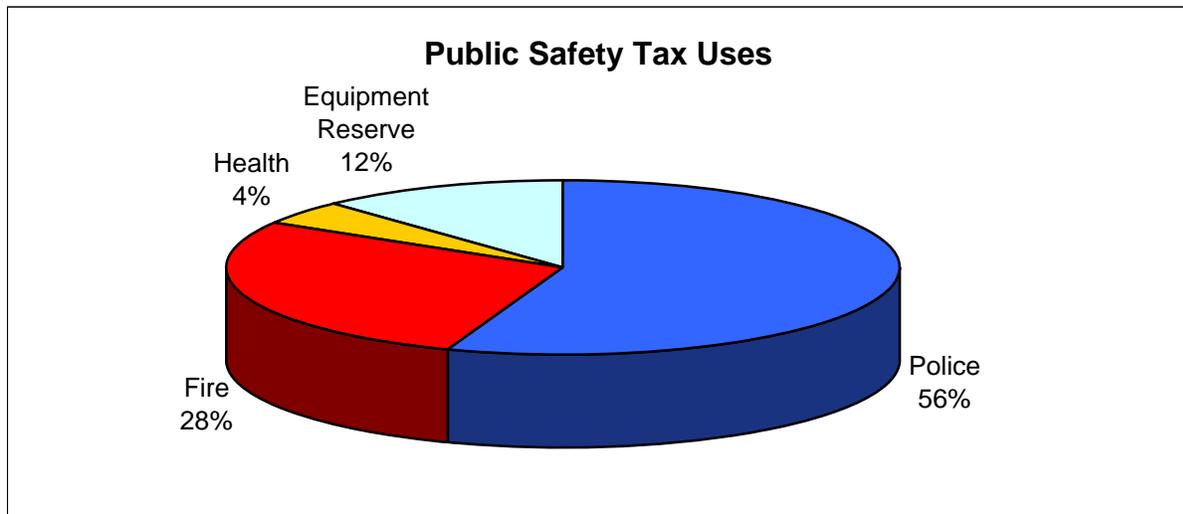
PLANNED USE BY PROGRAM:



PUBLIC SAFETY TAX FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			0	666,255
Sales Tax	0	0	2,138,400	4,878,295
EATS	0	0	322,950	774,000
Interest Earnings	0	0	0	0
TOTAL SOURCES	0	0	2,461,350	5,652,295
USES BY PROGRAM				
Public Safety - Police	0	0	1,179,800	2,685,227
Public Safety - Fire	0	0	507,750	1,275,643
Public Safety - Health	0	0	72,700	223,050
Equipment Reserve	0	0	388,845	0
TOTAL USES	0	0	2,149,095	4,183,920
Net Surplus (Deficit)	0	0	312,255	1,468,375
ENDING OPERATING FUND BALANCE:		0	312,255	2,134,630

SOURCES	Equip Reserve FB:		0	600,000
Public Safety Sales Tax		0	938,845	550,000
Appropriated from (to) Reserve Balance		0	0	0
		0	938,845	550,000
USES				
Trf to Op Budget for Equip Purchase		0	338,845	0
Net Reserve Surplus (Deficit)		0	600,000	550,000
ENDING EQ Reserve FUND BALANCE:		0	600,000	1,150,000



PUBLIC SAFETY FUND REVENUES

	2012-13	2013-14		2014-15
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Sales Tax				
Public Safety Sales Tax	0	0	2,651,300	6,167,260
Sales Tax Contra Account	0	0	(512,900)	(1,288,965)
EATS	0	0	322,950	774,000
	<u>0</u>	<u>0</u>	<u>2,461,350</u>	<u>5,652,295</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	0	0	0
Total	<u>0</u>	<u>0</u>	<u>2,461,350</u>	<u>5,652,295</u>

PUBLIC SAFETY FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	0	0	0	219,732
Overtime	0	0	0	2,000
PT Wages	0	0	0	40,782
	<u>0</u>	<u>0</u>	<u>0</u>	<u>262,514</u>
Employee Benefits				
Police Pension Contribution	0	0	0	59,202
FICA Contribution	0	0	0	2,528
FIM Medicare	0	0	0	3,806
Health Insurance	0	0	0	45,048
Dental Insurance	0	0	0	1,710
Life Insurance	0	0	0	879
Long Term Disability	0	0	0	571
Workers Compensation	0	0	0	10,501
Uniform Allowance	0	0	0	9,000
Confer/Train/Travel	0	0	0	8,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>141,245</u>
Materials & Supplies				
Safety Equip/Clothing	0	0	0	59,540
Motor Fuel and Lubricants	0	0	0	10,000
Minor Equipment	0	0	0	135,840
Other Materials/Supplies	0	0	0	88,845
	<u>0</u>	<u>0</u>	<u>0</u>	<u>294,225</u>
Services				
Professional Services	0	0	0	5,660
M&R - Motor Vehicles	0	0	0	10,000
M&R - Communications Equip	0	0	0	20,640
	<u>0</u>	<u>0</u>	<u>0</u>	<u>36,300</u>
Capital Outlay				
Motor Vehicles	0	0	680,370	519,226
Machinery & Equipment	0	0	0	12,343
Radio & Communications Equip	0	0	0	167,402
Software Purchases	0	0	0	34,000
	<u>0</u>	<u>0</u>	<u>680,370</u>	<u>732,971</u>
Interfund Transfers				
Transfer to General Fund	0	0	1,468,725	2,716,665
	<u>0</u>	<u>0</u>	<u>1,468,725</u>	<u>2,716,665</u>
Total	<u>0</u>	<u>0</u>	<u>2,149,095</u>	<u>4,183,920</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.

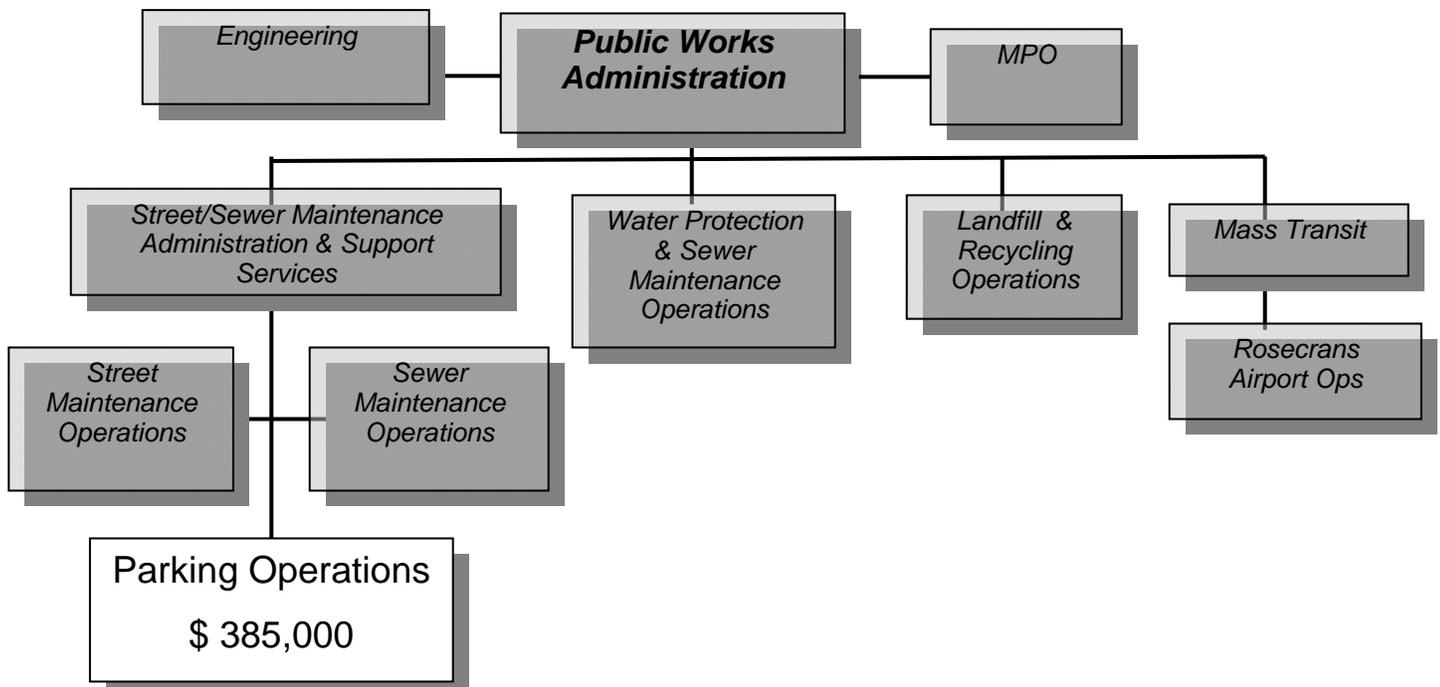
In order to help balance the struggling fund, one-half of the revenues generated from City Sticker & Penalty source was diverted from the Property Maintenance Department in the General Fund starting in FY2008. That year the City also established a \$1.00 per ticket charge on Missouri Theater/Civic Arena 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.

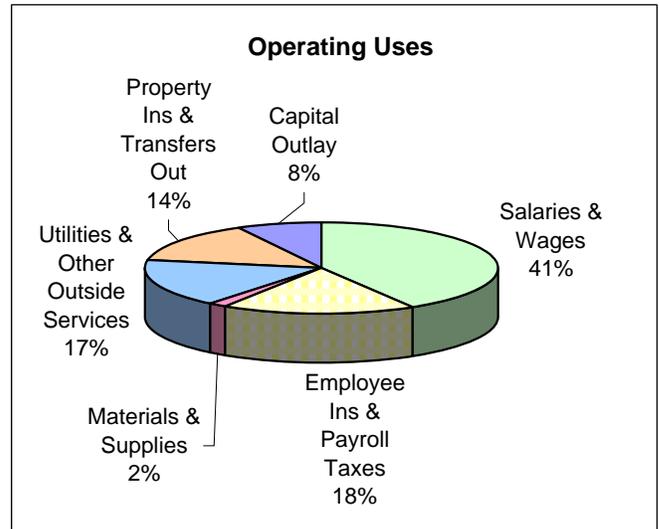
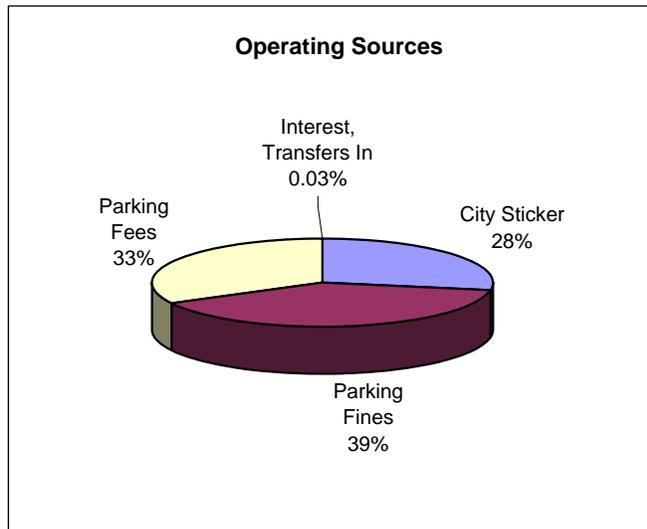
TOTAL BUDGETED RESOURCES: \$ 385,000

PLANNED USE BY PROGRAM:



PUBLIC PARKING FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			59,791	-86
City Sticker	96,887	95,000	97,000	97,000
Parking Fines	145,714	142,350	130,350	138,105
Parking Fees	118,161	117,300	111,350	114,360
Other Revenue/Interest Earnings	123	100	112	100
Transfers In	6,500	6,500	6,500	6,500
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	367,385	361,250	345,312	356,065
USES				
Salaries & Wages	146,232	149,217	145,361	158,985
Employee Benefits & Payroll Taxes	59,695	65,006	63,795	68,970
Materials & Supplies	9,438	5,750	6,675	6,550
Utilities & Other Outside Services	56,300	61,920	60,595	64,760
Property Ins & Transfers Out	136,935	129,763	128,763	55,782
Capital Outlay	0	0	0	30,000
TOTAL FUND	408,600	411,656	405,189	385,047
Net Surplus (Deficit)	(41,215)	(50,406)	(59,877)	(28,982)
ENDING OPERATING FUND BALANCE:			(86)	(29,068)
Components of Fund Balance:				
Assigned :			8,745	10,070
RESERVED OPERATING FUND BALANCE:			(8,831)	(39,138)



PUBLIC PARKING FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	96,887	95,000	97,000	97,000
	<u>96,887</u>	<u>95,000</u>	<u>97,000</u>	<u>97,000</u>
Fines				
Parking Violation Fines	145,514	142,000	130,000	137,755
Boot Fee	200	350	350	350
	<u>145,714</u>	<u>142,350</u>	<u>130,350</u>	<u>138,105</u>
Charges for Services				
Parking - 6th & Jules	57,048	62,000	56,500	56,500
Parking - 7th & Sylvania	2,220	1,800	2,300	2,300
Parking - 9th & Felix	10,952	12,000	9,500	9,500
Parking - 5th & Edmond	1,090	900	50	500
Parking - 5th & Felix	34,270	30,000	35,500	35,500
Parking - 8th & Felix	5,666	6,000	5,000	5,000
Other Parking Permit Fees	6,915	4,000	2,000	4,460
Customer Service Zone Permits	0	600	500	600
	<u>118,161</u>	<u>117,300</u>	<u>111,350</u>	<u>114,360</u>
Investment Earnings/Other Rev				
Interest Income/Other Revenue	123	100	112	100
	<u>123</u>	<u>100</u>	<u>112</u>	<u>100</u>
Transfers In				
Transfer from Gaming Fund	6,500	6,500	6,500	6,500
	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	50,406	0	0
Total	<u>367,385</u>	<u>411,656</u>	<u>345,312</u>	<u>356,065</u>

PUBLIC PARKING FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Salaries & Wages				
Base Salaries/Wages	130,745	130,851	134,311	145,738
Overtime	644	1,500	750	1,000
Temp-Part Time Wages	13,912	15,866	10,300	11,747
Out of Title Pay	931	1,000	0	500
	<u>146,232</u>	<u>149,217</u>	<u>145,361</u>	<u>158,985</u>
Employee Benefits				
Lagers Pension Contribution	7,677	9,068	8,546	10,228
FICA Contribution	9,016	9,254	8,696	9,919
FICA Medicare	2,109	2,164	2,033	2,320
Health Insurance	34,126	36,835	36,835	37,540
Dental Insurance	1,423	1,425	1,425	1,425
Federal Health Reinsurer Tax	0	160	160	160
Life Insurance	470	533	533	593
Long Term Disability	309	347	347	385
Workers Compensation	4,566	5,220	5,220	6,400
	<u>59,696</u>	<u>65,006</u>	<u>63,795</u>	<u>68,970</u>
Materials & Supplies				
Office Supplies	381	800	800	800
Janitorial Supplies	454	500	500	500
Safety Equip/Clothing	86	500	500	500
Motor Fuel and Lubricants	4,236	3,200	4,000	4,000
Minor Equipment	4,094	750	750	750
Other Materials & Supplies	186	0	125	0
	<u>9,437</u>	<u>5,750</u>	<u>6,675</u>	<u>6,550</u>
Services				
Professional Services	471	760	0	0
Periodicals & Books	0	200	0	200
Telephone Service	1,207	1,160	1,160	1,160
Postage	3,253	5,000	3,000	3,300
Freight	0	0	150	0
Printing & Binding	2,091	1,100	1,900	1,900
Electric Service	30,789	27,000	30,000	30,000
Water Service	2,084	1,600	1,280	1,600
M&R - Office Equipment	1,830	2,400	2,400	2,400
M&R - Building & Facilities	5,107	14,500	14,500	14,500
M&R - Motor Vehicles	7,509	6,000	4,500	8,000
M&R - Communications Equipment	1,739	1,500	1,500	1,500
Laundry Services	200	200	200	200
MO DNR Fees	20	0	5	0
Other Services	0	500	0	0
	<u>56,300</u>	<u>61,920</u>	<u>60,595</u>	<u>64,760</u>
Other Charges				
Principal	65,467	55,395	55,395	0
Interest	3,933	1,246	1,246	0
Other Debt Charges	6,550	7,200	7,200	0
Insurance/Claims	9,383	13,727	12,727	13,727
Motor Vehicles	0	0	0	30,000
Transfer to General Fund	49,422	50,015	50,015	40,965
Transfer to General Fund - Computer	2,180	2,180	2,180	1,090
	<u>136,935</u>	<u>129,763</u>	<u>128,763</u>	<u>85,782</u>
Total	<u>408,600</u>	<u>411,656</u>	<u>405,189</u>	<u>385,047</u>

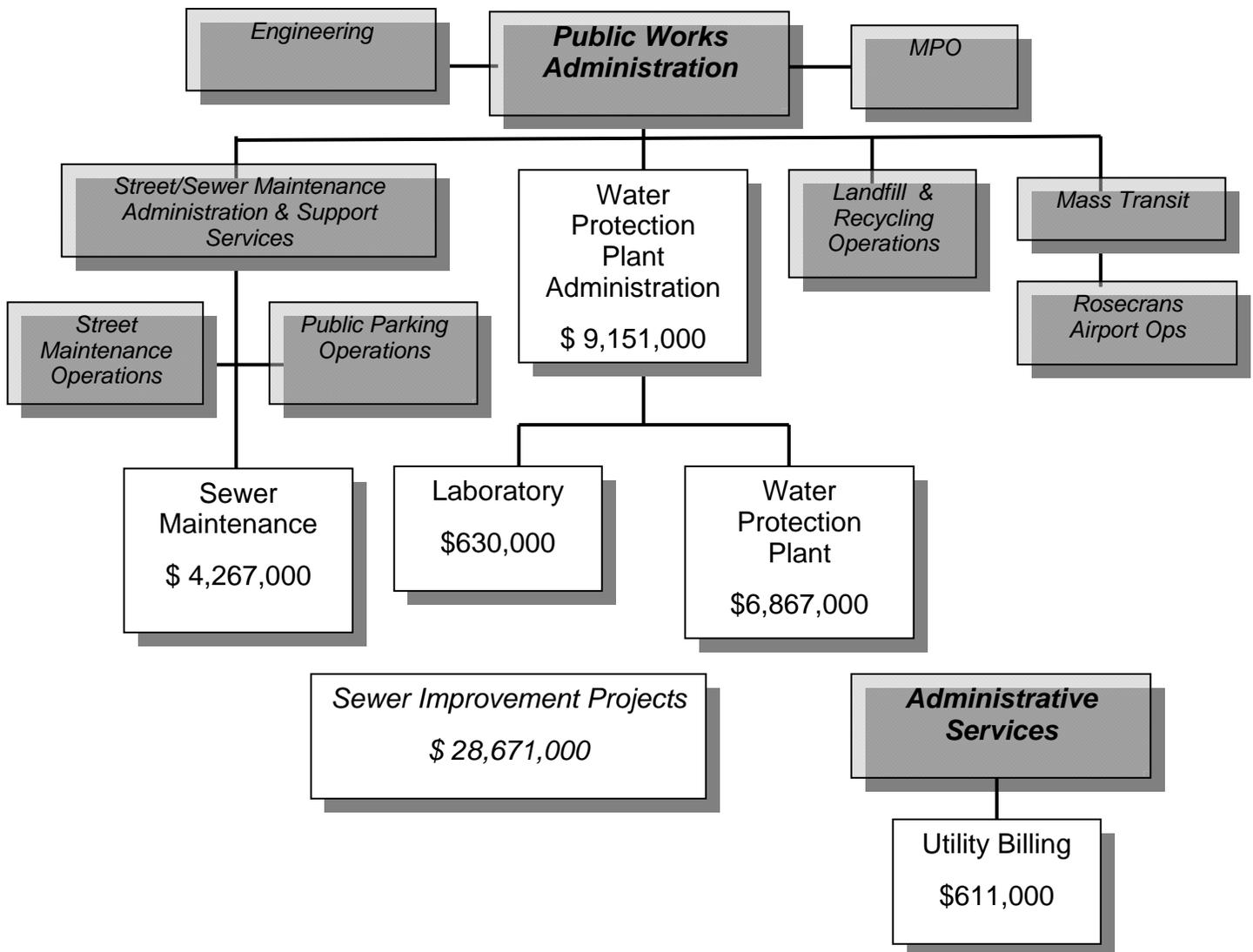
WATER PROTECTION

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 1992 (Refinanced in 1999) and 2003 Sewer Revenue Bonds; 1993, 1997, 2012, 2013 and 2014 State Revolving Loan Fund (SRF) Revenue Bonds, 2004 Missouri Development Finance Board (MDFB) loans/bonds (Refinanced in 2011 & 2012), a 2007 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.

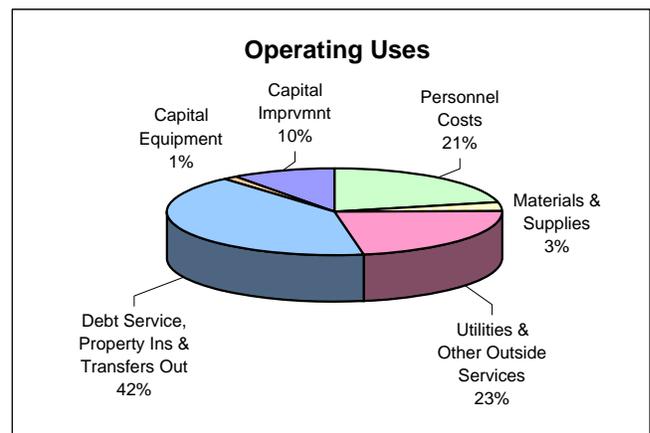
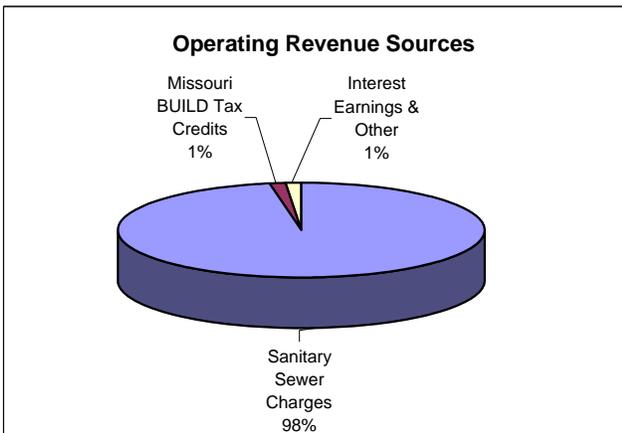
TOTAL BUDGETED RESOURCES: \$ 50,197,000

PLANNED USE BY PROGRAM:



WATER PROTECTION FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
OPERATING:				
SOURCES				
Beginning Operating FB:			8,075,292	10,121,306
Sanitary Sewer Charges	20,530,352	23,390,760	21,465,962	25,518,125
Missouri BUILD Tax Credits	381,363	387,727	387,727	387,727
Other Revenues	69,220	7,500	106,985	82,700
Interest Earnings/Special Assessments	207,736	275,900	283,300	271,900
Transfers In	133,410	3,250	3,250	3,250
Grants	13,300	0	0	0
Fund Balance	0	0	0	0
TOTAL SOURCES	21,335,381	24,065,137	22,247,224	26,263,702
USES				
Salaries & Wages	2,733,694	3,057,885	2,873,261	3,295,513
Employee Benefits & Payroll Taxes	1,022,872	1,219,713	1,180,806	1,321,860
Materials & Supplies	596,532	603,885	670,239	709,135
Utilities & Other Outside Services	3,805,357	4,458,284	4,670,453	4,823,429
Debt Service, Property Ins & Transfers Out	7,395,171	7,446,804	7,977,781	8,910,078
Operating Capital Equipment	357,107	1,334,090	1,017,110	291,700
Capital Improvements	0	2,063,931	1,811,560	2,174,300
TOTAL FUND	15,910,733	20,184,592	20,201,210	21,526,015
Net Operating Surplus (Deficit)	5,424,648	3,880,545	2,046,014	4,737,687
ENDING OPERATING FUND BALANCE:			10,121,306	14,858,993
Components of Fund Balance:				
Appropriated for CIP Program Use:			0	0
Assigned:			104,675	125,610
RESERVED OPERATING FUND BALANCE:			10,016,631	14,733,383
CAPITAL:				
Beginning Capital Fund Balance:			9,961,848	5,042,270
SOURCES				
Bond Proceeds	18,625,687	86,237,000	60,729,606	28,757,000
Other Revenues/Transfers In	5,000	0	79,470	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	86,237,700	60,809,776	28,757,700
USES				
WP CIP Improvements	15,886,131	92,348,641	65,729,354	28,671,000
Net Capital Surplus (Deficit)	3,245,418	(6,110,941)	(4,919,578)	86,700
ENDING CIP FUND BALANCE:			5,042,270	5,128,970
TOTAL USES	31,796,864	112,533,233	85,930,564	50,197,015



WATER PROTECTION REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	18,945,628	21,827,660	19,650,550	23,397,900
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	68,000
	<u>20,530,352</u>	<u>23,390,760</u>	<u>21,533,962</u>	<u>25,586,125</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	28,757,000
	<u>19,081,270</u>	<u>86,632,227</u>	<u>61,235,788</u>	<u>29,159,427</u>
Investment Earnings				
Interest Income	205,302	274,700	282,100	270,700
	<u>205,302</u>	<u>274,700</u>	<u>282,100</u>	<u>270,700</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 Spec Alloc	130,160	0	0	0
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>3,250</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(8,670,066)	2,230,396	2,873,564	(4,824,387)
Total	<u>31,796,864</u>	<u>112,533,233</u>	<u>85,930,564</u>	<u>50,197,015</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	2,530,656	2,842,035	2,672,689	3,050,030
Overtime	158,825	177,000	150,050	182,500
Temporary & PT Wages	20,794	18,200	31,000	42,333
Out of Title Pay	22,265	19,000	19,042	19,000
Sick Leave Buy Back	1,154	1,650	480	1,650
	<u>2,733,694</u>	<u>3,057,885</u>	<u>2,873,261</u>	<u>3,295,513</u>
Employee Benefits				
Lagers Pension Contribution	144,335	206,527	195,729	223,688
FICA Contribution	170,107	188,304	177,369	204,219
FICA Medicare	39,783	44,605	42,131	56,461
Health Insurance	472,351	589,360	570,360	600,640
Dental Insurance	19,723	22,800	22,350	22,800
Federal Health Reinsurer Tax	0	2,335	2,335	2,335

WATER PROTECTION EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Life Insurance	9,084	11,614	11,614	13,007
Unemployment	640	2,350	600	1,000
Long Term Disability	5,887	7,397	7,397	8,456
Workers Compensation	89,058	105,921	105,921	131,754
Confer/Train/Travel	71,904	38,500	45,000	57,500
	<u>1,022,872</u>	<u>1,219,713</u>	<u>1,180,806</u>	<u>1,321,860</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	32,000
Wastewater Treatment Chemicals	204,447	238,635	323,000	338,635
Motor Fuel and Lubricants	166,788	175,000	142,000	175,000
Minor Equipment	162,013	123,500	147,500	123,500
Street Maintenance Supplies	1,102	12,000	1,500	12,000
Other Materials/Supplies	5,557	3,650	4,400	4,400
	<u>596,532</u>	<u>603,885</u>	<u>670,239</u>	<u>709,135</u>
Services				
Employment Services	16,178	87,840	76,840	76,840
Professional Services	2,932,051	6,180,385	8,209,525	1,579,660
Other Professional Services	1,229	0	0	0
Memberships	8,657	1,345	9,915	1,345
Periodicals & Books	1,982	1,300	4,000	1,500
Telephone Service	26,122	23,400	24,215	23,990
Postage	102,314	121,800	108,550	121,300
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	1,542,190
Water Service	26,420	10,000	35,000	25,000
Vehicle/Equipment Rental	87,689	43,390	109,795	59,390
M&R - Office Equipment	3,979	97,894	167,782	97,894
M&R - Building & Facilities	942,142	901,000	960,000	1,091,000
M&R - Machinery & Equipment	18,552	12,500	25,000	12,500
M&R - Motor Vehicles	147,970	118,700	143,700	148,700
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	21,500
Solid Waste Disposal Services	4,326	3,650	3,650	3,650
MO DNR Fees	120,041	146,000	206,000	146,000
Special Contributions/Services	210,367	0	0	0
Other Services	81,427	3,000	4,020	3,000
	<u>6,528,555</u>	<u>10,065,784</u>	<u>12,219,248</u>	<u>5,828,429</u>
Other Charges				
Bad Debt Expense	916,178	327,400	982,500	1,061,495
Principal	2,263,000	2,400,000	2,403,494	2,498,494
Interest	2,202,969	2,612,537	2,685,370	3,198,974
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	160,195

WATER PROTECTION EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Claims	29,016	50,000	50,550	50,000
Transfer to General Fund	1,423,730	1,687,992	1,559,692	1,724,610
Transfer to Aviation Fund	48,290	48,290	48,290	48,290
Transfer to General Fund - Computer	22,890	22,890	22,890	30,520
	<u>7,222,216</u>	<u>7,446,804</u>	<u>8,051,491</u>	<u>8,910,078</u>
Capital Outlay & Public Improvements				
Office Equipment	0	0	0	25,000
Motor Vehicles	28,692	267,090	97,090	173,700
Machinery & Equipment	328,415	1,996,000	920,020	2,323,000
Radio & Communications Equipment	0	243,000	145,682	0
Software Purchases	0	0	0	0
Buildings	25,572	3,132,000	2,517,547	113,000
Improvements other than Buildings	13,186,153	84,501,072	57,032,680	27,497,300
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>30,132,000</u>
Total	<u>31,796,864</u>	<u>112,533,233</u>	<u>85,930,564</u>	<u>50,197,015</u>

FAIRVIEW GOLF COURSE

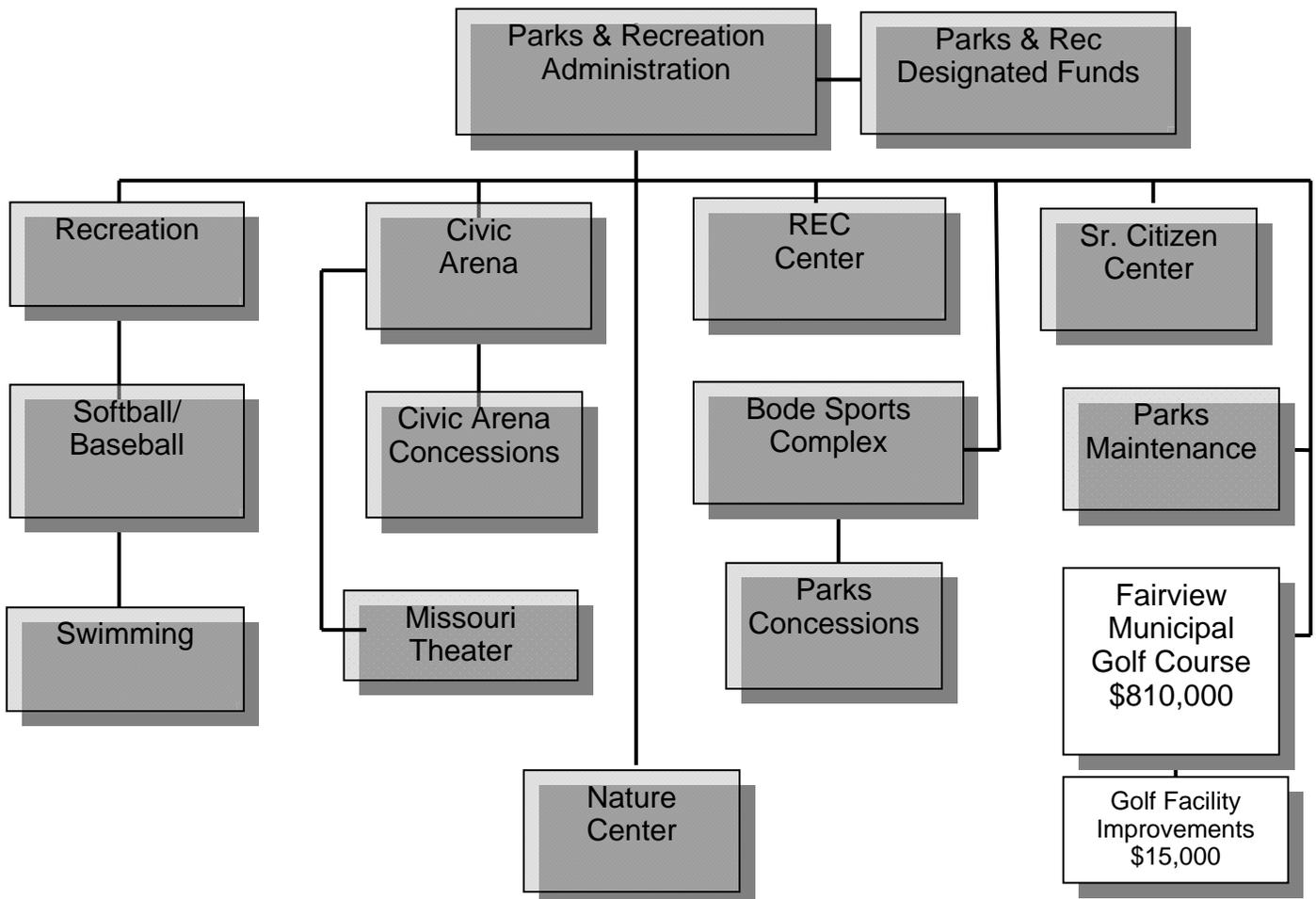
The Municipal Golf Fund accounts for the revenues and expenditures involved in the administration and operation of the Fairview Golf Course under the direction of the Parks & Recreation Department.

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.

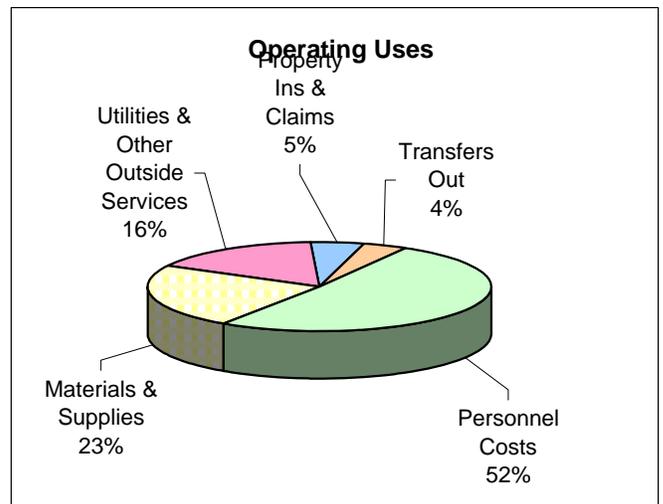
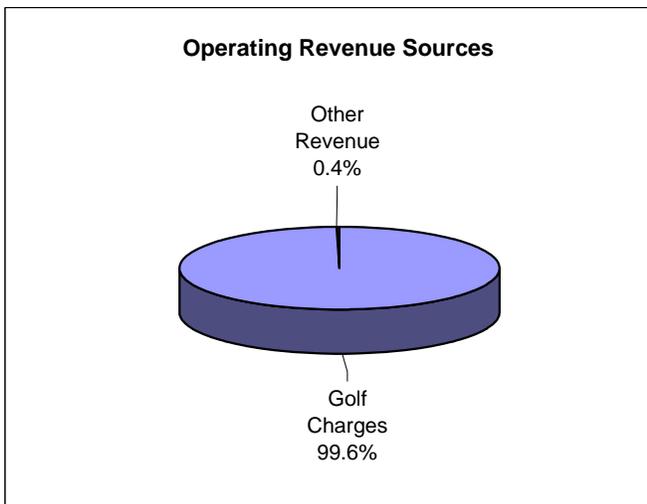
TOTAL BUDGETED RESOURCES: \$ 825,000

PLANNED USE BY PROGRAM:



MUNICIPAL GOLF COURSE FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			3,647	6,430
Golf Charges	771,258	838,800	770,200	810,585
Other Revenue	26,139	1,250	605	3,000
Investment Earnings	-97	25	0	0
Transfer In	0	0	35,000	0
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>797,300</u>	<u>840,075</u>	<u>805,805</u>	<u>813,585</u>
USES				
Salaries & Wages	301,159	289,413	294,387	324,480
Employee Benefits & Payroll Taxes	69,548	76,193	76,202	83,192
Materials & Supplies	199,672	204,900	205,700	186,900
Utilities & Other Outside Services	178,169	153,105	169,769	131,400
Property Ins & Claims	4,809	4,896	3,896	38,957
Transfers Out	40,553	53,068	53,068	33,500
Operating Capital Equipment	0	0	0	12,000
	<u>793,910</u>	<u>781,575</u>	<u>803,022</u>	<u>810,429</u>
Net Surplus (Deficit)			2,783	3,156
ENDING OPERATING FUND BALANCE:			<u>6,430</u>	<u>9,586</u>
Components of Fund Balance:				
Assigned:			7,980	9,310
RESERVED OPERATING FUND BALANCE:			(1,550)	276
Beginning Capital Fund Balance:			1,887	3,774
SOURCES				
Golf Surcharge	23,181	25,500	25,500	23,500
Interest Earnings/Transfers In	9,950	100	100	100
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	<u>33,131</u>	<u>25,600</u>	<u>25,600</u>	<u>23,600</u>
USES				
Golf Improvements, Capital Project	35,414	23,713	23,713	15,014
Net Capital Surplus (Deficit)	(2,283)	1,887	1,887	8,586
ENDING CIP FUND BALANCE:			3,774	12,360
TOTAL USES	<u>829,324</u>	<u>805,288</u>	<u>826,735</u>	<u>825,443</u>



MUNICIPAL GOLF FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Golf Daily Surcharge	21,339	24,000	22,000	22,000
Membership Surcharge	25,077	27,000	26,500	25,500
Daily Green Fees	121,807	145,000	118,000	128,000
Annual Golf Fees	116,088	109,000	120,000	130,785
Locker Rental Fees	4,338	4,800	4,800	4,800
Tournament Green Fees	58,061	65,000	54,400	60,000
Golf Cart Rental	203,489	233,000	210,000	210,000
Summer Juniors' Camp Program	2,940	3,000	3,000	5,000
Meeting/Banquet Room Rental	16,402	15,000	15,000	15,000
Driving Range	19,107	21,500	20,000	20,000
Golf Pro Shop	48,790	42,000	48,000	48,000
Golf Concessions	157,001	175,000	154,000	165,000
	<u>794,439</u>	<u>864,300</u>	<u>795,700</u>	<u>834,085</u>
Other Revenue				
Donations	424	1,250	2,750	3,000
Gift Certificate Revenue	24,018	0	(2,245)	0
Other Revenue, Long/Short	1,697	0	100	0
	<u>26,139</u>	<u>1,250</u>	<u>605</u>	<u>3,000</u>
Investment Earnings				
Interest Income	(97)	125	100	100
	<u>(97)</u>	<u>125</u>	<u>100</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	9,950	0	35,000	0
	<u>9,950</u>	<u>0</u>	<u>35,000</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(60,387)	0	0
Total	<u>830,431</u>	<u>805,288</u>	<u>831,405</u>	<u>837,185</u>

MUNICIPAL GOLF FUND

EXPENDITURES

	2012-13		2013-14		2014-15
	Actual	Adopted		Estimated	Budget
		Budget	Actual		
Salaries & Wages					
Base Salaries/Wages	158,037	162,413	168,387	190,980	
Overtime	2,647	4,000	3,000	3,500	
Temporary Part-Time Wages	140,475	123,000	123,000	130,000	
	<u>301,159</u>	<u>289,413</u>	<u>294,387</u>	<u>324,480</u>	
Employee Benefits					
Lagers Pension Contribution	8,172	11,315	11,667	11,268	
FICA Contribution	18,695	17,944	18,314	20,521	
FICA Medicare	4,372	4,197	4,284	4,800	
Health Insurance	25,594	29,468	29,468	30,032	
Dental Insurance	1,091	1,140	1,140	1,140	
Federal Health Reinsurer Tax	0	130	130	130	
Life Insurance	566	649	649	764	
Long Term Disability	370	422	422	497	
Workers Compensation	8,752	10,128	10,128	13,240	
Car Mileage	1,269	300	0	300	
Confer/Train/Travel	667	500	0	500	
	<u>69,548</u>	<u>76,193</u>	<u>76,202</u>	<u>83,192</u>	
Materials & Supplies					
Office Supplies	1,619	1,400	1,400	1,400	
Janitorial Supplies	3,346	2,500	3,300	2,500	
Recreation Supplies	27,764	35,000	28,000	28,000	
Motor Fuel and Lubricants	31,528	33,000	30,000	30,000	
Minor Equipment	4,772	12,000	22,000	4,000	
Materials for Resale	129,552	120,000	120,000	120,000	
Other Supplies	1,091	1,000	1,000	1,000	
	<u>199,672</u>	<u>204,900</u>	<u>205,700</u>	<u>186,900</u>	
Services					
Professional Services	9,850	7,000	9,000	9,000	
Memberships/Books	1,265	500	1,175	1,175	
Communication Services	3,570	2,405	3,000	3,000	
Postage	123	100	200	100	
Advertising	5,965	3,000	4,100	3,900	
Licenses/Permits	1,557	800	970	800	
Printing & Binding	626	400	400	400	
Gas Service	2,820	2,500	2,500	2,500	
Electric Service	14,157	11,500	14,000	14,000	
Water Service	65,781	57,000	57,000	62,000	
Vehicle/Equipment Rent	41,554	42,600	47,000	13,525	
M&R - Building & Facilities	13,871	13,200	10,000	10,200	
M&R - Machinery & Equipment/Commun	15,668	11,500	15,000	10,000	
M&R - Motor Vehicles	1,463	500	1,700	500	
Laundry Services & Other Services	600	600	4,224	600	
	<u>178,870</u>	<u>153,605</u>	<u>170,269</u>	<u>131,700</u>	
Other Charges					
Debt Service (Equipment Lease)	0	0	0	49,275	
Insurance/Judgement & Claims	4,809	4,896	3,896	4,360	
Transfer to General Fund	38,373	48,708	48,708	29,140	
Transfer to General Fund - Computer	2,180	4,360	4,360	4,396	
	<u>45,362</u>	<u>57,964</u>	<u>56,964</u>	<u>87,171</u>	
Capital Outlay					
Machinery & Equipment	24,739	14,713	14,713	12,000	
Improv Other Than Buildings	9,974	8,500	8,500	0	
	<u>34,713</u>	<u>23,213</u>	<u>23,213</u>	<u>12,000</u>	
Total	<u>829,324</u>	<u>805,288</u>	<u>826,735</u>	<u>825,443</u>	

PUBLIC WORKS DEPARTMENT

MASS TRANSIT SERVICES

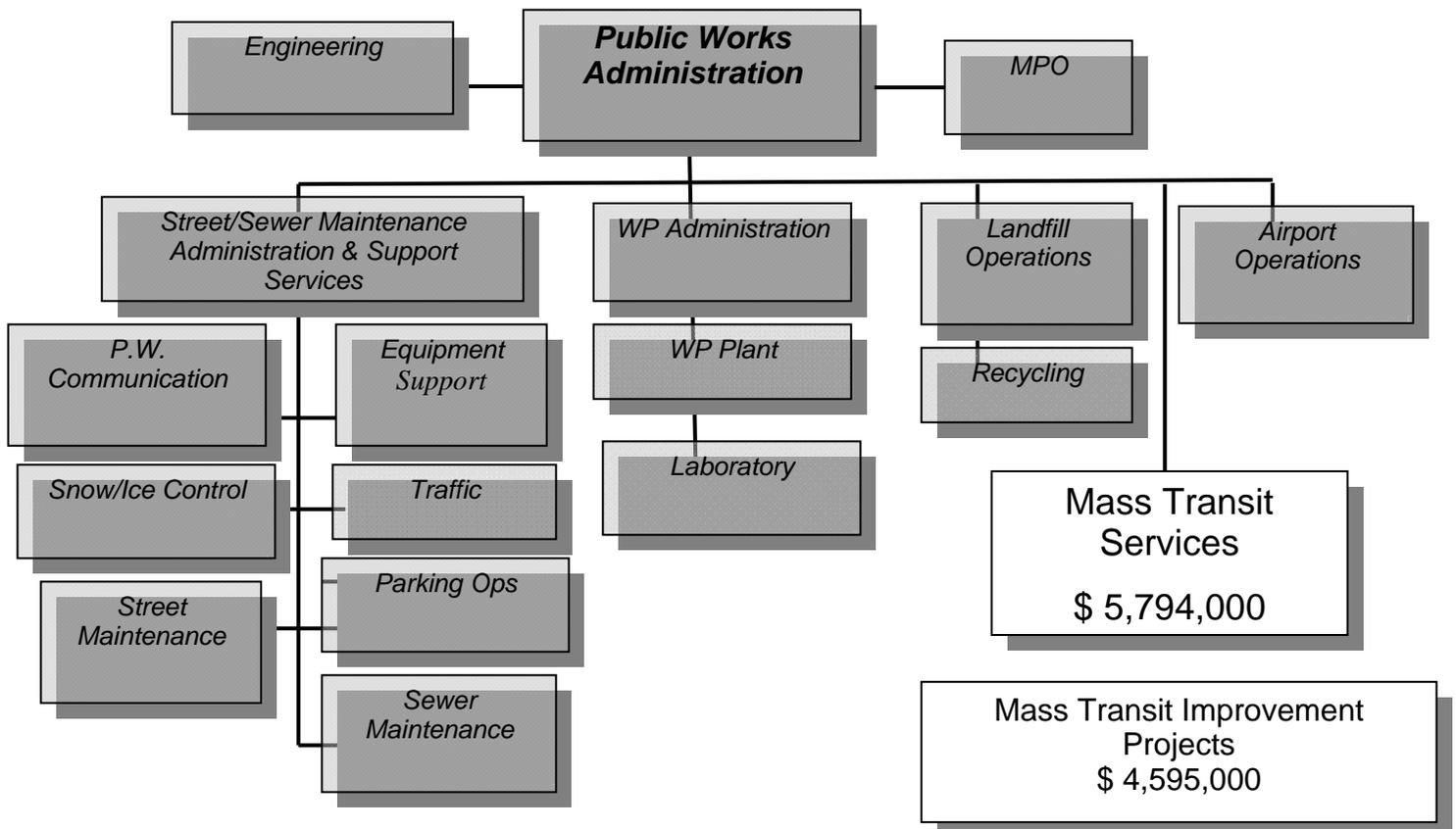
This fund was established to account for the operation of the City bus system and service. While the fund is under the direction of the Public Works & Transportation Department, the transit system itself is managed through contract by an outside firm.

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.

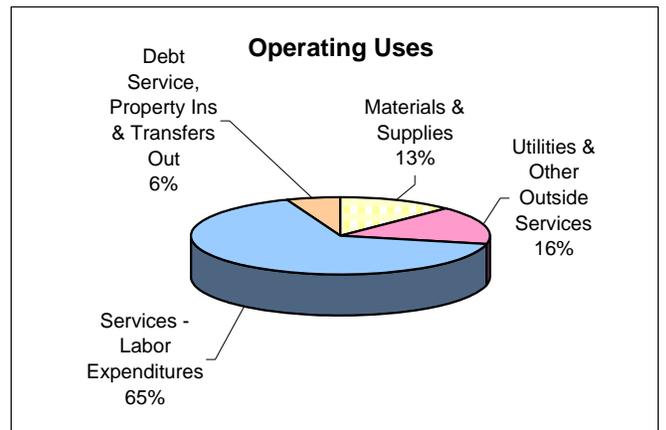
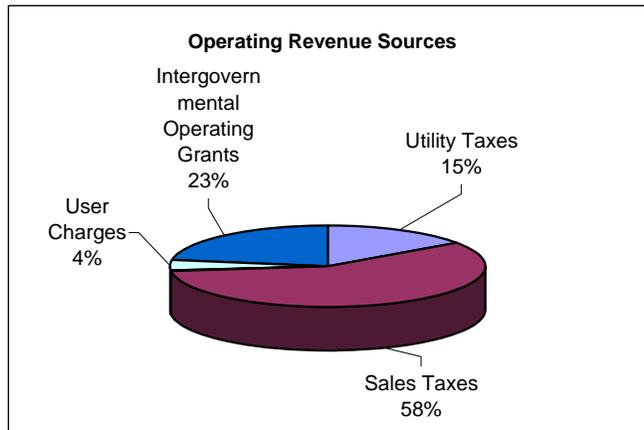
TOTAL BUDGETED RESOURCES: \$ 10,389,000

PLANNED USE BY PROGRAM:



MASS TRANSIT FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			11,066,227	13,057,822
Utility Taxes	1,154,809	1,183,050	1,179,420	1,151,820
Sales Taxes	4,249,381	4,290,615	4,295,676	4,322,895
Charges for Services	921	800	800	800
User Charges	309,307	306,700	313,000	318,000
Other Revenue	40,750	4,100	5,840	3,500
Investment Earnings	14,129	8,500	8,500	8,500
Intergovernmental Operating Grants	1,521,162	1,689,156	1,700,656	1,689,156
Fund Balance Appropriation	0	-1,492,352	0	0
TOTAL SOURCES	7,290,459	5,990,569	7,503,892	7,494,671
USES				
Employee Travel & Training	5,474	6,900	6,700	6,900
Materials & Supplies	584,495	729,995	546,022	724,995
Utilities & Other Outside Services	745,059	893,320	817,045	902,632
Services - Labor Expenditures	3,579,067	3,660,523	3,719,890	3,816,273
Debt Service, Property Ins & Transfers Out	255,406	291,831	422,640	343,115
TOTAL FUND	5,169,501	5,582,569	5,512,297	5,793,915
Net Surplus (Deficit)	2,120,958	408,000	1,991,595	1,700,756
ENDING OPERATING FUND BALANCE:		408,000	13,057,822	14,758,578
Components of Fund Balance:				
Assigned Bus Replacement Funds:			712,040	846,060
RESERVED OPERATING FUND BALANCE:			12,345,782	13,912,518
Beginning Capital Fund Balance:			(44,978)	(34,778)
SOURCES				
Grants & Entitlements	799,083	1,632,000	15,500	3,676,000
Appropriated from Assigned Bus Replacement	0	408,000	0	846,060
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	799,083	2,040,000	15,500	4,522,060
USES				
Transit CIP Projects	32,731	2,040,000	5,300	4,595,000
Net Capital Surplus (Deficit)			10,200	(72,940)
ENDING CIP FUND BALANCE:			(34,778)	(107,718)
TOTAL USES	5,202,232	7,622,569	5,517,597	10,388,915



MASS TRANSIT FUND REVENUES

	2012-13	2013-14		2014-15
	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	4,571,355
Sales Tax Contra Account	(1,000,959)	(1,041,575)	(959,514)	(966,710)
EATS (TIF generated sales tax)	712,889	744,020	712,900	718,250
	<u>4,249,381</u>	<u>4,290,615</u>	<u>4,295,676</u>	<u>4,322,895</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	13,500
	<u>309,307</u>	<u>306,700</u>	<u>313,000</u>	<u>318,000</u>
Other Revenue				
Recovery/Reimbursements	27,372	0	340	0
Concessions / Other Revenue	14,299	4,900	6,300	4,300
	<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	3,676,000
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>5,365,156</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(1,492,352)	0	0
Total	<u>8,089,542</u>	<u>7,622,569</u>	<u>7,519,392</u>	<u>11,170,671</u>

MASS TRANSIT FUND

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Car/Mileage Allow	0	200	0	200
Confer/Train/Travel	5,474	6,700	6,700	6,700
	<u>5,474</u>	<u>6,900</u>	<u>6,700</u>	<u>6,900</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	269,692
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	22,500
Permits & Recording Fees	753	950	950	950
Printing & Binding	8,019	9,000	9,000	9,000
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	30,055
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	3,816,273
	<u>4,324,127</u>	<u>4,553,843</u>	<u>4,536,935</u>	<u>4,718,905</u>
Other Charges				
Insurance	100,213	140,453	271,262	150,213
Transfer to Computer Network	16,350	17,440	17,440	17,440
Transfer to General Fund	138,843	133,938	133,938	175,462
	<u>255,406</u>	<u>291,831</u>	<u>422,640</u>	<u>343,115</u>
Capital Outlay & Public Improvements				
Motor Vehicles	0	1,875,000	0	4,500,000
Machinery & Equipment	32,731	165,000	5,300	90,000
Improv. Other Than Buildings	0	0	0	5,000
	<u>32,731</u>	<u>2,040,000</u>	<u>5,300</u>	<u>4,595,000</u>
Total	<u>5,202,233</u>	<u>7,622,569</u>	<u>5,517,597</u>	<u>10,388,915</u>

PUBLIC WORKS DEPARTMENT

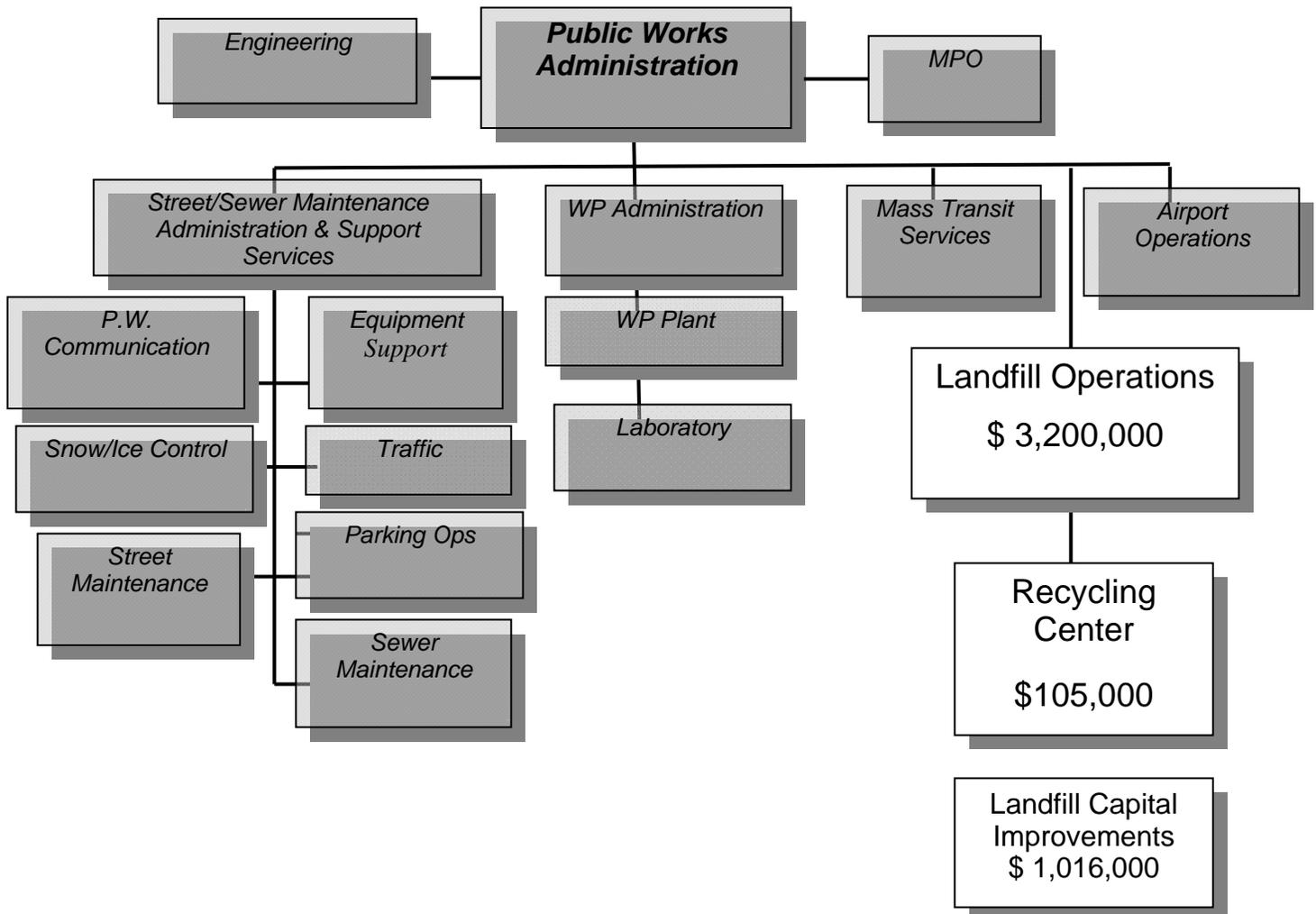
LANDFILL OPERATIONS

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.

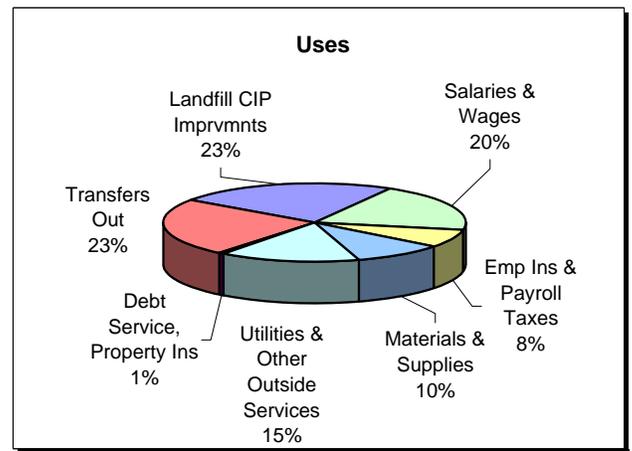
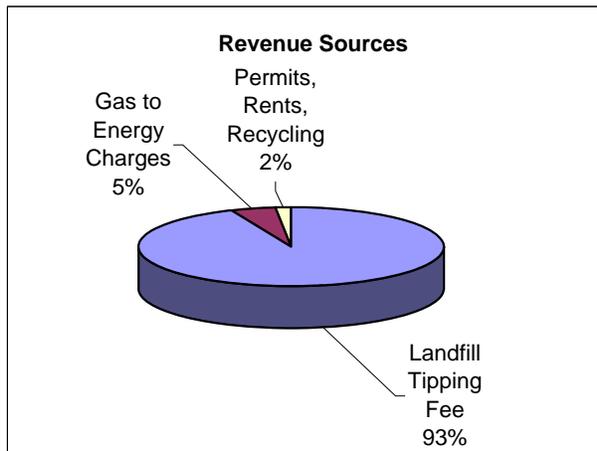
TOTAL BUDGETED RESOURCES: \$ 4,321,000

PLANNED USE BY PROGRAM:



LANDFILL FUND SUMMARY

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
		Beginning FB:		
SOURCES			8,228,800	7,744,396
Permits	3,180	3,100	3,100	3,100
Rents	3,774	3,500	3,675	3,700
Landfill Tipping Fee	2,747,829	3,400,500	2,700,000	2,700,000
Gas to Energy Charges	154,973	140,000	140,000	140,000
Other Revenue	32,182	1,500	6,595	1,800
Recycling Revenue	25,733	37,000	38,500	38,500
Investment Earnings	13,370	11,000	10,050	10,100
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>2,981,041</u>	<u>3,596,600</u>	<u>2,901,920</u>	<u>2,897,200</u>
USES - Operating				
Salaries & Wages	792,040	811,400	776,476	853,896
Employee Benefits & Payroll Taxes	287,998	311,655	298,515	327,388
Materials & Supplies	385,938	415,650	337,050	415,650
Utilities & Other Outside Services	611,822	626,240	687,385	646,940
Debt Service, Property Ins	49,628	32,952	33,224	27,803
Transfers Out	1,073,585	1,057,210	1,032,915	1,032,915
Capital Outlay	19,988	0	116	0
TOTAL OPERATING USES	<u>3,220,999</u>	<u>3,255,107</u>	<u>3,165,681</u>	<u>3,304,592</u>
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Program	752,933	976,000	220,643	1,016,000
TOTAL USES	<u>3,973,932</u>	<u>4,231,107</u>	<u>3,386,324</u>	<u>4,320,592</u>
Net Budget Surplus (Deficit)			(484,404)	(1,423,392)
ENDING OPERATING FUND BALANCE:			<u>7,744,396</u>	<u>6,321,004</u>
Components of Fund Balance:				
Designated Closure/Post Closure Reserve:			\$5,519,180	\$5,341,145
Assigned - 27th Payroll:			\$36,480	\$42,560
RESERVED OPERATING FUND BALANCE:			\$2,188,736	\$937,299



LANDFILL FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Permits				
Trash Hauler Permits	3,180	3,100	3,100	3,100
	<u>3,180</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
Rent				
Farm Land Rent	3,774	3,500	3,675	3,700
	<u>3,774</u>	<u>3,500</u>	<u>3,675</u>	<u>3,700</u>
Charges for Services				
Landfill Tipping Fees	2,747,829	3,400,500	2,700,000	2,700,000
Gas to Energy Sales	154,973	140,000	140,000	140,000
	<u>2,902,802</u>	<u>3,540,500</u>	<u>2,840,000</u>	<u>2,840,000</u>
Other Revenue				
Recycling Revenue	25,733	37,000	38,500	38,500
Advertising	1,000	1,500	1,500	1,500
Other	31,182	0	5,095	300
	<u>57,915</u>	<u>38,500</u>	<u>45,095</u>	<u>40,300</u>
Investment Earnings				
Interest Income	13,387	10,000	10,000	10,000
Interest on Accounts Receivable	(17)	1,000	50	100
	<u>13,370</u>	<u>11,000</u>	<u>10,050</u>	<u>10,100</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	634,507	0	0
Total	<u>2,981,041</u>	<u>4,231,107</u>	<u>2,901,920</u>	<u>2,897,200</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	748,115	756,575	737,749	799,071
Overtime	41,646	53,500	37,500	53,500
Out of Title Pay	547	0	180	0
Sick Leave Buy Back	1,731	1,325	1,047	1,325
	<u>792,039</u>	<u>811,400</u>	<u>776,476</u>	<u>853,896</u>
Employee Benefits				
Lagers Pension Contribution	44,975	54,953	52,599	58,655
FICA Contribution	49,226	50,303	47,556	52,705
FICA Medicare	11,512	11,766	11,112	12,326
Health Insurance	135,716	147,340	140,340	150,160
Dental Insurance	5,684	5,700	5,415	5,700
Federal Health Reinsurer Tax	0	630	630	630
Life Insurance	2,691	3,012	3,012	3,400
Unemployment Claims	4,175	0	0	0
Long Term Disability	1,718	1,959	1,959	2,210
Workers Compensation	23,742	28,392	28,392	34,002
Confer/Train/Travel	8,558	7,600	7,500	7,600
	<u>287,997</u>	<u>311,655</u>	<u>298,515</u>	<u>327,388</u>

LANDFILL FUND EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	2,931	4,100	4,300	4,100
Janitorial Supplies	1,632	2,100	2,300	2,100
Safety Equip/Clothing	4,312	5,550	5,550	5,550
Motor Fuel and Lubricants	340,132	350,000	280,000	350,000
Minor Equipment	19,712	15,200	15,900	15,200
Street Maintenance Supplies	6,920	20,000	20,000	20,000
Other Materials/Supplies	10,300	18,700	9,000	18,700
	<u>385,939</u>	<u>415,650</u>	<u>337,050</u>	<u>415,650</u>
Services				
Professional Services	314,154	272,790	372,000	272,790
Memberships	923	600	700	600
Periodicals & Books	175	500	500	500
Telephone Service	5,182	4,400	4,400	4,400
Postage	332	500	500	500
Freight	2,132	4,000	3,055	4,000
Advertising	16,018	12,000	12,600	12,000
Permits & Recording Fees	5,106	12,400	6,000	12,400
Printing & Binding	615	500	1,450	500
Gas Service	5,065	8,000	11,000	8,000
Electric Service	10,802	13,000	11,500	13,000
Water Service	398	600	600	600
Vehicle/Equipment Rental	7,052	250	600	250
M&R - Office Equipment	0	1,600	0	1,600
M&R - Building & Facilities	6,332	8,000	11,000	7,500
M&R - Machinery & Equipment	102,442	78,600	79,900	78,600
M&R - Motor Vehicles	31,231	20,000	20,000	20,000
M&R - Communications Equipment	3,970	4,000	5,000	4,000
Major Repairs & Replacements	8,968	9,700	9,700	9,700
Towing Services	0	200	0	200
Laundry Services	3,857	4,100	4,900	4,100
MO DNR Fees	62,422	100,000	40,000	100,000
Other Services	49,547	70,500	91,980	91,700
	<u>636,723</u>	<u>626,240</u>	<u>687,385</u>	<u>646,940</u>
Other Charges				
Principal & Interest	2,523	2,059	2,059	0
Other Debt Charges	1,527	3,090	3,090	0
Insurance	44,247	25,803	26,075	25,803
Judgments & Claims	1,330	2,000	2,000	2,000
Transfer to General Fund	740,975	724,600	700,305	700,305
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>1,123,212</u>	<u>1,090,162</u>	<u>1,066,139</u>	<u>1,060,718</u>
Capital Outlay & Public Improvements				
Motor Vehicles	140,401	0	0	25,000
Machinery & Equipment	606,322	836,000	50,159	771,000
Improvements Other than Buildings	0	140,000	50,000	220,000
Software Purchases	999	0	0	0
	<u>747,722</u>	<u>976,000</u>	<u>100,159</u>	<u>1,016,000</u>
Total	<u>3,973,632</u>	<u>4,231,107</u>	<u>3,265,724</u>	<u>4,320,592</u>

PUBLIC WORKS DEPARTMENT

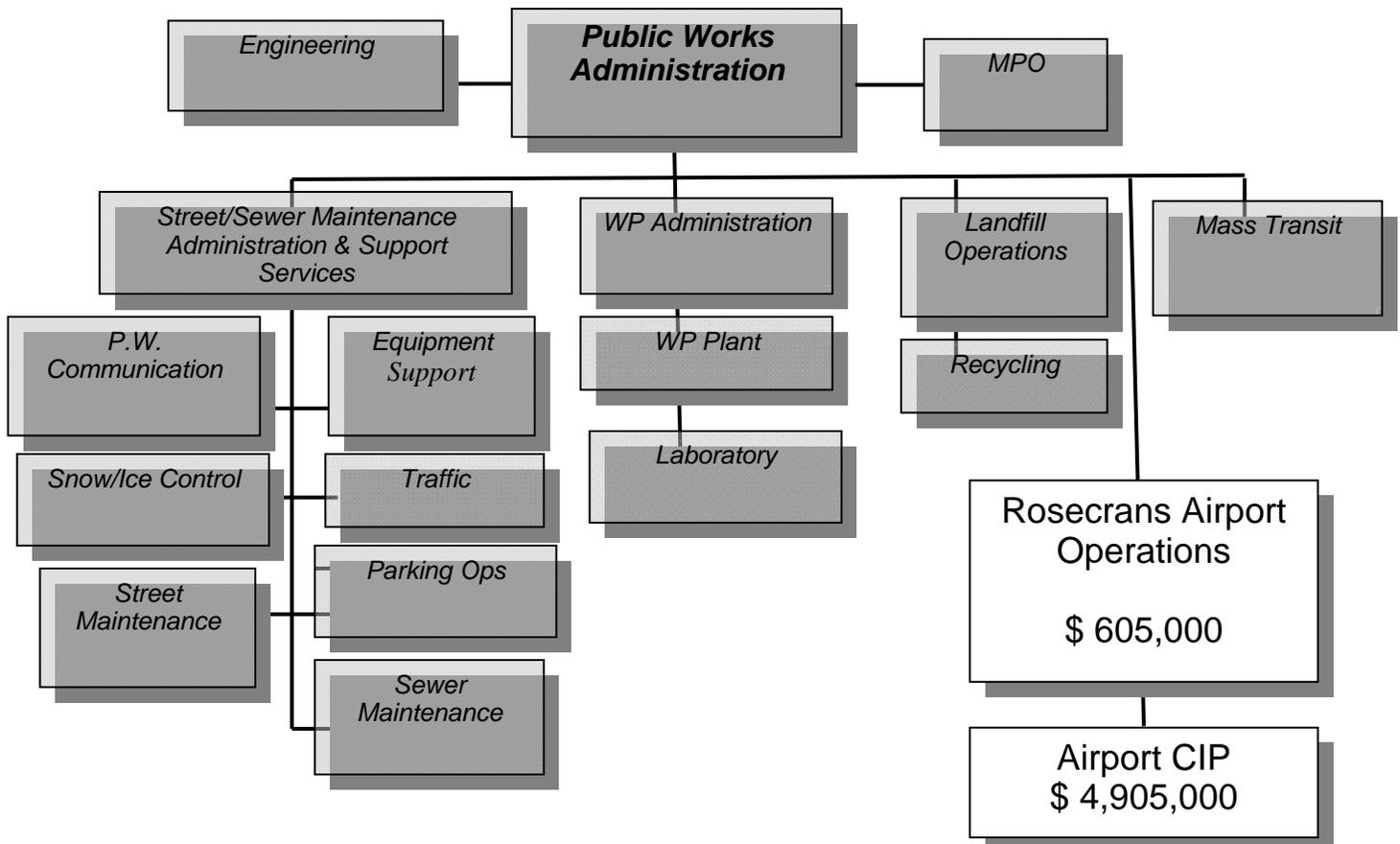
ROSECRANS MUNICIPAL AIRPORT

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 latest CIP Sales Tax initiative also approved \$500,000 over the five-year period of the sales tax for use in matching state and federal funding of projects.

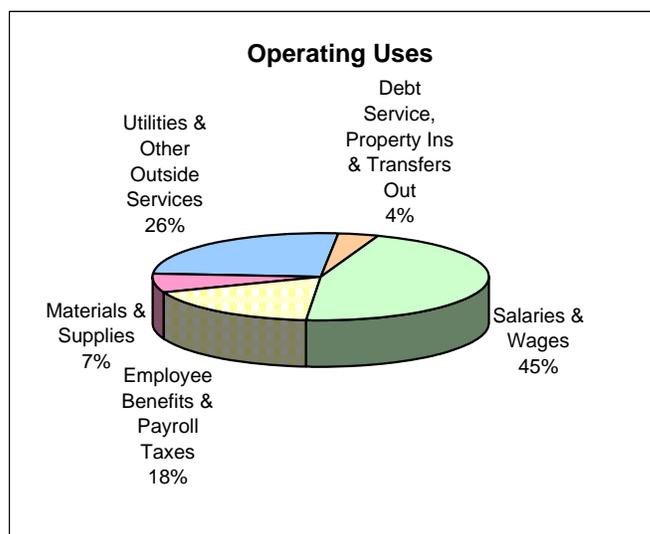
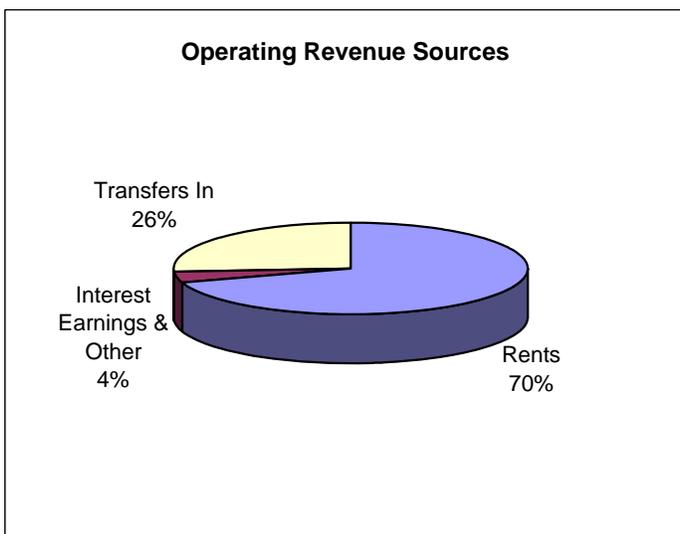
TOTAL BUDGETED RESOURCES: \$ 5,510,000

PLANNED USE BY PROGRAM:



AVIATION FUND SUMMARY

	2012-13		2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget	Budget
SOURCES					
Beginning Operating FB:			(995)		82,310
Rents	441,539	440,044	465,377		383,724
Other Revenue	22,394	21,000	23,605		21,000
Investment Earnings	57	100	200		100
Transfers In	108,290	221,290	221,290		143,290
Fund Balance Appropriation	0	0	0		0
TOTAL SOURCES	572,280	682,434	710,472		548,114
USES					
Salaries & Wages	225,247	266,485	266,282		277,401
Employee Benefits & Payroll Taxes	74,997	104,579	98,637		107,707
Materials & Supplies	31,134	53,505	34,200		41,840
Utilities & Other Outside Services	111,851	143,774	116,735		154,554
Debt Service, Property Ins & Transfers Out	88,770	111,313	111,313		23,753
Capital Outlay	0	0	0		0
TOTAL FUND	531,999	679,656	627,167		605,255
Net Surplus (Deficit)	40,281	2,778	83,305		(57,141)
ENDING OPERATING FUND BALANCE:			82,310		25,169
Components of Fund Balance:					
Assigned:			10,450		12,540
RESERVED OPERATING FUND BALANCE:			92,760		37,709
Beginning Capital Fund Balance:			347,163		347,163
SOURCES					
Grants/Entitlements	30,563	855,000	534,878		4,870,122
Transfers In/Other Revenue	13,961	130,000	0		35,000
Appropriated from Fund Balance					
TOTAL SOURCES	44,524	985,000	534,878		4,905,122
USES					
Aviation Projects in Capital Project Fund	166,555	950,000	534,878		4,905,122
Net Capital Surplus (Deficit)	(122,031)	35,000	0		0
ENDING RESERVED CIP FUND BALANCE:			347,163		347,163
TOTAL USES	698,554	1,629,656	1,162,045		5,510,377



AVIATION FUND REVENUES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	93,188	95,877	94,448	94,488
Airport Restaurant Rent	3,360	5,700	3,368	5,100
Life Net Lease	6,017	6,195	6,195	6,195
Farm Land Rent	49,045	49,045	48,548	48,548
Air National Guard Rent	138,902	122,600	146,954	76,511
BMS Warehouse Rent	0	7,430	12,667	7,430
F.B.O. Lease	78,728	79,537	79,537	79,537
Federal Aviation Administration Rent	72,299	73,660	73,660	65,915
	<u>441,539</u>	<u>440,044</u>	<u>465,377</u>	<u>383,724</u>
Other Revenue				
Sale of Gas & Oil	17,987	19,750	19,750	19,750
Recycling Revenue	2,411	0	1,400	0
Recovery/Reimbursements/Other Rev	1,996	1,250	2,455	1,250
	<u>22,394</u>	<u>21,000</u>	<u>23,605</u>	<u>21,000</u>
Investment Earnings				
Interest Income	57	100	200	100
	<u>57</u>	<u>100</u>	<u>200</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	(1)	855,000	0	315,000
State Airport Aid Grant	0	0	187,208	0
FEMA/SEMA Reimbursements	0	0	(14,980)	0
MO Air National Guard Grant	30,564	0	347,670	4,555,122
	<u>30,563</u>	<u>855,000</u>	<u>519,898</u>	<u>4,870,122</u>
Interfund Transfers In				
Transfer from General Fund	0	113,000	113,000	20,000
Transfer from Gaming Fund	60,000	60,000	60,000	75,000
Transfer from Water Protection Fund	48,290	48,290	48,290	48,290
Transfer from CIP Sales Tax Fund	13,961	130,000	0	35,000
	<u>122,251</u>	<u>351,290</u>	<u>221,290</u>	<u>178,290</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	81,752	(37,778)	(68,325)	57,141
Total	<u>698,556</u>	<u>1,629,656</u>	<u>1,162,045</u>	<u>5,510,377</u>

EXPENDITURES

	2012-13	2013-14		2014-15
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	214,159	253,185	259,282	269,901
Overtime	6,584	13,300	7,000	7,500
Temporary/Part-Time Wages	4,504	0	0	0
	<u>225,247</u>	<u>266,485</u>	<u>266,282</u>	<u>277,401</u>
Employee Benefits				
Lagers Pension Contribution	11,097	18,121	18,158	19,141
FICA Contribution	13,815	16,522	16,561	17,199
FICA Medicare	3,231	3,864	3,873	4,022
Health Insurance	30,429	44,202	42,000	45,048
Dental Insurance	1,471	1,710	1,495	1,710
Federal Health Reinsurer Tax	0	160	160	160
Life Insurance	765	1,013	1,013	1,110

AVIATION FUND

EXPENDITURES

	2012-13	2013-14		2014-15
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Employee Benefits Con't				
Long Term Disability	479	659	659	721
Workers Compensation	7,880	9,328	9,328	11,096
Car/Mileage Allowance	102	200	390	200
Confer/Train/Travel	4,492	8,800	5,000	7,300
Other Compensation	1,238	0	0	0
	<u>14,191</u>	<u>18,987</u>	<u>15,377</u>	<u>19,317</u>
Materials & Supplies				
Office Supplies	835	1,400	800	1,400
Janitorial Supplies	1,145	2,000	2,000	2,000
Safety Equip/Clothing	1,455	1,500	1,500	1,500
Chemicals/Drugs/Med Supply	67	0	0	0
Motor Fuel and Lubricants	20,264	26,105	14,400	19,550
Minor Equipment	4,384	9,000	3,500	5,000
Street Maintenance Supplies	0	9,000	9,000	9,000
Other Materials/Supplies	2,984	4,500	3,000	3,390
	<u>31,134</u>	<u>53,505</u>	<u>34,200</u>	<u>41,840</u>
Services				
Professional Services	49,696	350,000	447,878	350,000
Memberships	971	1,420	1,000	1,220
Periodicals & Books	315	450	450	460
Communication Services	5,360	4,845	4,845	4,965
Postage	381	500	500	500
Advertising	1,460	400	200	400
Permits & Recording Fees	2,900	2,900	2,900	2,900
Printing & Binding	52	100	100	100
Gas Service	1,474	2,000	1,000	2,000
Electric Service	37,753	38,000	35,000	38,000
Water Service	1,392	2,100	1,200	2,100
Vehicle/Equipment Rent	317	2,154	500	2,004
M&R - Building & Facilities	29,483	46,000	25,000	43,000
M&R - Machinery & Equipment	8,704	9,000	9,000	9,000
M&R - Motor Vehicles	3,118	5,600	3,000	4,600
M&R - Communications Equipment	1,465	2,200	2,200	2,200
Major Repairs & Replacements	7,606	15,135	19,000	15,135
Laundry Services	1,751	2,400	2,400	2,400
Solid Waste Disposal Services	1,100	1,320	1,320	1,320
MO DNR Fees	20	150	20	150
Special Contributions	500	500	500	15,500
Other Services	6,215	6,600	6,600	6,600
	<u>162,033</u>	<u>493,774</u>	<u>564,613</u>	<u>504,554</u>
Other Charges				
Insurance/Judgement & Claims	20,925	16,298	16,298	16,298
Transfer to General Fund	64,575	90,655	90,655	2,005
Transfer to General Fund - Computer	3,270	4,360	4,360	5,450
	<u>88,770</u>	<u>111,313</u>	<u>111,313</u>	<u>23,753</u>
Capital Outlay & Public Improvements				
Improvements other than Buildings	116,373	600,000	87,000	4,555,122
	<u>116,373</u>	<u>600,000</u>	<u>87,000</u>	<u>4,555,122</u>
Total	<u>698,556</u>	<u>1,629,656</u>	<u>1,162,045</u>	<u>5,510,377</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: \$ 13,041,000

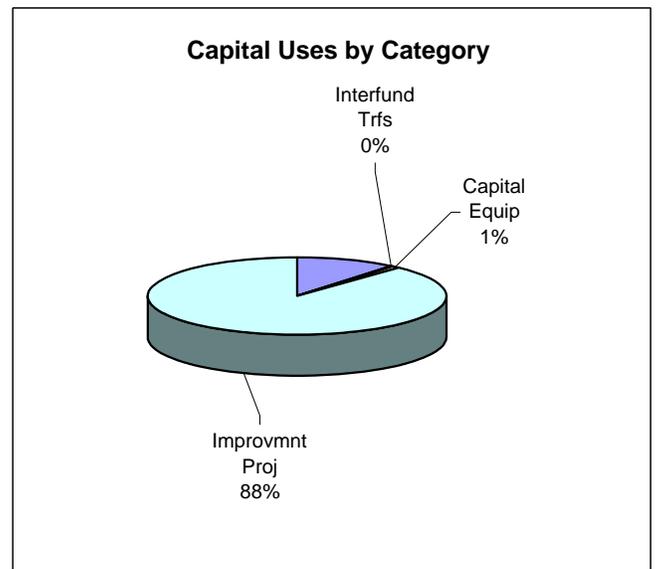
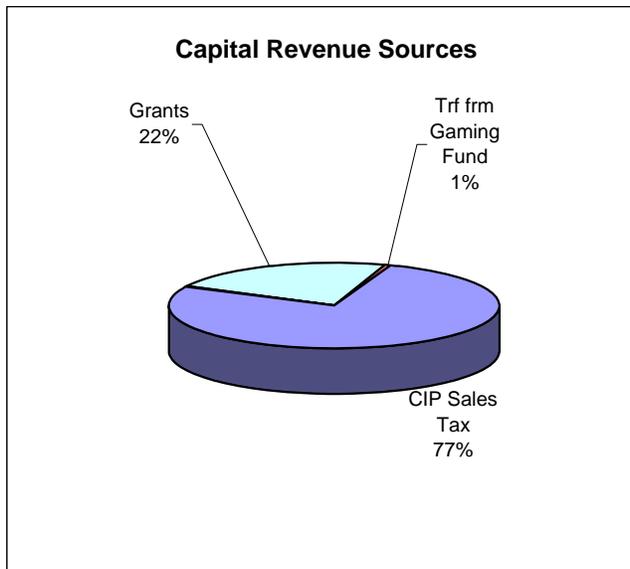
PLANNED USE BY PROGRAM:

Capital Projects
(Non-Enterprise)

\$ 13,041,000

CAPITAL PROJECTS FUND SUMMARY

SOURCES	Projected Beginning FB:	2012-2013	2013-2014		2014-2015
		Actual	Adopted Budget	Estimated Actual	Budget
				<u>\$9,413,800</u>	<u>\$10,479,081</u>
CIP Sales Tax		5,483,011	5,529,260	5,610,215	5,652,295
Other Misc Revenues		195,233	0	397,653	0
Interest Earnings		17,275	20,000	20,000	20,000
Intergovernmental/Grants		951,068	124,000	1,015,291	1,640,290
Transfer from General Fund		354,480	150,000	615,029	0
Transfer from Gaming Fund		133,695	50,000	0	50,000
Transfer from CDBG Fund		250,000	0	0	0
Transfer from Museum Fund		32,982	109,826	109,826	0
Appropriation from Fund Balance		0	5,615,410	0	0
TOTAL SOURCES		<u>7,417,744</u>	<u>11,598,496</u>	<u>7,768,014</u>	<u>7,362,585</u>
USES					
Professional Services/Materials & Supplies		211,729	880,000	642,658	1,425,000
Interfund Trfs		176,559	130,000	0	35,000
Capital Equip		115,014	1,207,000	2,971,451	95,685
Improvmt Proj		2,263,300	9,381,496	3,088,624	11,485,152
TOTAL USES		<u>2,766,602</u>	<u>11,598,496</u>	<u>6,702,733</u>	<u>13,040,837</u>
Net Surplus (Deficit)				1,065,281	(5,678,252)
ENDING RESERVED FUND BALANCE:				\$10,479,081	\$4,800,829



CAPITAL PROJECTS FUND REVENUES

	2012-2013	2013-2014		2014-2015
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,051,189	6,121,350	6,121,350	6,167,260
Sales Tax Contra Account	(1,334,812)	(1,388,765)	(1,279,370)	(1,288,965)
EATS	766,634	796,675	768,235	774,000
	<u>5,483,011</u>	<u>5,529,260</u>	<u>5,610,215</u>	<u>5,652,295</u>
Other Revenue				
Donations/Refunds/Ins Proceeds/Etc	195,233	0	397,653	0
	<u>195,233</u>	<u>0</u>	<u>397,653</u>	<u>0</u>
Investment Earnings				
Interest Income	17,275	20,000	20,000	20,000
	<u>17,275</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Bode Trust	49,961	0	0	0
Trans Enhancement Grant	0	24,000	0	0
STP/FHWA Grant	315,553	100,000	114,930	1,640,290
Buchanan County 911	0	0	857,945	0
SEMA Homeland Security Grant	30,331	0	0	0
American Rec Reinvest Capital	555,223	0	42,416	0
	<u>951,068</u>	<u>124,000</u>	<u>1,015,291</u>	<u>1,640,290</u>
Interfund Transfers In				
Transfer from General Fund	354,480	150,000	615,029	0
Transfer from CDBG Fund	250,000	0	0	0
Transfer from Gaming Fund	133,695	50,000	0	50,000
Transfer from Museum Fund	32,982	109,826	109,826	0
	<u>771,157</u>	<u>309,826</u>	<u>724,855</u>	<u>50,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	5,615,410	0	0
Total	<u>7,417,744</u>	<u>11,598,496</u>	<u>7,768,014</u>	<u>7,362,585</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	2012-2013	2013-2014		2014-2015
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Materials and Supplies	2,078	0	7,130	0
Professional Services	164,263	880,000	631,363	1,425,000
Other Services	41,515	0	0	0
Advertising/Postage/Printing	3,873	0	4,165	0
	<u>211,729</u>	<u>880,000</u>	<u>642,658</u>	<u>1,425,000</u>
Capital Outlay				
Office Equipment	63,018	0	0	0
Motor Vehicles	0	712,000	698,912	95,685
Machinery & Equipment	9,600	0	32,666	0
Radio & Communication Equipment	0	495,000	2,205,445	0
Software Purchases	42,395	0	34,428	0
	<u>115,013</u>	<u>1,207,000</u>	<u>2,971,451</u>	<u>95,685</u>
Public Improvements				
Land	39,218	1,452,462	20,000	930,800
Buildings	879,117	341,826	1,689,624	192,312
Improvements other than Buildings	1,172,816	3,240,333	354,000	4,853,290
Streets, Curbs & Sidewalks	172,149	4,346,875	1,025,000	5,508,750
	<u>2,263,300</u>	<u>9,381,496</u>	<u>3,088,624</u>	<u>11,485,152</u>
Interfund Transfers				
Transfer to General Fund	162,598	0	0	0
Transfer to Aviation	13,961	130,000	0	35,000
	<u>176,559</u>	<u>130,000</u>	<u>0</u>	<u>35,000</u>
Total	<u>2,766,601</u>	<u>11,598,496</u>	<u>6,702,733</u>	<u>13,040,837</u>

Supplementary Information

Supplemental information is presented providing the reader with further information useful in understanding the financial position of the city or of the budget document.

- **Debt Service**
- **Glossary**

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 (EIERA) in cooperation with the Missouri Department of Natural Resources and the Missouri Clean Water Commission. The EIERA 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 EIERA 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 infrastructure improvements related to the project. This issue was refinanced in

MUNICIPAL DEBT DISCUSSION

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 pumps. 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 \$980,423,321

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>	
		<u>0</u>

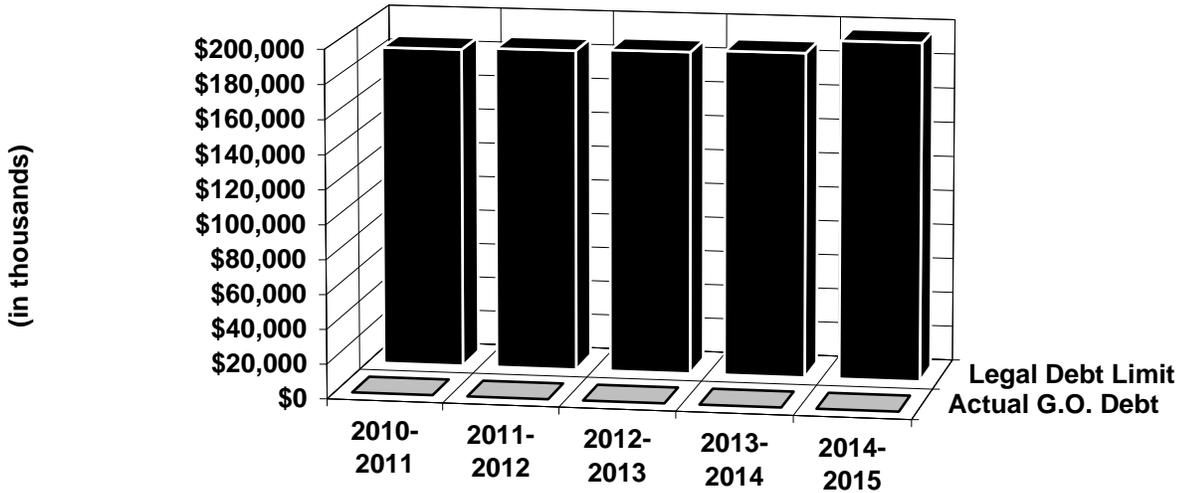
	<u> \$196,084,664 </u>
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GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(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					
Actual Debt (net)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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	800,000	Sewer	7/1/2015
1997 - Sewerage System	6,515,000	1,500,000	Sewer	1/1/2017
2003 - Sewer Revenue Bonds	777,000	430,000	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
	<u>88,260,000</u>	<u>73,390,000</u>		
<i>Capital Lease Obligations</i>				
2011 - Office Copiers	198,695	46,256	General	4/30/2015
2012 - REC Center Fitness Equipment	156,180	48,969	General	5/19/2015
2012 - Hasler Mail Machine	16,089	6,896	General	2/14/2016
2012 - Hasler Folder/Inserter	13,869	7,960	Sewer	8/24/2016
2013 - Ford Taurus	10,914	6,885	General	6/30/2016
2013 - Green/Fairway Mowers	68,582	41,114	Golf	6/5/2017
2013 - Golf Carts	209,000	199,740	Golf	2/15/2018
	<u>673,328</u>	<u>357,820</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	1,515,000	General	3/1/2024
2005 - IDA A & B (Shoppes TIF)	42,985,000	34,570,000	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	4,160,000	Spec Alloc	3/1/2029
2011 - MDFB A(Triumph) 2004 Refncd	6,685,000	5,350,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	20,760,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	7,695,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer)	8,825,000	7,700,000	Sewer	11/1/2024
	<u>117,400,000</u>	<u>102,160,000</u>		
<i>Total All Debt</i>	<u><u>206,333,328</u></u>	<u><u>175,907,820</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2020-2035	
General Fund										
2011 - Office Copiers Lease Obligations										
Principal	198,695	152,439	46,256	46,256	0	0	0	0	0	46,256
Interest		29,227		1,551	0	0	0	0	0	1,551
	198,695	181,665	46,256	47,807	0	0	0	0	0	47,807
2012 - Hasler Mail Machine Lease Obligations										
Principal	16,089	9,194	6,896	4,449	2,447	0	0	0	0	6,896
Interest		484		105	20	0	0	0	0	125
	16,089	9,678	6,896	4,554	2,467	0	0	0	0	7,021
2012 - REC Center Fitness Equipment Lease Obligations										
Principal	156,180	107,211	48,969	48,969	0	0	0	0	0	48,969
Interest		5,478		614	0	0	0	0	0	614
	156,180	112,690	48,969	49,583	0	0	0	0	0	49,583
2013 - Ford Taurus Lease Obligations										
Principal	10,914	4,028	6,885	3,374	3,511	0	0	0	0	6,885
Interest		417		214	77	0	0	0	0	291
	10,914	4,445	6,885	3,588	3,588	0	0	0	0	7,176
2004 - MDFB D (LEC Expansion)										
Principal	2,425,000	910,000	1,515,000	125,000	130,000	135,000	140,000	145,000	840,000	1,515,000
Interest		805,955		66,900	61,900	56,700	50,625	44,325	116,775	397,225
	2,425,000	1,715,955	1,515,000	191,900	191,900	191,700	190,625	189,325	956,775	1,912,225
Principal	2,806,878	1,182,872	1,624,006	228,048	135,958	135,000	140,000	145,000	840,000	1,624,006
Interest		841,561		69,384	61,997	56,700	50,625	44,325	116,775	399,806
Total GF Debt	2,806,878	2,024,433	1,624,006	297,432	197,955	191,700	190,625	189,325	956,775	2,023,812
Municipal Golf										
2013 Golf Carts Lease Obligations										
Principal	209,000	9,260	199,740	28,399	29,350	30,332	20,784	90,875	0	199,740
Interest		2,260		6,161	5,210	4,228	2,256	0	0	17,856
	209,000	11,520	199,740	34,560	34,560	34,560	23,040	90,875	0	217,595
2013 Golf Mowers Lease Obligations										
Principal	68,582	27,468	41,114	13,218	13,699	14,197	0	0	0	41,114
Interest		1,960		1,496	1,015	517	0	0	0	3,028
	68,582	29,428	41,114	14,714	14,714	14,714	0	0	0	44,142
Principal	277,582	36,728	240,854	41,616	43,049	44,530	20,784	90,875	0	240,854
Interest		4,220		7,658	6,226	4,744	2,256	0	0	20,884
Total Golf Debt	277,582	40,948	240,854	49,274	49,274	49,274	23,040	90,875	0	261,738
Special Allocation (TIF)										
2005 - IDA Series A (North Shoppes TIF)										
Principal	26,000,000	5,685,000	20,315,000	730,000	785,000	890,000	950,000	1,045,000	15,915,000	20,315,000
Interest		11,362,704		1,072,500	1,030,838	986,555	939,635	888,763	4,754,833	9,673,123
	26,000,000	17,047,704	20,315,000	1,802,500	1,815,838	1,876,555	1,889,635	1,933,763	20,669,833	29,988,123
2005 - IDA Series B (North Shoppes TIF)										
Principal	16,985,000	2,730,000	14,255,000	530,000	570,000	615,000	660,000	730,000	11,150,000	14,255,000
Interest		6,735,936		760,056	730,494	698,647	664,381	627,025	3,287,747	6,768,350
	16,985,000	9,465,936	14,255,000	1,290,056	1,300,494	1,313,647	1,324,381	1,357,025	14,437,747	21,023,350
2008 - IDA Mitchell Avenue										
Principal	5,110,000	1,490,000	3,620,000	160,000	170,000	180,000	190,000	200,000	2,720,000	3,620,000
Interest		1,486,690		199,100	190,300	180,950	171,050	160,600	888,250	1,790,250
	5,110,000	2,976,690	3,620,000	359,100	360,300	360,950	361,050	360,600	3,608,250	5,410,250

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance							Remaining Total	Total Through Maturity
				2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2020-2035		
Special Allocation (TIF) - Continued											
2011 - MDFB Series A (Triumph Foods TIF)											
Principal	6,685,000	1,335,000	5,350,000	460,000	475,000	485,000	495,000	515,000	2,920,000	5,350,000	
Interest*		538,551		202,963	189,163	174,913	160,363	144,894	278,394	1,150,688	
	6,685,000	1,873,551	5,350,000	662,963	664,163	659,913	655,363	659,894	3,198,394	6,500,688	
2012 - MDFB Series B (Triumph Foods TIF)											
Principal	8,685,000	990,000	7,695,000	640,000	650,000	665,000	680,000	695,000	4,365,000	7,695,000	
Interest		385,139		248,159	237,228	223,832	208,131	189,751	583,252	1,690,352	
	8,685,000	1,375,139	7,695,000	888,159	887,228	888,832	888,131	884,751	4,948,252	9,385,352	
Principal	63,465,000	12,230,000	51,235,000	2,520,000	2,650,000	2,835,000	2,975,000	3,185,000	37,070,000	51,235,000	
Interest		20,509,020		2,482,778	2,378,022	2,264,896	2,143,560	2,011,032	9,792,475	21,072,762	
Total Spec Allocation	63,465,000	32,739,020	51,235,000	5,002,778	5,028,022	5,099,896	5,118,560	5,196,032	46,862,475	72,307,762	
Sewer											
2012 - Hasleer Folder/Insertor											
Principal	13,869	5,908	7,960	3,494	3,564	902	0	0	0	7,960	
Interest		439		133	63	5	0	0	0	201	
	13,869	6,348	7,960	3,627	3,627	907	0	0	0	8,161	
1993 - Sewerage System Revenue Bonds											
Principal	10,308,000	9,508,000	800,000	800,000	0	0	0	0	0	800,000	
Interest		7,473,992		43,200	0	0	0	0	0	43,200	
	10,308,000	16,981,992	800,000	843,200	0	0	0	0	0	843,200	
1997 - Sewerage System Revenue Bonds (1997D)											
Principal	6,515,000	5,015,000	1,500,000	475,000	500,000	525,000	0	0	0	1,500,000	
Interest		4,101,736		66,875	40,688	13,781	0	0	0	121,344	
	6,515,000	9,116,736	1,500,000	541,875	540,688	538,781	0	0	0	1,621,344	
2003 - Sewerage System Revenue Bonds											
Principal	777,000	347,000	430,000	40,000	40,000	45,000	45,000	45,000	215,000	430,000	
Interest		301,479		21,218	19,378	17,498	15,338	13,133	28,265	114,828	
	777,000	648,479	430,000	61,218	59,378	62,498	60,338	58,133	243,265	544,828	
2007 - Sewerage System Revenue Bonds											
Principal	20,410,000	0	20,410,000	0	0	670,000	1,260,000	1,315,000	17,165,000	20,410,000	
Interest		5,354,815		988,581	988,581	988,581	988,581	904,981	4,663,075	9,522,381	
	20,410,000	5,354,815	20,410,000	988,581	988,581	1,658,581	2,248,581	2,219,981	21,828,075	29,932,381	
2011 - Sewerage System MDFB Series E											
Principal	22,275,000	1,515,000	20,760,000	580,000	600,000	620,000	645,000	670,000	17,645,000	20,760,000	
Interest		2,506,722		1,009,263	991,863	973,863	949,063	923,263	9,418,044	14,265,356	
	22,275,000	4,021,722	20,760,000	1,589,263	1,591,863	1,593,863	1,594,063	1,593,263	27,063,044	35,025,356	
2012 - MDFB C - WWT Plant Expansion - BUILD Bond Portion											
Principal	1,946,230	417,711	1,528,519	225,355	237,117	249,532	262,437	276,160	277,918	1,528,519	
Interest		184,670		75,854	64,099	51,730	38,715	25,025	10,619	266,042	
	1,946,230	602,381	1,528,519	301,209	301,216	301,262	301,152	301,185	288,537	1,794,561	
2012 - MDFB C - WWT Plant Expansion - City Portion											
Principal	6,878,770	707,289	6,171,481	374,645	377,883	385,468	392,563	398,840	4,242,082	6,171,481	
Interest		193,639		162,921	156,676	150,595	144,560	138,600	499,112	1,252,465	
	6,878,770	900,928	6,171,481	537,566	534,559	536,063	537,123	537,440	4,741,194	7,423,946	
2013 - State Revolving Loan Funds											
Principal	14,660,000	0	14,660,000	0	603,000	617,000	632,000	646,000	12,162,000	14,660,000	
Int & Admin Fee		51,066		193,512	191,532	183,526	175,336	166,947	1,357,712	2,268,565	
	14,660,000	51,066	14,660,000	193,512	794,532	800,526	807,336	812,947	13,519,712	16,928,565	
2014 - State Revolving Loan Funds											
Principal	56,000,000	0	56,000,000	0	0	2,233,000	2,293,000	2,353,000	49,121,000	56,000,000	
Int & Admin Fee		0		439,600	879,200	1,424,949	1,367,176	1,307,860	12,792,038	16,892,023	
	56,000,000	0	56,000,000	439,600	879,200	3,657,949	3,660,176	3,660,860	61,913,038	72,892,023	
Principal	139,783,869	17,515,908	122,267,960	2,498,494	2,361,564	5,345,902	5,530,000	5,704,000	100,828,000	122,267,960	
Interest		20,168,559	0	3,001,157	3,332,079	3,804,527	3,678,768	3,479,808	28,768,865	46,065,204	
Total Sewer Debt	139,783,869	37,684,467	122,267,960	5,499,651	5,693,643	9,150,430	9,208,768	9,183,808	129,596,865	168,333,165	
Total All Debt											
Principal	206,333,328	30,965,509	175,367,820	5,288,158	5,190,571	8,360,433	8,665,784	9,124,875	138,738,000	175,367,820	
Interest		41,523,360		5,560,977	5,778,323	6,130,868	5,875,209	5,535,165	38,678,115	67,558,656	
Total Debt Service	206,333,328	72,488,868	175,367,820	10,849,135	10,968,894	14,491,301	14,540,993	14,660,040	177,416,115	242,926,476	

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
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)
WPC	Water Pollution Control
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.

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.

GLOSSARY

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.

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

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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.

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.

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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 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.

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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 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.

GLOSSARY

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.