

CITY OF ST. JOSEPH MISSOURI



**ADOPTED BUDGET
FISCAL YEAR 2016 – 2017**



FY2016-2017

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 Kitty Karr, Administrative Services Department*

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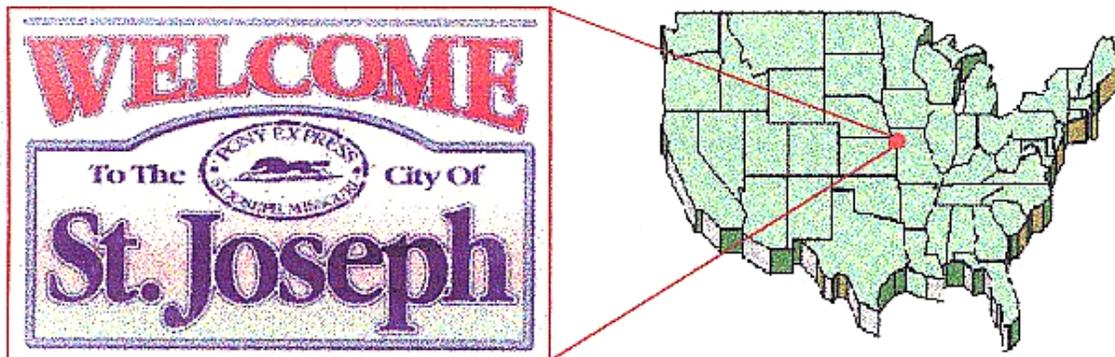
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CITY OF ST. JOSEPH

The City of St. Joseph was incorporated as a village in 1827, 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 appointed 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

MANAGEMENT TEAM AND ADVISORY BODIES

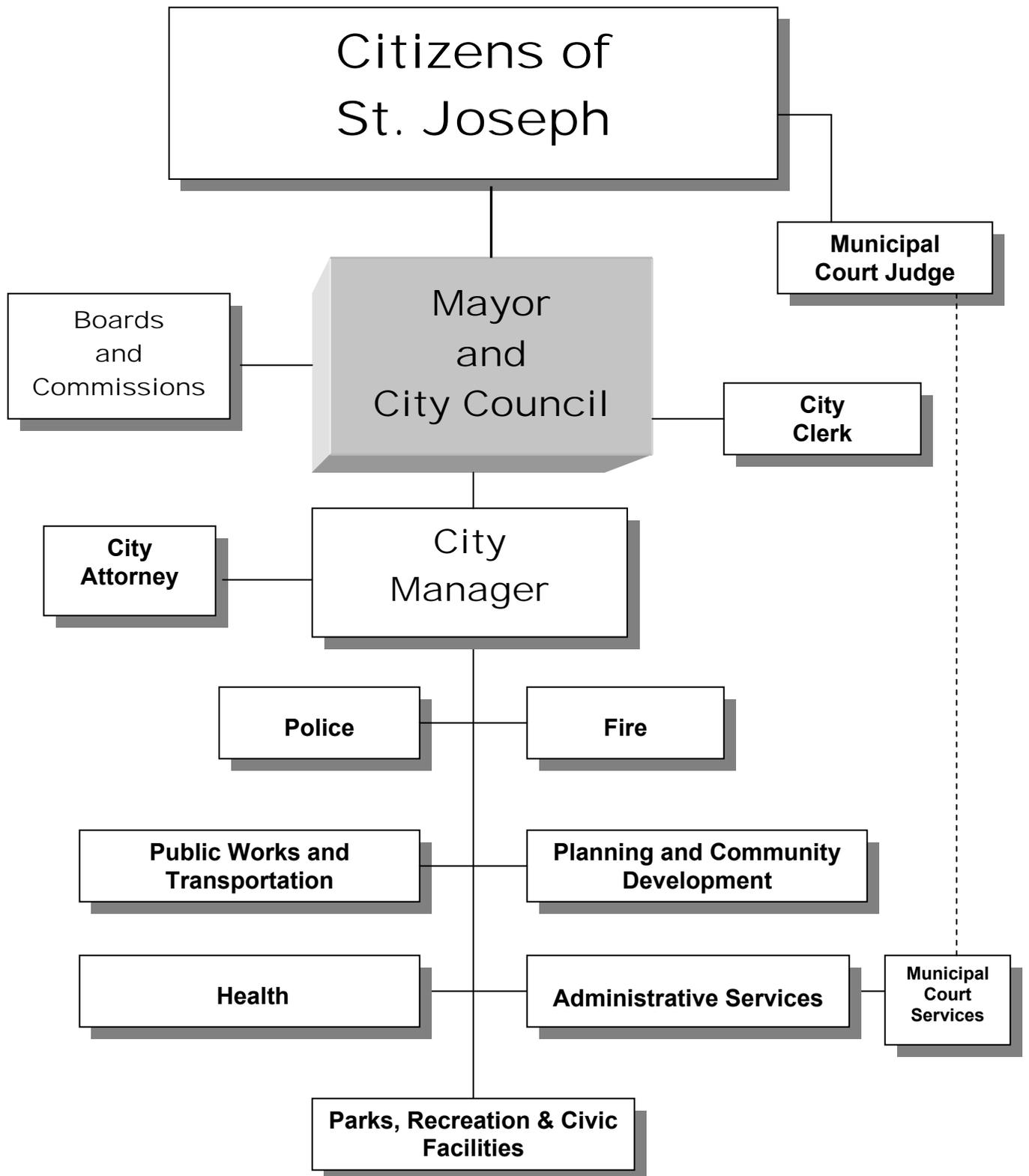
J. Bruce Woody
City Manager

Administrative Services	Gia Scruggs
City Attorney	Bryan Carter
City Clerk	Paula Heyde
Fire Chief	Michael Dalsing
Parks, Recreation & Civic Facilities	Chuck Kempf
Planning & Community Development	Clint Thompson
Police Chief	Chris Connally
Public Health	Debra Bradley
Public Works & Transportation	Bill Heatherman

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
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	Special Business District Board
Industrial Development Authority	Tax Increment Financing Commission
Landfill Clearance for Redevelopment Authority	Traffic Commission Board
	Tree Board
	Zoning Adjustment Board

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

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

i. **INTRODUCTION**

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

CITY MANAGER'S TRANSMITTAL LETTER & REVENUE DISCUSSION

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

CITY MISSION AND POLICIES

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

OVERVIEW

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

ii. **OPERATING DEPARTMENTS BUDGET DETAILS**

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

iii. **FUND SUMMARIES**

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

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

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

iv. **SUPPLEMENTAL INFORMATION**

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

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

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

CITY MANAGER'S BUDGET TRANSMITTAL

May 2, 2016

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 2017 (FY17) Proposed Annual Budget.

FY2017 will be a big year for capital improvements. Numerous street improvement projects go to construction, work begins on the Missouri River levees, a new parking garage will be built downtown, the design for two new fire stations start this year and numerous environmental/regulatory projects will be built for the city's wastewater utility. Concurrently, there are many private sector projects under construction downtown, in the Stockyards Industrial Park, along the Belt Highway, and other locations around town. It is an exciting time in St. Joseph!

As we look ahead to next year, financial planning is an important part of shaping the city's future and stating priorities. The City Council's annual budget is the single most important document in communicating the policy priorities of the governing body. And this year's budget continues to reflect the City Council's responsiveness to priorities identified in the 2014 St. Joseph Community Survey and the City Council's strategic plan. It includes appropriations that continue to increase our level of street maintenance using proceeds from the Use Tax, which was approved by voters in April, 2015. It also increases the size of our police force by another two officers. Both were needs identified as priorities in the community survey.

But, the concurrent challenge is to do this work while also addressing the responsibility to provide efficient and fiscally responsible public services. An annual budget must achieve a fine balance between the vast numbers of tasks to be accomplished and the limited amount of resources necessary to accomplish those tasks. Then once adopted, a budget also provides accountability for the use of those limited public resources. While the capital budget is significantly larger next year, the operating budget shrank by 1.5%.

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 5, 2016.

OPERATING BUDGET OVERVIEW – FY2017

The fiscal year 2017 operating budget shows a decrease of 1.5% in FY17. In recent years, the operating budget has been increasing at a rate of 7-8% per year, in large part due to increased staffing in the police department following passage of the public safety tax, plus some additional staffing at the wastewater

CITY MANAGER'S BUDGET TRANSMITTAL

treatment plant to operate new environmental systems added in FY14 and FY15. However, it is the capital budget that continues to drive the annual swings in the overall budget from year to year. In fiscal years 2014 and 2015 there was a large capital budget due to regulatory and environmental compliance mandates by the federal (EPA) and state (MDNR) governments requiring the addition of two new treatment processes at our wastewater utility. We added a disinfection process in FY2014 and started a two-year construction project to add ammonia removal in FY2015. FY2016 saw the conclusion of the ammonia project, but nothing else new at the treatment plant. But, FY2016 was the beginning of design work on the next, and largest, of our combined sewer overflow (CSO) projects, Blacksnake Creek Stormwater Separation project. In FY2017 the Blacksnake Creek project will be bid and goes to construction utilizing a low-interest loan from the State Revolving Fund (SRF). Operating expenses for the wastewater utility continue to rise as a response to those mandates and the required debt service to pay for the improvements.

The combined effect for the overall budget is a 67% increase over last year.

The proposed budget for FY2017 totals \$234,435,794 and compares to the adopted annual budget for FY2016, as follows:

Expenditure Component	Proposed Expenditure FY2017	Adopted Expenditure FY2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$113,034,583	\$114,713,000	(\$1,678,417)	(1.5)%
Capital Improvements	\$121,425,211	25,574,000	\$95,851,211	375%
Total	\$234,459,794	\$140,287,000	\$94,172,794	67%

Operating Revenues

The operating revenue component of the City's FY2016 Proposed Annual Budget, net of Capital Project receipts, transfers, bonds, Special Allocation Fund revenues and capital grants, are projected to increase. This does not, as yet, include the revenues from rate increases in the Water Protection Fund. When the current rate study is complete, the proposed revenue increase will be made part of the adopted budget.

Sales tax revenues continue to improve leading ahead of last year this time around 1.37%. However, I am pleased to also report that the significant jump in tax receipts comes from the use tax which voters approved in April of 2015. Unlike sales tax which usually only varies 1-4% in any given year, use tax is heavily influenced by construction activity and can therefore vary by 30-50%. For our FY2016 program we budgeted a revenue projection of only \$290,000 since we had no experience in this unpredictable revenue source, but hopefully anticipated receipts approaching \$1.0 million. Fortunately, the city has benefitted from several construction projects last year which pay use tax, including a large electric utility project out in Buchanan County that stored its construction materials inside city limits. Good performance in general, plus having a number of large construction projects, has resulted in use tax revenues projected to exceed \$3.2 million by the end of FY2016. As promised to voters during the use tax campaign, all proceeds in excess of the \$580,000 that was already being collected from out-of-state vehicle sales, is being used exclusively for contracted street maintenance activities. An asphalt mill & overlay contract and a concrete street repair contract were bid in the spring of 2016 using use tax revenue. We look forward to have a contracted street repair program in FY2017 that is nearly three times larger than the one in FY2015 thanks to the support of St. Joseph voters.

CITY MANAGER'S BUDGET TRANSMITTAL

Meanwhile, property tax revenues continue to remain basically flat compared to the current year's receipts, as are franchise taxes and most other major sources of revenue.

Operating Expenditures

The net operating expenditure component of the City's FY2017 Proposed Annual Budget (excluding Special Allocation Funds, CIP programs, cell phone expenditures) decreased by 1.5% or \$1.7 million above that adopted by the City Council for FY2016.

Another increase affecting departments city-wide is my recommendation for a proposed 3.0% cost of living increase for all employees. In 2012 a compensation and classification study was conducted and a revised wage scale was enacted. We eliminated the step matrix plan that contained 4-5% steps in favor of an open plan that allowed for yearly Cost of Living Adjustments (COLAs) based on the Consumer Price Index (CPI) and performance of General Fund revenues to keep current with the market. Another key component to staying in market is conducting a 5-year review to confirm if the pay ranges are keeping up with the regional wage trends. FY17 will be the fifth year since the original study so we have budgeted a compensation study update for this next year. The total impact to wages and benefits in FY17 for this year's cost of living adjustment is projected at \$1,264,250.

While there are many capital and supplemental changes to the FY2017 operations budgets, I have listed just a few that are of more general interest to the Council, below.

Selected Changes in Operating Expenditures – By Department	Increase (Decrease)
All departments- 3% COLA	\$1,264,250
Public Works	
Replace street sweeper	\$145,000
Replace four, 5-ton dump bodies	\$48,000
1-ton truck w/utility body and lift gate	\$53,000
½-ton pickup (Traffic Division)	\$25,500
Repairs to garages at 6 th & Jules and 5 th & Faraon	\$75,000
Water Protection, internal street maintenance at plant	\$34,000
Landfill, professional services	(\$84,260)
Mass Transit, new busses (match money for 12)	\$4,500,000
Fire Department	
Purchase new Safety Trailer (education tool for children)	\$69,862
Purchase two new pumpers	\$1,096,342
Extrication kit	\$31,234
Police Department	
Mandatory ballistic vests	\$53,400
Training budget increase	\$20,000
Parks & Recreation Department	
Sport fence	\$10,000
MWSU Indoor Pool Agreement	\$61,400
RecTrac hardware and software	\$11,000

CITY MANAGER'S BUDGET TRANSMITTAL

Nature Center – Permanent internet service upgrade	\$32,500
REC Ctr.- Cardio fitness equipment replacement	\$88,460
Civic Arena floor port repairs	\$51,860
40' Aerial boom truck	\$130,000
Bode Ice Arena, parking lot repairs	\$50,000

Changes in Operating Expenditures – By Department	Increase (Decrease)
Administrative Services Department	
Tech. Serv. – upgrade mail server	\$42,000
Employee online, software	\$48,000
Human Resources, compensation study	\$10,000
City Hall, dumpster enclosure	\$12,000
City Hall, vertical blinds on north side	\$10,000
Utility billing, temporary help during spring account changes	\$9,000
Planning & Community Development Department	
Prop. Maint. – additional temp employees	\$50,000
Inspector vehicle	\$12,500
General Government Departments	
Municipal Court – new carpet in staff area	\$4,500

Except for the Public Safety Fund and General Fund, personnel changes and the resulting impacts on staff costs were minimal. Only three staff are proposed to be added in FY2017. Two police officers are being added in accordance with promises made under the Public Safety tax. In prior years we have added 13 positions under the Public Safety tax. Two additional officers this year will bring that total to 15. The new hires will begin at a starting salary of \$41, 450.

The third new position is a training coordinator in the Human Resources division of the Department of Administrative Services. The city laid off this position many years during a reduction in force. I have been concerned about the reduced level of intermediate supervisory training ever since. In FY2017, we would like to fill this position again to help increase the amount of internal training we perform and to coordinate our outside training investments to maximize who benefits from our conference, training and travel budgets. This position is being budgeted at \$40,250.

Operating Fund Balance

All funds are monitored for performance and maintenance of minimum levels of savings. We continue to closely monitor the low or declining fund balance of four of the enterprise funds. 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. The Landfill fund also has designated monies set aside for closure/post-closure activities (not included in the balances listed below), which are funds to pay for environmental monitoring and controls long after the landfill has closed and there are no longer any revenues being generated.

CITY MANAGER'S BUDGET TRANSMITTAL

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

Fund	FY2012	FY2013	FY2014	FY2015	FY2016 Projected	FY2017 Projected
Aviation	(\$ 1,000)	(\$ 9,300)	\$ 200,800	\$ 180,400	\$ 187,200	\$131,500
Parking	\$ 145,400	\$ 112,200	\$ 100,000	\$ 46,400	\$ 15,200	\$(22,700)
Landfill	\$ 4,601,500	\$ 3,393,000	\$ 2,703,400	\$ 1,251,600	\$ 341,000	\$354,400
Golf	\$ 7,600	\$ (5,800)	\$ 42,300	\$ 45,200	\$ 119,400	\$149,000

Aviation: The Aviation fund has struggled since FY2012 when the National Guard Bureau first discontinued its Airport Joint Use Agreement (AJUA) payments, resulting in a loss of revenue to the Aviation Fund of over \$155,000 per year. Fortunately, they later reinstated the agreement, but at a much lower \$48,000 per year. Transfers from the General Fund and other funds were budgeted in each of the last three years to keep the fund out of a deficit position. For FY2017, the operating subsidy for this division is being increased by an additional \$20,000. It is a goal to operate the Aviation division as an enterprise fund, however it has occasionally needed support from the General Fund over the past several decades, and consistently since FY2012. For municipal aviation programs that don't have revenue from commercial air carrier services, it is common to receive support from the General fund. Fortunately, St. Joseph's aviation program has benefitted from the presence of our largest tenant, the Missouri Air National Guard. While we still greatly benefit from the significant capital improvements made at the airfield due to the influx of military construction funding, our operations program still struggles. I project a continued need for annual subsidies to help the Aviation Fund. And starting in FY2018, that need will get mildly worse as there will be a future year reduction of revenue from the Sewer fund after the land application program at the airport is nearly eliminated.

Parking: The Parking fund continues to struggle with the need for significant capital maintenance funding, but little program revenue. A series of policy decisions in the last few years continue to leave this fund realizing annual operational deficits. Several years ago, 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. Meanwhile, only a few minor capital repairs and purchases have been made in the past few years and those have been paid for from other funds. The fund is going into FY2017 with continued declining budget, although capital expenses are being budgeted through the Cell Phone fund.

One bright spot in this program is that in FY2017 the existing 8th and Felix garage will be razed and construction of a new parking garage and first floor retail shopping area will begin. This private/public partnership project will construct a new three story facility with three retail spaces on the first floor (one of them a grocery store) and two upper floors of parking totaling 300 spaces in all. 150 spaces will be for use by Mosaic's employees at the German American Bank building and the other 150 spaces will be available to the public for monthly rental. This will be a very important change for downtown and for the parking division. The capital expenses for the new garage are coming from the General fund.

Landfill: Since FY08 revenue has been on a slow decline in this fund as incoming tonnage has been on the decline. Competitor Deffenbaugh Industries owns and operates a transfer station in nearby Doniphan County and as Deffenbaugh increases their market share of the collection business there has been a corresponding decrease in tonnage coming to the city's landfill as they take most of that waste to their own facility. In the same period of time, the landfill division has taken on additional duties supporting the Property Maintenance division as well as alley maintenance work. Still, tipping fees at the St. Joseph landfill have been the lowest in the state, despite the many services that they provide. But, as discussed

CITY MANAGER'S BUDGET TRANSMITTAL

last year, these declines are affecting this fund's ability to fully support both property maintenance activities and alley maintenance work. So, beginning this year, we have moved the alley maintenance support back to the General Fund and have also reduced the payment-in-lieu-of-taxes (PILOT) fees from 7% to 4% to better support the Landfill fund balance.

Municipal Golf Course: Over the last few years, the golf course has transitioned from hiring a golf pro, who provided lessons and owned and operated the pro-shop, to contracting with a part time person to provide lessons and operating the pro-shop using city staff. While those budgeted expenses and revenues have balanced, unpredictable weather each year plays the strongest part in the overall actual performance of the fund. Golf course personnel continue to look for ways to maintain and improve revenue streams. Last year, we invested in a golf simulator as a means to keep customers coming back throughout the winter months when weather didn't otherwise allow for golf to be played on the outdoor course. I am pleased to report that the investment has proven successful as the capital investment has already paid for itself. Participants have enjoyed winter leagues and open course play all winter long. Groups can also rent simulator time in the banquet room for special events and parties. Additional revenue from this source has helped the fund maintain a consistent fund balance from last year.

Capital Budget Overview – FY2017

Capital improvement expenditures were given a slight reprieve in FY2016 at only \$25,574,000 but are on the rise again in FY2017. This year's capital program is \$121,425,211.

Environmental/regulatory projects continue to be the largest subject area of capital investment being made in FY2017. Nearly 78% of that total are projects associated with the wastewater utility, the largest of which is the combined sewer overflow (CSO) reduction project that will provide a separate stormwater system for the creek water flowing into the Blacksnake Creek combined sewer system. Next year we will also undertake a significant odor control project along Parkway A, behind Mark Twain elementary school where the Faraon Street pump station discharges into the combined sewer system. City staff has been strategically scheduling the projects to coordinate with the annual State Revolving Fund program to maximize interest rate savings using the sewer bond authority approved by voters in August 2014. The subsidized interest rate of SRF bonds are 2-3% lower than conventional bonds, which saves the rate payers millions of dollars in interest expense for construction of federal and state mandated projects for the wastewater utility.

The Missouri River Levee System (MRLS) improvements begin in FY2017. \$1.86 million will be contributed by the city next year as part of the overall 35% local match for the project. Over the next three years a total of \$3.248 million will be contributed to this important capital improvement. This \$70.71 million project requires that 35% (\$24,748,500) be provided as match money from local sources. There are six funding partners assisting with the local share, including the city, county, state and three local levee districts.

The design of two new fire stations to replace station numbers 9 and 11 begin next year. Station number 9 is being relocated to 3200 Faraon and station number 11 moves to just north of 22nd and Walnut. CIP sales tax will fund the design work in FY2017, with construction anticipated to occur in FY2018.

Several street improvements projects are scheduled for FY2017. Cook Road will be extended to St. Joseph Avenue. Karnes Road and NW Parkway will be realigned near Ferndale to make a single connection to the east side of St. Joseph Avenue in front of Krug Park. Illinois Avenue from Stockyards Expressway to the railroad tracks will be rebuilt as a public road. And, Mansfield Road from 9th and 22nd

CITY MANAGER'S BUDGET TRANSMITTAL

Streets will receive significant improvements to its vertical alinement. Lastly, a free right turn lane from westbound Gene Field Road to north bound Belt Highway will be built in FY2017.

Detail of the City's projected capital projects' spending for FY2017 can be found in the City Capital Projects section of the budget document.

Discretionary Expenditures

Being a service organization, a significant fraction of overall costs are salary and benefits. Additionally, much of our revenue is restricted or allocated to specific uses, leaving little discretionary funding. Most of the City' discretionary expenditures are those coming from the Gaming Fund and the Cell Phone receipts (cell phone franchise revenue) which total less than 1% of the overall FY17 budget. The remaining source of discretionary funding is the General fund. The ability to appropriate those funds depends on the health of the fund and favorable funds balances. In FY2017 the General fund is being used to help fund part of the city's cash match for the Missouri River Levee System improvements and a portion of the new parking garage at 8th and Felix. Its use for ongoing program expenses 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, payroll, and other expenses rise. The City has continued to look to the discretionary funds of Gaming or Cell Phone for many of those purchases.

This year, I am recommending \$117,900 in Cell Phone funds for major purchases of replacement equipment for the Parks Maintenance division and continued statue maintenance and protection. Similarly, I am recommending \$367,900 in Cell Phone funds for the purchase of capital equipment for the Street Maintenance division. I have also included \$35,000 for construction of a water line to serve the Port Authority and \$80,000 for construction of parking lot lights at the Nature Center. Combined with other items, the total for next year is \$998,900.

Proposed Cell Phone Uses:

For use by City Council:	\$315,000	Economic Development Funds, Port Authority water line, Nature Center parking lot lights, upgrade audio/video in Council Chambers.
For the Nature Ctr. and Aquatics Div.	\$97,900	Internet service upgrade at Nature Center; minor equip for Aquatics, floor repairs in Civic Arena.
For Administrative Services	\$34,000	Software training,, City Hall window blinds, and City Hall dumpster enclosure.
Transfer to Parking Fund	\$75,000	Garage repairs, 6 th & Jules/5 th & Felix.
Transfer to Public Safety/Fire Protection	\$70,000	Replace safety trailer
Transfer to Streets Maintenance Fund	\$367,000	Streets Rolling Stock & capital improvements
Transfer to Parks Maintenance Fund	\$20,000	Statue maintenance
Transfer to Aviation Fund	\$20,000	Additional operations subsidy
TOTAL:	\$998,900	

CITY MANAGER'S BUDGET TRANSMITTAL

Gaming revenues have been down slightly since FY2015, but an upward trend the last several months seems to indicate that FY2017 revenues will be fairly consistent with FY2016 at \$1.043 million. The City Council's prudent use of gaming revenues strictly for one-time needs was proven to be a wise policy decision when the fund experienced a severe downturn in FY2011 when flooding closed the casino for three months of the fiscal year. It is for that reason that past Councils have not used 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.

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
	\$185,000	Chamber Economic Development Contract
	\$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
	\$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)
Contributions/Contracts - Once or Limited		
	\$30,000	Allied Arts Association (one-year contribution)
	\$15,000	Camp Geiger - Boy Scouts
Capital Equipment/Improvements	\$0	
	\$0	
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:	\$5,000	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
TRANSFER TO PARKING FUND		
Parking Operations:	\$6,500	Reimbursement for lost revenue/waived fees at Civic Center
	\$906,160	

CITY MANAGER'S BUDGET TRANSMITTAL

Fiscal Year 2017 Opportunities and Challenges

The City Council's top goal in its Strategic Plan concerns increasing funds for street maintenance related improvements. Fortunately, Use Tax revenue was very strong in FY2016 due to several large construction projects and a major utility project that generated use tax when storing materials inside of St. Joseph. Past contracted maintenance was limited to \$1.2 million per year, but in FY2015 it increased to nearly \$3.5 million. In FY2016 an additional \$1.5 million in asphalt repairs and \$920,000 in concrete streets repairs were made above the normal contract amounts. Use tax will likely vary considerably from year to year, but we still anticipate an additional \$2 million or more of additional revenue for street maintenance as a result of this new fund source that the City Council has dedicated to contracted street maintenance.

Meanwhile, the ½ cent Capital Improvements Program Sales Tax that voters approved in 2012 which focused \$18 million of the 6-year program towards increased street maintenance and repair, will continue to fund further street maintenance improvements until it concludes in 2019.

Two years running there have been challenges in our aquatics program, mostly having to do with the inability to adequately staff lifeguard positions. FY2016 was improved and the Northside Complex pool reopened for two days per week. This coming year we are extending evening hours, adding an additional day at Northside, and making capital investment at both the Aquatic Park and Northside Complex pools. Of even greater importance, the City Council has responded to the public's request for a public indoor facility by entering into a five-year agreement with Missouri Western State University for year-round joint use of its indoor facility. In exchange for financial support of its operating cost, the public will have access to the indoor facility a minimum of 30 hours per week. Additionally, the university is making over \$550,000 in major capital improvements to the facility between May-August 2016 so the facility will be ready for use this fall. Lastly, having access to an indoor facility greatly enhances our ability to train and recruit lifeguards for the outdoor season.

There are many exciting changes happening downtown. Many of them are the result of several years of investment by the City Council in public infrastructure, such as the Felix Streetscape projects and the new surface parking lot at 5th and Edmond. Those investments have prompted private investment in property throughout downtown. The most prominent investment has been Mosaic Life Care who has chosen to move nearly 400 employees to new downtown offices in the remodeled German American Bank building. A significant amount of additional private investment and new small businesses have resulted from this decision. In addition, the city and a subsidiary of Mosaic Life Care are partnering in the construction of a new parking structure and retail space at 8th and Felix to replace an existing parking garage that has long been in need of major repairs. This partnership project is one of several aimed at fulfilling the Council strategic planning goal to "Broaden opportunities to create a vibrant downtown to encourage economic development, citizen engagement and increased residential activity."

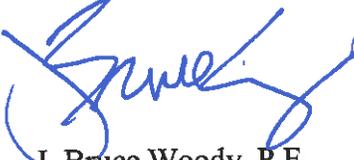
A challenge for FY2017 is to address Council's strategic plan goal to begin work to "Develop the riverfront to include recreational activities and commercial development." To aid in that effort, the public approved a 3% increase in the hotel/motel lodging tax a few years ago and over \$2 million is available to help fund these types of initiatives. I look forward to beginning that discussion following our FY2017 budget work sessions.

CITY MANAGER'S BUDGET TRANSMITTAL

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

I look forward to our review of the proposed budget during the first and second week of May.

Respectfully Submitted,

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

J. Bruce Woody, P.E.
City Manager



REVENUE DISCUSSION

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

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, Administrative Services staff may adjust its projections to reflect the probable impact on revenues of anticipated changes in the economy, legislation, inflation, and demographics.
- **Judgmental Estimates** - this method relies on a person knowledgeable in the field, often a department director, who prepares a revenue projection based on awareness of past and present conditions including fee changes, development plans, marketing campaigns, usage activity, frequency, volume, weight, and similar determinations. Examples include landfill and sewer revenue where anticipated usage, weight, and volume are major revenue determining factors.

Who Prepares Revenue Projections?

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

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

Revenue Sources

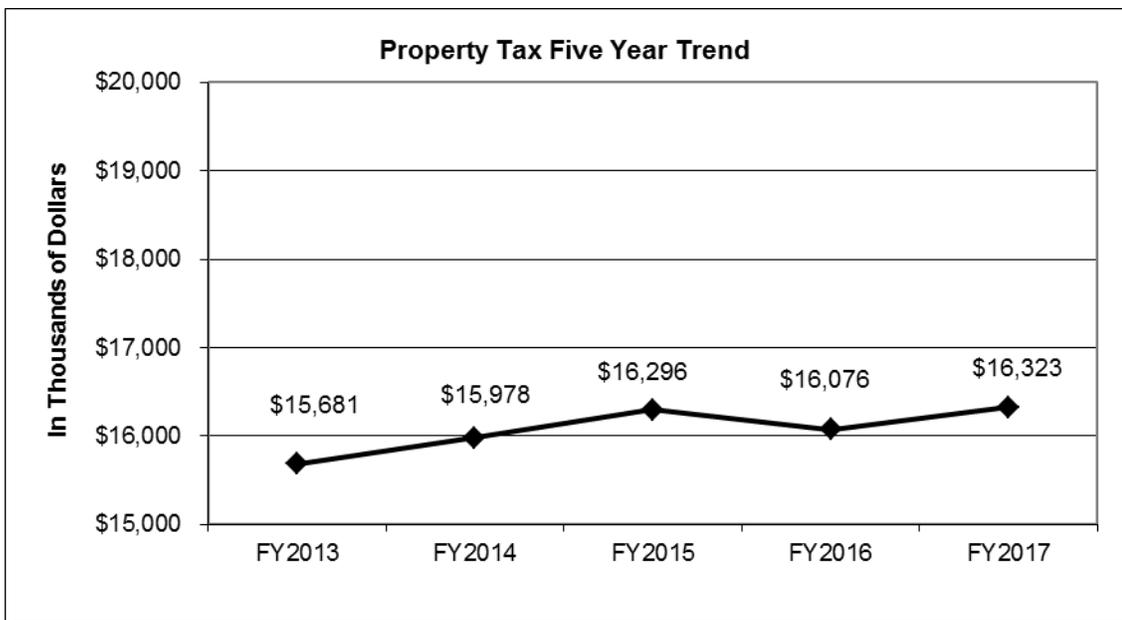
- **Property Tax** – Property taxes represent 7.0% of the City's budgeted resources. Property taxes include real, personal, public safety, railroad & utility, merchants &

REVENUE DISCUSSION

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 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 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. For FY2016 revenues were projected to increase less than 1% over the FY15 adopted budget. FY2017 is not a reassessment year, so revenue is projected to remain the same.



- Sales Tax** – Sales taxes represent 19% of the City's total revenue. 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 Maintenance Fund). Effective July 1, 2015, the City added the ability to collect the Use Tax (equal to the City's current sales tax rate at any given time) on goods and materials bought outside of the state (General Fund with a little more than 90% designated towards Street Maintenance & Enhancement).

Revenue Assumptions – Beginning around FY2000 the annual growth in sales taxes slowed to an average of 1% to 1.5%. Staff remained cautiously optimistic that the local

REVENUE DISCUSSION

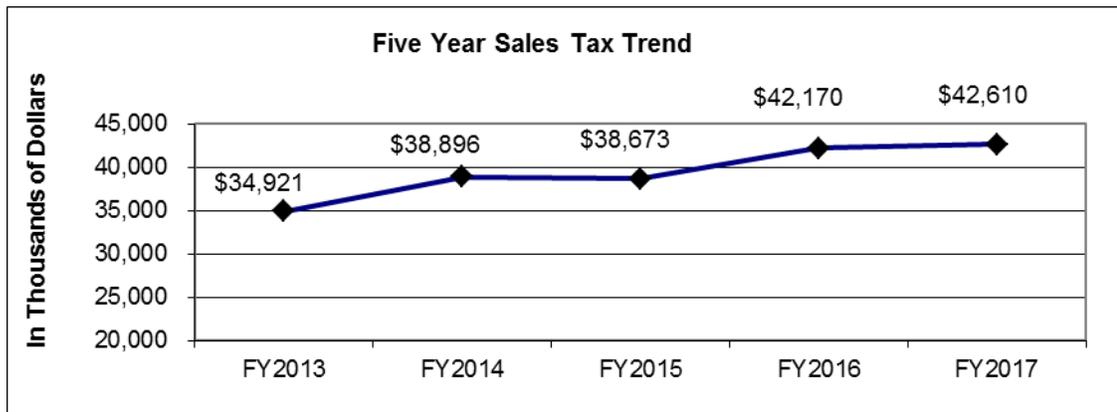
economy would continue to hold its own against the nation-wide economic slow-down in the recent past. Several major economic boosts – the development of a second shopping center in the northeast section of the City, redevelopment and expansion at the local mall continues, several smaller retail/commercial developments, and the development of a major food processing plant just south of the downtown area – have allowed the area to at least maintain a stable sales tax base.

At three-quarters of the way through this fiscal year, retail sales tax revenues are running almost 2% over the same period last year. This is the good news, but last year at this time we were 8% above FY2015, but ended the year at 2.6% over FY2015 actual. As a result, FY2016 projections have been lowered to .75% over FY2015 actual revenue and FY2017 projected to be .75% over FY2016 projected.

FY2015 Hotel/Motel tax revenues exceeded FY2014 actual revenue by 18%. FY2016 is projected to be another positive year at 10% above FY2015 actual. The weather and fuel prices are all contributing to a positive travel year. Hotel/Motel tax projections for FY2017 are expected to exceed FY2016 projected level by another 5%.

Current year Fuel tax revenues are projected to exceed FY2016 budgeted levels by 2.6%. Projections for FY2017 are projected to exceed FY2015 actual revenue by 2% using the assumption that fuel prices remain steady. .

The five year trend for sale tax revenues is show in the chart below. The main reason behind the significant increase starting in FY2014 was the addition of the ½ cent Public Safety Tax. Another fluctuation began in July, 2015 with the passage of Use Tax. However, use tax revenues are slated for Street improvements. A minimal amount is being withheld per the election for expected losses due to legislation regarding licensing of motor vehicles.



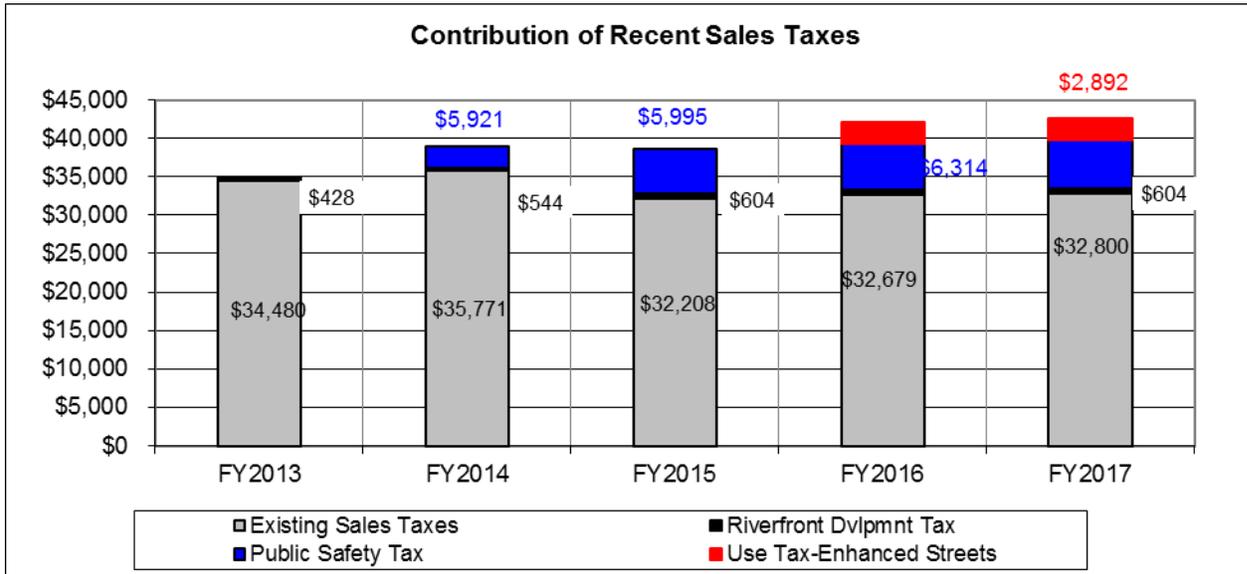
The chart on the next page illustrates the contributions the three newer sales tax types – hotel/motel for development, public safety and use tax – have made in overall sales tax revenues.

The contribution of Use Tax is shown in FY2016 at a more positive rate than the conservative estimates made last year. The State of Missouri publishes the amount of out-of-state sales for each city and county against which a use tax could have been levied (if the jurisdiction had voter approval for the tax). The figures used in April, 2015

REVENUE DISCUSSION

for the City of St. Joseph were from calendar 2014. With the amount of sales reported, the City could have received around \$1 million in use tax. However, the sales which generate use tax revenues are very unpredictable. With no actual collection history to rely on, a projection of \$315,000 was used.

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



- Utility Taxes** – Utility taxes (franchise fees) represent 3.0% of total City revenue and are assessed by private utility companies on gross receipts collected from customers and then forwarded to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging from 6.5% to .5% depending on usage. Other franchise fees are fixed as percentage of gross receipts as follows: steam - ½%, telephone - 7%, cable - 5%, water - 6.5%, and gas - 6.5%. An additional franchise fee of 1% is assessed on water, gas, and electric receipts and is dedicated to mass transit operations.

Revenue Assumptions - Annual growth in Franchise Fees are very difficult to project using historical revenue patterns. 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 and Federal legislation.

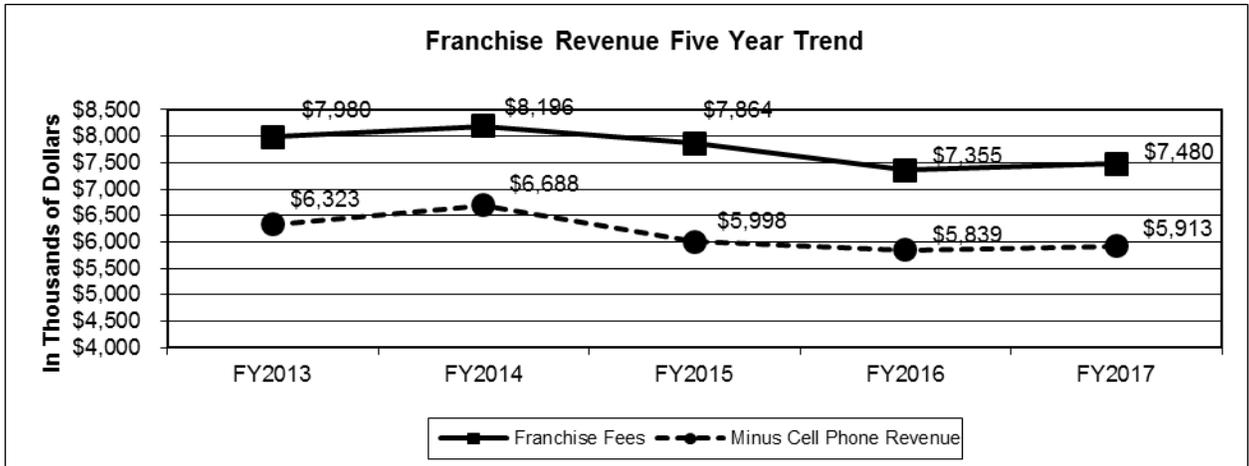
Settlements with most of the telecommunications companies brought in \$2.9 million in one-time payments for back taxes late in FY08. One-time settlements trickled in over the next two-three years as law suits were settled and provided one-time boosts to the General Fund budget.

The FY2017 budgeted franchise revenues are estimated as follows: Gas, Electric, and Water revenues remained flat, with projected minimal increases only due to proposed rate increases by the utilities. Telephone estimates, excluding cell phone revenues, were based on the current year projections, a slight decrease from the prior year. The cell phone revenues have fallen to \$1

REVENUE DISCUSSION

million. They have been on the decline since FY2008, with the last of the settlements. Federal legislation has also caused a reduction as some revenues are now exempt from the gross sales calculation. Recent legislation also has the potential of affecting cable revenue. Cable revenues have been falling steadily since FY2012.

The chart below reflects the last five years' history of franchise revenue. The top line includes cell phone revenues. To show the impact of cell phone revenues, the bottom line charts the history of utility taxes without the cell phone. As can be seen, it is fairly flat and declined the last two fiscal years.



- User Fees** - User fees represent 17.0% 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 – Ownership changes, floods and the economy have had a major effect on gaming revenues in the past ten years. The “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. The casino rebounded somewhat in FY2015. Although admissions revenue has remained relatively flat in FY2016, gaming has increased slightly. FY2017 revenue is projected to remain at FY2016 projected.

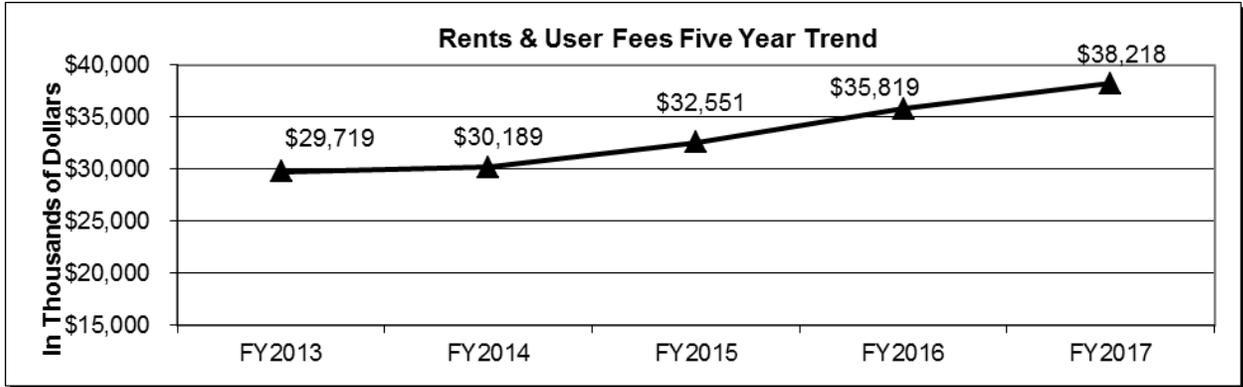
Sewer fees are determined by cost of service studies prepared by specialists. Increases in sewer discharge fees will take effect this coming year on July 1. At the time this budget was prepared, the FY17 study is still being finalized. Rather than making a guess at the results. Two year revenue projections are now

REVENUE DISCUSSION

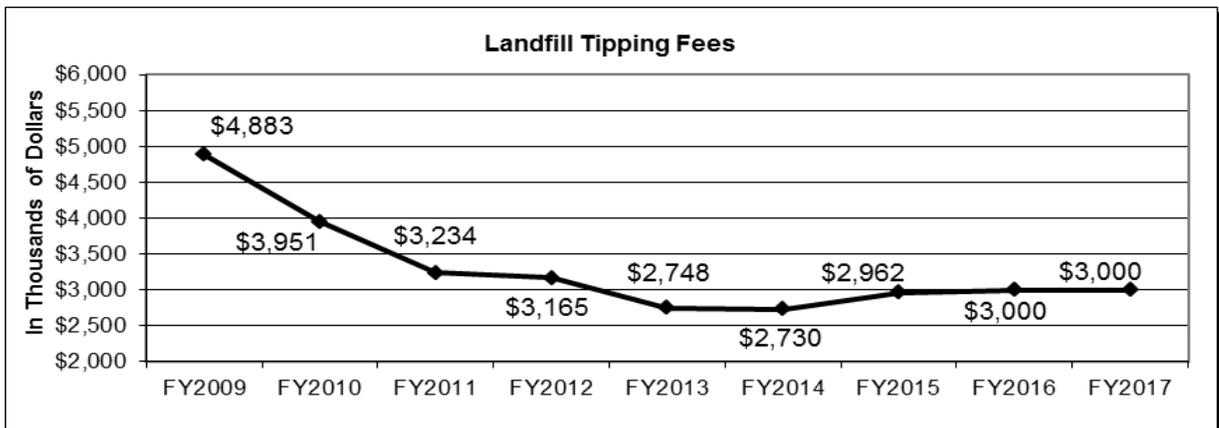
required by the SRF bonds and anticipated rates increases must be passed a year in advance.

Historically, the City was required to take sewer billing back from the local water company in fall, 2012. The water company had been providing contracted billing services for the City since 1996, but gave notice in October, 2011 that they were getting out of the billing business.

Utility billing staff continue to bill Country Club Village's wastewater customers since their treatment facility came on line in April, 2014.



The FY2012 tipping fee study recommended a \$4.00 per ton increase at the Landfill. Although the tonnage rate had not been increased since November, 2003, City Council decided not to increase the fee until FY2014. That, combined with a continued loss of tonnage being processed at the landfill resulted in the lowest revenues in 9 years. The skid finally ended in FY2015 with an increase of 8.5%. The FY2016 projection and FY2017 budget are projecting slightly minimal increases. Landfill revenue has historically been important enough issue to display 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

REVENUE DISCUSSION

for Rosecrans Airport improvements; and of Federal Economic Development Administration (EDA) for qualified infrastructure improvements related to economic development initiatives.

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 plus years. FY2015 entitlement amounts temporarily stabilized with a small, \$10,000 increase. FY2016 saw another slight increase of \$16,000. Other grant funding is based on funding applications pending and/or approved for specific projects and program activities. Increases and decreases in total grant revenue often correspond with increases and decreases in capital projects funded by grants. FY2017 proposed grant amounts are based on known or anticipated amounts at this time. 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 license, permit and fine revenues have increased 2.4% from FY2012 to FY2015 budget. FY2017 is expected to remain at the FY2015 level.

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

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

Revenue Assumptions - Bonds sales most often occur in response to individual capital project and capital outlay funding initiatives with little or no relationship to prior year bond sales.

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

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



VISION STATEMENT

St. Joseph, a thriving and progressive community with nationally recognized history providing opportunities for you.

Revised 2016

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 STRATEGIES AND ACTION PLAN

The Action Plan represents specific items within the Core Strategies that City Council identified during September 2015 and finalized at the January 2016 work session. The City Manager and department directors are tasked with exploring these items and to report on the viability of implementation. The goal of the City is to enhance the quality of life through the following Core Strategies:

- 1) Establish funding sources to pay for street and other improvements.**
 - Explore enhancement of a fuel tax.
 - Explore opportunity to increase the mill levy.

- 2) Broaden opportunities to create a vibrant downtown to encourage economic development, citizen engagement and increased residential activity.**
 - Build on current downtown economic development trends.
 - Explore additional policies to encourage economic activity downtown.
 - Support the local effort to find the most appropriate location for the Open Door Food Kitchen.
 - Develop an action plan regarding the future of the Civic Arena.
 - Explore traffic patterns into and out of downtown.

- 3) Development of riverfront to include recreational activities and commercial development.**
 - Explore creation of an inner harbor marina.
 - Expand recreational opportunities at Heritage Park.
 - Explore creation of a downtown market.

- Explore options for opening up the riverfront.
- Create access to Waterworks Road from the north.

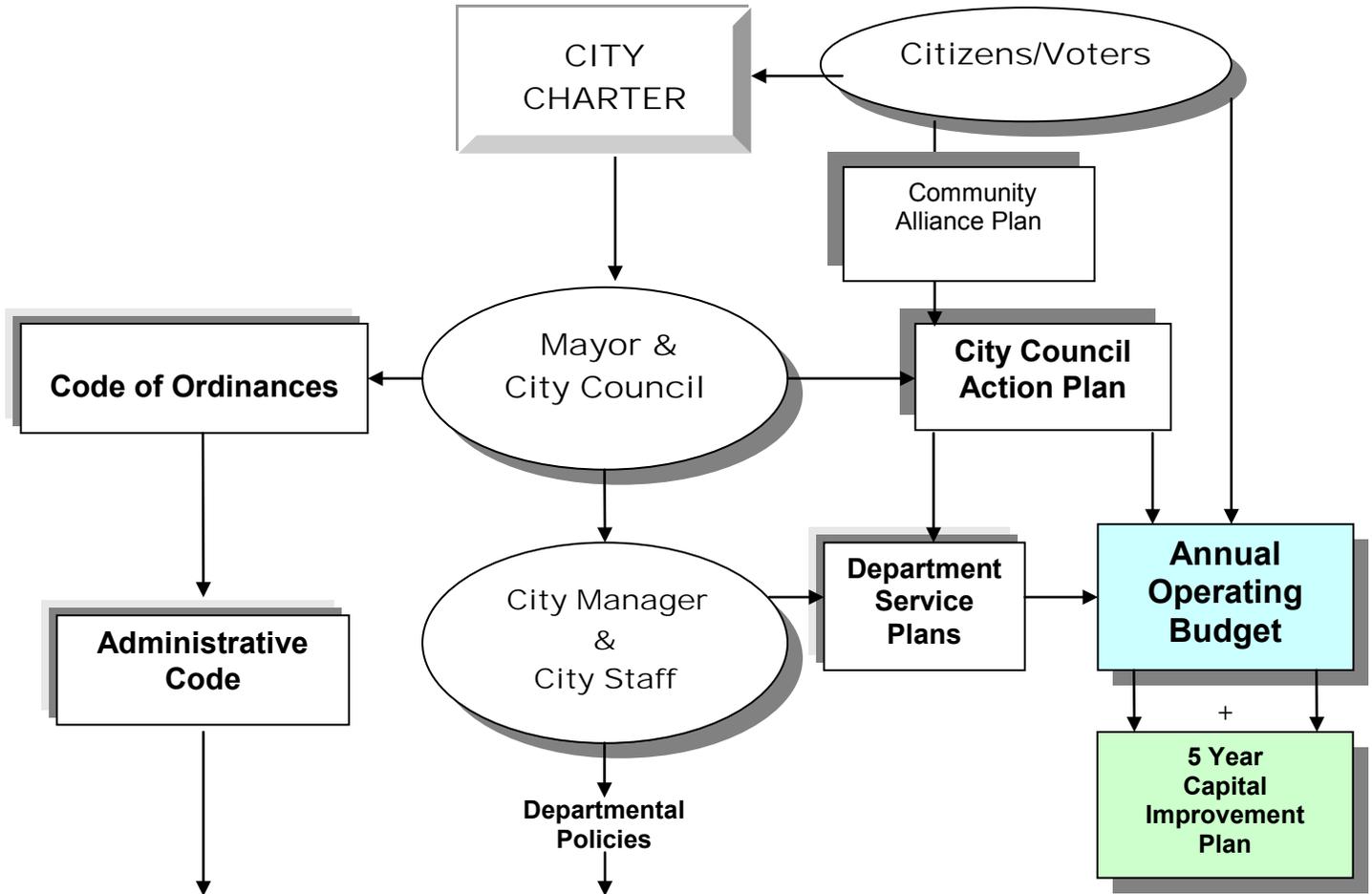
4) *Enhance the appearance of the city to increase the quality of life and economic activity.*

- Develop ways to beautify the community's appearance through weed and litter control
 - Reinvigorate the Adopt-a-Street program
 - Support community-based efforts.
 - Increase attention to appearance of city-owned properties.
 - Redevelop and restore neighborhoods, increasing residential vibrancy and neighborhood health.
 - Create and promote policies encouraging investment in development and restoration of older neighborhoods.
 - Address support of museums.
 - Explore future expansion on east side of city.
 - Develop codes sympathetic to the challenges of restoring older and historic buildings.

5) *Improve city staff focus on customer service.*

- Enhance customer service.
- Streamline the regulatory process by working with citizens and businesses to resolve and refine issues.
- Establish clear communication processes that enable staff to communicate concerns with management in a safe, non-threatening environment.
- Streamline the process for providing needed information to City Council members by city staff.

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.

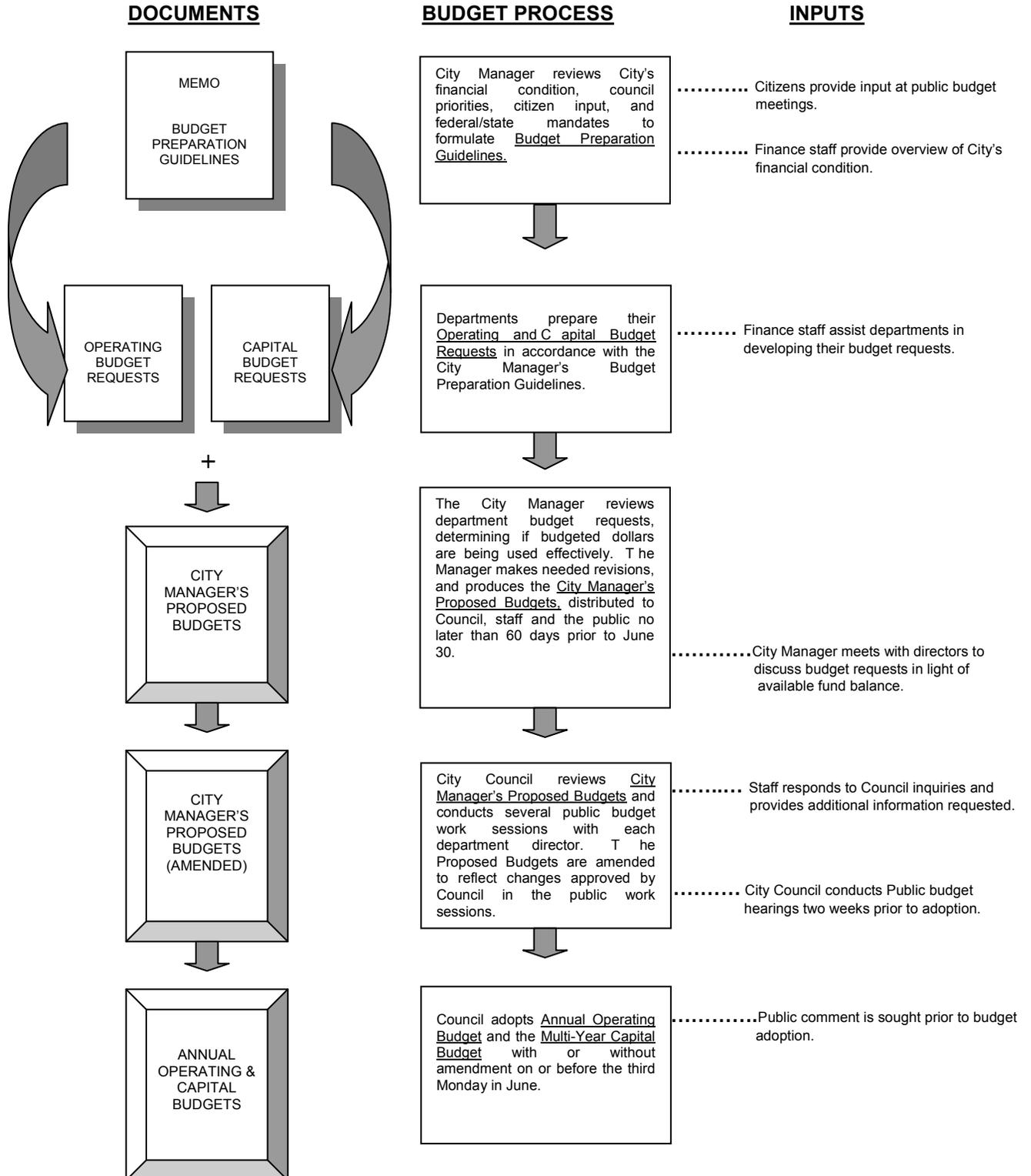
The actual components of debt management are discussed including the need for feasibility analyses and studies, debt service cash flow monitoring, covenant compliance, prepayment and defeasance of debt, and refunding of existing debt. Selection of related professional services – financial advisor, bond 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 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

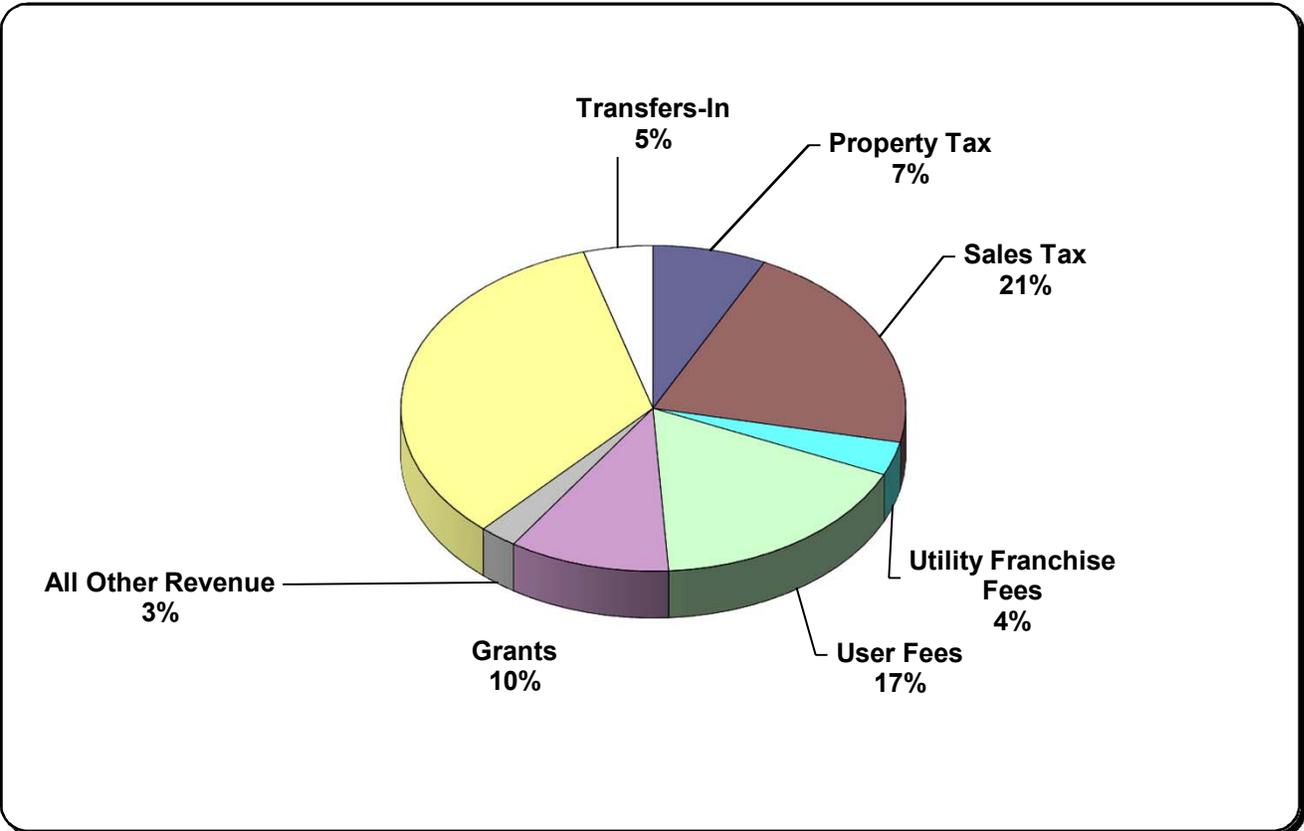
Fiscal Year 2016/2017

January	19	Personnel listings to departments to check
	29	Personnel Listing Returned to Administrative Services Department (ASD)
February	19	Base Budgets to Departments for review
	19	Prior year Core Services/CY activities/Challenges & Initiatives/Performance measures distributed for update
March	7	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to ASD
	7	Final FY15 Fund Balance Reconciliations due from Accounting
	14-18	Third quarter sales tax revenues (minus TIF disbursements) should be available
	21	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests
	21-25	Departments review preliminary proposals. Department mtgs with City Manager, if required.
	29	Final changes to budget due to Administrative Services
April	4	"Final" operating budget submitted to City Manager
	4-8	CIP Budgets reviewed with department directors, capital projects coord
	8	Department Core Services Sheets due to BP
	12-13	Washington Fly-In
	18	CIP Budget submitted to City Manager
	11-25	Final document preparation
	25	City Manager Budget Transmittal due to Administrative Services Department Revenue and Expenditure projections continue to be reviewed through-out April
	29	City Manager's Proposed Budget to Council (min. 60 days prior to fiscal year start)
May	3-5	Possible Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	10-12	Possible Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	13	Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
	23	Public Budget Hearing - regular City Council meeting 7:00 p.m.
June	6	Budget Adoption - regular City Council meeting 7:00 p.m.
July	1	FY 2016/2017 Budget goes into effect.

WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2015 Actual	FY2016		FY2017		% of change from FY2016 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	16,296	16,076	16,076	16,338	7%	1.63 %
Sales Tax	43,802	47,195	47,195	47,437	20%	0.51 %
Utility Tax	7,864	7,855	7,855	7,480	3%	(4.77)%
User Fees & Gaming	32,525	35,819	35,819	38,969	16%	8.80 %
Grants	7,549	19,135	20,262	23,178	10%	21.13 %
	<u>108,036</u>	<u>126,080</u>	<u>127,207</u>	<u>133,403</u>	<u>56%</u>	<u>5.81 %</u>
Other Revenue						
Licenses & Permits	1,631	1,596	1,596	1,617	1%	1.31 %
Fines	1,315	1,350	1,350	1,163	0%	(13.84)%
Interest	338	216	216	79	0%	(63.25)%
Bond Proceeds	49,719	0	5,986	76,055	32%	0.00 %
Other	2,828	2,533	2,600	2,572	1%	1.54 %
	<u>55,831</u>	<u>5,695</u>	<u>11,748</u>	<u>81,487</u>	<u>34%</u>	<u>1330.85 %</u>
Operating Revenue	<u>163,867</u>	<u>131,775</u>	<u>138,955</u>	<u>214,890</u>	<u>90%</u>	<u>63.07 %</u>
Interfund Transfers-In	9,066	9,417	9,417	10,012	4%	6.32 %
From (to) Fund Balance	(25,579)	(798)	(62)	12,815	5%	(1705.89)%
Total Revenue	<u>\$ 147,354</u>	<u>\$ 140,394</u>	<u>\$ 148,310</u>	<u>\$ 237,717</u>	<u>100%</u>	<u>69.32 %</u>

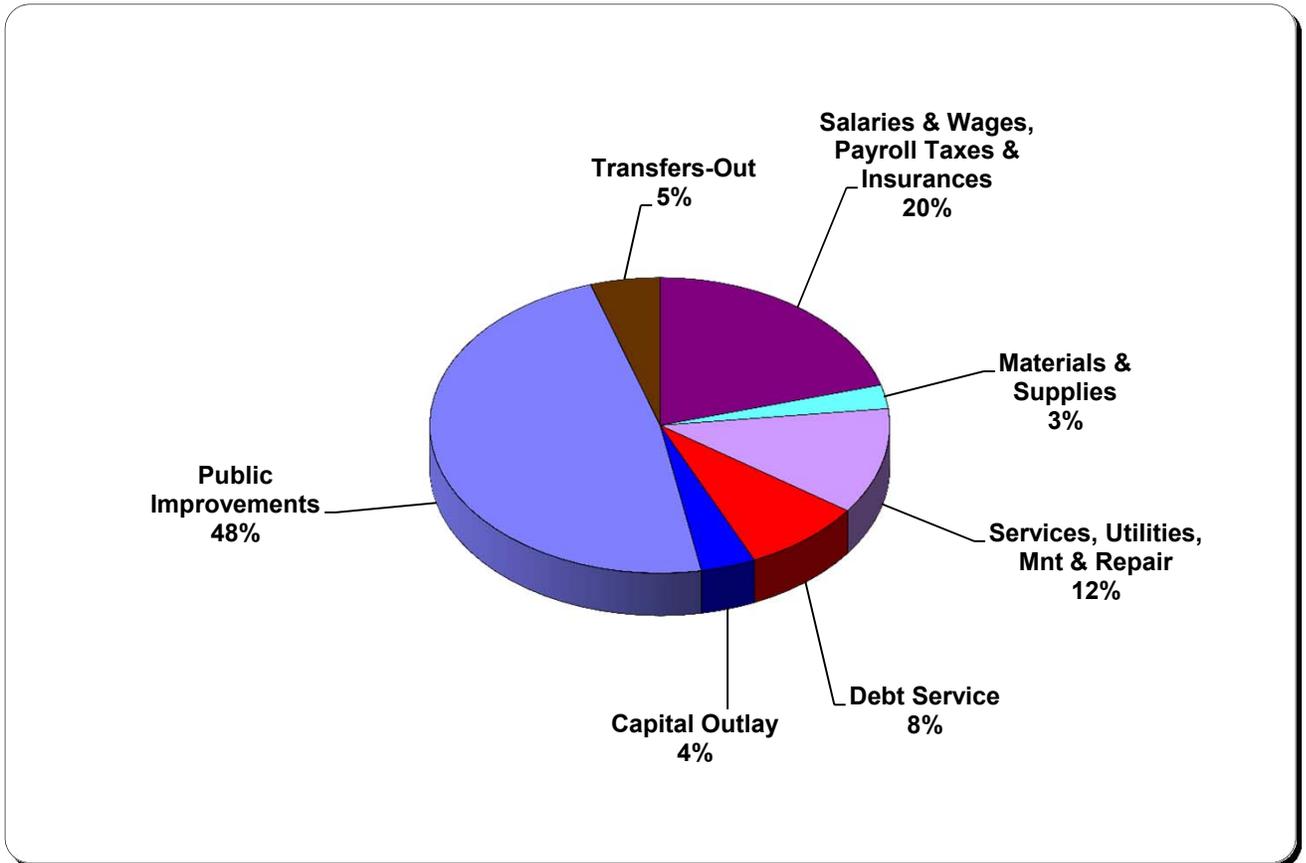


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2015 Actual	FY2016		FY2017		% of change from FY2016 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$31,454	\$35,613	\$35,627	\$ 34,484	15%	(3%)
Employee Benefits*	13,540	14,670	14,699	14,470	6%	(1%)
Materials & Supplies	5,042	5,615	5,781	6,185	3%	10%
Services & Utilities	26,630	29,275	36,845	27,611	12%	(6%)
Debt Service	14,175	15,344	15,344	20,108	8%	31%
Capital Outlay	3,305	8,629	8,658	9,164	4%	6%
Public Improvements	44,279	21,806	21,914	114,080	48%	423%
	138,425	130,952	138,868	226,103	95%	73%
Interfund Transfers-Out	8,929	9,442	9,442	11,614	5%	23%
Total Expenditures	\$147,354	\$140,394	\$148,310	\$ 237,717	100%	69%

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

Operational Summary

Department	FY2017 Budget	% of Operating Total	% of Total Budget
Public Works	\$ 51,227	48.5%	
Police	18,172	17.2%	
Fire	14,278	13.5%	
Parks & Recreation	8,224	7.8%	
Administrative Services	4,314	4.1%	
Planning & Community Dvlpmnt	3,969	3.8%	
Health	3,791	3.6%	
City Manager	744	0.7%	
Legal	587	0.6%	
City Clerk	208	0.2%	
City Council & Mayor	201	0.2%	
Total Major Operating Departments	\$105,715		44.5%

CIP Summary

		% of CIP Total	
Water Protection CIP	\$ 95,517	81.0%	
CIP Sales Tax	14,738	12.5%	
Transit CIP	5,186	4.4%	
Airport CIP	1,852	1.6%	
Museum Tax CIP	284	0.2%	
Landfill CIP	228	0.2%	
Golf CIP	174	0.1%	
Total Capital Projects	\$117,978		49.6%

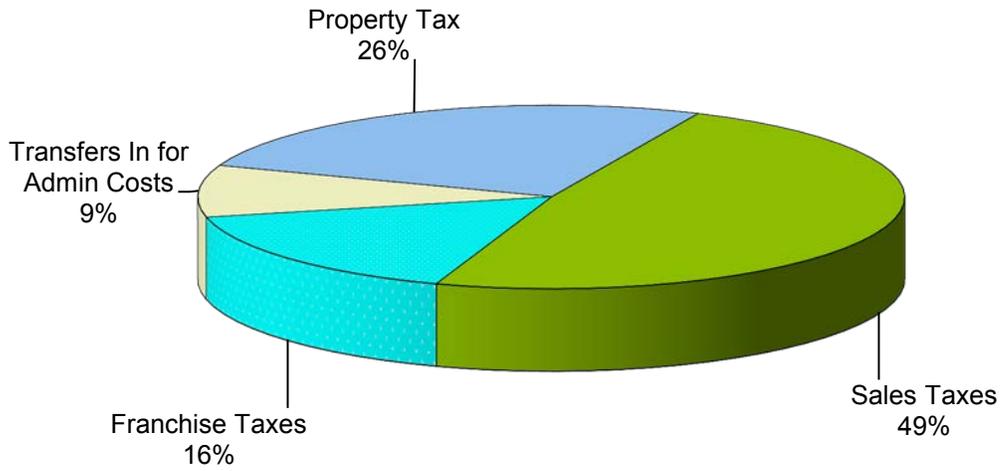
Other Budgeted Programs

		% of Other Programs Total	
Special Allocation (TIF & EDC)	\$ 8,306	59.2%	
Non Department & Cell Phone	4,302	30.7%	
Gaming Financed Initiatives	952	6.8%	
Municipal Museums Tax	464	3.3%	
Total Other Programs	\$14,023		5.9%

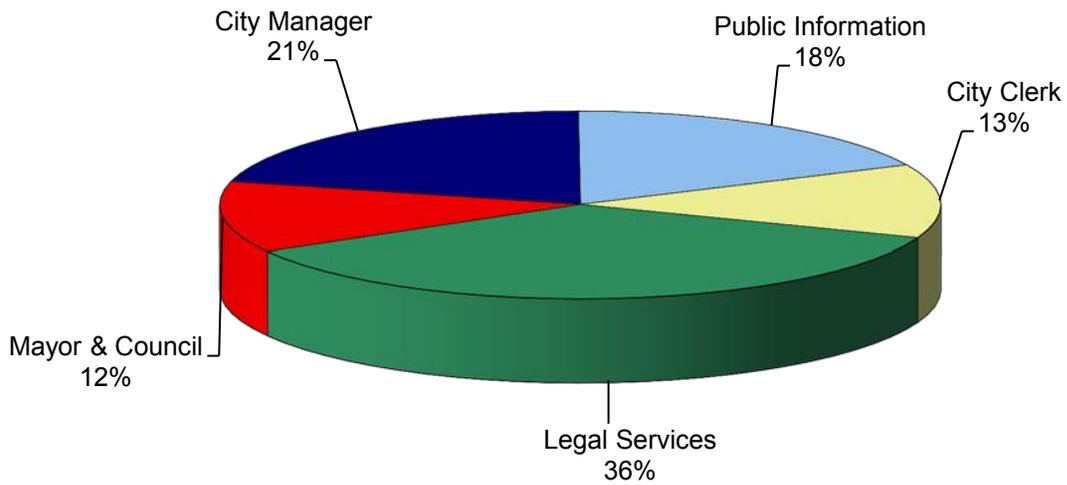
Total Budget	\$ 237,717
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GENERAL GOVERNMENT SOURCES & USES



FUNDING SOURCES



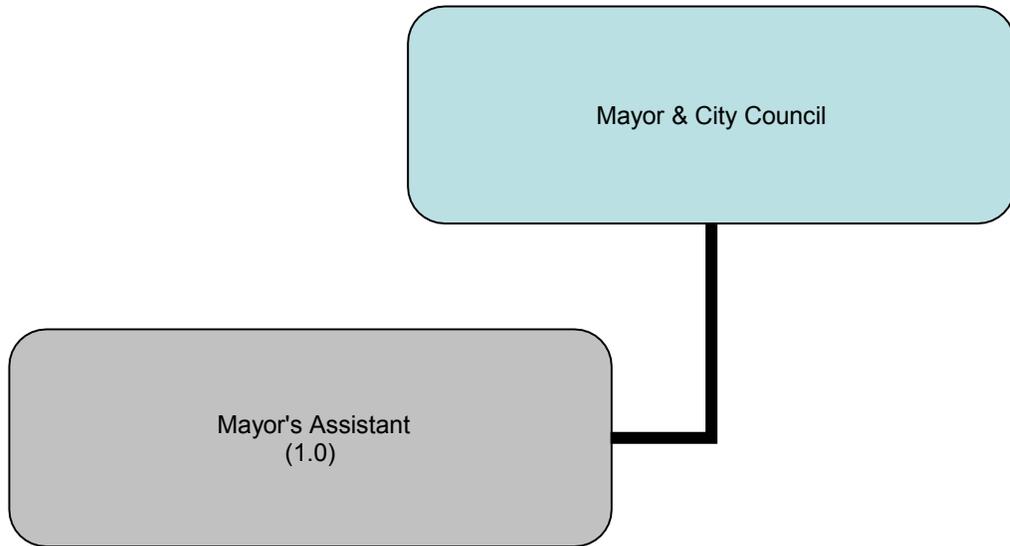
PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

	2014-15	2015-16		2016-17	
	Actual	Adopted Budget	Estimated Actual	Budget	
ACCOUNT TYPE					
Salaries & Wages	784,036	903,682	903,682	1,030,430	
Payroll Expenses & Benefits	366,403	402,407	402,407	425,573	
Materials & Supplies	10,816	12,850	12,850	17,850	
Utilities & Other Contracted Services	147,618	178,489	178,489	222,185	
Elections	46,760	44,000	44,000	44,000	
	<u>1,355,634</u>	<u>1,541,428</u>	<u>1,541,428</u>	<u>1,740,038</u>	
USES BY PROGRAM					
	DEPARTMENT				
Mayor & City Council	Mayor & Council	191,194	228,347	228,347	200,902
City Clerk	City Clerk	204,731	211,721	211,721	208,181
City Manager's Office	City Manager	258,281	285,694	285,694	342,658
Public Information	City Manager	155,754	237,165	237,165	296,492
Emergency Management	Emergency Mgt				104,847
Legal Services	Legal	545,674	578,502	578,502	586,958
		<u>1,355,634</u>	<u>1,541,428</u>	<u>1,541,428</u>	<u>1,740,038</u>
FUNDING SOURCES					
General Fund		1,213,337	1,390,349	1,390,349	1,592,164
CDBG Fund		40,775	49,158	49,158	44,163
Water Protection Fund		47,399	61,791	61,791	63,233
Golf Fund		3,197	4,635	4,635	4,468
Mass Transit Fund		14,765	9,737	9,737	9,755
Airport Fund		13,441	8,409	8,409	8,494
Landfill Fund		12,680	7,690	7,690	7,653
Parking Fund		10,040	9,659	9,659	10,108
		<u>1,355,634</u>	<u>1,541,428</u>	<u>1,541,428</u>	<u>1,740,038</u>
STAFFING SUMMARY					
* Mayor & City Council		1	1	1	10
City Clerk		2	2	2	2
City Manager		2	2	2	2
Public Information		2	3	3	3
Emergency Management		1	1	1	1
Legal Services		7	7	7	7
		<u>15</u>	<u>16</u>	<u>16</u>	<u>25</u>

*Does not reflect the nine elected members of City Council

Mayor & Council



Mayor & City Council

Mission:

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

Core Services:

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

Current Year Activity / Achievements

- Held approximately 74 public Council meetings and work sessions to discuss pending issues.
- Conducted five City Talk meetings throughout the city limits.
- Use Tax passed

Budget Challenges / Planned Initiatives

- Attracting new businesses
- Continuing Riverfront development
- Continuing to develop concepts for downtown development
- Improve streets and infrastructure
- Working with Buchanan County to pursue tax initiative for the Missouri River Levee System

MAYOR & CITY COUNCIL

Program 8110

Program Description

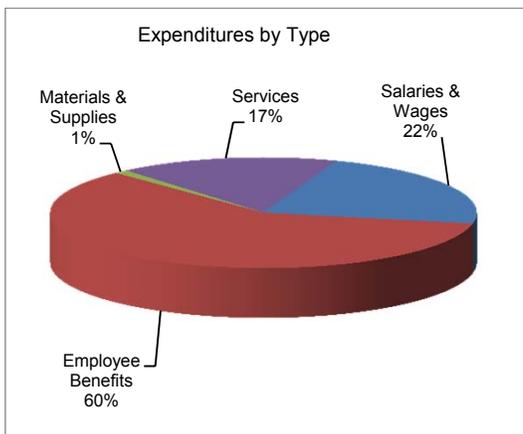
The Mayor and eight City Council members are the elected representatives of the citizens of St. Joseph and are charged with the formation of public policy to meet the community's needs. They are responsible for appointing the City Manager and the City Clerk.

Staffing Detail

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

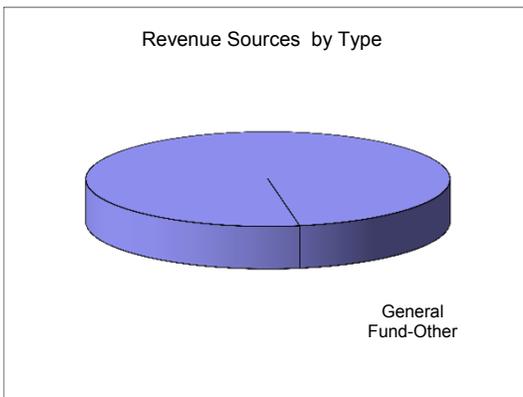
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
8	8	8	8
1	1	1	1
1	1	1	10

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	46,525	49,063	49,063	45,369
Employee Benefits	117,359	143,594	143,594	119,843
Materials & Supplies	2,462	2,100	2,100	2,100
Services	24,847	33,590	33,590	33,590
Total	191,194	228,347	228,347	200,902

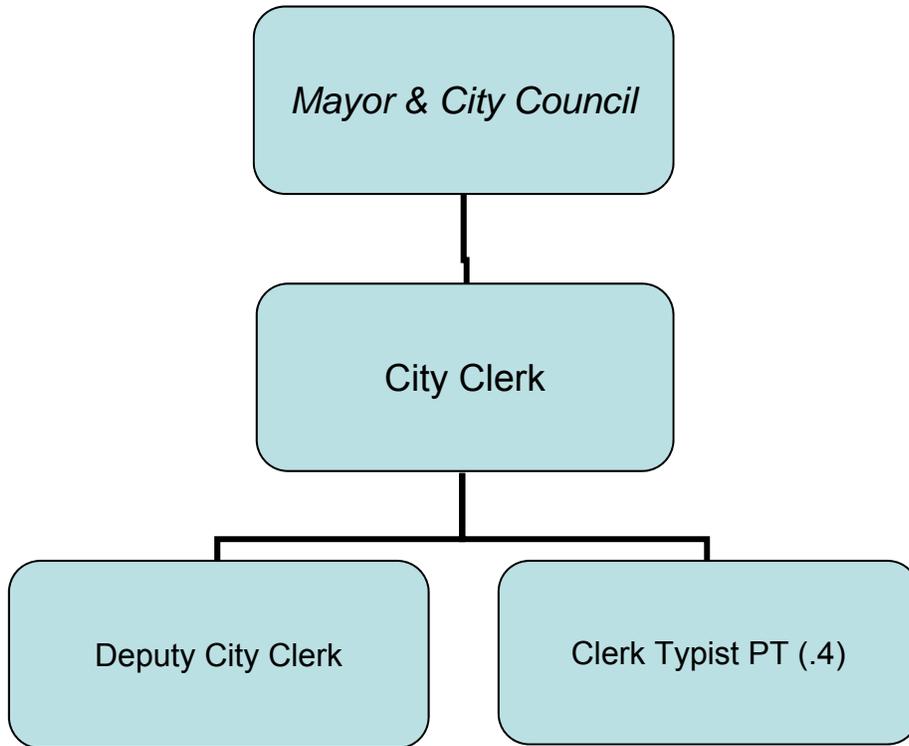


Revenue Sources:

	2014-15	2015-16	2016-17
	Actual	Budget	Budget
General Fund-Other	191,194	228,347	200,902
Total	191,194	228,347	200,902



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 and Process requests for copies of public documents in a timely manner
- 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 appointment letters and certificates of appointments for individuals nominated to serve on boards and commissions; maintain list of boards and commissions
- Prepare Council meeting and work session minutes in a timely manner and - Post meeting notices/agendas pursuant to Missouri law
- 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

- Responses to customer requests for information 1300
- Number of ordinances and resolutions processed 334
- Number of Council meetings and work sessions held 65
- Supplements to the code processed and distributed 4
- Bills of Sale processed 51

CITY CLERK

Program 8210

Program Description

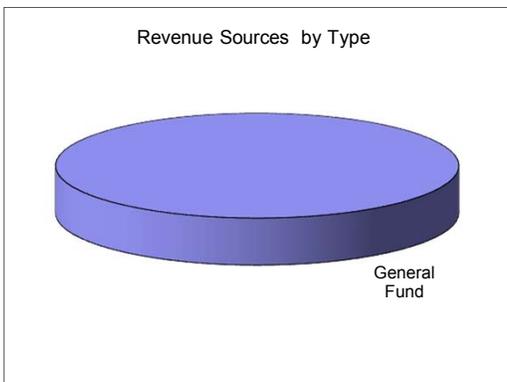
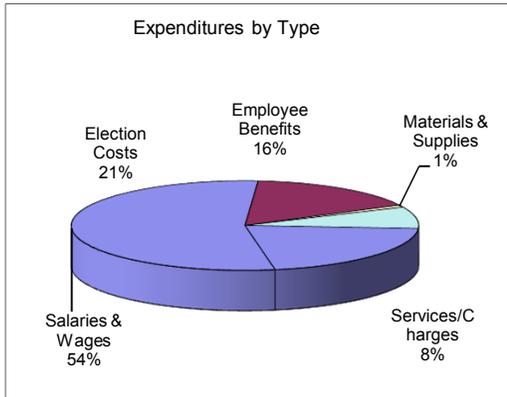
Secretary to the City Council and legal custodian of the City's official records. The Clerk provides City Council, other city departments and citizens with accurate and timely information regarding those records as well as posting all official meeting notices.

Staffing Detail

City Clerk
Deputy City Clerk
Clerk (PT)

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
0.3	0.3	0.3	0.4
2.3	2.3	2.3	2.4

Operating Budget Summary



Expenditures:

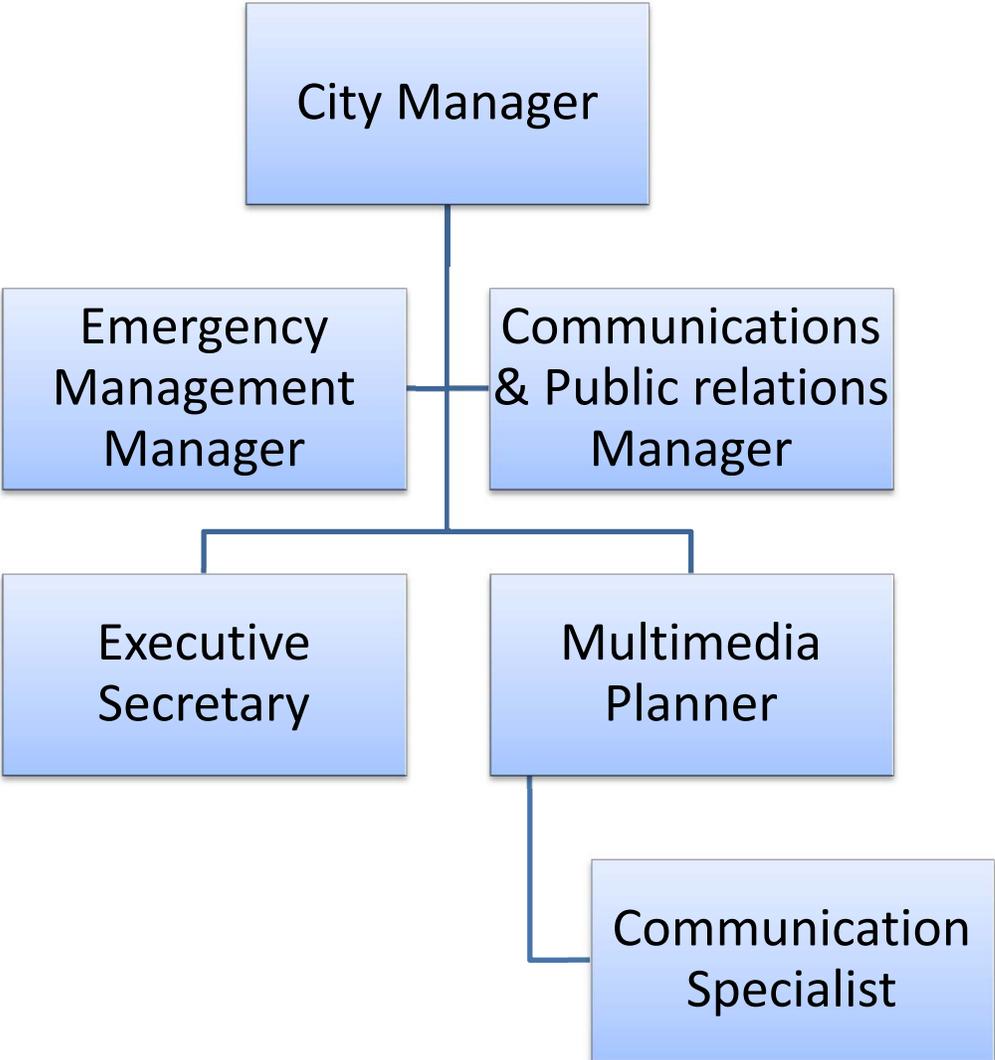
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	105,007	115,529	115,529	112,400
Employee Benefits	34,660	34,252	34,252	33,841
Materials/Supplies	1,889	1,700	1,700	1,700
Services/Charges	16,415	16,240	16,240	16,240
Election Costs	46,760	44,000	44,000	44,000
Total	204,731	211,721	211,721	208,181

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund-Other	204,731	211,721	211,721	208,181
Total	204,731	211,721	211,721	208,181



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.
- Provides professional leadership and support on organizational issues to all city departments.
- Provide for department needs to accomplish their mission in a safe, efficient and effective manner.
- Act as a communication link between the City Council and staff, as well as creating and maintaining effective relationships between the city and other taxing jurisdictions as well as private organizations.
- Utilize the directors, communications manager and other city staff to provide timely follow-up to City Council inquiries.
- Oversee the financial health of the organization through annual and long-range financial planning.
- Provide timely responses to citizen inquiries.

Current Year Activity / Achievements

- Negotiated a private/public partnership agreement for construction of a new parking garage downtown that includes 300 parking spaces and one floor of retail space at 8th and Felix.
- Coordinated the transition from design to construction phase for the Missouri River Levee System project. Negotiated an interlocal agreement between five funding partners, and pursued state funding assistance.
- Conducted public meetings for siting of two new locations for stations #9 and 11.
- Coordinated the addition of a new park and additions at the St. Joseph Campus (partnership project with the YMCA) and the donation of land for a possible new park east of the Leonard Road Acres subdivision.
- Oversaw the continuation of 2013 CIP projects and the initiation of new contracted street maintenance projects utilizing funds from the Use Tax (approved by voters in April, 2015, with revenues starting in August, 2015).

Budget Challenges / Planned Initiatives

- Explore revenue sources to further enhance contracted street maintenance activities (e.g. local fuel tax, mill levy, etc.).
- Develop action plan for Civic Arena/Event Center and related development downtown.
- Explore development and use options for Riverfront Park.
- Develop options for riverfront development using hotel/motel tax.
- Continued emphasis on customer service improvements.

CITY MANAGER'S OFFICE

Program 8300

Program Description

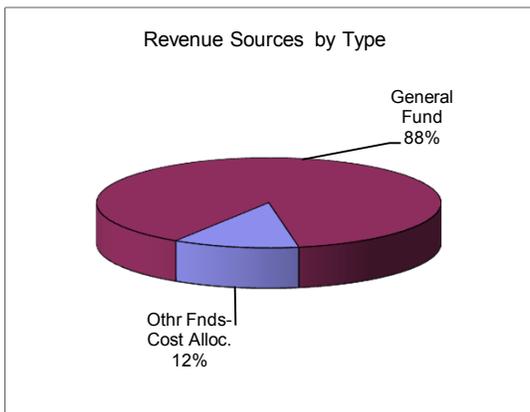
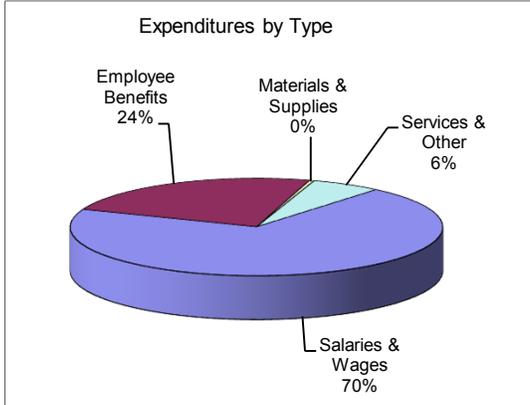
The City Manager is appointed by and serves at the discretion of the City Council and is the City's chief administrative officer. The City Manager implements the policies established by City Council and administers the day-to-day operations of the City through his actions and those of his directors.

Staffing Detail

City Manager
Executive Secretary

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	170,158	192,410	192,410	238,963
Employee Benefits	68,759	68,739	68,739	81,394
Materials & Supplies	1,105	1,450	1,450	1,450
Services & Other	18,259	23,095	23,095	20,850
Total	258,281	285,694	285,694	342,658
Revenue Sources:				
Othr Fnds-Cost Alloc.	41,094	41,562	41,562	40,458
General Fund	217,187	244,132	244,132	302,200
Total	258,281	285,694	285,694	342,658

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, video and social media communication formats.
- Produces programming and manages the city's government access channel (cable channel 19).
- Televises City Council and Planning Commission meetings, along with other public meetings
- Administers the city's social media.
- Provides content management for the city's website.
- Serves as the city's Public Information Officer during declared emergencies and for other general city contacts with the media.

Current Year Activity / Achievements

- Coordinated multiple public meetings for the public pools, fire station relocation, and the city's CSO program.
- 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 and website.
- Developed marketing campaigns and multimedia production for several special events.
- Produced marketing pieces for four utility billing inserts, reaching 25,000 customers each insert.

Budget Challenges / Planned Initiatives

- Create a community brand in conjunction with the Community Alliance partners.
- Upgrade the city's government access channel (cable channel 19).
- Upgrade the multimedia technology in the Council Chamber.

PUBLIC INFORMATION & COMMUNICATIONS

Program 8320

Program Description

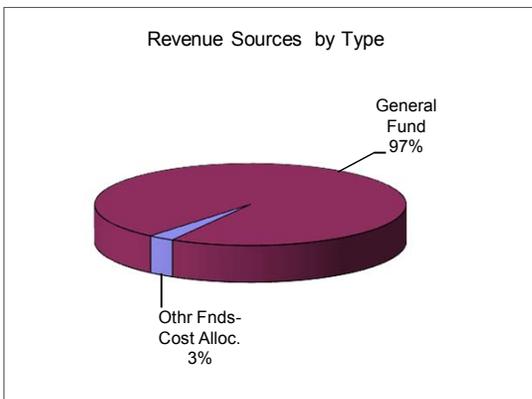
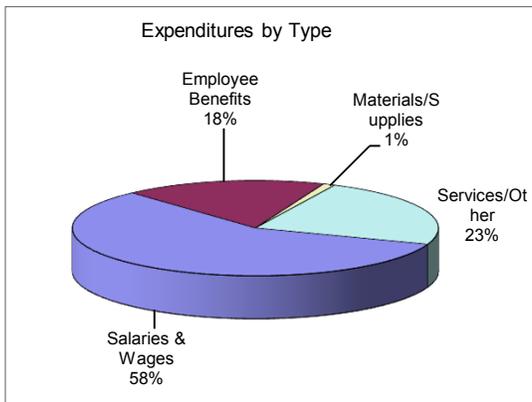
This division assists the City Manager and other city departments with the effective use of technology to communicate with customers, both internal and external, by assisting with the preparation of material for the City's website, programming of the City's Government Access Channel and assisting with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

Staffing Detail

Communications & Public Relations Manager
 Multi-Media Planner
 Communication Specialist

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0	0	0	1
2	2	2	3

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	83,984	140,246	140,246	170,990
Employee Benefits	32,593	43,374	43,374	52,972
Materials/Supplies	338	3,100	3,100	3,100
Services/Other	38,838	50,445	50,445	69,430
Total	155,754	237,165	237,165	296,492
Revenue Sources:				
Othr Fnds-Cost Alloc.	8,752	8,850	8,850	8,048
General Fund	147,002	228,315	228,315	288,444
Total	155,754	237,165	237,165	296,492

Emergency Management

Mission

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

Core Services

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

Current Year Activity/Achievements

This position was filled in May 2015. This position was moved to the City Manager's Department in FY16.

Budget Challenges/Planned Initiatives

EMERGENCY MANAGEMENT

Program 8355

Program Description

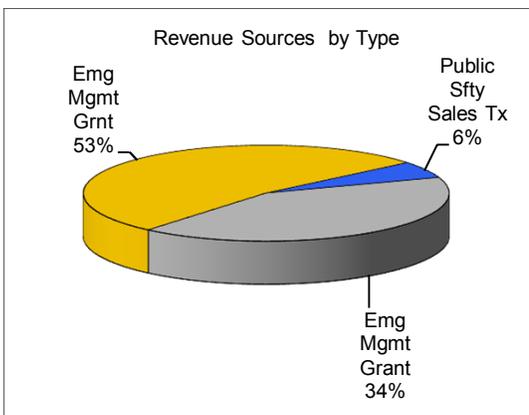
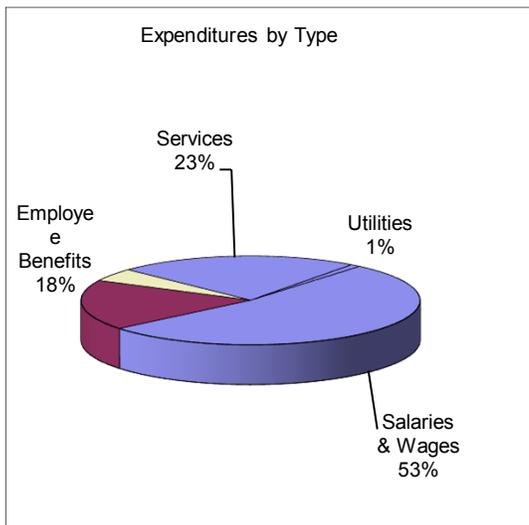
As of FY2011 this small division was established to track the revenue and expense relating to the Emergency Management grant the City receives from the State. A Fire Captain acted as the City's Emergency Management Coordinator and was paid a stipend for that responsibility up until mid-FY2015 when the position was renamed and reclassified as a civilian one. The rest of the grant covers other E.M. expenses such as emergency communications, services for the Emergency Operations Center (EOC) located at Fire Station #12 on St. Joseph Avenue. Maintenance costs for the City's warning siren system is also budgeted in this program. In FY17, the budget and position has been moved under the direction of the City Manager's Office.

Staffing Detail

Emergency Manager

	0	0		0
		Adopted	Estimated	
Actual	Budget	Budget	Actual	Budget
	1	1	1	1
	1	1	1	1

Operating Budget Summary



Expenditures:

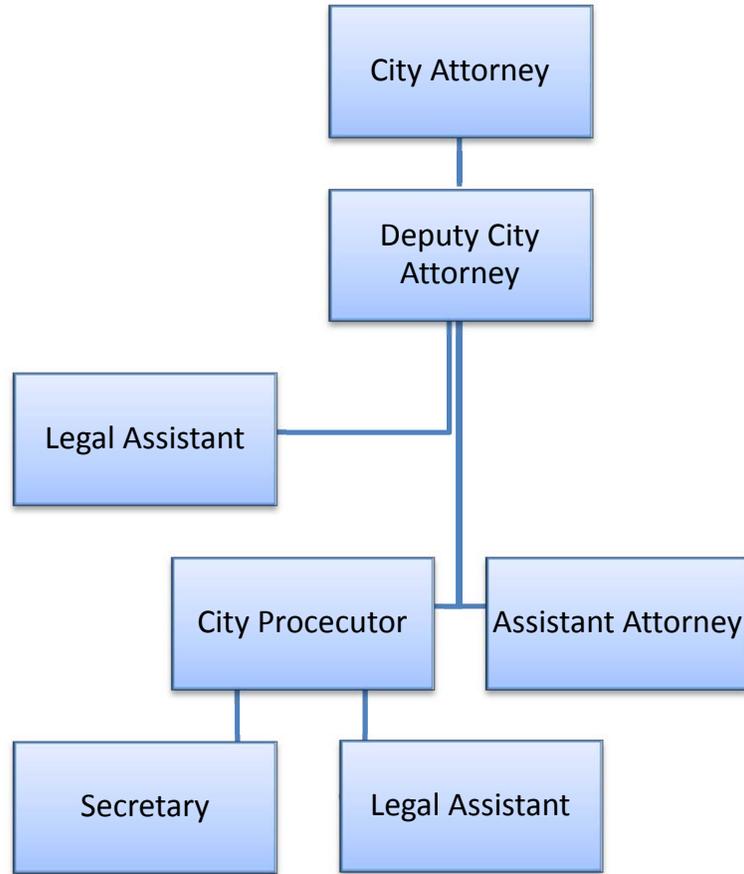
	0	0		0
		Adopted	Estimated	
Actual	Budget	Budget	Actual	Budget
Salaries & Wages	0	0	0	55,471
Employee Benefits	0	0	0	19,226
Materials/Supplies	0	0	0	5,000
Services	0	0	0	24,150
Utilities	0	0	0	1,000
Capital Outlay	0	0	0	0
Total	0	0	0	104,847

Revenue Sources:

	0	0		0
		Adopted	Estimated	
Actual	Budget	Budget	Actual	Budget
Emg Mgmt Grnt	0	0	0	55,469
Public Sfty Sales Tx	0	0	0	5,974
General Fund-Other	0	0	0	43,404
Total	0	0	0	104,847



LEGAL SERVICES



Legal

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 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 and various Commission and Board 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 levels and monitor proposed legislation during the legislative session for the purpose of advising City directors on legislation that might pass.
- Assist in the evaluation and investigation of employee-related concerns and matters.
- Assist with the annual review and update of the City's Personnel Manual and act as a member of the City's Labor Negotiation Team.

Current Year Activity / Achievements

- Worked with outside counsel to obtain favorable verdicts in annexation and eminent domain valuation litigation cases.
- Successfully represented the City in litigation, arbitration, and administrative hearings.
- Provided quarterly litigation reports to the City Council and Administration.
- Successfully defended a voter-approved ordinance that was challenged at the Circuit Court and Court of Appeals levels.
- Assisted with various Code of Ordinances revisions and drafting of new provisions.
- Reviewed multiple real estate contracts for NSP projects related to the City's sale and purchase of property.
- Engaged in lengthy negotiations and condemnation proceedings related to the Eastside Sewer Project and assisted with the initiation of the property acquisition process for the Blacksnake Creek Project.
- Reviewed Health Department documents for purposes of gaining reimbursement under the Affordable Care Act.
- Continued negotiations related to the City's sewer system operations with users and state and federal regulatory agencies.
- Updated numerous contracts for services acquired by the City; Assisted in negotiations with representatives of labor unions.

Budget Challenges / Planned Initiatives

- Loss of one full-time Legal Assistant approximately years ago continues to cause strain on the department.
- Increase in new police officers and other code enforcement officers has caused a strain on the ability of the City Prosecutor's Office to process citations and train officers to testify in Municipal Court.
- The Blacksnake Creek Stormwater Separation and related projects, in addition to other major initiatives, will likely increase workload of attorneys in the City Attorney's Office.
- Increasing need to significantly rewrite zoning, subdivision, and sign codes.

Performance Statistics

- Monitor over 50 contracts, leases, and other legal documents.
- Average 40-50 requests for legal assistance weekly; responding, typically within a week of the request, with the goal of responding to all requests within two weeks.
- Managed risk to minimize the number of valid lawsuits brought against the City.

LEGAL SERVICES

Program 8390

Program Description

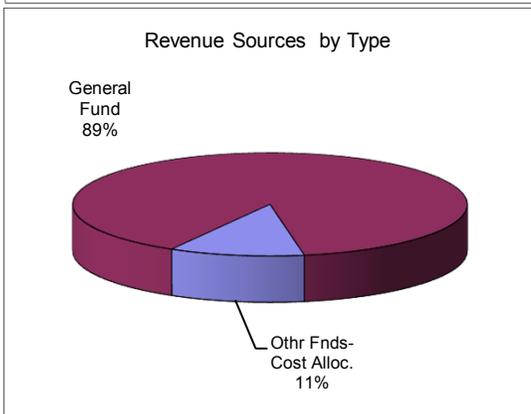
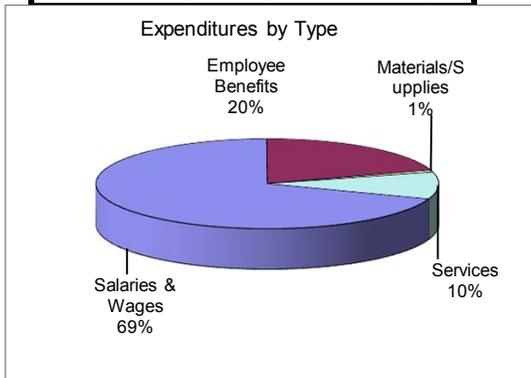
Legal staff conduct litigation involving the City, prepare and enforce City ordinances and resolutions, render legal opinions and advice, and draft City contracts, leases and other legal documents. The City Prosecutor represents the City when individuals are seen in Municipal Court for citations issued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

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	1	1
2	2	1	1
1	1	1	1
1	1	1	2
1	1	1	1
0.2	0.2	0.2	0
6.2	6.2	6.2	7

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services

Total

Revenue Sources:

Othr Fnds-Cost Alloc.
 General Fund

Total

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
378,362	406,435	406,435	407,237
113,031	112,448	112,448	118,296
5,022	4,500	4,500	4,500
49,259	55,119	55,119	56,925
545,674	578,502	578,502	586,958
62,878	61,376	61,376	64,889
482,796	517,126	517,126	522,069
545,674	578,502	578,502	586,958

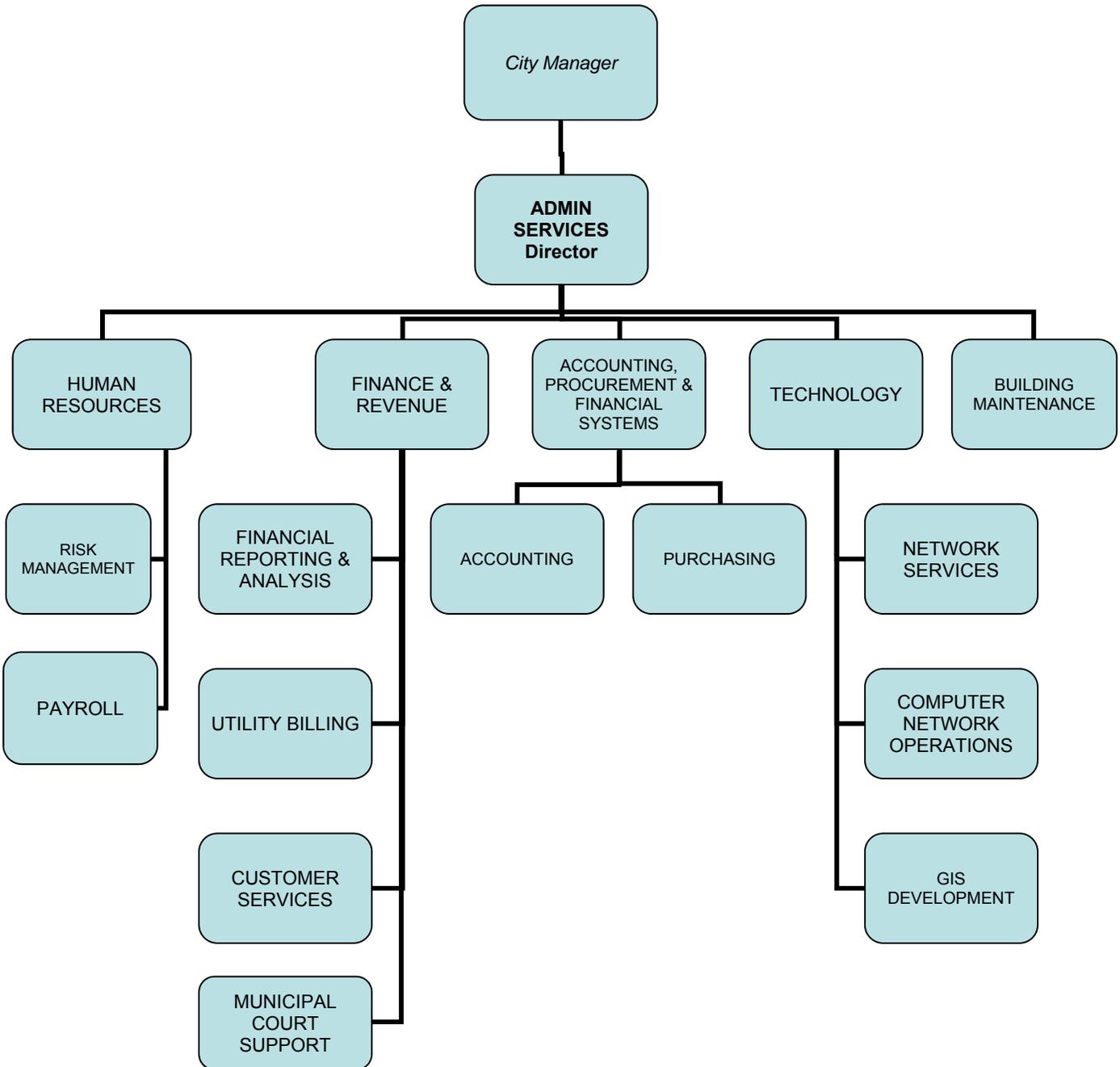


ADMINISTRATIVE SERVICES DEPARTMENT

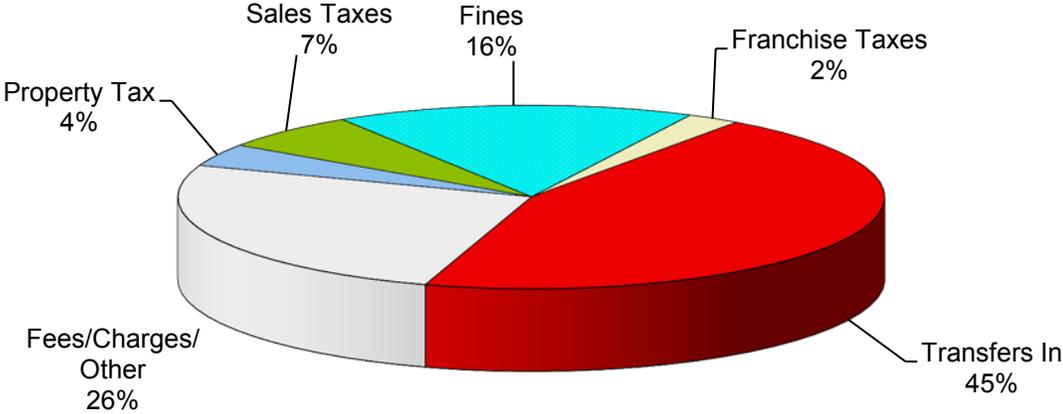
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

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.

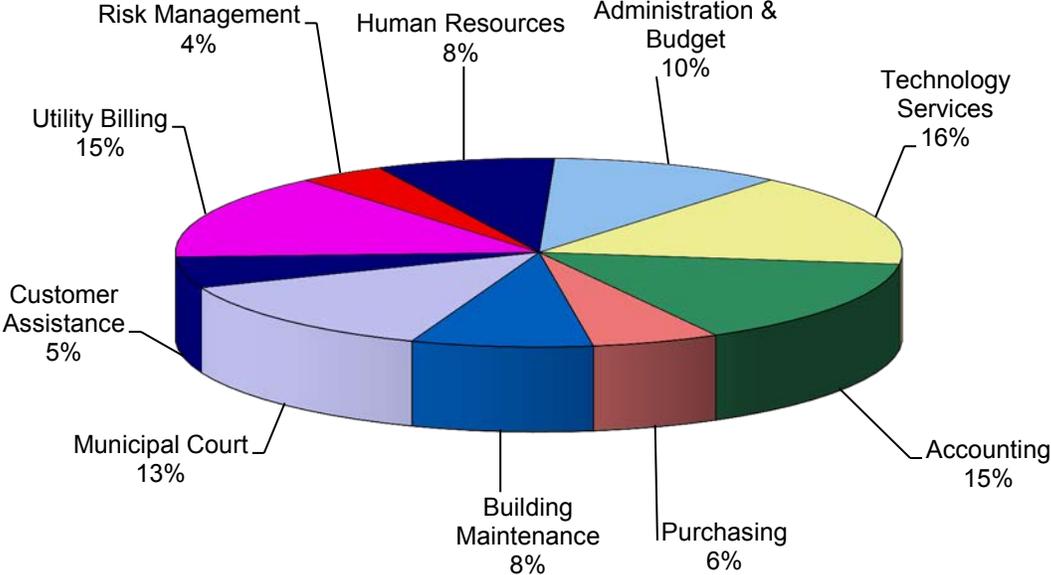
TOTAL BUDGETED RESOURCES: \$ 4,313,623



ADMINISTRATIVE SERVICES SOURCES & USES



FUNDING SOURCES



DEPARTMENT USES

ADMINISTRATIVE SERVICES DEPARTMENTS

ACCOUNT TYPE	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,701,609	1,881,374	1,881,374	1,892,234
Payroll Expenses & Benefits	523,210	632,824	632,824	631,169
Materials & Supplies	175,341	186,765	186,765	369,614
Utilities & Other Contracted Services	1,160,121	1,224,153	1,224,153	1,417,231
Capital Outlay	0	3,627	3,627	3,374
	3,560,282	3,928,743	3,928,743	4,313,623
USES BY PROGRAM				
Administration & Budget	389,344	481,823	481,823	396,892
Accounting	495,208	539,013	539,013	452,975
Purchasing	186,111	194,070	194,070	249,659
Customer Services	193,007	198,488	198,488	201,731
Utility Billing	560,368	689,605	689,605	847,603
Building Maintenance	271,643	304,653	304,653	286,162
Municipal Court Services	472,872	492,514	492,514	502,010
Designated Court Training	8,537	7,950	7,950	8,000
Human Resources	281,933	292,065	292,065	430,008
Risk Management	140,509	143,502	143,502	135,255
Network Services	289,030	296,662	296,662	308,010
GIS	21,966	30,550	30,550	30,550
Computer Network Operation:	249,755	257,850	257,850	464,767
	3,560,282	3,928,743	3,928,743	4,313,623
FUNDING SOURCES				
General Fund	2,607,409	2,222,778	2,222,778	2,366,988
CDBG Fund	108,121	102,650	102,650	102,574
Museum Fund	1,570	2,101	2,101	4,921
Spcl Allocation Fund	266,170	266,170	266,170	266,170
Golf Fund	38,751	34,619	34,619	34,294
Water Protection Fund	328,610	1,032,761	1,032,761	1,247,300
Mass Transit Fund	60,519	55,190	55,190	64,575
Airport Fund	36,561	37,969	37,969	41,358
Landfill Fund	71,750	69,972	69,972	79,031
Parking Fund	40,821	104,533	104,533	106,412
	3,560,282	3,928,743	3,928,743	4,313,623
STAFFING SUMMARY				
Administration & Budget	4	4	4	4
Accounting	6	6	6	4
Purchasing	3	3	3	4
Building Maintenance	2.75	2.75	2.75	2.75
Municipal Court Services*	5	5	5	10
Customer Services	3	3	3	3
Utility Billing	2	2	2	4
Human Resources	3	3	3	5
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	42.17

*Does not include 1 elected official - Municipal Judge

Administration and 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). 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.
- Track and review Buchanan County annual tax billing and monthly collection reports and disbursements. Work with the Buchanan County Assessors office to ensure compliance with Enterprise Zone, Chapter 100, Chapter 353 tax abatements
- Reporting and monitoring past due accounts and Collection Agency reporting. Develop sewer reports and documenting processes
- Maintain the data base for the parking ticket program and manage the collection process, including issuance of summons to Municipal Court.
- Monitor daily revenue deposits of departments outside of City Hall. Enter revenues into the general ledger.

Current Year Activity / Achievements

- Provided financial information for use tax, which began July 1, 2015.
- Prepared annual indirect cost plan.
- Implemented more efficient Annual Budget processes to streamline department submissions.
- Implemented new Collection procedures, which follow shorter delinquency period before termination and collection letters are produced, resulting in greater collections.
- Developed reporting to monitor collections of Special Assessments, Administrative Penalties and Sewer Receivables including monthly listings provided to City's Collection Agency.
- Further cross-train Utility Billing and Customer Assistance staff to more efficiently respond to customer inquiries.

Budget Challenges / Planned Initiatives

- Careful monitoring of city revenues & expenditures; preparing for the challenges facing the City from legislative sources.
- Continue development of reporting and reconciliation between Springbrook cash receipts/utility billing processes with financial software system - ONEsolution.
- Continue development of utility billing system with more comprehensive, timely reporting.
- Continue auditing utility billing system by adding accounts to City's GIS to track those areas that appear unserved by City sewer system.

ADMINISTRATION & BUDGET

Program 8310

Program Description

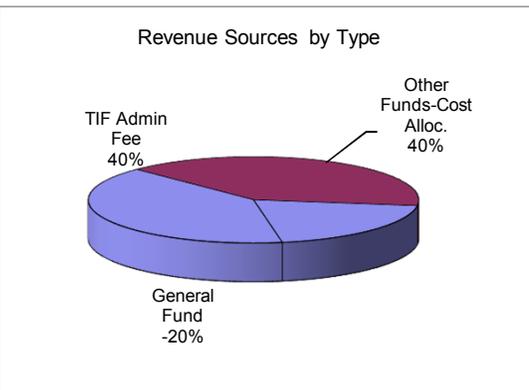
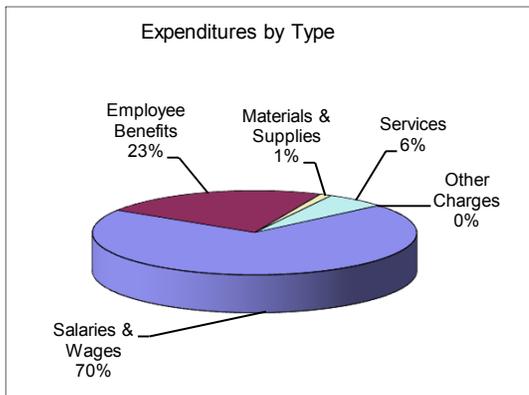
Staff assist city management in the allocation of public resources to meet the service, program and facilities needs and expectations of the community, as determined by the Mayor and Council, in accordance with federal/state/local statutes. Develop information that demonstrates the impact of decisions 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
 Budget & Financial Analyst
 Revenue Technician

2014-15 Actual	2015-16		2016-17 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

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Salaries & Wages	295,292	373,716	373,716	277,908
Employee Benefits	16,146	79,732	79,732	90,304
Materials & Supplies	4,752	4,700	4,700	4,700
Services	62,915	23,425	23,425	23,730
Other Charges	10,238	250	250	250
Total	389,344	481,823	481,823	396,892

Revenue Sources:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
TIF Admin Fee	254,985	266,170	266,170	266,170
Other Funds-Cost Allo	114,974	192,477	192,477	262,942
General Fund	19,385	23,176	23,176	(132,220)
Total	389,344	481,823	481,823	396,892

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 Activity / Achievements

- Worked with Utility Billing staff to drastically reduce the delinquency rate on sewer utility bills, including termination of water services.
- Finalize the implementation of Accela software for license and permit activities.
- Audit business licenses for accuracy, update business activities, etc.

Budget Challenges / Planned Initiatives

- Continue with implementation of Accela licensing and permit software.
- Increase collection for liens, sewer utility bills and administrative penalties by notices, and finally forwarding to City's contracted collection agency.
- 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.
- UTILITY BILLING: With the City's re-acquisition of the sewer billing function, the division has seen increased walk-in traffic from individuals who prefer paying in person and customers paying bills by phone. Temporary staff have been added during business license billing cycle
- WORK MANAGEMENT SOFTWARE - investigate transition to a paperless, on-line customer service center, allowing customers to apply for permits, garage sale permits, etc. online.

Performance Statistics

- Number of business licenses, health, liquor licenses, fire and alarm permits issued. FY13 - 8,100; FY14 - 8,360; FY15 - 8,573
- Number of new business licenses issued FY13 - 645; FY14 - 709; FY15 - 501
- Revenue generated from business license renewals FY13 - \$860,321; FY14 - \$876,729, FY15 - \$921,263

CUSTOMER ASSISTANCE

Program 5420

Program Mission

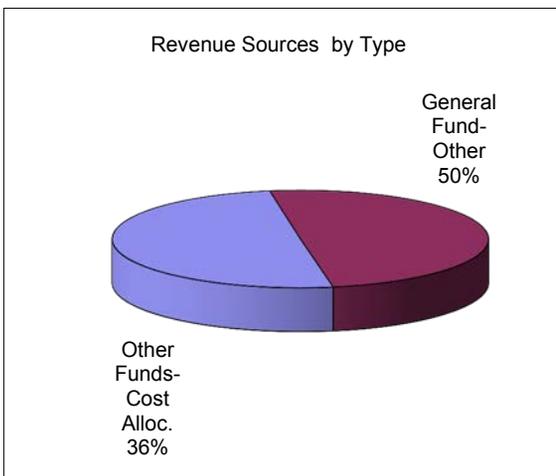
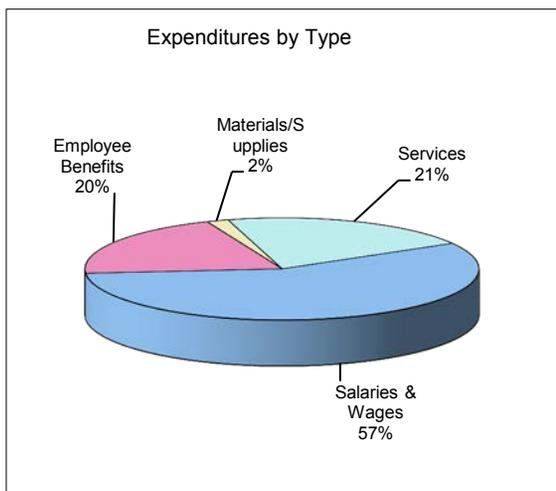
The Customer Assistance staff issues business licenses, liquor license, health permits. They provide cash receipting services and perform collections for special tax billings and sewer utility billings. Staff also issues garage sale permits, bus and parking passes while managing the city's sidewalk grant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

Staffing Detail

Customer Services Manager
Customer Services Representative

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
3	3	3	3

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	115,201	116,348	116,348	114,841
Employee Benefits	44,162	43,460	43,460	40,710
Materials/Supplies	1,861	3,600	3,600	3,600
Services	31,783	35,080	35,080	42,580
Total	193,007	198,488	198,488	201,731

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Other Funds-Cost Allo	87,769	93,327	93,327	101,202
General Fund-Other	105,238	105,161	105,161	100,529
Total	193,007	198,488	198,488	201,731

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 divisions as necessary.

Current Year Activity / Achievements

- Collection policy amended and approved by Council in August, 2015. Termination letters sent out monthly for past due amounts exceeding 60 days. Collection letters sent to closed accounts within 15 days of due date; forwarding uncollected monthly to City's contracted Collection Agency.
- 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.

Budget Challenges / Planned Initiatives

- Enhance 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 responding to basic utility billing questions.
- Combine Utility Billing and Customer Assistance staff within same area to more efficiently respond to customer needs.

Performance Statistics

- Average Number of bills generated monthly - FY13 - 25,700; FY14 - 25,700; FY15 - 26,343
- Average Number of monthly payments from lockbox - FY13 - 12,000; FY14 - 12,835; FY15 - 10,510
- Average Number of monthly payments from Web - FY13 - 2,500; FY14 - 2,246; FY15 - 2,770
- Average Number of monthly payments from IVR (interactive voice response by phone) - FY13 - 1,000; FY14 - 965; FY15 - 931
- Average Number of monthly payments from FirsTech (contracted vendor in grocery stores) - FY13 - 500; FY14 - 418; FY15 - 475
- Average Number of monthly payments from City Hall walk-ins, drop box, direct mail - FY13 - 500; FY14 - 418; FY15 - 475
- Paperless Bills /Web Billing processed per month - 450.
- Web Payments by credit and debit cards - FY13 - 64.5%; FY14 - 58.1%; FY15 - 55.3%
- Web Payments by e-Check - FY13 - 35.5%; FY14 - 41.9%; FY15 - 44.7%

UTILITY BILLING

Program 8560

Program Mission

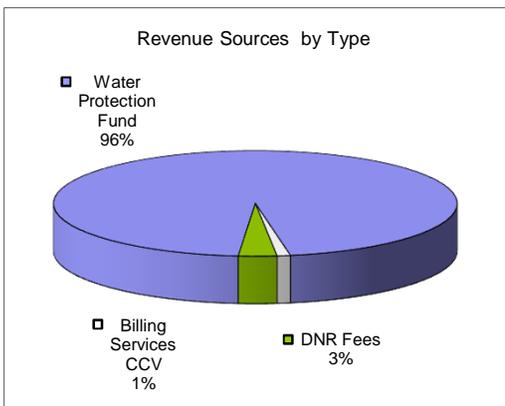
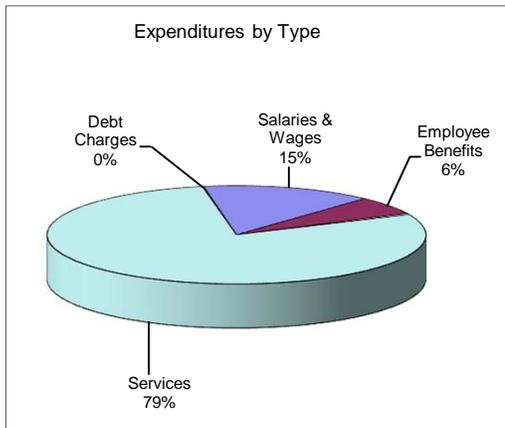
As of October 2012, the City took over billing its sewer customers from the water company. Utility Billing staff strive to provide accurate and timely utility billing statements. Research requests to correct billing errors. Verify sewer billing accuracy. Offer prompt and courteous customer service when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

Staffing Detail

- Utility Billing Technician
- Billing & Collections Technician
- Utility Billing Account Technician
- PT Utility Billing Account Technician

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	1	1
1	1	1	1
0.62	0.62	0.62	0.62
2.62	3.62	3.62	3.62

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	65,568	106,018	106,018	123,766
Employee Benefits	29,905	50,866	50,866	50,990
Materials & Supplies	2,538	3,400	3,400	3,400
Services	462,357	525,694	525,694	668,540
Debt Charges	0	3,627	3,627	907
Total	560,368	689,605	689,605	847,603
Revenue Sources:				
Billing Services-CCV	0	7,200	7,200	9,000
DNR Fees	0	0	0	26,000
Water Protection Fund	560,368	682,405	682,405	812,603
Total	560,368	689,605	689,605	847,603

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 and 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 and Provide staff training necessary for obtaining and continuing education required for certification from Missouri Association for Court Administration (MACA).

Current Year Activity / Achievements

- Court interface between St. Joseph Police Department and Municipal Court for citation download under review. Software vendor change has delayed project slightly.
- Continue migration toward a paperless environment by scanning web payments, driver licenses, Photo ID's, and Attorney entries with regard to Municipal Court information.
- Cross-training of staff to allow for staff absences.

Budget Challenges / Planned Initiatives

- Explore the possibility with the Technology Division of online citation inquiry access for attorneys and defendants.
- Research and implement solution for storage of citation data as required by State Statute.
- Explore the possibility of online citation inquiry access to attorneys and defendants for court dates and times to reduce the number of telephone calls coming in to Court staff.
- Continue migration to "paperlight court" process with the hardware & software provided for in the FY16 budget.

MUNICIPAL COURT

Program 2710

Program Description

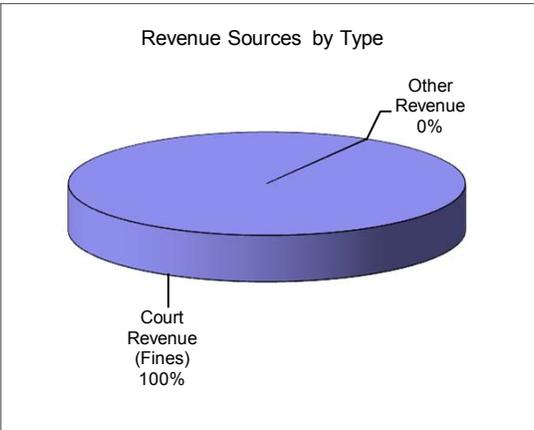
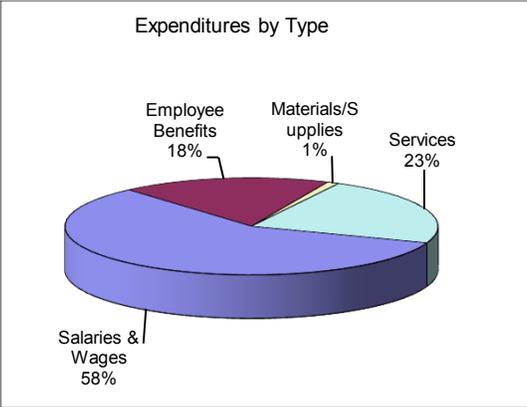
Municipal Court protects the safety and welfare of the citizens of St. Joseph and upholds municipal codes and ordinances by processing and rendering decisions on the cases filed by the City's Prosecuting Attorney. Court support staff, under the direction of the Administrative Services Department, also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

Staffing Detail

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

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	1	1
	1	1	1	1
	2	2	2	2
	0.8	0.8	0.8	0.8
	4	4	4	4
FTE	5	5	5	9.8

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	272,975	289,101	289,101	291,197
Employee Benefits	93,994	95,198	95,198	91,089
Materials/Supplies	3,406	3,225	3,225	5,225
Services	102,498	104,989	104,989	114,500
Total	472,872	492,514	492,514	502,010
Revenue Sources:				
Other Revenue	986	650	650	1,000
Interest	137	200	200	150
Court Revenue (Fines)	836,923	862,500	862,500	799,000
Total	838,046	863,350	863,350	800,150

MUNICIPAL COURT DESIGNATED

Program 8580

Program Description

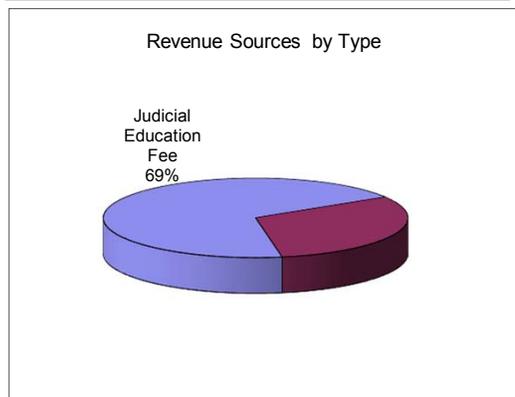
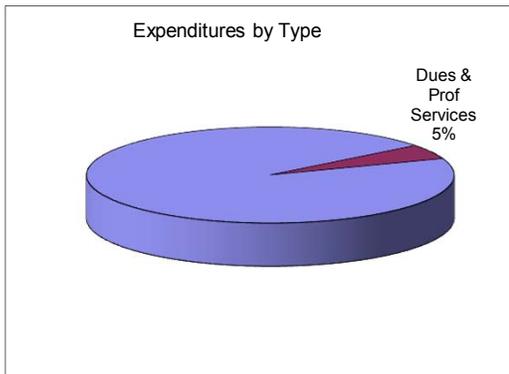
This program accounts for the revenues and expenditures in the Administrative Services Department from the Judicial Education revenues. This is training funded over and above what might be paid from General Fund revenues. Since there is a per person cap annually on the amount of money that can be reserved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

Staffing Detail

N/A

2014-15 Actual	2015-16		2016-17
	Adopted Budget	Estimated Actual	Budget

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Travel & Training	6,864	7,600	7,600	7,600
Dues & Prof Services	1,673	350	350	400
Total	8,537	7,950	7,950	8,000
Revenue Sources:				
Judicial Education Fee	8,537	11,800	11,800	10,000
Other Revenue	3,508	0	0	4,500
Total	12,045	11,800	11,800	14,500



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 services.
- 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 26th consecutive year.
- Reconciled 23 funds including the General fund, nine (9) special revenue funds, 1 capital project fund,
- Continuing updating and adding OneSolution Accounting Software modules
- Recorded another two (2) State Revolving Fund Direct Loan offered by Department of Natural Resources as well as final offering of the original \$105,000,000 bond authority

Budget Challenges / Planned Initiatives

- Stay current with OneSolution Accounting Software upgrade and fixes
- Upcoming CAFR will require compliance with GASB issued Statement No. 73 (Accounting & Financial Reporting for Pensions ...)
- GASB issued Statement No. 74 (Financial Reporting for OPEB ...)
- GASB issued Statement No. 75 (Accounting & Financial Reporting for OPEB ...)
- GASB issued Statement No. 76 (Hierarchy of Generally Accepted Accounting for SLG's)
- GASB issued Statement No. 77 (Tax Abatement Disclosures)
- GASB issued Statement No. 78 (Pensions Provide through Certain Multiple-Employer Plans))

ACCOUNTING

Program 8540

Program Description

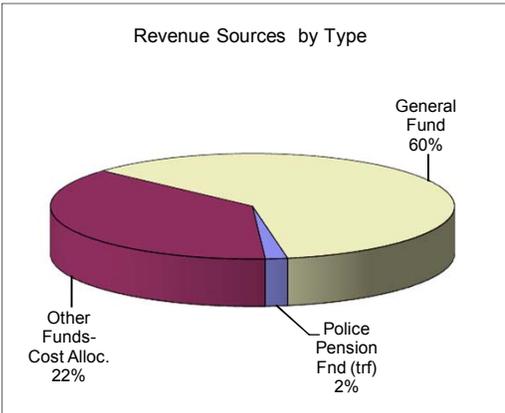
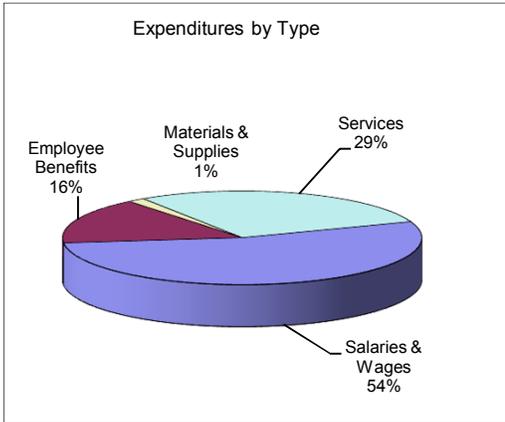
The Accounting staff provides management with timely, accurate and meaningful financial information. They continue to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Staffing Detail

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

2014-15	2015-16		2016-17
	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	0
1	1	1	0
6	6	6	4

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	271,534	303,700	303,700	243,520
Employee Benefits	92,258	98,622	98,622	72,239
Materials & Supplies	4,160	5,000	5,000	7,000
Services	127,255	131,691	131,691	130,216
Total	495,208	539,013	539,013	452,975
Revenue Sources:				
Police Pension Fnd (trf)	7,800	8,000	7,800	8,000
Other Funds-Cost Alloc	164,060	181,575	181,575	170,964
General Fund	323,348	349,438	349,638	274,011
Total	495,208	539,013	539,013	452,975

Purchasing

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
- Reduced postage expenditures considerably by taking advantage of the State of Missouri price agreement contract for shipping purposes

Budget Challenges / Planned Initiatives

- Rising advertising costs put a strain on our budget
- Continue to identify vendors who accept the AP card for payment of invoices
- Look into sources to reduce freight charges on items being sent from the City
- Obtain ability to track companies or individuals who are picking up bids from the City website
- Streamline requisition, purchase order and payment approval and receiving process

Performance Statistics

- Number of bids and contract awards processed 130
- Bids and contracts processed within three (3) working days Yes
- Number of "front end" documents developed for capital projects 34
- Number of accounts payable transactions processed 65,281
- Amount of revenue generated by use of City procurement card for large vendor invoice payments \$79,570.50
- Number of federal & state prevailing wage payroll audits/on-site visits at on-going projects 4623

PURCHASING

Program 8600

Program Description

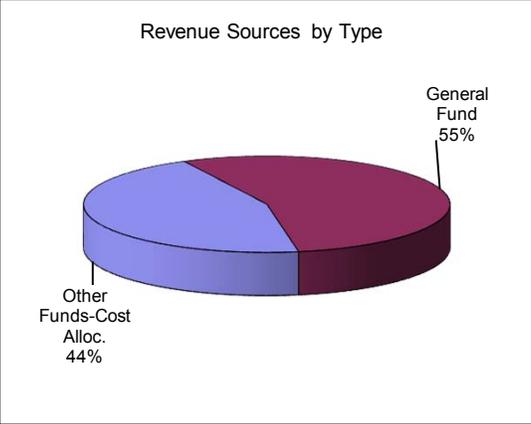
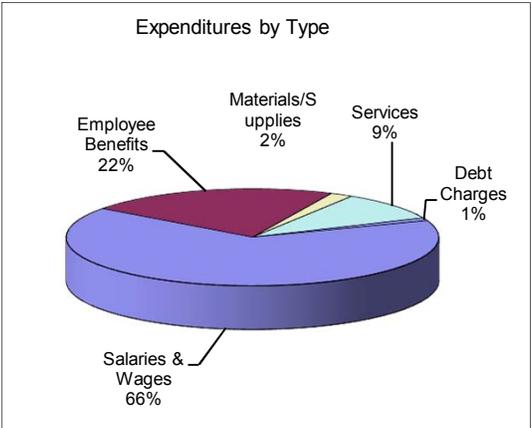
This division helps ensure public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute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

Staffing Detail

- Purchasing Agent
- Compliance Technician
- Account Technician

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	2
3	3	3	4

Operating Budget Summary



	2014-15	2015-16		2016-17
		Actual	Adopted Budget	
Expenditures:				
Salaries & Wages	111,979	120,296	120,296	163,852
Employee Benefits	44,227	44,167	44,167	54,700
Materials/Supplies	3,786	3,400	3,400	4,900
Services	21,565	23,740	23,740	23,740
Debt Charges	4,554	2,467	2,467	2,467
Total	186,111	194,070	194,070	249,659
Revenue Sources:				
Other Funds-Cost Allo	87,585	97,376	97,376	113,164
General Fund	98,526	96,694	96,694	136,495
Total	186,111	194,070	194,070	249,659

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 buildings 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.
- Completed painting of Mayor's Office ceiling and various other painting projects.
- Installed vertical blinds north side of City Hall and have requested funds to complete remainder of building.

Budget Challenges / Planned Initiatives

- A new dumpster enclosure will be completed by fall of 2016.
- Ongoing maintenance and repair of City Hall as concerns are identified.

BUILDING MAINTENANCE

Program 8710

Program Description

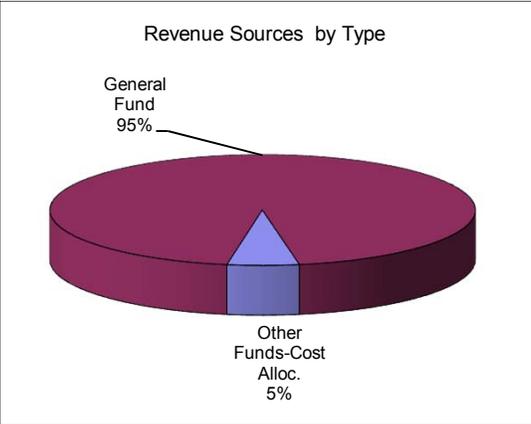
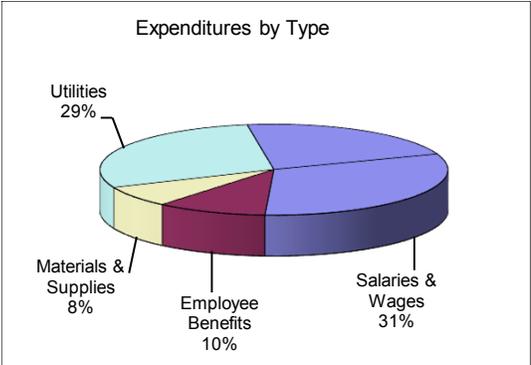
Maintenance staff provide a clean, orderly, safe, comfortable and aesthetically pleasing work environment at City Hall.

Staffing Detail

- Building Maintenance Technician
- Custodian
- PT Custodian

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.75	0.75	0.75	0.75
2.75	2.75	2.75	2.75

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	84,139	85,742	85,742	89,771
Employee Benefits	29,890	37,819	37,819	29,299
Materials & Supplies	26,566	21,415	21,415	21,415
Utilities	86,180	83,000	83,000	83,000
Services	44,869	76,677	76,677	62,677
Total	271,643	304,653	304,653	286,162
Revenue Sources:				
Other Funds-Cost Allo	15,483	16,164	16,164	15,563
General Fund	256,160	288,489	288,489	270,599
Total	271,643	304,653	304,653	286,162

Human Resources

Mission:

In support of the City's principles, values, vision and mission, it is the mission of human resources to support the total operation in meeting its goals through its most valuable resource, its employees.

Core Services:

- Conduct all position recruitments including advertising, screening and testing.
- Maintain Human Resources Information System.
- Administer an employee benefit package and coordinate employee benefit events.
- Provide New Employee Orientation.
- Maintain city-wide classification system.
- Oversee policy administration, employment & labor laws, HR records and other HR functions.
- Collaborate with Accounting on payroll services.
- Participate on the City's Labor Relations Negotiating Teams.
- Provide direction and assistance to departments on policies, procedures, disciplinary matters, hiring procedures, etc.
- Annual review of Personnel Manual.

Current Year Activity / Achievements

- Advised and assisted supervisors with disciplinary and other employment & benefit related questions, concerns & issues.
- Advised employees and supervisors on policies, procedures, practices, benefits and other employment related matters.
- Administered employee benefits plans: health, dental, life, LTD, supplemental life Cancer, Universal Life, dependent life, three pension plans, FLEX DECAF, EAP, MOST, two 457 deferred comp plans, ROTH IRA, etc. and reconciled monthly statements.
- Performed annual Personnel Manual review and revisions, adopted by Council in September 2015.
- Conducted police entry level written and physical agility tests and fire entry level written tests.
- Conducted police and fire promotional level testing.
- Coordinated health/benefit fair, flu shots and benefit carrier presentations throughout the year.
- Worked with CBIZ to renew health insurance with Blue Cross Blue Shield for coverage effective 7/1/15.
- Coordinated discrimination and harassment training.
- Completed JCPER and GASB 45 reports.

Budget Challenges / Planned Initiatives

- Explore technology options.
- Implement benefit renewals for health, dental, LTD, life and dependent/supplemental life.
- Strive to meet increased regulatory requirements and survive the ACA.
- Accomplish increased work requirements with decreased staffing.
- Update compensation study.

Performance Statistics

- 9 Entry level and promotional tests for police and fire.
- 4109 Applications reviewed.
- 163 Jobs posted.
- 84 New full-time hires in-processed and set up.
- 144 Other than full-time hires set up.
- 541 Personnel Action Forms handled.
- 21 Retirement Applications facilitated.
- 672 Performance Appraisals completed.
- 124 FMLA applications processed.

Performance Statistics:	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
Entry level and promotional tests administered	10	9	9
Applications processed	5,000	4354	4354
Jobs posted	145	119	119
New hires in-processed:			
Full time	100	83	83
Part time	147	124	124
Performance appraisals reviewed	657	677	677
Retirement applications facilitated	21	18	18
FMLA Requests processed	120	121	121
Personnel actions processed	588	513	513

Budget Challenges/Planned Initiatives

Budget Challenges:

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

Planned Initiatives:

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

HUMAN RESOURCES

Program 8620

Program Mission

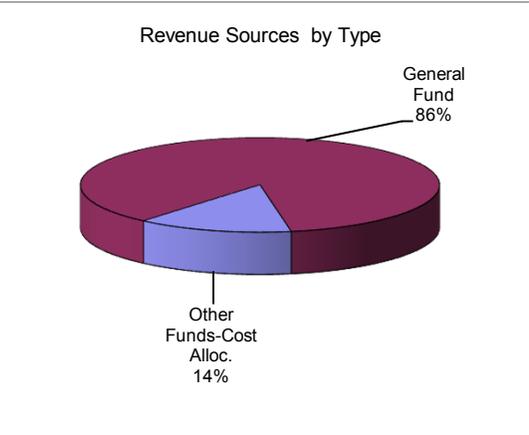
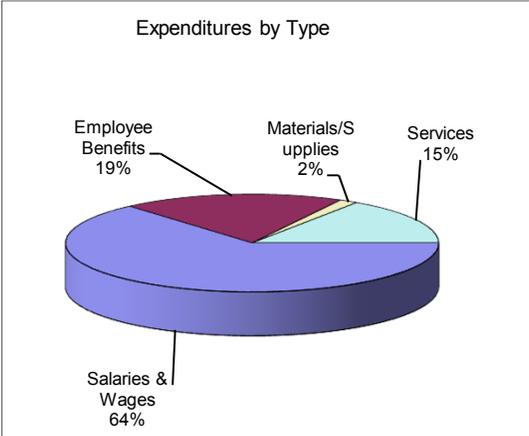
This division assists other City departments in hiring and maintaining qualified individuals through the basic staff services of employee recruitment, in-processing, evaluation, benefits administration, labor relations, examinations, position and pay administration, employee records maintenance, training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

Staffing Detail

- Assoc Director Human Resources
- HR Manager
- Payroll Technician
- HR Administrative Specialist
- HR Technician

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
0	0	0	1
0	0	0	1
1	1	1	1
3	3	3	5

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Salaries & Wages	179,991	180,162	180,162	273,417
Employee Benefits	60,364	59,478	59,478	82,926
Materials/Supplies	2,972	6,900	6,900	6,900
Services	38,606	45,525	45,525	66,765
Total	281,933	292,065	292,065	430,008

Revenue Sources:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Other Funds-Cost Allo	54,138	58,934	58,934	60,107
General Fund	227,795	233,131	233,131	369,901
Total	281,933	292,065	292,065	430,008

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 work sessions 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.

Budget Challenges / Planned Initiatives

- Develop and Implement innovative safety communication strategies that include training elements specific to departmental operations and equipment through the use of available technologies.
- Coordinate applicable HR/RM training opportunities.
- Establishing an effective Safety/Loss Control Program with limited staffing.
- Effective incident investigation with limited staffing.
- Hiring of a new Risk Manager.

Performance Statistics

- Responded to 235 liability incidents. (CY15)
- Processed 45 subrogation incidents. (CY15)
- Processed 234 employee injuries. (CY15)

RISK MANAGEMENT

Program 8650

Program Mission

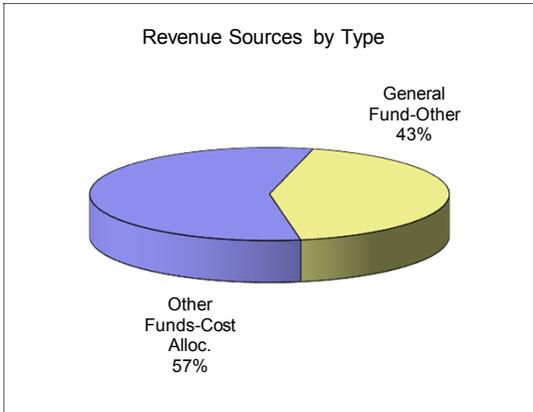
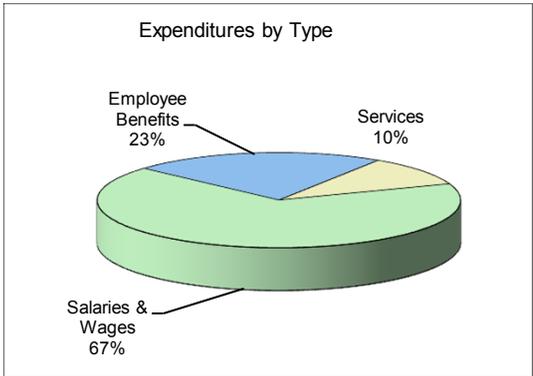
Staff works to reduce the City's exposure to insurance risk (loss) through aggressive management of the City's Property/Casualty insurance program, the self-funded workers' compensation program, the city's Loss Control Program, Drug/Alcohol Testing Program and the employee Wellness Program.

Staffing Detail

Risk Manager
 Claims Technician

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	95,937	96,135	96,135	90,895
Employee Benefits	33,267	33,527	33,527	30,520
Services	11,305	13,840	13,840	13,840
Total	140,509	143,502	143,502	135,255
Revenue Sources:				
Other Funds-Cost Allo	53,970	67,519	67,519	76,678
General Fund-Other	86,539	75,983	75,983	58,577
Total	140,509	143,502	143,502	135,255

Technology Services

Mission:

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

Core Services:

- Provide data/voice/video services to over 600 staff at 30 locations.
- Maintain minimum standards for desktop hardware and a standardized software environment.
- Maintain the City's website (hosted by CivicPlus), as well as host/maintain sites for the nature center, CIP, Parks, Transit, Police and GIS.
- Plan, manage, and maintain the production environment to maintain and enhance security, reliability, availability and performance.
- Provide "on demand" service and support for system and security administration; problem resolution or coordination; research into possible software/hardware acquisitions; and information requests regarding the same.
- Provide timely assistance and/or information in response to requests.
- Meet the requirements of replacing/upgrading PCs, printers, services and other equipment as needed through a funding mechanism based on a per PC charge.
- Maintain GIS data for access by City employees.

Current Year Activity / Achievements

- Upgrading Permits Plus to Accela Automation continues.
- Server consolidation and virtualization.
- Replace all Windows XP workstations with Windows 7.
- Continue to implement new phone system and change cell phone rates resulting in lower phone bills.
- Initiate video conferencing capabilities in early 2016.
- Installed video surveillance cameras in Customer Service and surrounding City Hall.
- Upgraded OneSolution to version 15.2.

Budget Challenges / Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Upgrading the network (switches and routers) is difficult on the current allotted budget.
- Plan to finish the Accela Automation process.
- Upgrade to a new mail server and Exchange 2016.
- Explore ways to reduce costs and ways to do more with less. Work smarter, not harder.
- Continue to consolidate and virtualize servers.
- Maintaining the Avaya phone system and implementing video conferencing.
- Upgrading the channel 19 equipment and implementing video messaging to other facilities.
- Upgrading OneSolution to fit our needs.

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 150 mobile smartphone and tablet users plus personal devices.
- More than 10TB of data to manage.
- Maintain over 400 Avaya phones on the network.
- Spam filter captures over 4000 spam emails on average in a 24 hour period.

NETWORK SERVICES

Program 8570

Program Description

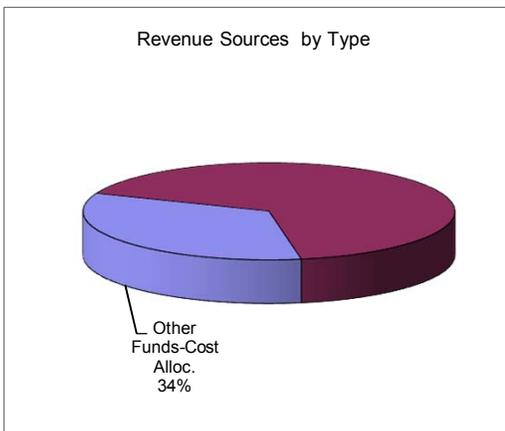
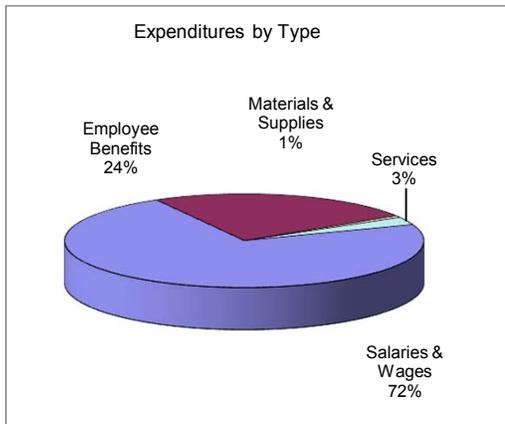
The division promotes ready access to municipal government information through appropriate day-to-day maintenance of the City's computer network, by assisting other city departments with the development, implementation and use of various computer software systems and other technologies.

Staffing Detail

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

2014-15 Actual	2015-16		2016-17 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

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	208,992	210,157	210,157	223,068
Employee Benefits	71,268	76,155	76,155	74,592
Materials & Supplies	797	1,975	1,975	1,975
Services	7,973	8,375	8,375	8,375
Total	289,030	296,662	296,662	308,010
Revenue Sources:				
Other Funds-Cost Allo	111,376	93,288	93,288	104,028
General Fund	177,654	203,374	203,374	203,982
Total	289,030	296,662	296,662	308,010

NETWORK OPERATIONS

Program 8590

Program Description

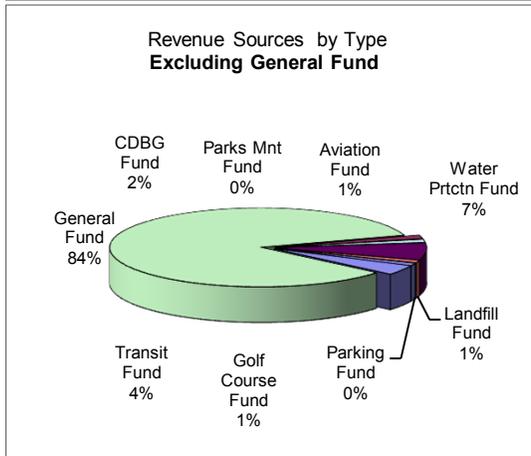
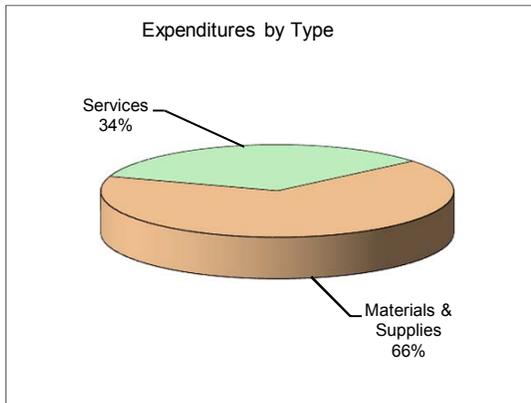
This program provides for the City's future technology needs through timely replacement or upgrades of computer network hardware and software and through implementation of new advances in technologies when appropriate.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Materials & Supplies	124,504	130,000	130,000	307,349
Services	125,251	127,850	127,850	157,418
Capital Outlay	0	0	0	0
Total	249,755	257,850	257,850	464,767

Revenue Sources:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
General Fund	184,642	203,907	203,907	369,200
CDBG Fund	6,736	5,306	5,306	6,540
Parks Mnt Fund	1,123	1,097	1,097	1,090
Aviation Fund	5,613	4,421	4,421	5,450
Water Prtctn Fund	23,576	21,223	21,223	30,520
Landfill Fund	4,490	4,424	4,424	4,360
Parking Fund	1,123	884	884	1,090
Golf Course Fund	4,490	3,537	3,537	4,360
Transit Fund	17,962	14,148	14,148	17,440
Total	249,755	258,947	258,947	440,050

GIS DEVELOPMENT

Program 8595

Program Description

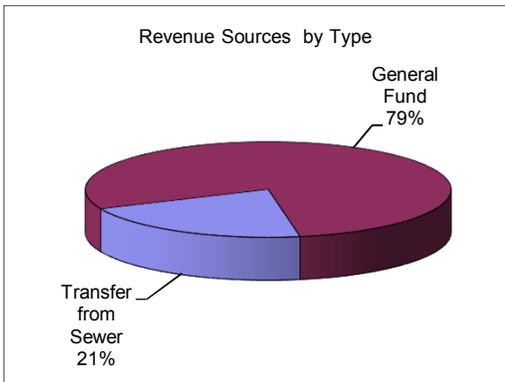
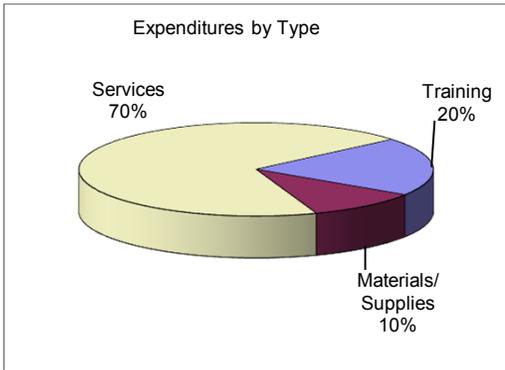
The GIS program is responsible for funding and managing the City's multi-department GIS function, including server administration, software updates, development of additional data layers and applications to update and access the data.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training
Materials/Supplies
Services

Total

Revenue Sources:

Transfer from Sewer
General Fund

Total

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
865	6,200	6,200	6,200
0	3,150	3,150	3,150
21,101	21,200	21,200	21,200
21,966	30,550	30,550	30,550
6,450	6,450	6,450	6,450
15,516	24,100	24,100	24,100
21,966	30,550	30,550	30,550

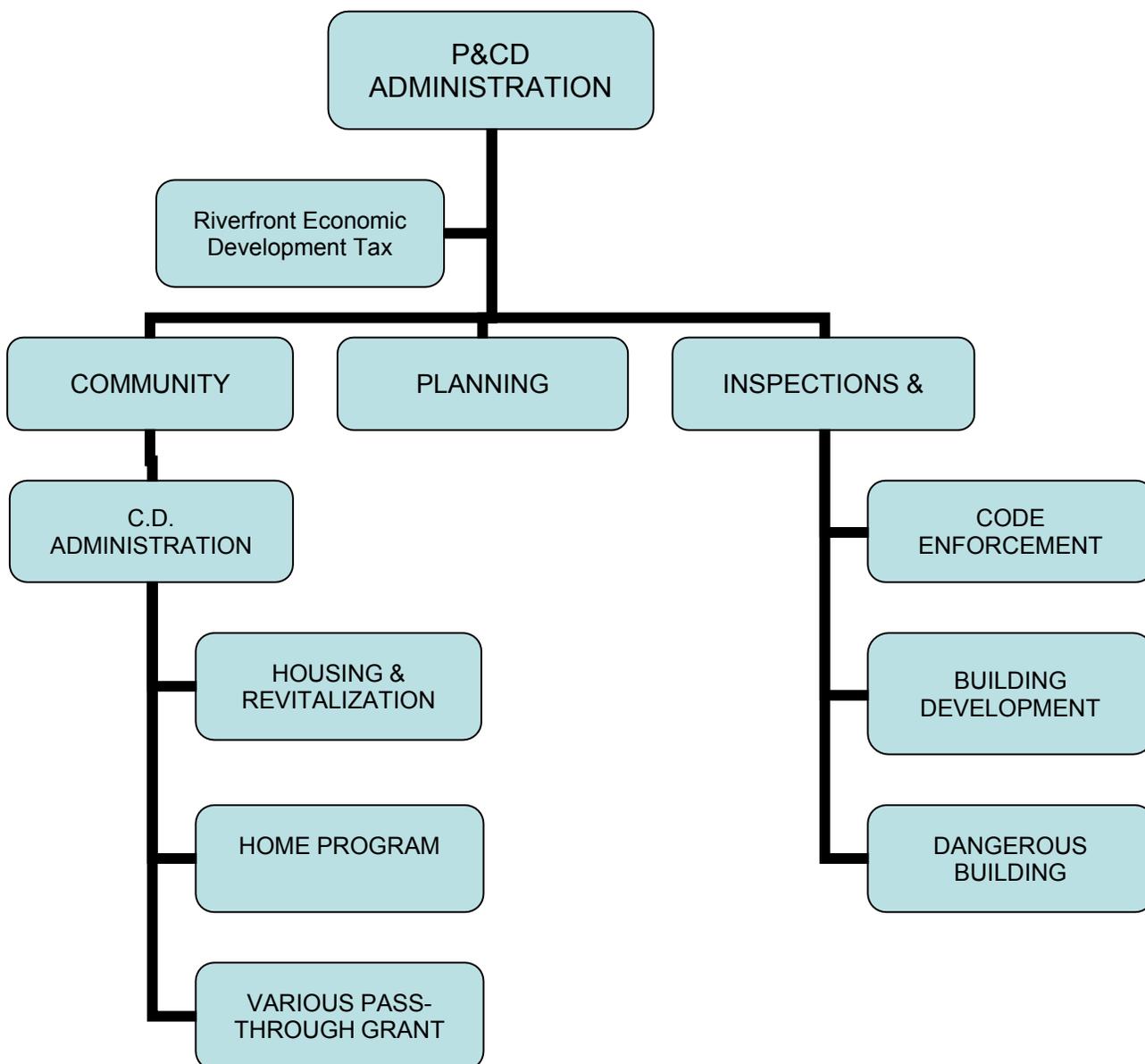
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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

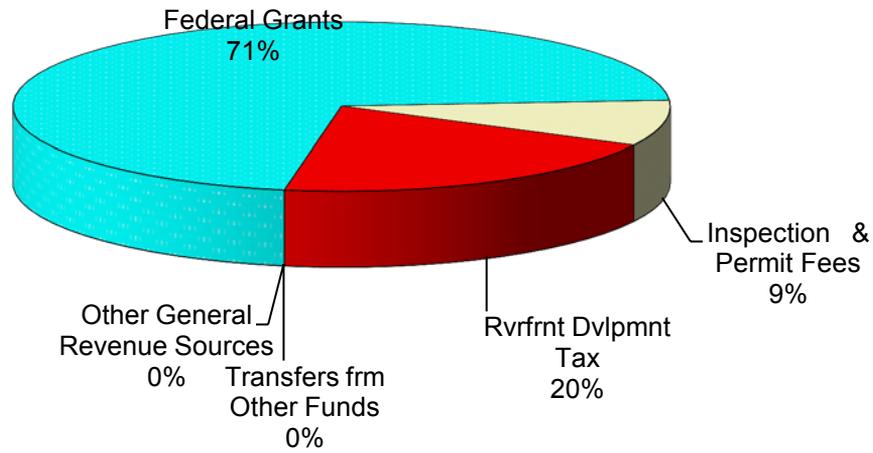
The Inspections and Code Compliance programs provide review and approval of code compliant construction and development.

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

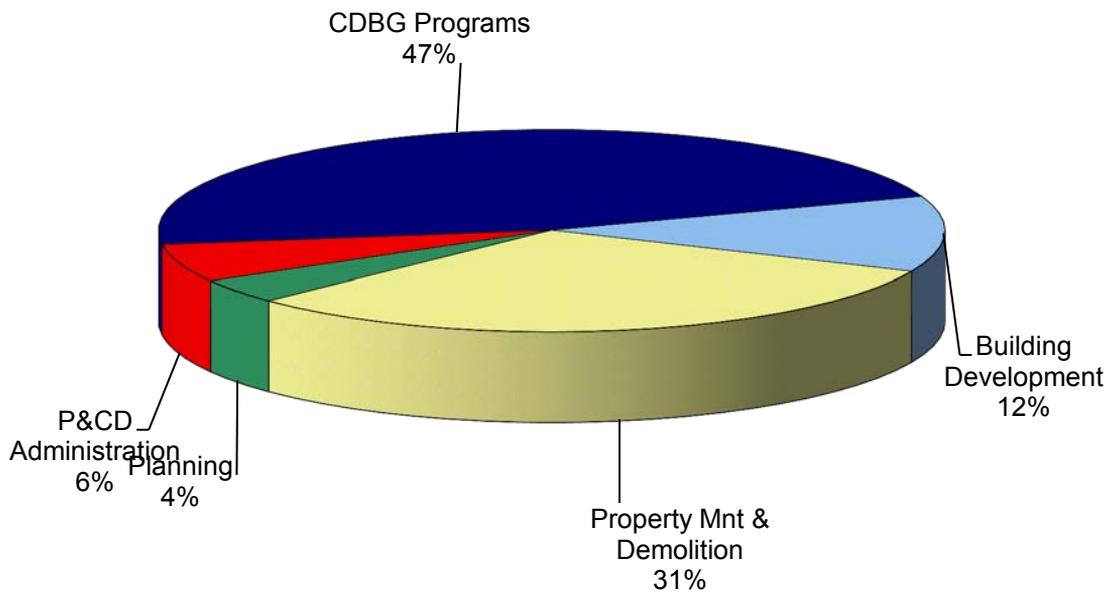
TOTAL BUDGETED RESOURCES: \$ 3,969,316



PLANNING & COMMUNITY DEVELOPMENT SOURCES & USES



FUNDING SOURCES



PROGRAM USES

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

ACCOUNT TYPE	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,322,126	1,454,962	1,454,962	1,350,208
Payroll Expenses & Benefits	505,629	523,944	523,944	498,797
Materials & Supplies	50,191	63,222	63,222	65,672
Utilities & Other Contracted Services	1,468,253	1,719,062	2,591,868	1,839,370
Claims/Insurance/Fund Transfers	47,225	51,240	51,240	167,769
Capital	0	0	0	47,500
	3,393,424	3,812,430	4,685,236	3,969,316
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	229,012	301,698	301,698	240,865
Planning	144,549	146,331	146,331	155,494
CDBG Management	329,966	373,758	373,758	295,953
Housing & Revitalization	567,695	848,669	848,669	880,000
Home Program	267,918	328,374	483,452	342,189
Public Service Agencies	320,000	330,000	330,000	340,000
Federal Emergency Srv Grnt	78,496	0	0	0
Slum/Blight Activity & Low/Mod Activity	55,000	20,000	20,000	0
Restricted ARRA Program	7,271	0	717,728	0
Building Development	519,971	567,107	567,107	480,774
Property Maintenance	770,803	744,895	744,895	855,813
Demolition	276,213	332,738	332,738	378,228
	3,566,894	3,993,571	4,866,377	3,969,316
FUNDING SOURCES				
General Fund	1,164,334	1,259,531	1,259,531	1,232,446
Landfill Fund	500,000	500,500	500,500	500,500
CDBG Fund	1,902,560	2,233,540	3,106,346	2,236,370
	3,566,894	3,993,571	4,866,377	3,969,316
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	8.0
Property Maintenance	8.0	8.0	8.0	8.0
Demolitions	2.5	2.5	2.5	2.5
	30.0	30.0	30.0	29.0

* Includes the Riverfront Economic Development Tax Program



**PLANNING AND COMMUNITY DEVELOPMENT
ADMINISTRATION, PLANNING DIVISIONS**



Planning and Community Development Administration

Mission:

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

Core Services:

- Managerial oversight of planning and zoning, building development, property maintenance, community development, and economic development function of the City.
- Implementation of Downtown Master Plan and DREAM initiatives.
- Work with private development to promote job creation.
- Comprehensive review of site and building plans.
- Provide economic development assistance to public to promote job creation and retention.

Current Year Activity / Achievements

- Continued support in working with public on downtown redevelopment efforts.
- Administered 7 economic development programs.
- Updated City Codes to assist the public.

Budget Challenges / Planned Initiatives

- Implementation of new software system and training.
- Change over of staff, hiring and training of staff.
- Educating public on importance of City Codes and need to review how project may impact surrounding neighborhood.

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION

Program 8380

Program Description

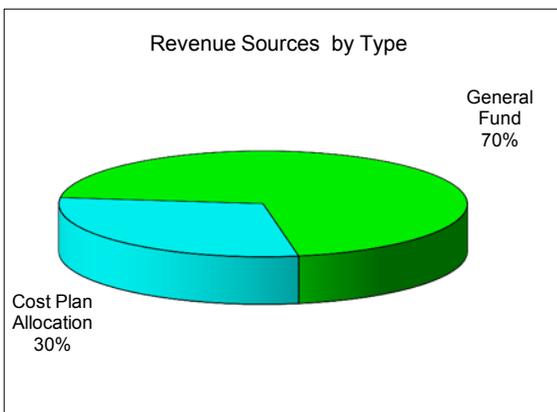
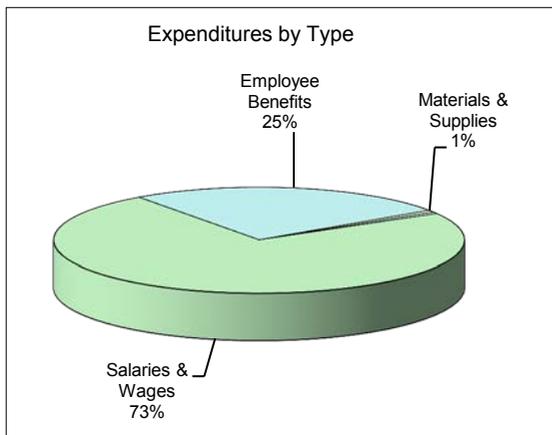
The administrative office provides managerial oversight of planning and zoning, building inspections, property maintenance issues, economic development coordination and federally funded project administration including the historic preservation functions of the City. Staff oversees permitting, licensing,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

Staffing Detail

Director of Planning & Comm Develop
 Executive Secretary
 Customer Assistance Specialist

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:
 Indirect Cost-CDBG
 General Fund

Total

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
167,388	240,192	240,192	176,738
59,814	58,916	58,916	61,327
750	1,500	1,500	1,500
1,061	1,090	1,090	1,300
229,012	301,698	301,698	240,865
64,571	80,623	80,623	71,337
164,441	221,075	221,075	169,528
229,012	301,698	301,698	240,865

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	0	0	0	0
Total	0	0	0	0
Revenue Sources:				
Hotel/Motel Tax	544,005	449,500	449,500	634,660
Total	544,005	449,500	449,500	634,660



Planning

Mission:

Planning ensures that development within the City follows adopted city plans and policies through the review and consultation with private developers. Staff works with public to identify ways to assist with their project and provide options to encourage development.

Core Services:

- Review all residential and commercial development plans, all zoning and subdivision platting.
- Ensure compliance with the City's Comprehensive Land Use Plan in order to manage growth and development.
- Ensure compliance with the City's zoning code for proper spacing, location and design to protect quality of life standards.
- Provide staff report for the Downtown Review Board, Planning, Commission, Zoning Board of Adjustment

Current Year Activity / Achievements

- Update Comprehensive Land Use Plan
- Continued updates to Zoning Code.
- Update of Accela to better track progress of applications.
- Improved customer service.

Budget Challenges / Planned Initiatives

- Work to meet customers' needs in planning services.
- Promote continued reinvestment in the community by working with developers to find options for their project to succeed.
- Continued support of downtown redevelopment.

Performance Statistics

- Processed 45 applications for plans and permits issued through the Planning Commission, Downtown Review Board, and Zoning Board of Adjustment.

PLANNING

Program 5110

Program Description

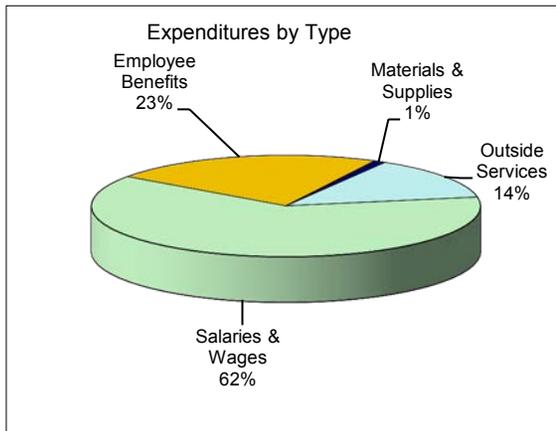
Planning ensures that development within the city follows adopted city planning and zoning plans and policies through review and consultation with private developers.

Staffing Detail

City Planner
Assistant City Planner

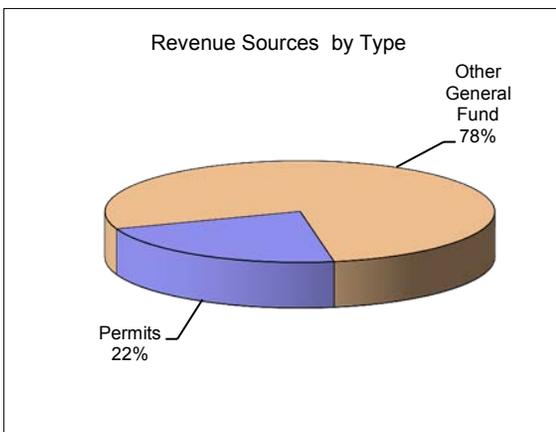
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	83,898	87,181	87,181	97,331
Employee Benefits	36,236	35,680	35,680	35,363
Materials & Supplies	640	1,750	1,750	1,500
Outside Services	23,775	21,720	21,720	21,300
Total	144,549	146,331	146,331	155,494

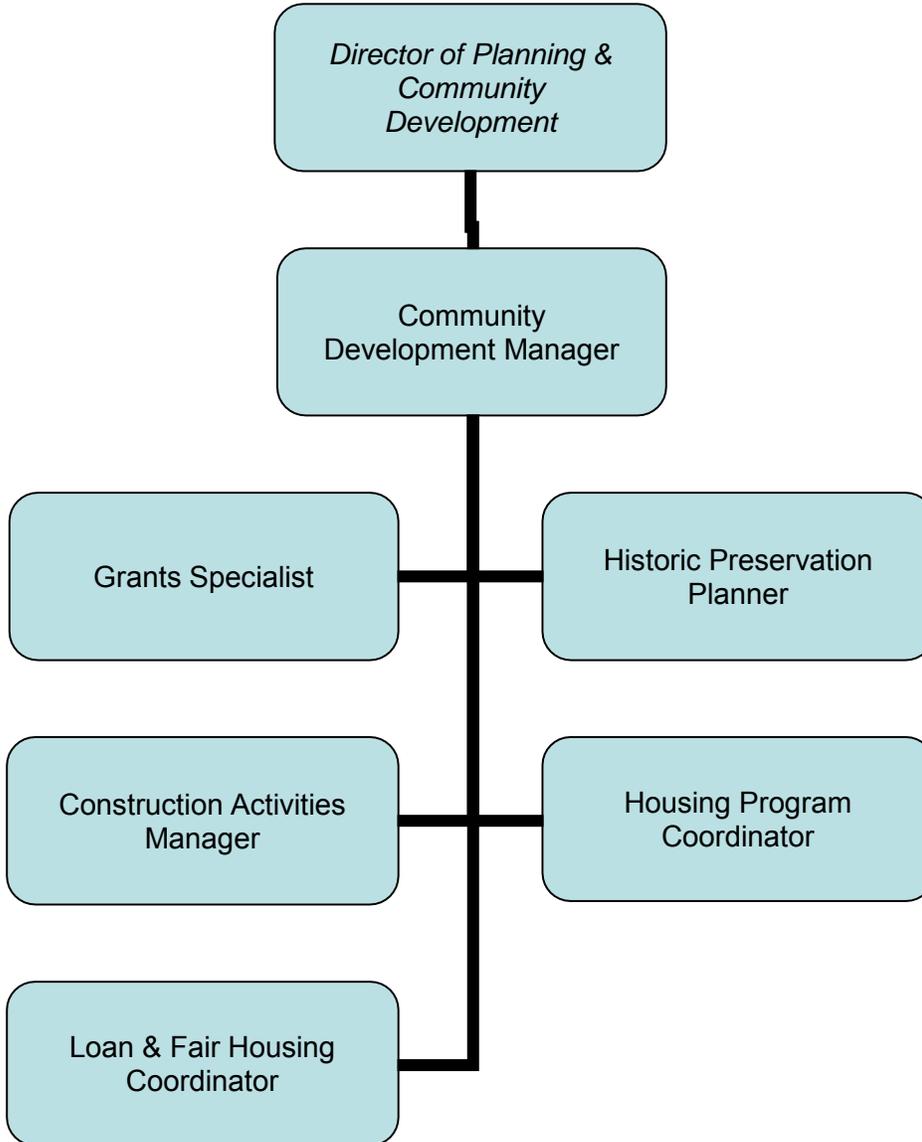


Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Permits	47,572	35,000	35,000	34,500
General Fund-Other	96,977	111,331	111,331	120,994
Total	144,549	146,331	146,331	155,494



Community Development (CDBG)



Community Development Administration

Mission:

The City of St. Joseph utilizes the Community Development Block Grant funds and the HOME Investment Partnerships Program funds to the greatest extent possible to assist low/moderate income citizens with both housing and non housing needs in order to improve the quality of life. A variety of services are provided through 12 public service agencies to help with a wide range of assistance programs. At least 70% of the CDBG funding received each year is allocated to low/moderate income citizens. In addition, 100% of the HOME Program funds are allocated to agencies providing affordable housing to citizens eligible for homeownership and rental properties developed by Habitat for Humanity and Community Action Partnership.

Core Services:

- Housing Rehabilitation and Revitalization
- Demolition
- Funding for Public Service Programs
- Fair Housing
- Community Development Administration
- Housing Programs-HOME Investment Partnerships Program funds
- Neighborhood Stabilization Program funds to deal with abandoned/foreclosed property

Current Year Activity / Achievements

- 24 grants provided to income eligible homeowners to alleviate dangerous situations in their homes
- 12 housing rehab projects were completed to assist homeowners
- completed 3 facade improvement loan projects
- Assisted Community Action partnership with construction of two more senior rental homes at Applewood Estates
- Assisted Habitat for Humanity with the construction of three new homes for homeownership in the Mid Town area
- Assisted habitat to develop a subdivision directly north of Carden Park School to provide 7 families new homes for sale to income eligible families.
- Bartlett Center-provided affordable childcare to 94 low/moderate children
- Bartlett Center- 22,407 home delivery meals to home bound senior citizens
- Bartlett Center-provided a latchkey program to 237 youth
- Sold 5 rehabilitated homes to income qualified families to help improve neighborhoods

Budget Challenges / Planned Initiatives

- Providing more services with the same amount of entitlement funding, which has been stagnant for several years

Performance Statistics

- YWCA-409 women and children sheltered
- Social Welfare Board-274 people received dental services-1877 Hours of treatment
- United Cerebral Palsy-provided therapy services to 7 low/moderate income children
- 2nd Harvest-provided 25,020 lbs of food to 160 senior citizens
- The Center-provided funding for mental health services to 144 low/moderate citizens
- Childrens Advocacy Center-provide counseling to 28 children who were victims of sexual/physical abuse
- Northtown Community Center-Provided afterschool activities for 323 kids
- Hillcrest Transitional Housing-provided services to 93 individuals/families
- Interserv- provided afterschool programs to 119 kids
- Community Missions Corp.-provided apartments and supportive services to 47 homeless men

COMMUNITY DEVELOPMENT ADMINISTRATION

Program 5260

Program Description

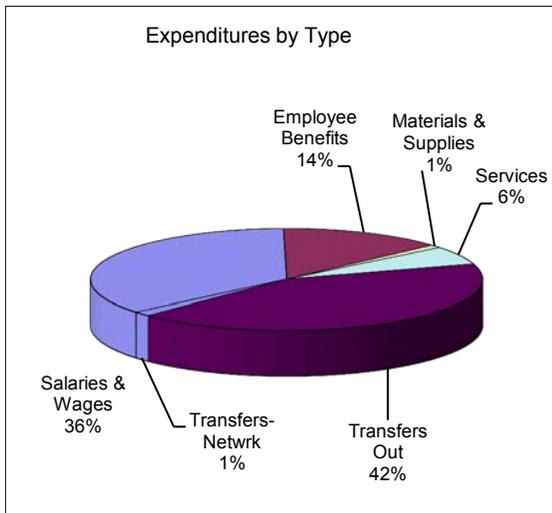
The program oversees the administration of funding received from the U.S. Department of Housing & Urban Development.

Staffing Detail

Community Development Manager
Grants Specialist

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

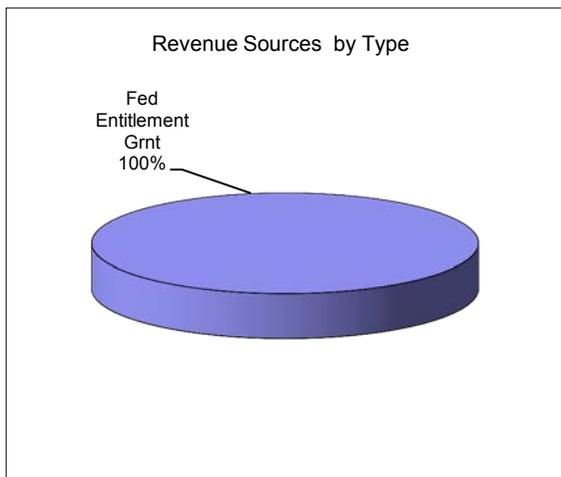


Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	101,447	126,800	126,800	106,103
Employee Benefits	35,778	41,121	41,121	40,125
Materials & Supplies	104	2,800	2,800	2,800
Services	14,807	17,536	17,536	17,536
Transfers Out	173,470	181,141	181,141	125,029
Transfers-Netrk	4,360	4,360	4,360	4,360
Total	329,966	373,758	373,758	295,953

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Interest & Other	115,021	0	0	0
Fed Entitlement Grnt	1,436,749	1,887,142	1,887,142	1,894,181
Total	1,551,770	1,887,142	1,887,142	1,894,181



HOUSING & REVITALIZATION

Program 5210

Program Description

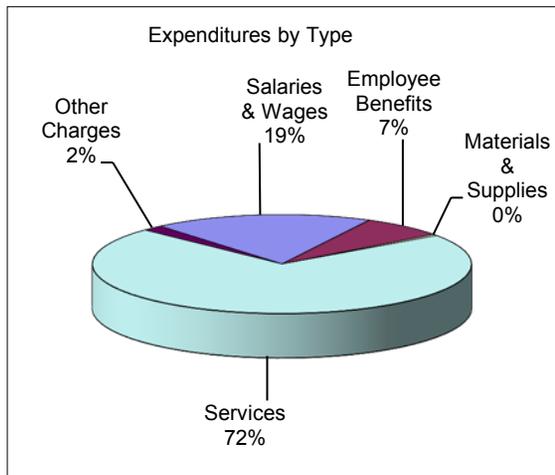
Provides decent, safe, and sanitary housing for low to moderate income families through coordination, implementation, and monitoring of Community Development Block Grant Emergency Assistance and Home Improvement programs. Staff also coordinate and oversee activities designed to promote the revitalization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

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
3.5	3.5	3.5	3.5

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	160,727	157,603	157,603	164,767
Employee Benefits	62,099	64,277	64,277	63,017
Materials & Supplies	2,313	3,917	3,917	3,917
Services	322,385	607,172	607,172	632,600
Other Charges	20,172	15,700	15,700	15,700
Total	567,695	848,669	848,669	880,000

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	50	0	0	0
Interfund Transfer	29,003	0	0	0
Total	29,053	0	0	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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	7,271	0	717,728	0
Total	7,271	0	717,728	0
Revenue Sources:				
ARRA Grants	0	0	119,728	0
Total	0	0	119,728	0

HOME PROGRAM

Program 8880

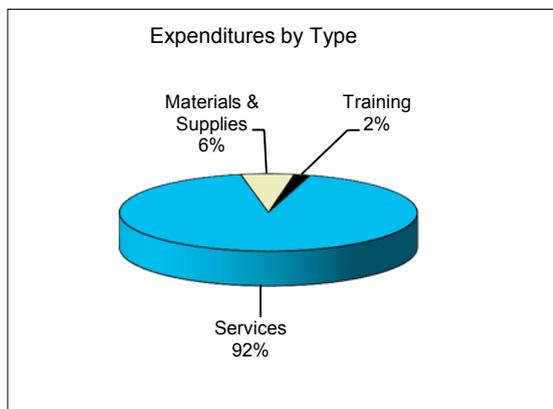
Program Description

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.

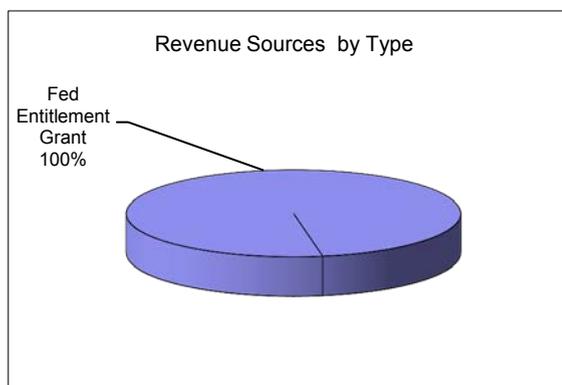
Staffing Detail

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



2014-15	2015-16		2016-17	
	Adopted	Estimated		
Actual	Budget	Actual	Budget	
Expenditures:				
Training	452	3,984	3,984	5,984
Services	247,802	304,710	459,788	316,525
Interfund Transfers	19,664	19,680	19,680	19,680
Total	267,918	328,374	483,452	342,189
Revenue Sources:				
Fed Entitlement Grant	734,450	328,374	483,452	342,189
Interfund Transfer	107,893	0	0	0
Total	842,343	328,374	483,452	342,189



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.

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Operating Budget Summary

	2014-15 Actual	2015-16		2016-17 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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Operating Budget Summary

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	78,496	0	0	0
Total	78,496	0	0	0
Revenue Sources:				
Federal HMIS Grant	42,254	0	0	0
Reprogrammend Fnds	36,242	0	0	0
Total	78,496	0	0	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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	55,000	20,000	20,000	0
Interfund Transfers	0	0	0	0
Total	55,000	20,000	20,000	0
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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Operating Budget Summary

● Hillcrest Transitional Housing of Buch Co	\$40,000
● Amer 2nd Harvest Emergency Food Assist	\$24,000
● Interfaith Com. Srv-Youth Latchkey	\$18,000
● Bartlett Center - Family Resource Program	\$14,000
● AFL-CIO Community Services	\$19,000
● Samaritan Counseling-Client Assistance	\$25,000
● Social Welfare Brd-Dental Care Program	\$90,000
● United Cerebral Palsy-Integration & Advocac:	\$10,000
● YWCA-Women & Children's Shelter	\$68,000
● Community Missions-Housing for Hmless	\$14,000
● NWMO Children's Advocacy-Abuse Cnslng	\$18,000
	<u>\$340,000</u>

Expenditures:

Services

Total

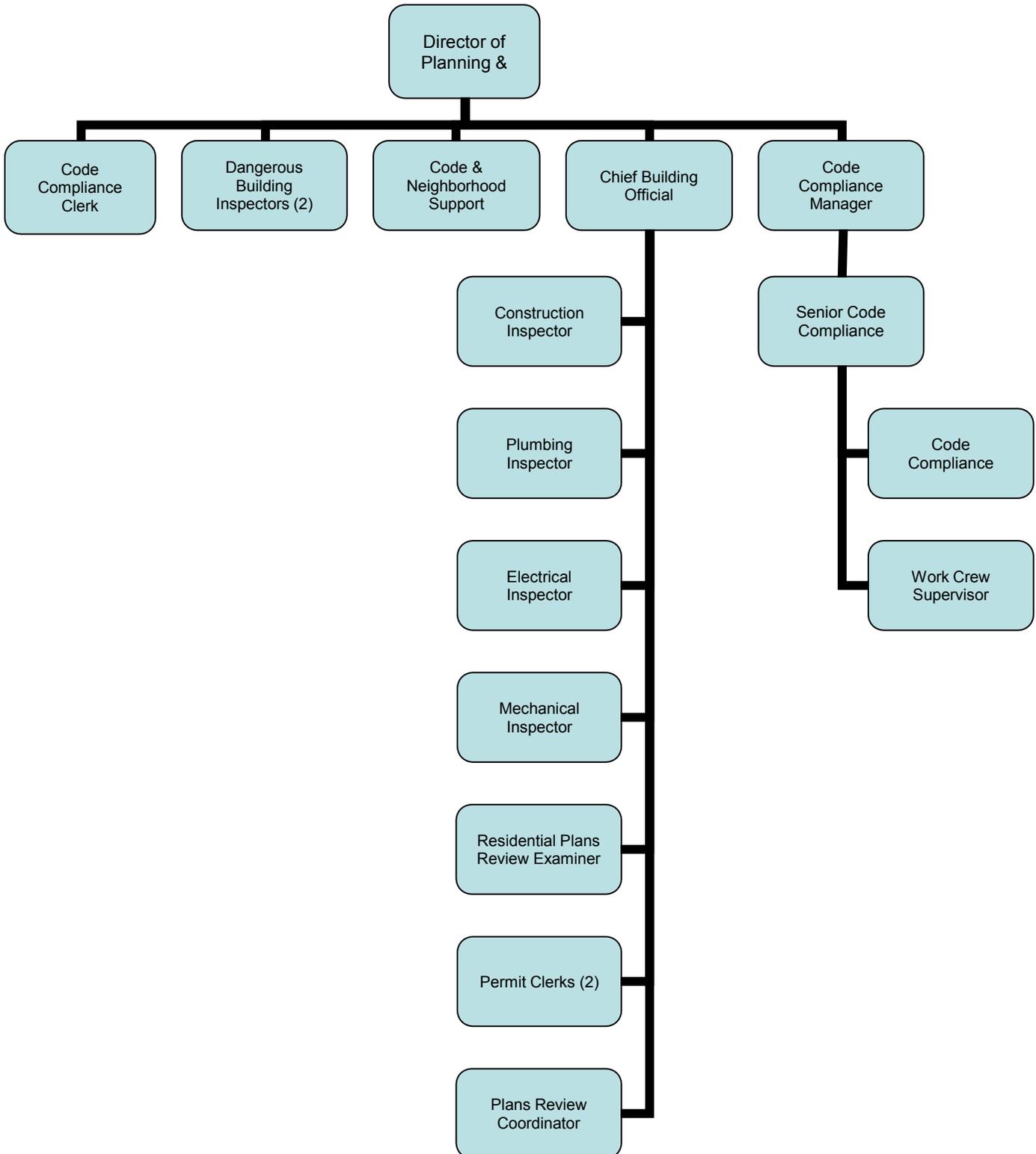
Revenue Sources:

Fed Entitlement Grant

Total

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
320,000	330,000	330,000	340,000
320,000	330,000	330,000	340,000
0	0	0	0
0	0	0	0

BUILDING REGULATIONS & PROPERTY MAINTENANCE



Building Development Services

Mission:

Ensure the public health and safety through the review and approval of development while establishing procedures designed to enhance community development and reinvestment.

Core Services:

- Integrated development and building review and approval process.
- Building, mechanical, electrical, and plumbing inspections and approval process.
- Conceptual and preliminary customer consultation and review services.
- Existing building inspection and new construction services.
- Building code enforcement.

Current Year Activity / Achievements

- Implementation of Accela Software and training of staff.
- Increased emphasis on improved customer service training of staff.
- Building Inspections: 343 commercial and 485 residential
- Mechanical Inspections: 295 commercial and 492 residential
- Electrical Inspections: 436 commercial and 734 residential
- Plumbing Inspections: 332 commercial and 712 residential
- Number of Plan Reviews: 236 commercial and 263 residential
- Percent of Plans reviewed in 10 working days: 98%

Budget Challenges / Planned Initiatives

- Work Management Software: Continued implementation of Accela Software Program.
- Continued ability of allowing for online permits
- Training Staff to meet all certification requirements.

Performance Statistics

- Building Inspections: 343 commercial and 485 residential
- Mechanical Inspections: 295 commercial and 492 residential
- Electrical Inspections: 436 commercial and 734 residential
- Plumbing Inspections: 332 commercial and 712 residential
- Number of Plan Reviews: 236 commercial and 263 residential
- Percent of Plans reviewed in 10 working days: 98%

BUILDING DEVELOPMENT SERVICES

Program 5410

Program Description

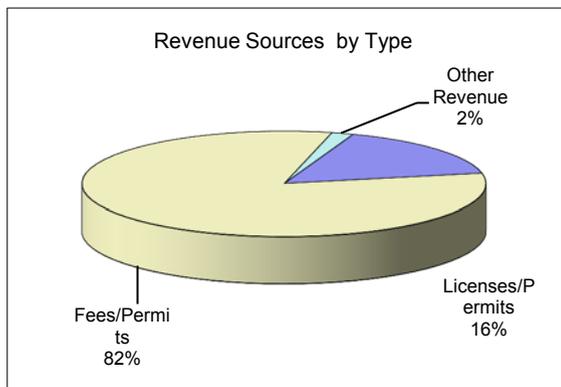
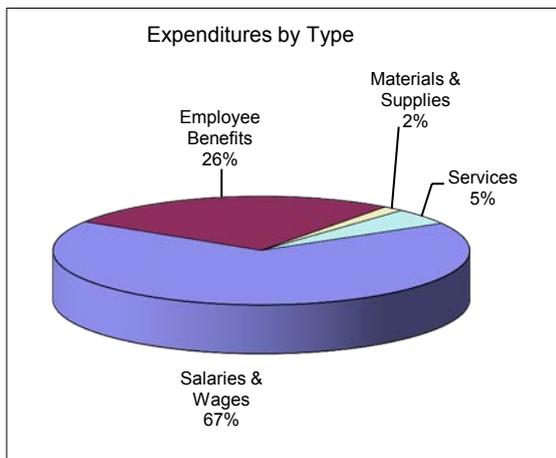
Building Development Services staff oversee review of development plans, perform building plan review, inspection building construction activities and interacts with building and industry organizations in order to promote a vibrant and safe building environment. Through property and construction information,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

Staffing Detail

Chief Building Official
 Building Development Support Tech
 Construction Inspector
 Residential Plans Review Examiner
 Plumbing Inspector
 Electrical Inspector
 Mechanical Inspector
 Commerical Development Review Coordinator
 Permit Clerk

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	0	1
1	1	1	1
1	1	1	0
1	1	1	1
1	1	1	1
1	1	1	0
1	1	1	1
2	2	2	2
9	9	9	8

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	341,433	373,245	373,245	323,185
Employee Benefits	136,369	146,492	146,492	126,219
Materials & Supplies	7,997	12,300	12,300	7,800
Services	33,671	26,570	26,570	23,570
Capital Outlay	500	8,500	8,500	0
Total	519,971	567,107	567,107	480,774

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses/Permits	90,565	91,700	91,700	93,000
Fines	0	0	0	0
Fees/Permits	445,590	460,500	460,500	467,500
Other Revenue	1,941	10,000	10,000	10,000
Total	538,096	562,200	562,200	570,500

Property Maintenance/Demolitions

Mission:

The Property Maintenance division enforces minimum property maintenance standards adopted by the City Council.

Core Services:

- Enforce minimum property maintenance codes related to exterior yard conditions related to vegetation, trash, debris, trash collection practices, firewood storage, standing water, excessive lighting, vehicles on private property, some zoning issues and trees.
- Enforce minimum property maintenance codes for interior housing conditions related to electrical, mechanical, plumbing, sanitation and egress issues.
- Coordinate the City's Neighborhood Cleanup Dumpster program.

Current Year Activity / Achievements

- Implementation of Accela Automation software system.

Budget Challenges / Planned Initiatives

- We have recently gone live with new enforcement software. It will be important that the software can be used to become more efficient, in order for existing staff to be able to respond to the number of complaints we receive.
- In many areas that we address, we are only able to respond to complaints; we don't have the resources to be more proactive and survey for violations that add to unhealthy and blighted conditions in the community. This leads to frustration among residents and complaints about selective enforcement.

Performance Statistics

- During calendar year 2015, the Property Maintenance division initiated and performed 1,634 abatements, with total billing of \$322,743.15.
- Initiated 12,529 cases related to property maintenance violations.
- Issued 1,374 administrative penalties.

PROPERTY MAINTENANCE

Program 5430

Program Description

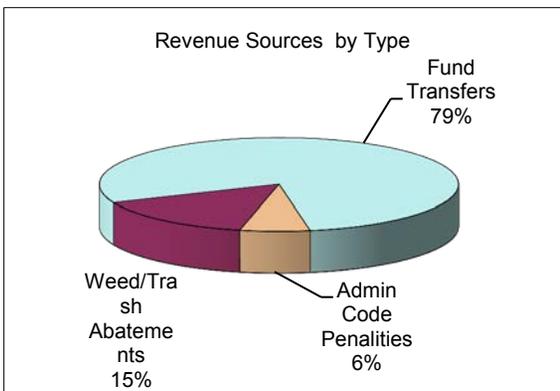
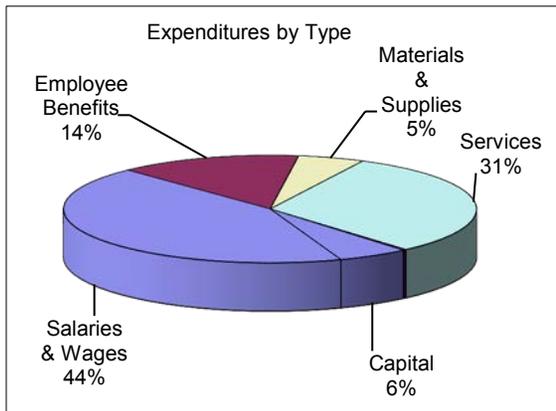
Property maintenance staff work with citizens in an effort to eliminate trash, debris, overgrown weeds and dangerous buildings throughout the city. The staff also provides rodent and mosquito control and rental dwelling inspections.

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	0	0
0	0	1	1
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
8	8	8	8

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	368,044	364,419	364,419	371,768
Employee Benefits	135,835	127,686	127,686	122,555
Materials & Supplies	34,961	37,400	37,400	44,600
Services	229,434	212,890	212,890	266,890
Utilities	2,529	2,500	2,500	2,500
Capital	0	0	0	47,500
Total	770,803	744,895	744,895	855,813
Revenue Sources:				
Admin Code Penalties	44,926	40,000	40,000	40,000
Weed/Trash Abatements	112,696	100,000	100,000	96,000
Other Revenue	46	0	0	0
Fund Transfers	500,000	500,500	500,500	500,500
Total	657,668	640,500	640,500	636,500

DEMOLITIONS

Program 5360

Program Description

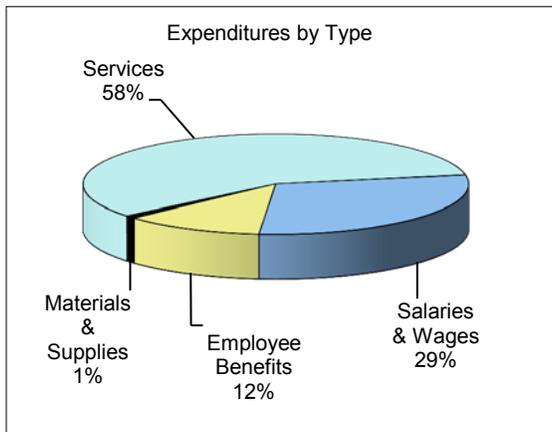
Through this program, federal funding is used to eliminate slum and blight conditions by securing or demolishing dilapidated, abandoned, or dangerous structures thereby assuring public health and safety. The Historic Preservation Planner also provides historic preservation review compliance for rehab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

Staffing Detail

Property Maintenance Inspector
 Historic Preservation Planner

2014-15	2015-16		2016-17
	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

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	99,189	105,521	105,521	110,317
Employee Benefits	39,047	45,788	45,788	44,207
Materials & Supplies	3,426	3,555	3,555	3,555
Services	134,552	177,374	177,374	219,650
Capital	0	500	500	500

Total

Revenue Sources:

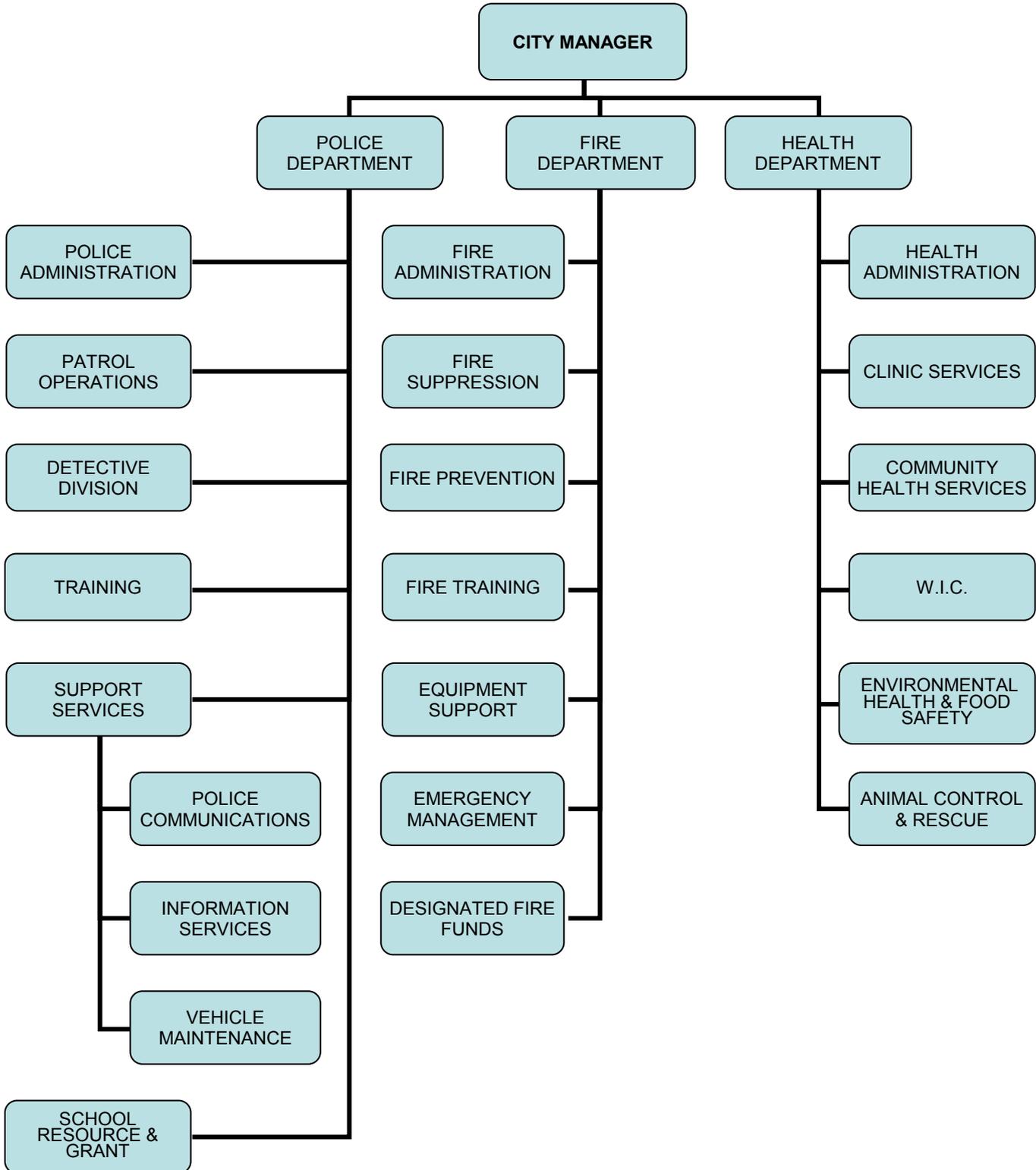
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Principal Earnings	21,744	15,000	15,000	0
Interest Earnings	7,201	1,000	1,000	0
Fed Entitlmt Grnt	247,268	316,738	316,738	378,228
Total	276,213	332,738	332,738	378,228

PUBLIC SAFETY DEPARTMENTS

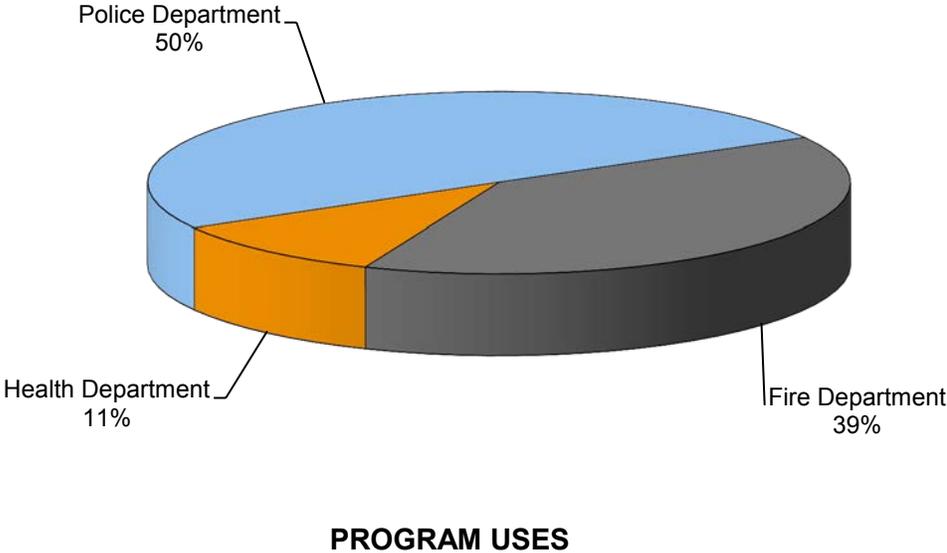
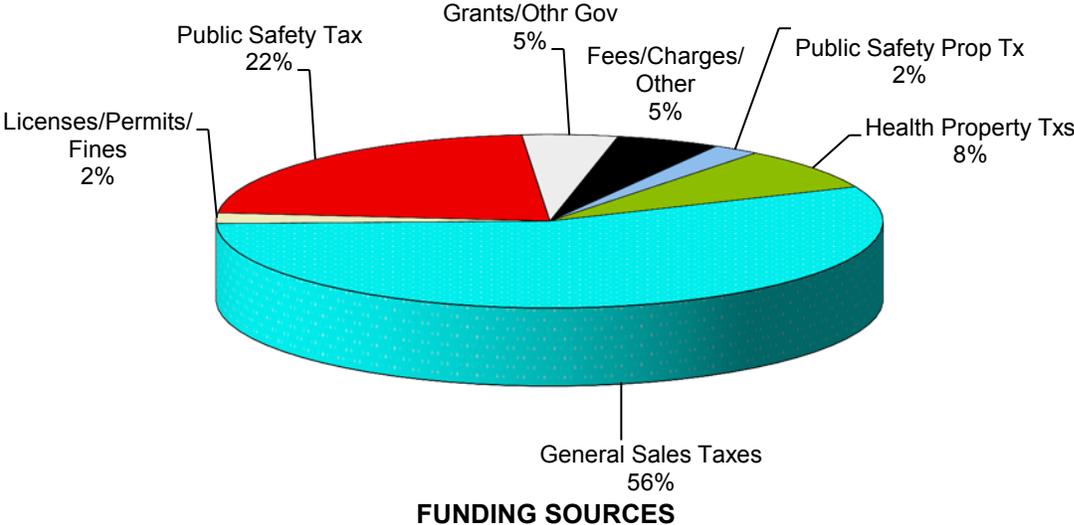
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

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

TOTAL BUDGETED RESOURCES: \$ 36,240,648



PUBLIC SAFETY SOURCES & USES

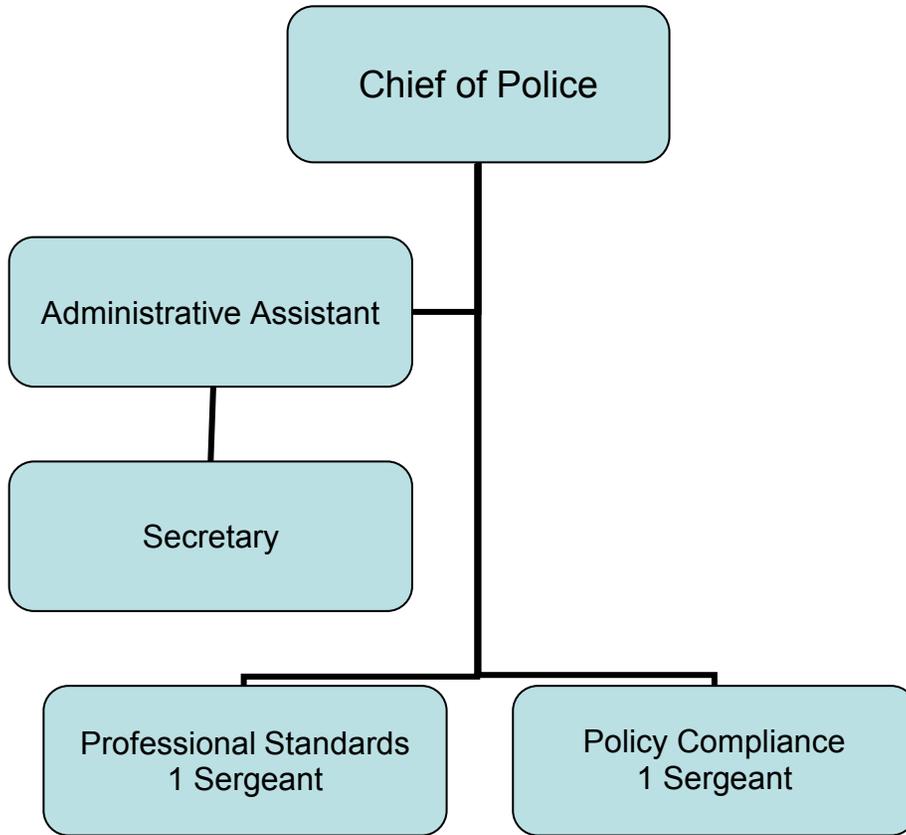


PUBLIC SAFETY DEPARTMENTS SUMMARY

ACCOUNT TYPE	2014-15		2015-16		2016-17	
	Actual	Budget	Adopted	Estimated	Actual	Budget
			Budget	Actual		
Salaries & Wages	16,695,770	18,856,891	18,856,891	18,856,891	18,006,820	
Retired Fire "Consultant" Pay	144,790	154,400	154,400	154,400	159,032	
Payroll Expenses & Benefits	8,497,004	9,132,219	9,132,219	9,132,219	8,689,297	
Materials & Supplies	934,341	1,018,480	1,018,480	1,018,480	919,688	
Utilities & Other Contracted Services	3,162,120	3,567,698	3,567,698	3,567,698	3,368,554	
Transfers	2,716,665	2,733,826	2,733,826	2,733,826	2,751,757	
Capital Outlay	777,481	1,554,396	1,554,396	1,554,396	1,992,500	
	32,928,171	37,017,909	37,017,909	37,017,909	35,887,648	
USES BY PROGRAM	DEPARTMENT					
Police Administration	Police	775,275	1,557,780	1,557,780	994,915	
Patrol Operations	Police	6,382,256	6,464,761	6,464,761	6,563,488	
Detective Division	Police	1,838,041	1,934,572	1,934,572	2,137,575	
Public Safety Tax - Police	Police	2,496,080	3,265,427	3,265,427	3,303,775	
Training	Police	138,613	134,255	134,255	146,573	
Support Services	Police	621,446	652,726	652,726	746,868	
Police Communications	Police	2,522,657	2,507,639	2,507,639	2,560,311	
Information Services	Police	593,136	622,696	622,696	624,290	
Police Maintenance	Police	432,757	441,774	441,774	421,550	
School Resource/Grants	Police	478,796	557,265	557,265	494,010	
Fire Administration	Fire	358,727	1,084,942	1,084,942	500,307	
Fire Suppression	Fire	10,325,387	10,421,229	10,421,229	10,077,437	
Fire Prevention	Fire	413,336	398,211	398,211	400,306	
Fire Training	Fire	213,100	215,750	215,750	219,519	
Equipment Support	Fire	356,666	377,095	377,095	383,669	
Emergency Management	Fire	76,848	108,328	108,328	0	
Public Safety Tax - Fire	Fire	1,226,536	2,048,226	2,048,226	2,521,761	
Health Administration	Health	838,600	1,119,769	1,119,769	850,768	
Clinic Services	Health	878,464	925,662	925,662	920,631	
Community Health Services	Health	368,132	453,603	453,603	357,323	
WIC Services	Health	403,409	468,468	468,468	451,270	
Health/Food Safety	Health	196,933	203,266	203,266	206,660	
Animal Control/Rescue	Health	769,928	868,411	868,411	817,061	
Public Safety Tax - Health	Health	223,050	186,054	186,054	187,582	
		32,928,171	37,017,909	37,017,909	35,887,648	
FUNDING SOURCES						
General Fund		32,928,171	37,017,909	34,868,814	29,874,531	
Public Safety Fund		0	0	2,149,095	6,013,118	
		32,928,171	37,017,909	37,017,909	35,887,648	
STAFFING SUMMARY						
Police		161.62	169.02	169.02	181.02	
Fire		131.00	131.00	131.00	130.00	
Health		43.23	44.07	43.07	44.07	
		335.85	344.09	343.09	355.09	



POLICE ADMINISTRATION



Police Administration

Mission:

The mission of the Police Administration Division is 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's Police Academy.
- Coordinate strategies to reduce crime , the fear of crime, and improve quality of life for the citizens of St. Joseph.
- Coordinate the achievement of goals and objectives in the multiyear strategic plan.
- Work with Division Commanders in setting annual goals, and monitor achievement.

Current Year Activity / Achievements

- Continued implementation of crime reduction strategy Informed Response through Intelligence an Statistics.
- Maintain State Certification standards for performance and administration of the police department, audits completed, conducted staff inspection to include policy update.
- Added 7 commissioned personnel including 1 sergeant position.
- Overcame staff reductions related to Military deployments, retirements, and officer injuries while hiring and training new personnel and continuing to meet or exceed the level of services provided in the past.
- Conducted background investigations for new hires.
- Complete the development of the 2021 Strategic Plan, this included engaging over sixty businesses and organizations, as well as neighborhood citizens.
- Attended weekly public meetings and provided presentations to citizen groups including Neighborhood Watch, Community Police Advisory Committee, etc.
- Completed the Annual Report for calendar year 2015..

Budget Challenges / Planned Initiatives

- Coordinate the achievement of goals and objectives established in the multiyear strategic plan.
- 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.
- 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.
- Complete implementation and certification in Missouri Incident Based Reporting System (MIBRS).

Performance Statistics

- Number of "Use of Force" incidents reviewed: 365(2014) 356(2015)
- Number of pursuits reviewed: 15 (2014) 10 (2015)
- Number of documented complaints investigated: 41 (2014) 51 (2015)
- Total crimes reported: 10,517 (2014) 11,123 (2015)
- Total vehicle accidents: 2,280 (2014) 2,438 (2015)

POLICE ADMINISTRATION

Program 8340

Program Description

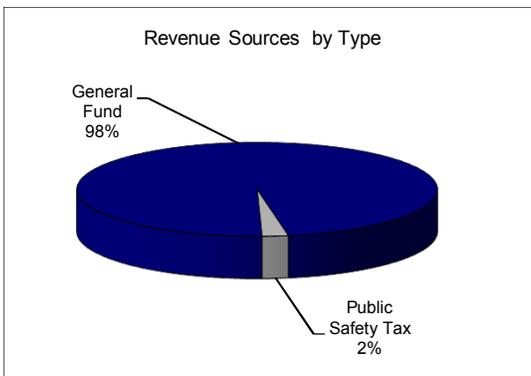
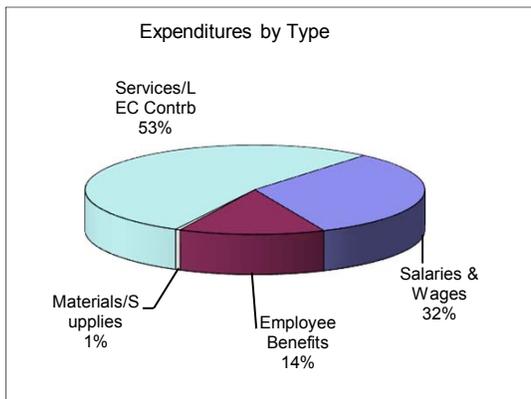
The Police Chief and staff ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside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

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	308,032	907,516	907,516	320,870
Employee Benefits	14,857	132,088	132,088	138,015
Materials/Supplies	4,488	4,600	4,600	4,600
Services/LEC Contrb	447,898	513,576	513,576	531,430
Total	775,275	1,557,780	1,557,780	994,915
Revenue Sources:				
Public Safety Tax	23,250	23,250	23,250	23,250
General Fund	752,025	1,534,530	1,534,530	971,665
Total	775,275	1,557,780	1,557,780	994,915

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.

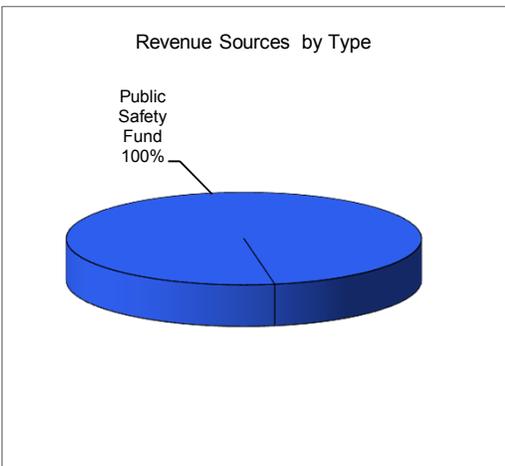
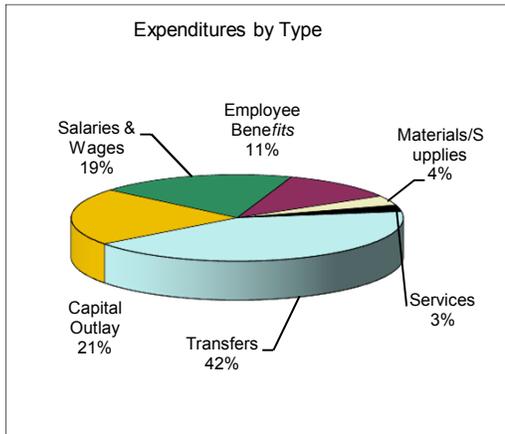
Wages & other related staff costs for the new positions are budgeted here.

Staffing Detail

Patrol Officer
Sergeant

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
0	6	6	14
0	0	0	1
0	6	6	15

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services
Transfers
Capital Outlay

Total

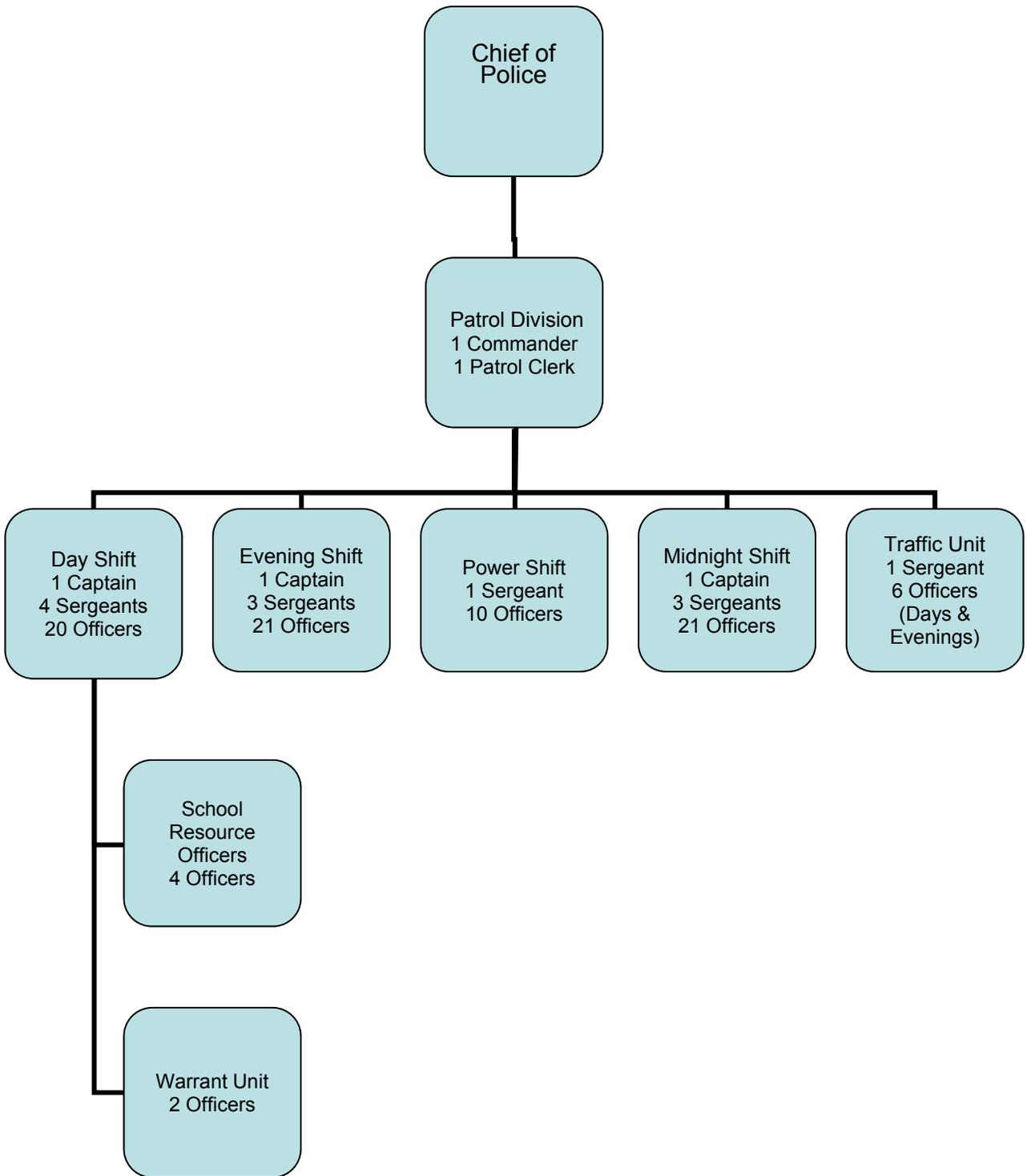
Revenue Sources:

Insurance Proceeds
Public Safety Fund

Total

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
173,782	597,216	597,216	633,171
89,719	318,325	318,325	374,440
212,517	154,152	154,152	120,510
15,587	81,533	81,533	81,530
1,324,470	1,377,902	1,377,902	1,386,120
680,004	719,319	736,299	708,004
2,496,080	3,248,447	3,265,427	3,303,775
0	0	16,980	0
2,496,080	3,248,447	3,248,447	3,303,775
2,496,080	3,248,447	3,265,427	3,303,775

POLICE PATROL



Police Patrol/School Resource Officers

Mission:

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

Core Services:

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

Current Year Activity / Achievements

- During FY 16 the division worked to continue the development of partnerships with business and neighborhood groups. Officers from all shifts participate in regular group meetings. This provides citizens with more contact with officers assigned to specific areas and neighborhoods.
- The department hired six new officers and promoted one sergeant from the public safety tax. We are training the new officers to prepare them for field operations.

Budget Challenges / Planned Initiatives

- Maintain items needed to efficiently run the division
- Provide adequate training required for all officers
- Keep staffing at acceptable minimum levels in patrol
- INITIATIVES
 - Work towards positive community interaction by participating in meetings with various citizen and business groups.
 - Work towards achieving the goals and objectives set out in the multi-year strategic plan
 - Continue to replace equipment for various units to keep technology updated

Performance Statistics

- REPRESENTS PRIOR YEAR STATISTICS FY2014 / FY2015 / FY2016
- Number of calls for service 40,451 / 39,962 / 45,960
- Number of self-initiated activities 35,538 / 31,148 / 48,803
- Number of Traffic Summons issued 21,379 / 16,996 / 18,189
- Number of Warrants Unit arrests 628 / 765 / 624
- Number of School Resource Officer Cases 1,270 / 449 / 919
- Number of Adult arrests 4,898 / 6,318 / 6,015
- Average response time (priority calls) 10m 44s / 10m 56s / 11m 41s

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.

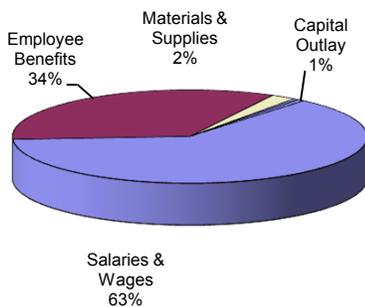
Staffing Detail

Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Patrol Clerk

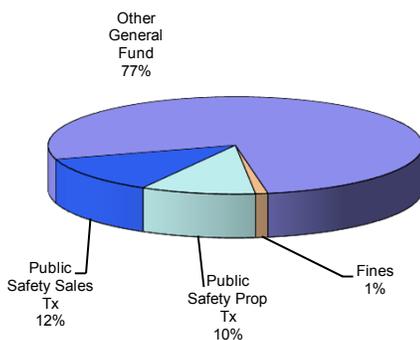
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
11	11	11	11
64	64	64	63
1	1	1	1
80	80	80	79

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
Expenditures:			
Salaries & Wages	4,164,476	4,178,207	4,125,564
Employee Benefits	2,083,892	2,166,630	2,216,404
Materials & Supplies	84,140	93,336	149,910
Services	49,748	23,815	30,720
Insurance/Claims	0	0	0
Capital Outlay	0	0	40,890
Total	6,382,256	6,461,988	6,563,488
Revenue Sources:			
Fines	183,199	177,000	70,000
Other Revenue	928	400	50
Grants	0	0	0
Public Safety Prop Tx	649,655	649,655	649,655
Public Safety Sales Tx	797,543	797,543	797,543
Other General Fund	4,750,932	4,837,390	5,046,240
Total	6,382,256	6,461,988	6,563,488

SCHOOL RESOURCE & GRANT FUNDED PROGRAMS

2280

Program Description

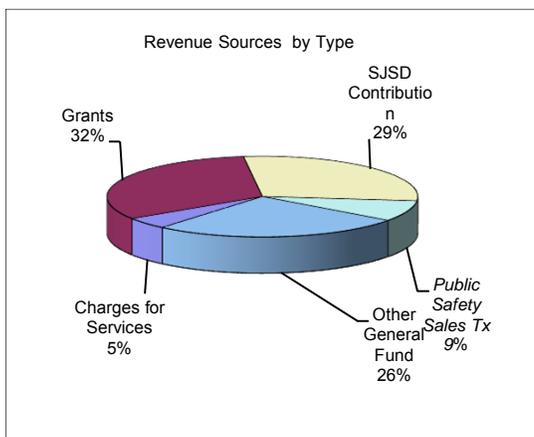
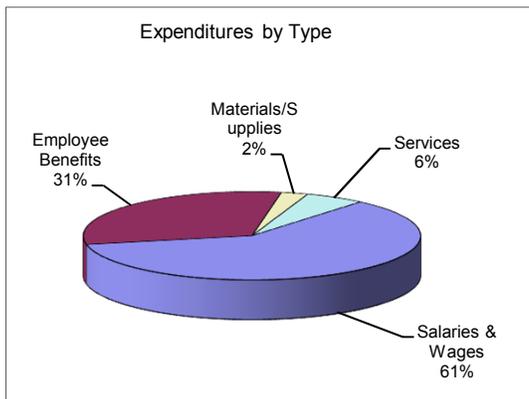
This program was developed to account for the revenues and expenditures by the Police Department from grant or other special revenue sources such as the Gaming Fund. The largest program within this division is the School Resource program with the mission of providing a police presence in the City's high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

Staffing Detail

School Resource Officers (Patrol Officers)

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
4	4	4	4

Operating Budget Summary



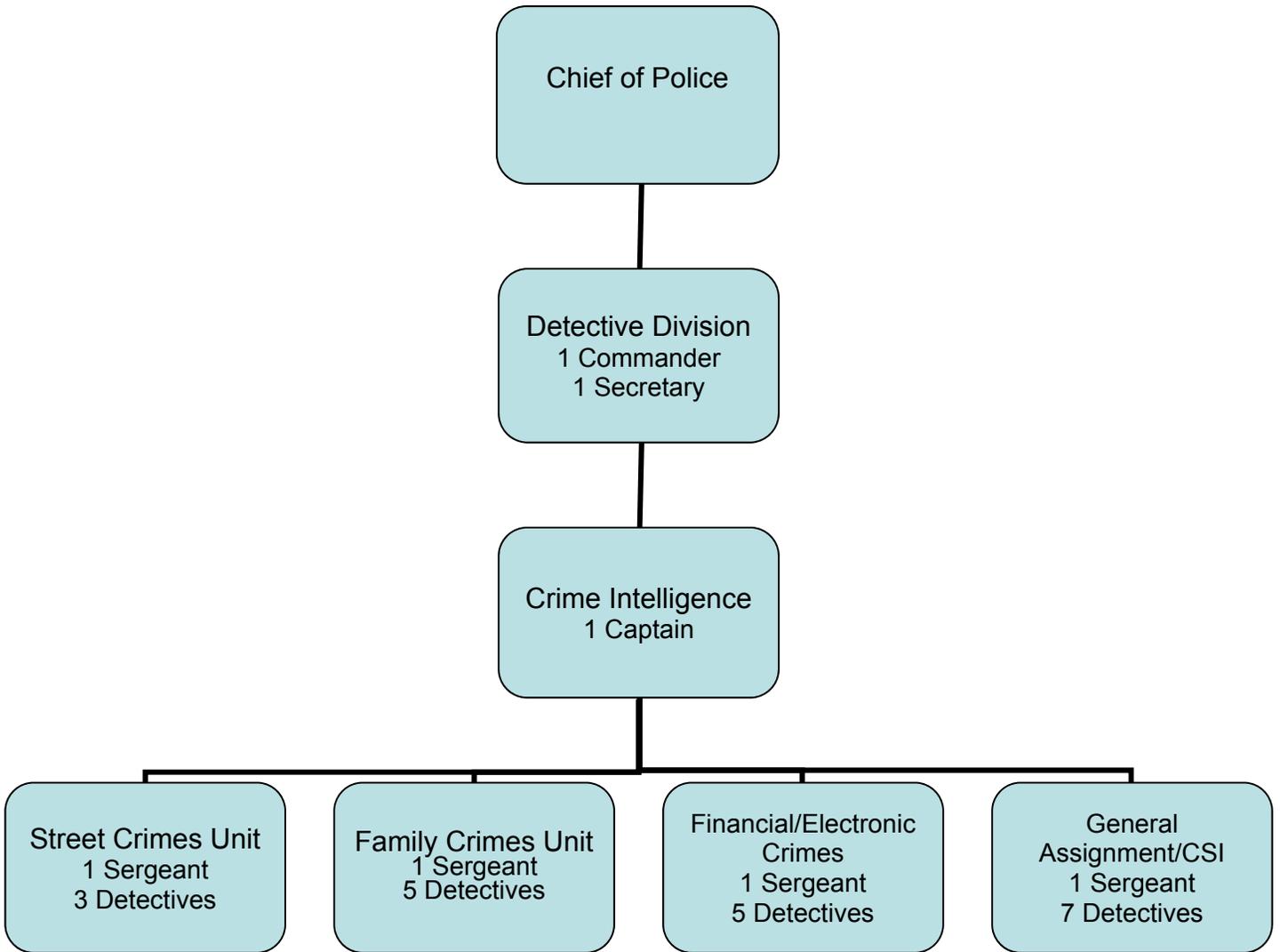
Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Salaries & Wages	266,490	290,420	308,243	299,751
Employee Benefits	126,552	145,240	146,497	153,198
Materials/Supplies	33,850	12,500	31,183	12,666
Services	51,203	51,460	59,152	28,395
Capital Outlay	700	0	12,190	0
Total	478,796	499,620	557,265	494,010

Revenue Sources:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Charges for Services	24,308	26,000	26,000	23,000
Grants	168,399	151,053	203,502	159,475
SJSD Contribution	152,587	152,587	152,587	141,600
Public Safety Sales Tx	0	41,310	0	41,310
Interest & Other	4	20	20	20
Other General Fund	133,498	128,650	175,156	128,605
Total	478,796	499,620	557,265	494,010

POLICE DETECTIVES



Police 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 St. 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

- Through contributions from partner agencies including the St. Joseph Police Department the Child Advocacy Center was able to hire a fulltime Child Forensic Interviewer. This is a function that had previously been the responsibility of the investigating detective. By not being responsible for the interview the detectives of the Family Crimes Unit are able to dedicate more time to other aspects of the investigation resulting in a tremendous increase in efficiency.
- Through funding provided in the current budget the Detective Division was able to purchase and install a new state of the art interview recording system. The new system records six interview rooms located within the Law Enforcement Center and allows us to meet statutory requirements for recording interviews on certain types of crimes. The system has functioned flawlessly since installation and is anticipated to provide many years of problem free service.

Budget Challenges / Planned Initiatives

- Personnel movement with the Detective Division continues to be a challenge in terms of equipment, supplies, training and overtime needs. However we are preparing for additional personnel that will bring us to our full allocated strength.
- Advancements in technology and statutory changes resulting from legislative action are a constant in our field. These occurrences often require unanticipated actions that must be taken with little time for preparation.
- Members of the Detective Division will continue to work toward accomplishing the objectives established in the recently updated Department Strategic Plan that relate to our function.

Performance Statistics

- Total Cases Reviewed - 10244 Cleared by Exception - 372
- Open - 4281 Closed by Arrest - 3631
- Referred to State Prosecutor - 759 Referred to City Prosecutor - 161
- Referred to Juvenile - 163 Referred to Other - 155
- Unassigned - 1359 Unfounded - 51

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

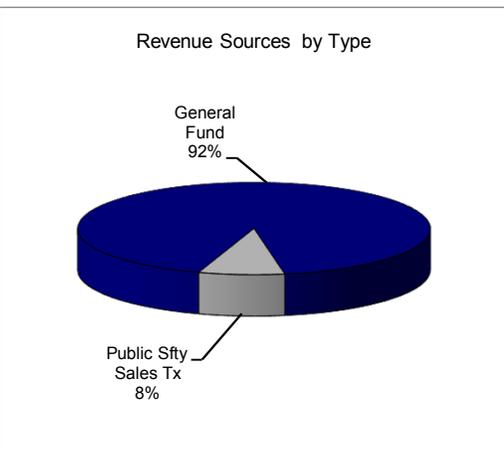
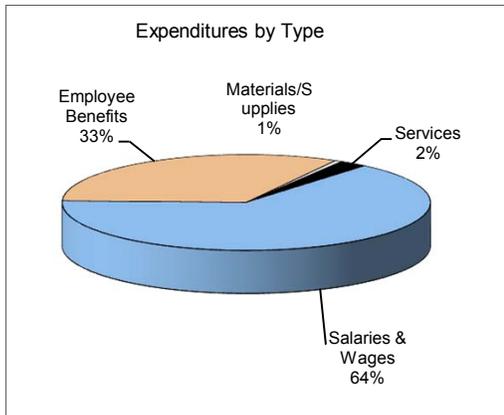
Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
17	17	17	18
1	1	1	1
24	24	24	25

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary



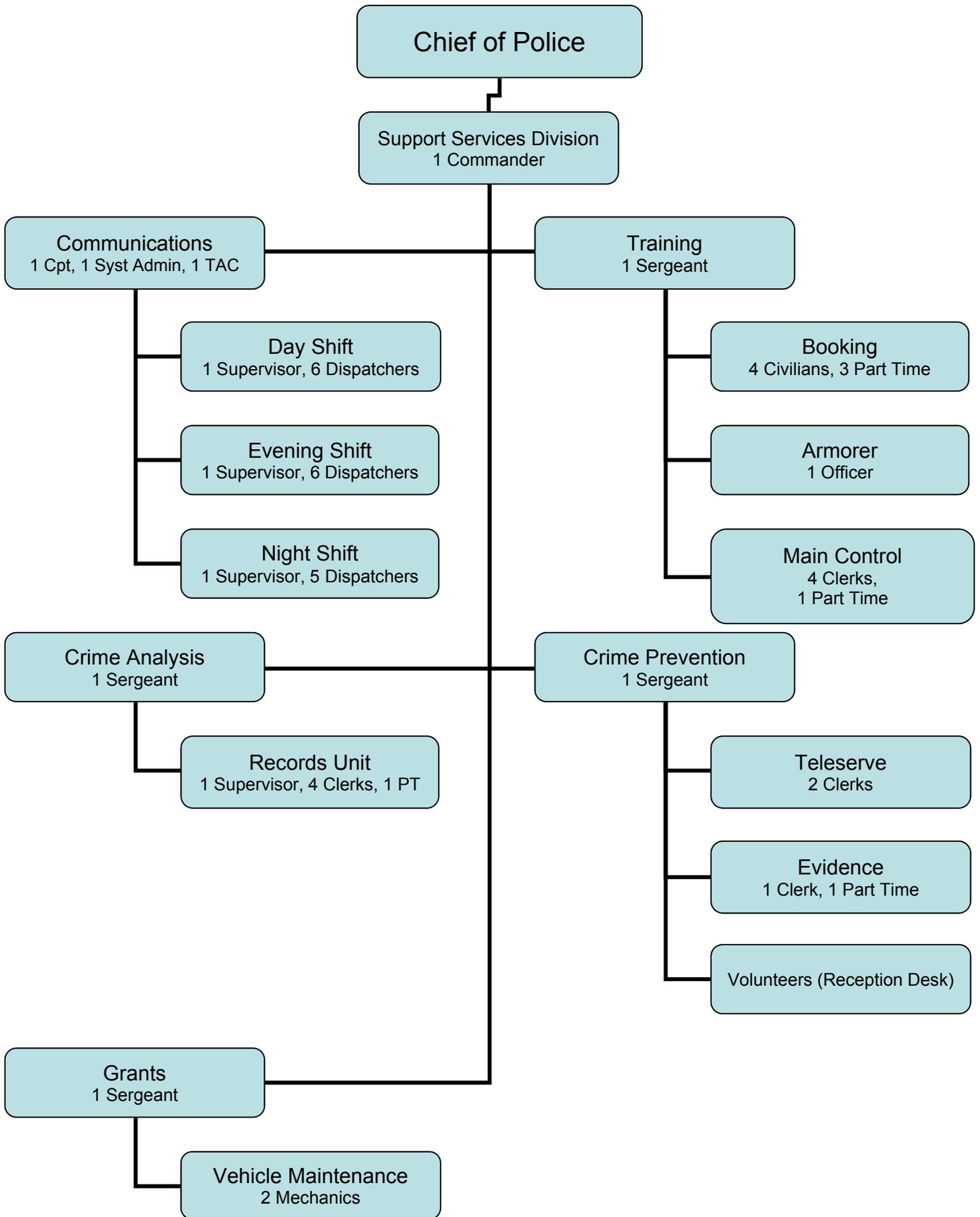
Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,201,034	1,237,164	1,237,164	1,375,857
Employee Benefits	590,956	636,488	636,488	696,406
Materials/Supplies	25,896	8,740	8,740	13,132
Services	20,155	52,180	52,180	52,180
Capital Outlay	0	0	0	0
Total	1,838,041	1,934,572	1,934,572	2,137,575

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Public Safety Sales Tax	167,481	167,481	167,481	167,481
General Fund	1,670,560	1,767,091	1,767,091	1,970,094
Total	1,838,041	1,934,572	1,934,572	2,137,575

POLICE SUPPORT SERVICES



Police Support Services

Mission:

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

Core Services:

- Provide crime analysis and statistical reports to the department.
- Identify specific training needs of department personnel and provide customized public safety training programs for sworn and civilian employees
- Provide timely, comprehensive preventive vehicle maintenance checks.
- Maintain tracking systems for gas usage, mileage, maintenance and repairs
- Provide clear, accurate and timely communications between the SJP, SJFD, Rural Fire Departments, County Sheriffs 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.

Budget Challenges / Planned Initiatives

- Preparation for Next Generation 911/Complete the Incode interface with Municipal Court
- Improve CAD mapping services and provide training on mapping to improve St. Joseph Fire, Buchanan County Fire to improve responses and map updates with new housing and roads.
- Acquire a driver's simulator to be used in community outreach project for distracted drivers
- Replace the Phone and Radio Logger recorder
- Implement Active 911 application for PD use and application for Communications to monitor Fire Department monitoring
- Further Development of State's interoperability system_MOSWIN
- Develop a system to track CA requests (internally and externally)
- Change from UCR to MIBIRS
- Develop NextDoor, improve process to promote crime prevention, develop new watch groups,
- Increase in Departments training standards to meet new POST requirements, develop new courses which includes de-escalation techniques

Performance Statistics

- Number of grants received FY2016/16 Value of grants received \$145972.00
- Total number of records by Records Unit FY2016/27312
- Teleserve Reports/Calls for Service FY2016 1233/2121
- Number of prisoners booked FY2016 4306
- Speaking engagements/events attended by Crime Prevention FY2016 15/11
- Neighborhood Watch Meetings FY2016 34
- Citizen volunteer hours 1203
- Number of vehicle maintenance orders 2111
- Number of miles driven by SJP fleet 1096454
- Number of citizen completing beverage server class 1045

SUPPORT SERVICES

Program 2250

Program Description

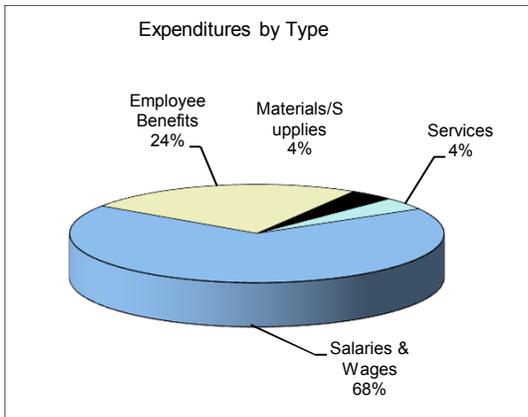
Staff enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. It also educates the public in crime prevention and public education in areas such as police procedures and operational functions. The Police Commander in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

Staffing Detail

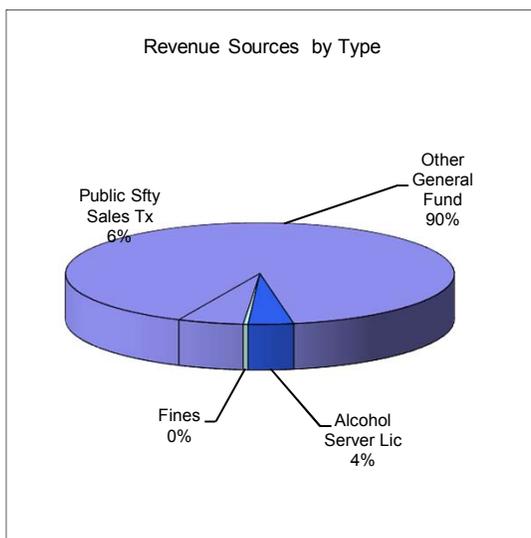
Police Commander
 Police Sergeant
 Police Officer
 Booking Officer
 Booking Officer PT (2) / 1 PT as needed

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1	1	1	2
10	10	10	11

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	400,144	430,763	430,763	506,297
Employee Benefits	168,816	183,036	183,036	180,806
Materials/Supplies	26,085	22,832	22,832	28,730
Services	12,690	16,095	16,095	31,034
Capital Outlay	13,711	0	0	0
Total	621,446	652,726	652,726	746,868
Revenue Sources:				
Alcohol Server Lic	27,535	25,170	25,170	28,000
Fines	2,100	5,000	5,000	3,000
Grants	9,915	0	0	0
Other Revenue	0	500	500	0
Public Sfty Sales Tx	40,757	40,757	40,757	40,757
Other General Fund	541,139	581,299	581,299	675,111
Total	621,446	652,726	652,726	746,868



POLICE TRAINING

Program 2260

Program Description

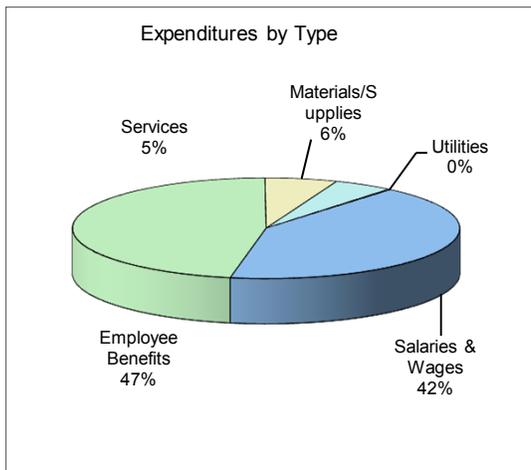
This Unit is responsible for in-service training, specialized seminars, and the mandated, Missouri Police Officers Standards of Training Commission (P.O.S.T.) training in order to provide skilled, professional public safety officers.

Staffing Detail

Police Sergeant

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1

Operating Budget Summary



Expenditures:

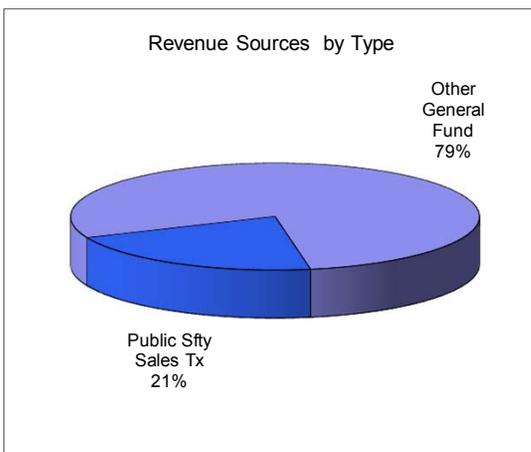
Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services
 Utilities

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
59,490	58,210	58,210	61,344
66,664	60,624	60,624	68,808
10,439	8,825	11,831	8,830
1,787	3,290	3,290	7,290
234	300	300	300
Total	138,613	131,249	146,573

Revenue Sources:

Public Sfty Sales Tx
 Other General Fund

31,193	31,193	31,193	31,193
107,420	100,056	103,062	115,380
Total	138,613	134,255	146,573



POLICE VEHICLE MAINTENANCE

Program 2290

Program Description

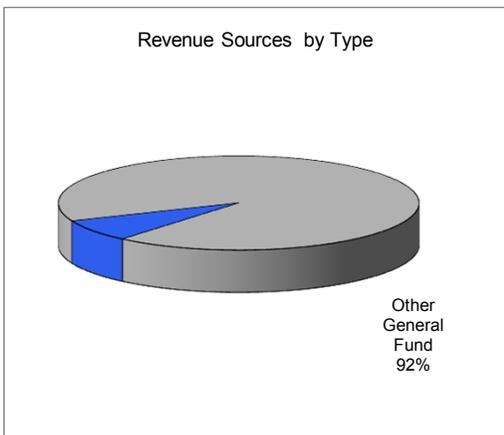
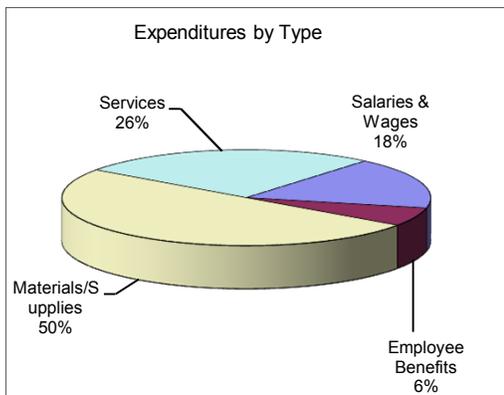
Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance checks. With the increase in the number of officers starting in FY2015, the number of vehicles in the fleet will increase. FY2015 fleet will consists of 65 marked and 43 unmarked vehicles,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

Staffing Detail

Master Mechanic
Auto Mechanic

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	80,627	81,523	82,123	73,145
Employee Benefits	30,890	28,853	28,853	26,585
Materials/Supplies	210,591	211,120	211,120	211,120
Services	110,649	110,700	119,678	110,700
Total	432,757	432,196	441,774	421,550

Revenue Sources:

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Insurance Proceeds	1,530	0	9,651	0
Public Sfty Sales Tx	32,165	32,165	32,165	32,165
Other General Fund	399,062	400,031	399,958	389,385
Total	432,757	432,196	441,774	421,550

POLICE COMMUNICATIONS

Program 2910

Program Description

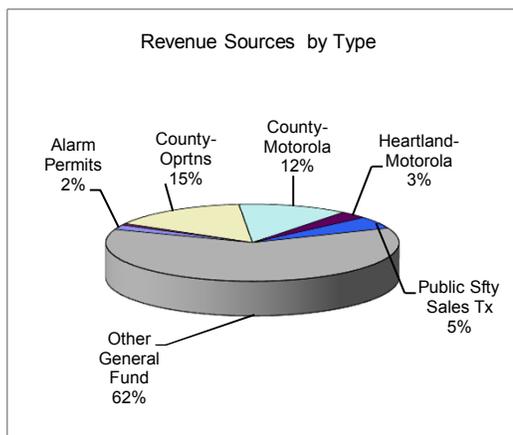
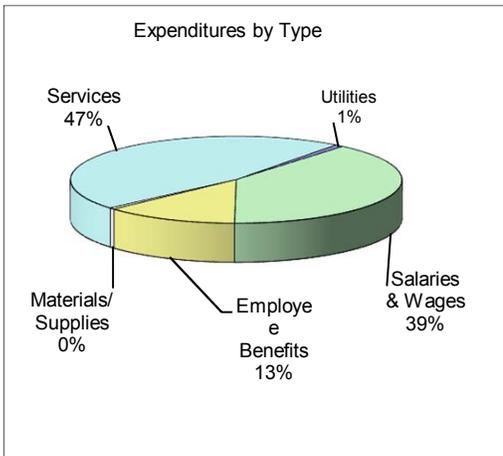
The police communications center ensures that accurate, clear and timely communication occurs between the public, the Police Department, the Fire Department, the ambulance service, the County Sheriff's Department and outlying fire districts by providing routine and emergency public safety communications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

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
0	0	0	2
23	23	23	25

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	931,740	952,171	952,171	999,702
Employee Benefits	347,099	347,588	347,588	332,489
Materials/Supplies	12,314	15,465	15,465	14,470
Services	1,212,456	1,171,415	1,171,415	1,192,650
Utilities	19,047	21,000	21,000	21,000
Total	2,522,657	2,507,639	2,507,639	2,560,311

Revenue Sources:

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Alarm Permits	50,606	49,675	49,675	50,700
Tower Rents/Other	16,692	16,305	16,305	18,000
County-Oprtns	393,364	406,058	406,058	391,280
County-Motorola	280,959	310,572	310,572	310,570
Heartland-Motorola	70,253	77,600	77,600	77,600
Public Sfty Sales Tx	132,236	132,236	132,236	132,236
Other General Fund	1,578,547	1,515,193	1,515,193	1,579,925
Total	2,522,657	2,507,639	2,507,639	2,560,311

INFORMATION SERVICES

Program 2920

Program Description

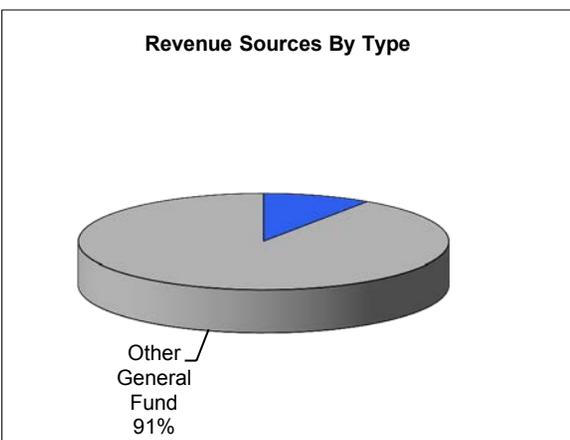
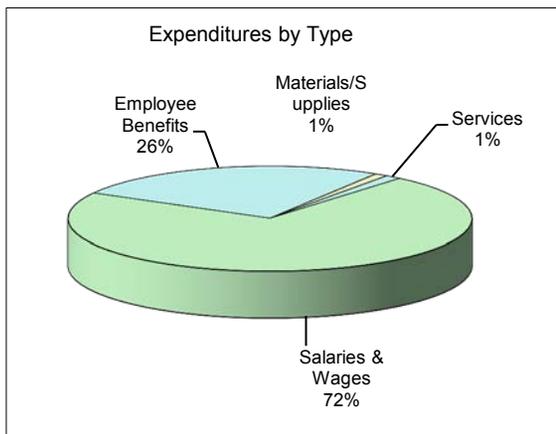
Staff provide direct and indirect support services to the various units of the Police Department as well as direct service to the public by maintenance of police records, teleserve and main control activities.

Staffing Detail

Police Records Supervisor
 Police Report Specialist
 Main Control Technician
 Evidence Control Technician
 Police Records Clerk
 Police Records Clerk (PT)
 Main Control Technician (PT) (Paid directly in PS Tax - Police program)
 Evidence Control Technician (PT) (Paid directly in PS Tax - Police prog)

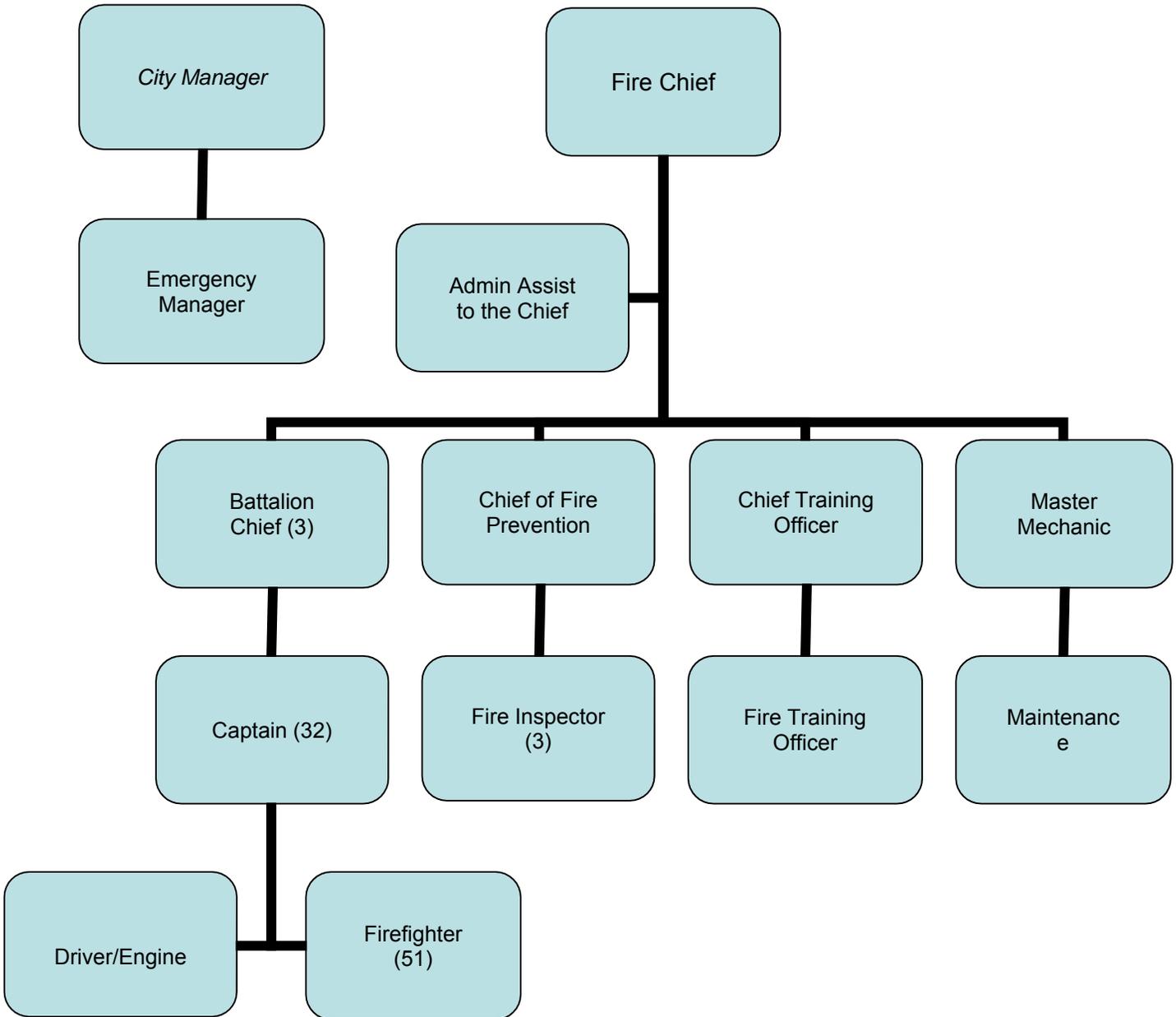
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
4	4	4	4
1	1	1	1
4	4	4	4
0.62	0.62	0.62	0.62
0	0.7	0.7	0.7
0	0.7	0.7	0.7
12.62	14.02	14.02	14.02

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	417,485	442,602	442,602	449,164
Employee Benefits	164,588	167,704	167,704	160,636
Materials/Supplies	7,222	6,500	6,500	6,500
Services	3,842	7,990	5,890	7,990
Total	593,136	624,796	622,696	624,290
Revenues:				
Public Sfty Sales Tx	59,105	59,105	59,105	59,105
Other General Fund	534,031	565,691	563,591	565,185
Total	593,136	624,796	622,696	624,290

FIRE DEPARTMENT



Fire Administration

Mission:

To provide creative and innovative leadership in the emergency and non-emergency fire and EMS services that we provide for the citizens of St. Joseph.

Core Services:

- Oversee the daily operations pertaining to Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance.
- Interact with and ensure that the emergent and 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.
- Provide the best customer service possible to both the public and our fellow City employees.

Current Year Activity / Achievements

- Completed the renovation of Station 4 and held several open houses for the public.
- Purchased a new Telesqurt (engine with a ladder) for Station 4, with expected delivery this summer.
- Purchased and initiated new software (Facility Dude) for tracking of building and fleet maintenance. This software stores information on purchases, building and fleet repairs, and allows firefighters to contact maintenance personnel about needed repairs and gives them ability to track the status of those repairs. Staff has the ability to prioritize repairs and give updates on parts and service.
- Purchased and initiated new software for mobile data (Active 911). This software provides immediate information from the Communications Center as well as access to pre-fire plans, hydrant location and Google Maps. Firefighters will use an iPad on the trucks to access this information, as well as being able to log and send inspections on the same device. Stations will have large monitors showing location of Stations and where the call is.
- Completed specifications and bidding process for the replacement of Headquarters flooring, with scheduled completion in late spring.
- With assistance of Legal and Public Works personnel, secured the option on two pieces of property and held several public meetings on those locations. One site was approved and a contract is being drawn up, while the other location was not chosen. Staff, with the help of the City Manager, Legal, and Public Works has worked to secure a second site through our local legislators. A public meeting is scheduled and pending approval by City Council an RFQ will be put out to secure an architect to design the two stations.
- Staff continues to work on a third site for a future station farther east of the current Station 8 (3308 Mitchell).
- Staff continues to attend accreditation meetings with several KC area departments, as well as quarterly meetings with the Heart of America Fire Chiefs. Staff has also had a couple of members receive accreditation through the Center for Public Excellence.
- Signed new Mutual Aid agreement with Doniphan County Fire, and should complete Mutual Aid agreement for Bessie Ellison this spring.

Budget Challenges / Planned Initiatives

- Continue to upgrade fleet through public safety funding.
- Pursue grants through various local, state, and national grants.
- Pursue NFPA physicals for all firefighters.
- Complete design of new stations in a timely fashion so construction can start early next year.
- Continue to annually review General Orders and Standard Operating Procedures with staff and Local 77.
- Work to maintain and improve our ISO rating by improving our training processes and station relocations.

FIRE ADMINISTRATION

Program 8350

Program Description

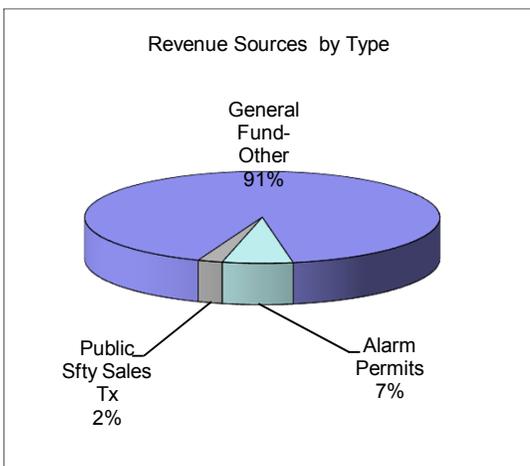
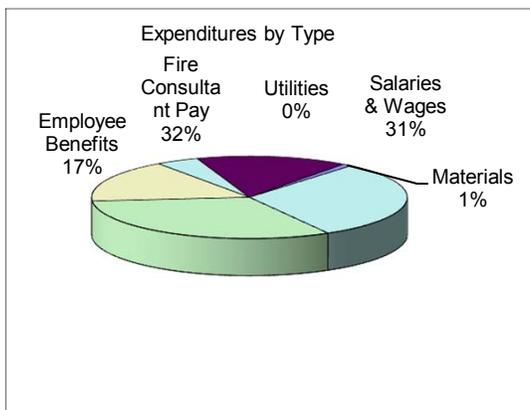
Fire Administration provides the leadership and vision for the Fire Department's fire protection and rescue services. Fire Administration manages programs in Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance. Staff interacts with and ensures that the non-emergent needs of the business 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

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	146,250	747,273	747,273	153,245
Fire Consultant Pay	144,790	154,400	154,400	159,032
Employee Benefits	-27,868	80,794	80,794	83,485
Services	17,326	19,925	19,925	21,995
Utilities	73,309	77,800	77,800	77,800
Materials	4,920	4,750	4,750	4,750
Total	358,727	1,084,942	1,084,942	500,307
Revenue Sources:				
Alarm Permits	31,980	34,200	34,200	32,000
Charges for Services	0	0	0	0
Other Revenue	3,000	3,000	3,000	0
Public Sfty Sales Tx	11,249	11,249	11,249	11,249
General Fund-Other	312,498	1,036,493	1,036,493	457,058
Total	358,727	1,084,942	1,084,942	500,307

PUBLIC SAFETY - FIRE

Program 2595

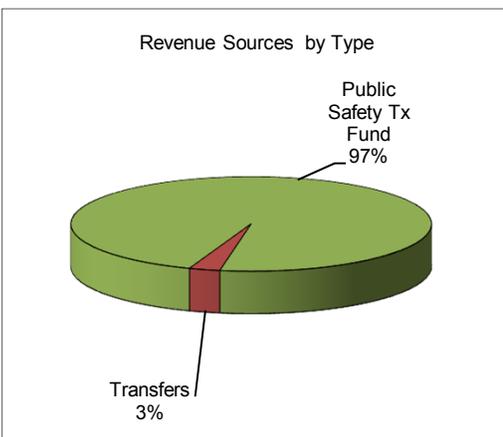
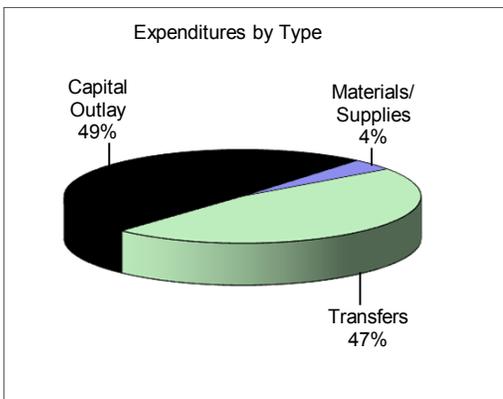
Program Description

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

Staffing Detail

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Materials/Supplies	44,563	67,100	72,449	100,100
Transfers	1,169,145	1,169,870	1,169,870	1,178,055
Capital Outlay	12,829	714,181	714,181	1,243,606
Capital Improvements	0	90,000	91,726	0
Total	1,226,536	2,041,151	2,048,226	2,521,761
Revenue Sources:				
Other Revenue	0	0	7,075	0
Transfers	0	0	0	70,000
Public Safety Tx Fund	1,226,536	2,041,151	2,041,151	2,451,761
Total	1,226,536	2,041,151	2,048,226	2,521,761



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 First Responder medical care to victims of sudden illness or injury.
- Conduct fire inspections of residential apartments (multi-family), commercial, and industrial occupancies.
- Maintain mutual aid agreements with surrounding communities.

Current Year Activity / Achievements

- All EMTs completed King Airway insertion refresher class.
- Increased total number of EMTs to 96.
- Fire crews are participating in assigned training to meet ISO requirements.
- Maintained a 6-minute response time in over 80% of emergency medical calls.
- Responded to 9425 calls, with almost 65% being medical.
- Fire crews completed 354 inspections last year.
- 13 firefighters completed voluntary fitness program Fit as a Rookie.
- Ground cover fire training by MDC.
- 5 firefighters trained with the state Incident Support Team.

Budget Challenges / Planned Initiatives

- Continue to work toward having all firefighters trained to level of Firefighter II.
- Continue to work with Local 77 to establish a fitness program that includes a yearly physical for each firefighter.
- Continue to work with Local 77 to review General Orders and Standard Operating Procedures on a yearly basis.
- Participate in local and regional exercises.
- Continue to support employees willing to enhance their medical skills through refresher and outside training classes, such as Trauma Trends, state fire schools, Hillyard Technical Center, and EMS conferences.
- Maintain our current ISO rating of 3, while looking at cost effective opportunities to improve.

FIRE SUPPRESSION

Program 2510

Program Description

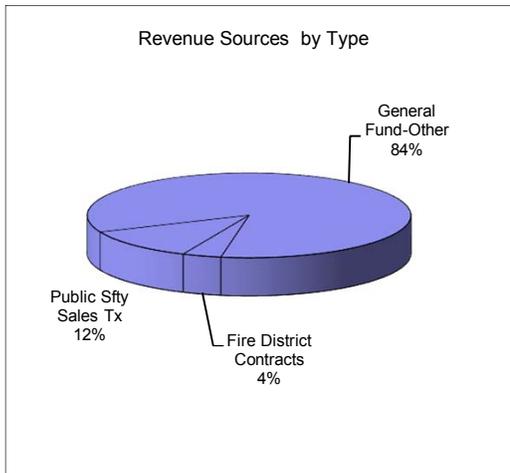
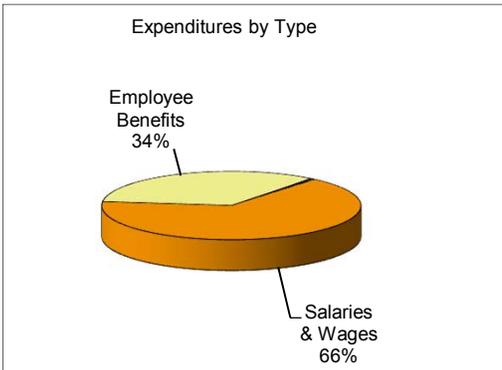
Fire Suppression personnel provide fire suppression, rescue, and emergency medical service to the City of St. Joseph and four Fire Protection Districts. Fire Suppression personnel provide non-emergent support to the public with fire prevention, festival medical care, and citizen assistance services.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

Staffing Detail

Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
3	3	3	3
33	33	33	33
33	33	33	33
51	51	51	51
120	120	120	120

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	6,295,396	6,443,689	6,443,689	6,623,608
Employee Benefits	3,967,258	3,922,590	3,922,590	3,397,319
Materials & Supplies	40,478	25,335	25,335	25,340
Services	22,254	29,615	29,615	31,170
Total	10,325,387	10,421,229	10,421,229	10,077,437
Revenue Sources:				
Fire District Contracts	384,756	385,600	385,600	390,500
Other Revenue	103	0	0	0
Grants	0	0	0	0
Public Sfty Sales Tx	1,193,893	1,193,893	1,193,893	1,193,893
General Fund-Other	8,746,635	8,841,736	8,841,736	8,493,044
Total	10,325,387	10,421,229	10,421,229	10,077,437

Fire Prevention

Mission:

To reduce the loss to property and life through fire code enforcement and public fire safety education. The Division maintains statistics and appropriate records for public safety education, code compliance inspections and records on fire investigations.

Core Services:

- Conduct required fire code safety inspections in residential apartment (multi-family) and commercial/industrial occupancies.
- Conduct required fire code violation re-inspections in residential apartment (multi-family) and commercial/industrial occupancies.
- Provide fire safety inspections in all public schools.
- Ensure every public and private elementary school, grades K through 4, receives fire prevention information and training as a part of Fire Prevention Week activities.
- Conduct fire prevention activities for all levels school-age to senior citizen.
- Provide fire code compliance review of all commercial/industrial building plans.
- Provide fire code compliance inspections prior to issuance of occupancy permits.
- Conduct investigations as to the source of all major fire incidents.

Current Year Activity / Achievements

- Annual fire inspections conducted on 768 properties.
- Fire Prevention demonstration house was used 23 times at schools, residential care facilities, and other venues and reached 1117 children and 267 adults.

Budget Challenges / Planned Initiatives

- Acquire an updated fire safety trailer (\$70,000 to \$125,000). The current safety trailer is 10 years old. Technology and fire hazards in the new units would allow for better training of the 1300+ people that attend training in the trailer each year. Aluminum and fiberglass construction of the new unit would prolong the useful life of the unit. The current unit is mainly wood that has started to decay and will require replacement in the near future.
- Acquire new fire extinguisher training equipment (\$10,000 to \$15,000). New equipment is needed using non-live-fire training simulator, which would reduce the possibility of accidental fire spread or injury that exists in live-fire situations. This would save our customers money during needed training, as the need to have their fire extinguishers recharged would no longer be an obstacle. An increased number of extinguisher programs will increase fire safety in our community.
- All Inspectors will be at least Inspector I certified through ICC.
- All Inspectors will remain certified as State of Missouri Fire Investigators.
- Obtain additional certifications: Certified Fire Investigator IAAI or PFFIA, ICC Plans Examiner, ICC Fire Marshal, and AEGIS System Administrator course from New World Systems.

Performance Statistics

- 317 Commercial/industrial structures receiving a fire safety survey
- 19 Multi-family residential structures receiving a fire safety survey
- 202 Sets of building plans reviewed
- 2 Fire code violations issued
- 33 Fire prevention demonstrations, excluding safety trailer, given
- 89 Number of fire incidents investigated
- 14 Intentional/incendiary fire incidents investigated
- 40 Unintentional fire incidents investigated
- 103/+2 Number of residential fires and increase/decrease from prior year
- 23/+2 Number of commercial/industrial fires and increase/decrease from prior year

FIRE PREVENTION

Program 2530

Program Description

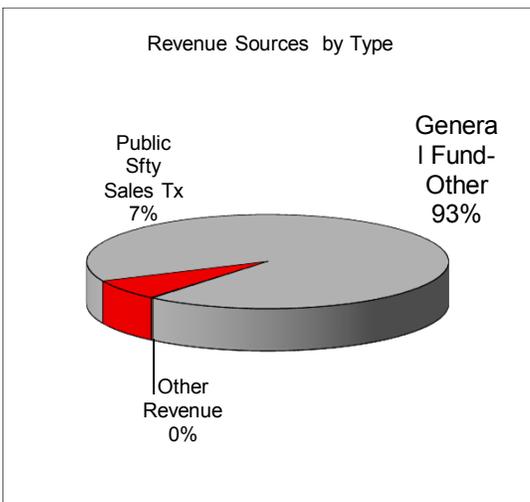
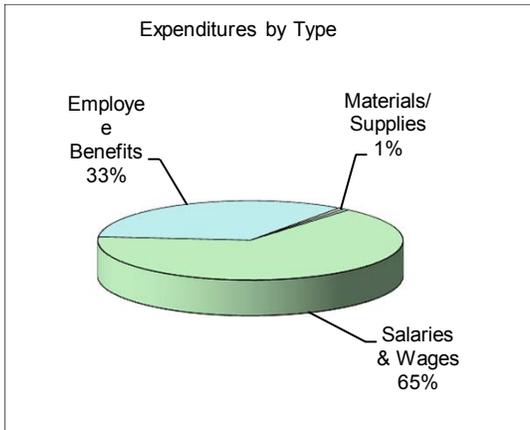
Fire Prevention staff provide fire investigation services to businesses and the public to ensure accurate fire cause determination. Fire Prevention personnel are the lead inspectors to ensure a fire-safe community. Other activities include plans review, fire code permitting and enforcement, and public 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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
4	4	4	4

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	253,953	247,849	247,849	261,260
Employee Benefits	155,465	146,012	146,012	134,136
Materials/Supplies	1,780	2,550	2,550	2,550
Services	2,138	1,800	1,800	2,360
Capital Outlay	0	0	0	0
Total	413,336	398,211	398,211	400,306
Revenue Sources:				
Other Revenue	295	750	750	750
Public Sfty Sales Tx	28,276	28,276	28,276	28,276
General Fund-Other	384,765	369,185	369,185	371,280
Total	413,336	398,211	398,211	400,306

Fire Maintenance

Mission:

To provide timely maintenance for the vehicles in the Fire Department fleet, including mechanized and auxiliary equipment. Plan and care of all Department facilities and equipment. Staff is also responsible for procuring and distribution of supplies and building maintenance materials for all stations.

Core Services:

- Reduce downtime for all first-line equipment by: immediate repair of first-line fire apparatus failures, monthly preventive maintenance checks, and Manufacturers recommended oil changes.
- Provide a maintenance tracking a 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 ladders trucks, 2 Telesqurts, 2 heavy-duty rescue trucks, and 5 pumpers. Reserve fleet consists of 2 reserve pumpers and 1 Telesqurt.
- Maintained fleet of 14 light-duty trucks and cars including: 4 Prevention, 2 Training, 2 Administration, 4 first responder vehicles, 3 rescue boats and 7 trailers.
- Maintained 9 fire stations, including outbuildings and all permanent equipment.
- Maintained, organized, and inventoried maintenance areas at Station 5 and Headquarters.
- Provided frequent updates on truck repairs to appropriate department personnel.
- Completed all specifications, tasks, and studies to order and place one new first responder vehicle and one new aerial apparatus in service.
- Implemented a maintenance tracking system to increase productivity and cost tracking capabilities.
- Made call number changes to trucks and stations to help with new maintenance system and Communications Center system.
- Scheduled and oversaw 4 aerial apparatus inspections and over 600 feet of ground ladder certifications completed by third-party inspectors.

Budget Challenges / Planned Initiatives

- Age and condition of fleet is still not what it should be, but with the purchase of a new aerial apparatus and first responder vehicle it will ease the pain. Other replacements in the near future will also help this situation.
- Find annual courses or training for maintenance personnel to keep up with current apparatus trends and facility maintenance within the fire industry.
- Need to consider incorporating a maintenance facility into new station being building for Station 11 relocation.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

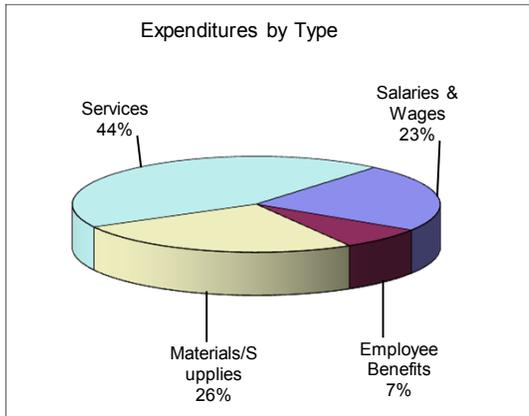
Fire Maintenance mechanic either provides or ensures the proper maintenance of the Department's fire apparatus and staff car fleet. Mechanic also procures and distributes fire station supplies. He also schedules, performs and/or ensures testing of Department ladders, aerial fire apparatus and fire pumps.

Staffing Detail

Master Mechanic
Maintenance Technician

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

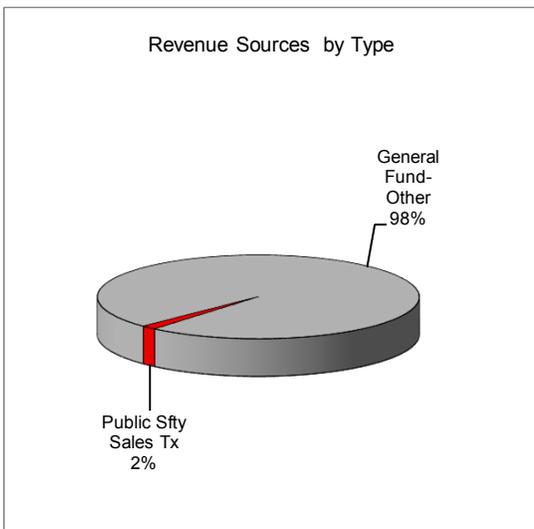


Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	82,579	83,616	83,616	88,189
Employee Benefits	30,467	29,179	29,179	28,681
Materials/Supplies	66,902	98,000	98,000	98,000
Services	176,717	166,300	166,300	168,800
Utilities	0	0	0	0
Total	356,666	377,095	377,095	383,669

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	0	0	0	0
Public Sfty Sales Tx	5,843	5,843	5,843	5,843
General Fund-Other	350,823	371,252	371,252	377,826
Total	356,666	377,095	377,095	383,669



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

- Provided training outline, NIOSH reports, and building preplan for Captains on a monthly basis.
- Conducted semi-annual training for airway insertions.
- Provided cleaning of turnout gear and equipment as necessary.
- Assisted Fire Chief with station relocation meetings and processes.
- Served on Hillyard EMT/Fire Advisory Committee.
- Worked on Active 911 software and hardware implementation.
- Assisted with new hire process and training.
- Purchased various supplies and equipment, such as hose, fittings, gloves, helmets, turnout gear, etc.

Budget Challenges / Planned Initiatives

- Attempt to increase hands-on training by the use of props and more realistic training evolutions.
- Make better use of emerging technology.
- Educate all personnel on current best practices for personal safety on medical calls.
- Improve participation in Fit as a Rookie voluntary physical fitness program.
- Attempt to increase certification of staff officers and Captains for ISO requirements and personal development.

FIRE TRAINING

Program 2570

Program Description

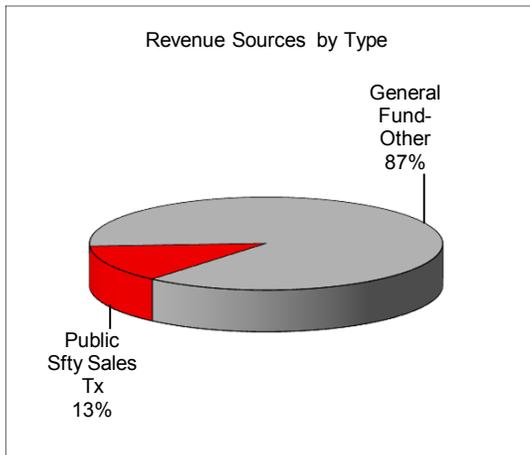
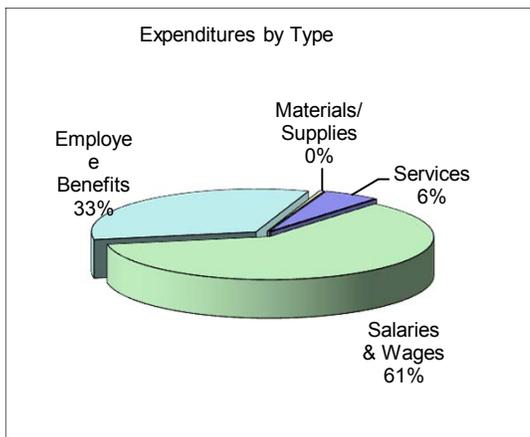
Training staff preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection, rescue, emergency medical, hazardous materials and terrorism training.

Staffing Detail

Chief Training Officer
Fire Training Officer

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

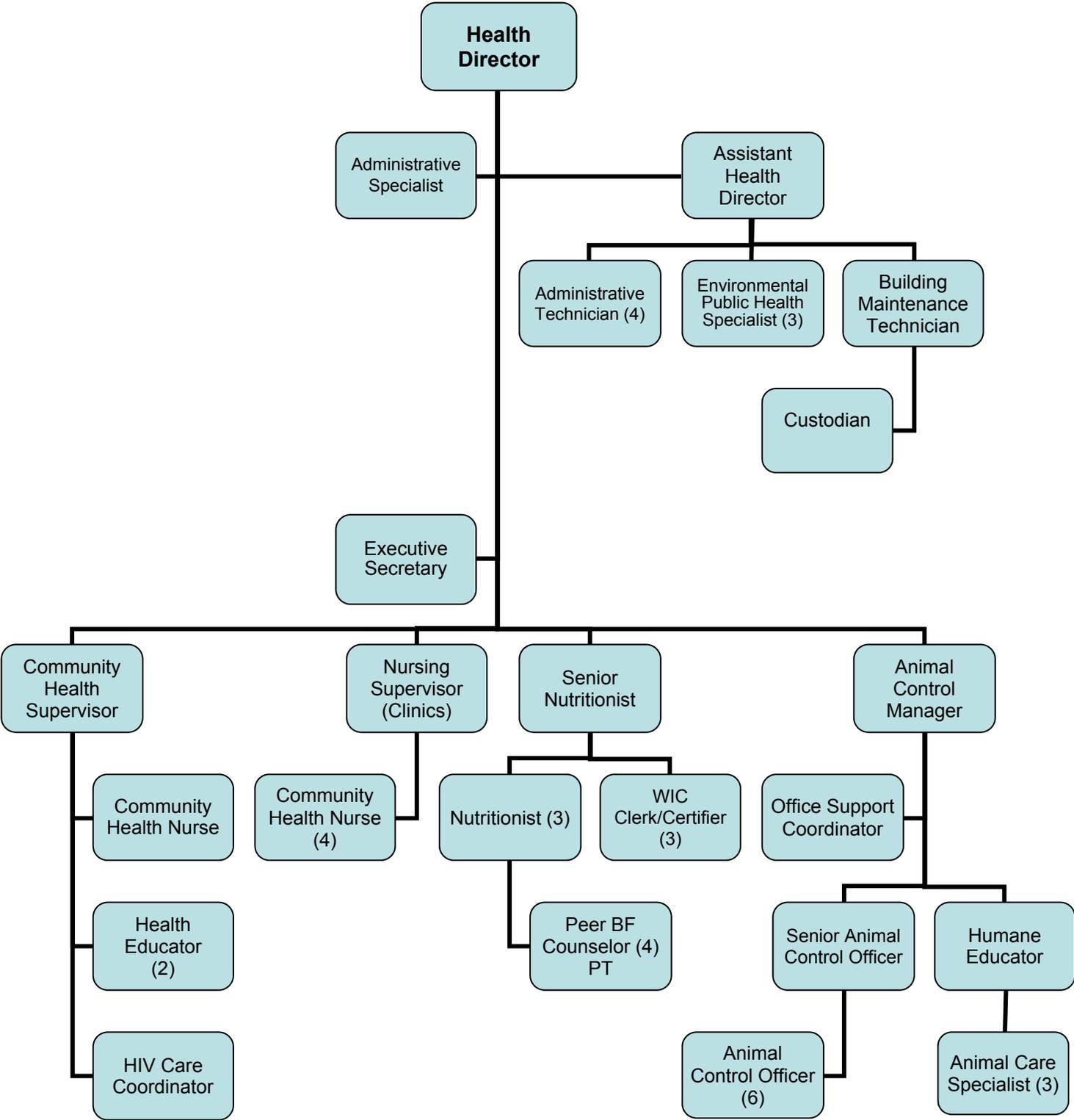
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	125,819	125,818	125,818	133,908
Employee Benefits	78,057	76,897	76,897	72,576
Materials/Supplies	2,085	1,000	1,000	1,000
Services	7,139	12,035	12,035	12,035
Capital Outlay	0	0	0	0
Total	213,100	215,750	215,750	219,519

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues	0	0	0	0
Public Sfty Sales Tx	28,379	28,379	28,379	28,379
General Fund-Other	184,721	187,371	187,371	191,140
Total	213,100	215,750	215,750	219,519



HEALTH DEPARTMENT



Health Administration

Mission:

To provide administrative services and management support to all health programs. 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 crisis.

Core Services:

- Provide planning, evaluation, budgeting, coordination and administrative support for all divisions within the health 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, grants and Medicaid through monthly billing.
- Identify gaps in public health services and create needed programs with community partners. Identify existing and new funding opportunities to implement new programs, and identify opportunities for strengthening existing services.
- Continue social media campaigns.
- Provide public information to the media regarding public health.
- 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 issuing certified copies of Missouri birth and death certificates, to the public.
- Maintain the structural operations of Patee Market Health Center, a 100+ year old building which houses two agencies with ever growing and changing needs.
- Provide public health emergency planning to address all hazards within Buchanan County.

Current Year Activity / Achievements

- Renovations to Patee Market Health Center with funds from the 2008 and 2012 CIP were completed. An open house was held in June to allow the public to see the improvements.
- The health department developed a Facebook page to connect health information with our community.
- Youth Mental Health First Aid class was held for MWSU's Resident Assistants.
- The health department secured funding as a response to the Ebola outbreak. The funding is to prepare public health staff for an Ebola or other communicable disease outbreak.
- Celebrated Public Health Week at the East Hills Shopping Center with displays created by each division telling the story of ways we promote good health.
- Hosted the annual all-staff retreat at Remington Nature Center.
- Staff serve on various boards such as, but not limited to Family Guidance Center, Mosaic Life Care Ethics Committee, St. Joseph Safety and Health Council and the United Way and many more committees such as Buchanan County COAD, Drug Free Community Coaliti

Budget Challenges / Planned Initiatives

- Contracts and grants, while amounts are reducing, the application process has become more competitive.
- HEALTH raised enough local funds for the initial year. The group has not been successful at obtaining grants for sustainability.
- Patee Market Health Center will continue to need ongoing maintenance and repairs.
- There are two vehicles assigned to the health department for general use by staff. Both have lots of miles on them and are beginning to need more maintenance and repairs.
- Plan to host three all-staff meetings throughout the year.
- Developing an "Employee Internal Response Team" who will be charged with taking the lead during a crisis within the building to assist other to safety.
- Maintaining Facebook page.

Performance Statistics

- The number of certified birth certificates issued was 4954.
- The number of certified death certificates issued was 6585.
- Funding from grants, contracts and donations provided 24% of the budget revenues. Fees, Fines, Licenses and Permits accounted for 22% of total revenue.
- Successful in initiating a Facebook page to share public health information in July with 93 posts and 6803 reached

Budget Challenges/Planned Initiatives

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

HEALTH ADMINISTRATION

Program 8370

Program Description

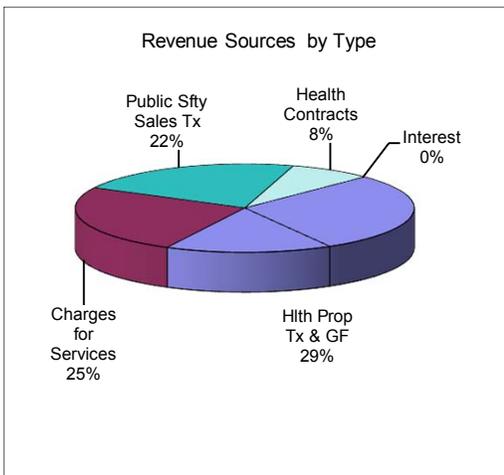
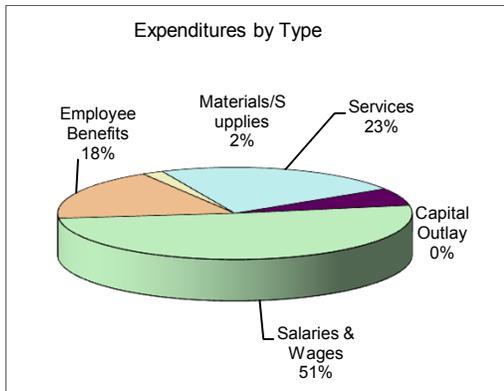
Provides administrative services and management support to all health programs through planning, evaluation, budgeting, coordination, vital records management, facility maintenance and issue monitoring and response. Ensures enforcement of State and City laws relating to public health and sanitation for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

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	0	0
1	1	1	1
1	1	1	1
4	4	4	4
1	1	1	1
0.625	0	0	1
10.625	10	9	10

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	425,066	529,473	529,473	434,424
Employee Benefits	117,161	148,848	154,333	153,484
Materials/Supplies	32,762	16,550	64,192	16,550
Services	169,627	194,451	319,271	193,810
Utilities	46,225	52,500	52,500	52,500
Capital Outlay	47,759	0	0	0
Total	838,600	941,822	1,119,769	850,768

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Health Fees	146,199	135,050	135,050	135,050
Charges for Services	271,246	211,199	407,137	213,090
Public Sfty Sales Tx	52,271	52,271	52,271	187,582
Health Contracts	293,654	250,530	250,530	67,000
Interest	241,401	199,259	199,259	20
Hlth Prop Tx & GF	2,112,382	2,117,340	2,117,340	248,026
Total	3,117,153	2,965,649	3,161,587	850,768

PUBLIC SAFETY - HEALTH

Program 6795

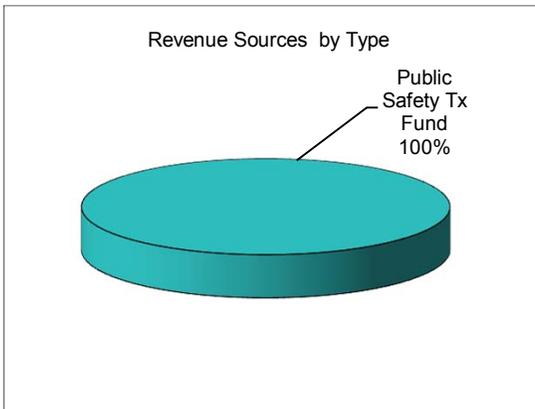
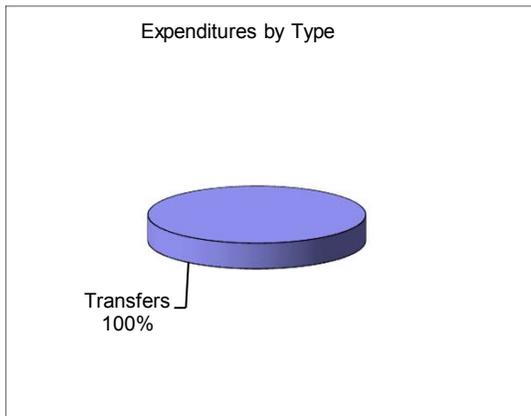
Program Description

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

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Operating Budget Summary



	2014-15	2015-16		2016-17
		Actual	Adopted Budget	
Expenditures:				
Transfers	223,050	186,054	186,054	187,582
Total	223,050	186,054	186,054	187,582
Revenue Sources:				
Public Safety Tx Fund	223,050	186,054	186,054	187,582
Total	223,050	186,054	186,054	187,582

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.
- 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.
- 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.
- 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 Activity / Achievements

- The health department supplied the Social Welfare Board (SWB) with \$458,051.00 along with space, utilities and some supplies. An additional \$51,000.00 was provided to the SWB for mental health referrals and administration of such.
- VaxCare continues to allow for access to immunization for those with insurance. Staff gave vaccinations to 868 insured adults and 137 insured children.
- Health department staff provided the community with information regarding Ebola. Three persons were monitored per CDC/DHSS recommendations and requirements. Three other persons had abridged monitoring per DHSS.
- The clinic was restructured to allow one nurse to focus on communicable disease, particularly tuberculosis.
- Staff managed several LTBI and TB clients with Daily Observation Therapy.

Budget Challenges / Planned Initiatives

- A number of clients requesting prenatal services and pregnancy testing are repeat clients, many with the same (unchanged) risk factors.
- The Parenting with Purpose class was developed and will be offered free. This monthly class will allow one on one, more in-depth interaction of clients with the nurse leading the class. The topics will range from safe sleep to child choking to parent self-care and more. This class complements the services provided by the prenatal case management program as well as WIC to allow for continued education.
- There is a gap of need in the community to allow for CPR/AED and First Aid classes and training within a reasonable cost for the client.
- Two clinic nurses became certified to teach American Heart Association Heartsavers First Aid/CPR/AED classes as well as BLS for the Health Care Professional. The plan is to offer classes, as the need and time

allows, for a nominal fee.

- Due to the restructuring of the clinic, there is limited time and personnel to complete pregnancy tests, temporary Medicaid and case management.
- A second clinic nurse was trained in pregnancy testing and temporary Medicaid paperwork to serve as back-up. The program is being evaluated to assure program outcomes are met.
- The Westside Clinic of the SWB is able to perform pregnancy tests, but cannot complete the temporary Medicaid paperwork.

Performance Statistics

- Children and adults immunized: 1955
- Immunizations given: 3637
- Tuberculin skin test screenings: 484
- LTBI and active TB medications given: 706
- Communicable disease investigation and follow-up: 424
- Pregnancy tests and proof of pregnancy: 484
- Prenatal case management contacts (office/mail/phone calls): 1566
- Temporary Medicaid assistance forms issued: 430
- Childhood lead screenings (fingersticks/venous draws): 6
- Childhood lead case management (new and discharged): 75



CLINIC SERVICES

Program 6710

Program Description

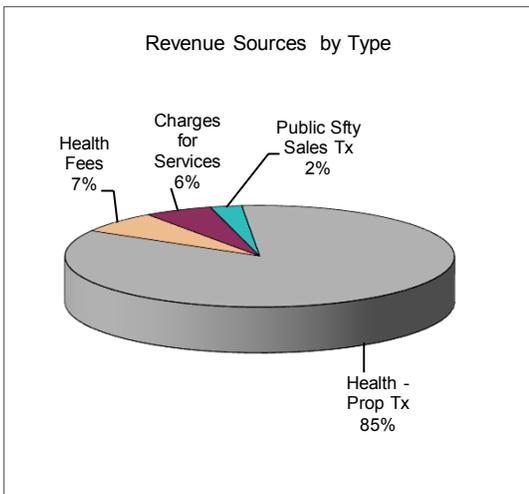
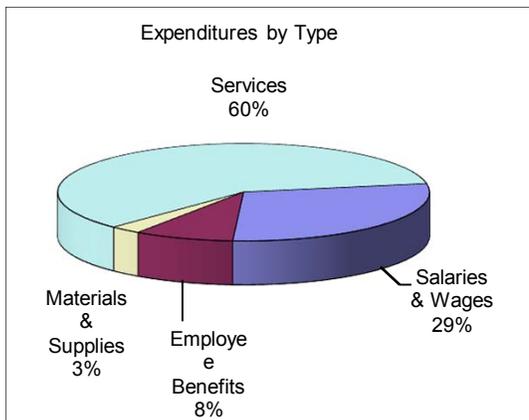
To provide the citizens of the City of St. Joseph and of Buchanan County with health care programs promoting prevention activities such as immunizations, health education, maternal and child care, pregnancy testing, etc. Staff work collaboratively with other agencies to establish a local area health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

Staffing Detail

Clinic Supervisor
Community Health Nurse

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
3	4	4	4
4	5	5	5

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	259,093	248,145	248,145	264,314
Employee Benefits	87,327	81,239	82,786	79,482
Materials & Supplies	11,482	24,900	38,800	24,900
Services	520,563	537,220	555,931	551,935
Total	878,464	891,504	925,662	920,631
Revenue Sources:				
Health Fees	86,478	64,200	64,200	63,600
Charges for Services	48,556	52,321	52,321	52,080
Interest	57	150	150	150
Other Revenue	5,951	0	0	0
Public Sfty Sales Tx	23,952	23,952	23,952	23,952
Health -Prop Tx	713,470	750,881	785,039	780,849
Total	878,464	891,504	925,662	920,631

Community Health Services

Mission:

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

Core Services:

- STI Clinic (sexually transmitted infections)
- Hepatitis A&B vaccinations (TwinRix)
- Transit disability certifications/RIDE.
- Health Education
- HIV Case Management

Current Year Activity / Achievements

- Counseling, testing and referral services for HIV, STIs (Chlamydia, Gonorrhea, Syphilis), TwinRix immunizations and Hepatitis C are offered M-F from 8:30 to 4:40 pm.
- Rapid HIV testing at community events and agencies. In 2015 rapid testing was offered at Missouri Western State University, Metro Treatment Center, Open Door Food Kitchen, Juda House, YWCA, St. Joe Pride, River Bend, and the Health Department.
- HIV Case Management is a voluntary program for persons living with HIV in NWMO. Clients are linked to medical care, insurance, medications, support and health information. Viral load suppression and improved quality of life are key goals of the program.
- Transit Disability applications and certifications are processed for consumers of RIDE.
- Health Education works with community and City partners to create a built environment to promote healthy lifestyles reduce chronic illnesses associated with obesity through health fairs, workshops, community gardening, St. Joe Fit and bi
- Numerous youth events were hosted such as the Monster Dash, Game On and Dodge Ball/Kick Butts Day teach youth the risks of stroke and cardiovascular disease associated with smoking.
- Stress management and Chronic Disease Management classes were offered.
- HIV/STI and Hepatitis education is offered to the public, populations as well as individuals.
- Staff participated in 110 coalition and/or community meetings were attended (Live Well St. Joe, Bike Friendly Community, People Establishing HIV/STI Care and Education, Region H Health Care Coalition, Multicultural Committee, Childrens Mental Health Ma
- Policies and procedures were developed according to state guidelines to begin screening individuals for Hepatitis C.

Budget Challenges / Planned Initiatives

- Kick Butts Day along with other youth events will not be held in 2016 due to the loss of funding.
- Agency supported community gardens using community organizing models to foster growing a community around garden vs having a garden in the community.
- Screening for Hepatitis C began at the end of the year. This program will continue and will be evaluated over time.

Performance Statistics

- 808 office visits for the testing of HIV/STIs
- 218 office visit to treat a STI/STIs
- 358 outreach rapid HIV tests
- 34 TwinRix vaccines administered
- 486 contacts were made with persons living with HIV in 15 NWMO counties
- 66 new transit disability applications were processed
- 11,538 persons attended a health education outreach (Health Fairs, School Fairs, Prison Fairs, University Health Fairs, Public Health Day at the Mall, Health Information Days at the Health Department)
- 1228 persons attended a health education event, class or workshop (HIV/STI, Stress, Chronic Disease Management, St. Joe Fit, Bike Friendly Community, Youth smoking prevention programs, healthy eating active living, and community gardens)
- 85 persons high risk individuals received 1:1 risk reduction/harm reduction
- 39 condom distribution visits were made to 10 sites

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

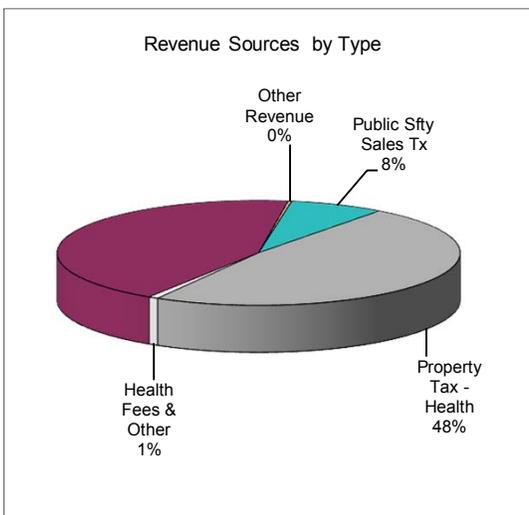
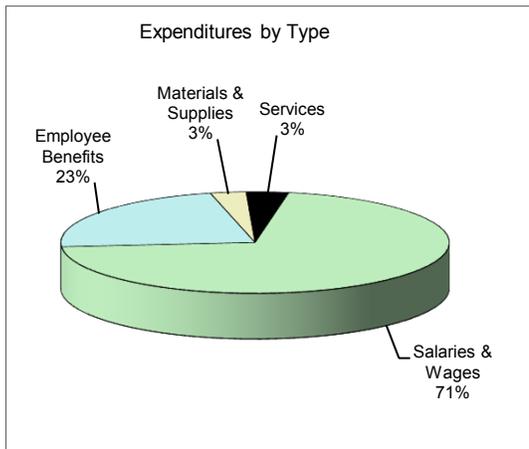
Staff works to prevent and control the spread of HIV/STD infections and to provide services and outreach to support those infected within northwest Missouri. They work with the network of community groups, agencies and providers to coordinate services for clients infected with HIV as well as to educate 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 Srvcs Supervisor

2014-15	2015-16		2016-17
	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

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	237,663	244,354	244,354	253,165
Employee Benefits	85,687	82,937	101,887	81,008
Materials & Supplies	36,145	7,700	70,812	10,600
Services	8,637	13,050	36,550	12,550
Total	368,132	348,041	453,603	357,323
Revenue Sources:				
Health Fees & Other	3,469	3,200	3,200	2,800
Grants	196,993	154,476	260,238	154,480
Other Revenue	336	1,000	1,000	1,000
Public Sfty Sales Tx	27,165	27,165	27,165	27,165
Property Tax - Health	140,169	162,200	162,000	171,878
Total	368,132	348,041	453,603	357,323

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:

- Provides a link to WIC Services as one of the 118 local WIC Providers, which provide a certification process and nutrition services operating in 250 clinics throughout the State of Missouri.
- Check benefits can be cashed at any of the 700+ vendors across Missouri.
- Provides 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 affect 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 the infants six (6) months of age, newborns to one (1) year and children from on
- Provides nutrition and breastfeeding education in an effort to educate families about good health and nutrition practices.
- Provides Anthropometric measurements, Hematological Data and Specific Dental Criteria for the WIC participant as a base reference to help guide them in improving their quality of life.
- Provides a Dietary Assessment for each client to help set nutritional goals. In setting the goal, the SMART program is used: S=specific, M=Measurable, A=Attainable/Achievable, R= Realistic, T=Time Bound.
- Nutrition and Breastfeeding Education is provided through one on one counseling, classes and WIChealth.org nutrition website.
- Provides a link to community referral.

Current Year Activity / Achievements

- Expanding nutrition education through the use of the WIC website program-WIChealth.org.
- Increasing support for our breastfeeding and non-breastfeeding by the staff participating in the Breastfeeding Task Force, BF Peer Counselor hospital visitations and area Breastfeeding Support Group at Mosaic Life Care.
- Providing a BFPC after business hours call line from 7:00 a.m. 9:00 p.m.
- BFPCs are member of the Missouri State BFPC Task Force and Missouri Breastfeeding Coalition.
- 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 Mosaic Life Care Hospital Obstetrics Unit to expand services for the community and provide a WIC certification service for any qualified postpartum women and infant, who may or may not be participating in any of the Nor
- Offering weekly breastfeeding classes for al prenatal participants.
- Promoting the Breastfeeding Friendly Worksite Program for community businesses.
- Partnering with Northwest Dental Services.
- Using billboards and other social media coverage to promote the WIC program.

Budget Challenges / Planned Initiatives

- Maintaining the current caseload of 2148 per month.
- Increase the number of our breastfeeding womens duration.
- Incorporate new and innovative nutrition ideas that will help us deliver our nutrition portion of our program more efficiently.
- Enroll half of our caseload in the WIChealth.org website program by the end of December 2016.
- Promote the WIC program through developing a networking system with various community services and physicians in the community.

Performance Statistics

- Vouchers in the amount of \$2,322,904 were issued for use at local vendors.
- Number of program participants was 24,084.

- The number of participants that primarily speak Spanish was 2,406.
- WIChealth.org saw 150 participants registered.
- Celebrated 7 Breastfeeding Friendly Businesses.
- Breastfeeding Duration for first month (increased) 2.8%.
- Breastfeeding Duration for second month (increased) 5.0%.
- Breastfeeding Duration to six month (increased) 1.0%.
- Breastfeeding Duration to one year (increased) 1.0%.

WIC

Program 6780

Program Description

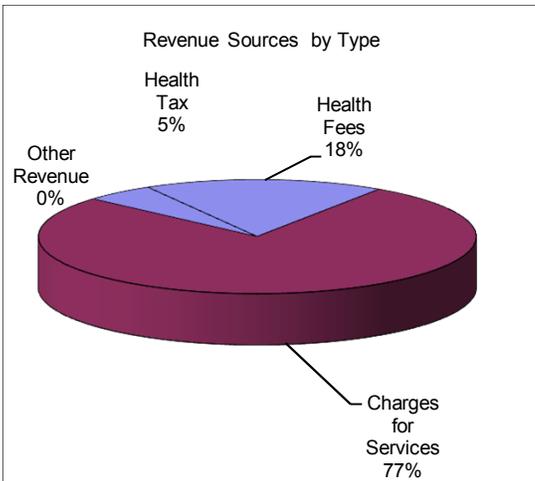
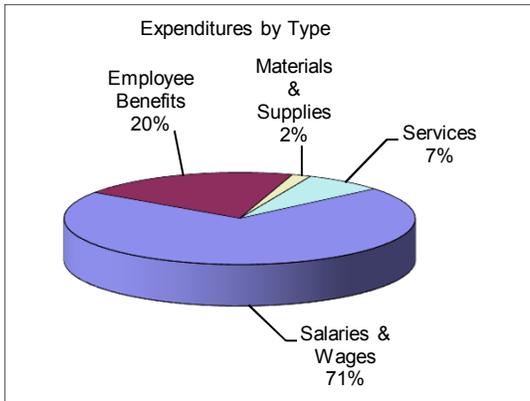
The program promotes the health of low-income women, infants and children (WIC) through a federally funded nutrition education and food provision program through integration and coordination with other programs. All clients must meet income guidelines and have a medical condition for program admittance.

Staffing Detail

- Senior Nutritionist
- Nutritionist
- WIC Clerk
- BFPC Funded Temps

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
3	3	3	3
0.6	1.07	1.07	1.07
7.6	8.07	8.07	8.07

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted	Estimated	Budget
Salaries & Wages	277,813	318,297	324,834	318,719
Employee Benefits	91,638	100,186	100,982	91,811
Materials & Supplies	7,349	9,284	9,743	7,930
Services	26,609	32,755	32,908	32,810
Capital Outlay	0	0	0	0
Total	403,409	460,522	468,468	451,270

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted	Estimated	Budget
Health Fees	62,331	59,000	59,000	80,000
Charges for Services	364,793	383,969	391,914	347,980
Other Revenue	0	0	0	0
Health Tax	(23,715)	17,553	17,553	23,290
Total	403,409	460,522	468,468	451,270



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, and to educate the public on these criteria at any given opportunity.

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 environmental codes are met.
- Provide public education on many topics such as, but not limited to food safety, mold control, precautions against vector-borne diseases, bedbug and other pest control, and more.
- Collect and verify documentation necessary to obtain a tattooing artist card.
- Coordinate and investigate environmental health issues such as, but not limited to, suspected food contamination, surfacing sewage, air quality concerns, odor complaints and 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 System (OWTS).
- 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.
- Offer and conduct food safety education courses.
- 24/7 response to truck wrecks, fires, floods and other catastrophic events involving environmental health and food safety.

Current Year Activity / 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 and proper enforcement.
- Environmental Services staff continue to enforce the Smoke-Free Indoor Air Ordinance during food safety inspections and during investigations from complaints.

Budget Challenges / Planned Initiatives

- Environmental Health & Food Safety staff have developed a food handler's training for the food establishment workforce. A basic food handler and managerial course will be offered to the public for a fee.
- Staff will become certified to proctor exams for a nationally accredited food safety program (ServSafe), enabling participants in the online course to be able to take the final certification exam locally.

Performance Statistics

- Total number of inspections for food/drink establishments (routine, follow-up, complaint, truck wrecks and fires): 2007
- Total number of other inspections & contacts (pre-opening walk-thru, plan review final inspections, educational visits, etc.): 430
- Total number of lodging inspections (routine, follow-up and complaint): 56 (31 of these were responses to complaints; twice as many as last year).
- Total number of public & semi-private pools & spas inspected (routine, follow-up and complaint): 42. There were no fatal accident investigations.
- Total number of OWTS (septic system) permitted: 10
- Total number of site visits completed during construction/installations: 8
- Total number of complaint investigations (surfacing sewage/illegal installation): 17
- Total number of tattoo artists licensed: 16
- Total number of tattoo establishments inspected and licensed: 9
- Total number of investigations for complaints of indoor smoking: 12

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

Other environmental services

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

Holt County Environmental Services (via a Memo of Agreement)

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

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

Budget Challenges/Planned Initiatives

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

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

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

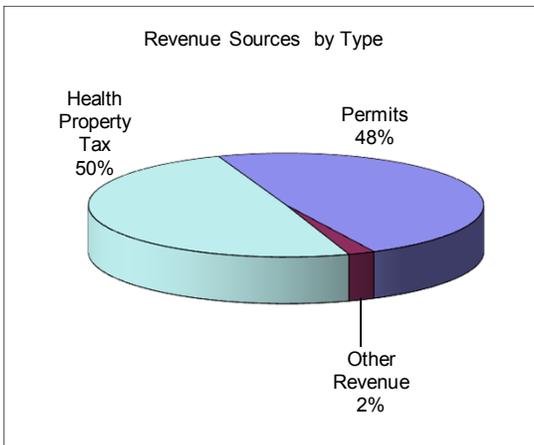
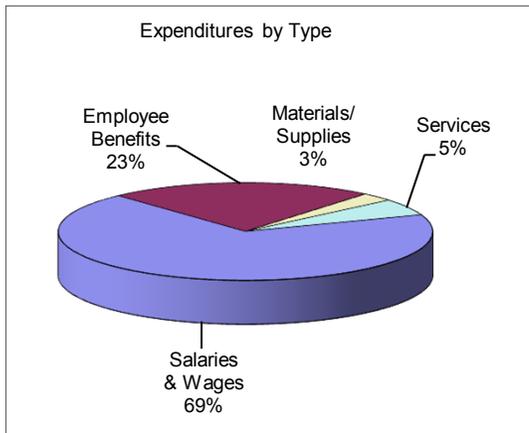
Staff inspectors ensure that all food, drink or lodging establishments and swimming pools meet environmental and safety codes through aggressive inspection program in order to safeguard public health and safety. Environmental health issues such as elevated blood lead levels, lead remediation, noxious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

Staffing Detail

Environmental Public Hlth Specialist

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
3	3	3	3
3	3	3	3

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	134,370	134,496	134,496	141,900
Employee Benefits	49,091	48,962	48,962	47,450
Materials/Supplies	4,566	5,795	7,495	5,800
Services	8,907	11,513	12,313	11,510
Insurance	0	0	0	0
Capital Outlay	0	0	0	0
Total	196,933	200,766	203,266	206,660

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Permits	98,450	98,800	98,800	99,680
Other Revenue	4,899	4,500	4,500	4,500
Grants	3,130	0	2,500	0
Health Property Tax	90,454	97,466	97,466	102,480
Total	196,933	200,766	203,266	206,660



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 area available 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 complaints regarding animal abuse and neglect. Protect the public from feral animals by investigating complaints of vicious or dangerous animals.
- Protect the public from zoonotic diseases by surveillance and impoundment of diseased wildlife and suspected rabid animals.
- Conduct annual city-wide rabies vaccination and pet registration clinics in partnership with local veterinarians.
- Offer pet micro-chipping, low-cost spay/neuter financial assistance program to pet owners, and cremation services for pets.
- Work in partnership with the Missouri Department of Corrections on the Puppies for Parole program which utilizes offenders to train shelter dogs and improve their adoption outcome.
- Collaborate with PetSmart and Petco to maintain a satellite adoption program for cats.

Current Year Activity / Achievements

- 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.
- Implemented adoption procedures to include a digital application process and conversational adoption approach to improve matching pets with families.
- Hosted Howlpalooza event at the Corby Dog Park offering onsite adoptions and costume contests during the park's grand opening.
- Completed the PetSmart Charities targeted spay/neuter grant-have surpassed the goal of 1,000 surgeries by 559 (a total of 1,559 surgeries completed with funding).
- Began construction of outdoor dog runs to increase animal enrichment for shelter dogs.
- Collaborated with Friends of the Animal Shelter to initiate a capital campaign to raise money for a new animal shelter.
- Offered pet therapy to local residential care facilities.
- Continued the partnership with the Missouri Department of Corrections for the Puppies for Parolees program.
- Continue current programs such as IMPACT, Girl Scouts educational outreach, pet therapy for local residential care facilities and more.

Budget Challenges / Planned Initiatives

- To maintain existing services with shrinking revenues.
- To implement a dog obedience program offered to the public with discounts for adopted dogs.
- To continue decreasing the number of healthy adoptable animals euthanized by developing stronger relationships with rescues and challenging staff to think outside the box.
- To find creative ways to minimize vehicle repair and upkeep costs.
- To initiate implementation of online licensing to increase staff efficiency.
- To revise wildlife procedures and responses according to our mission statement and values.

Performance Statistics

- Total number of dogs received: 1472 of which 953 were strays. 78% impounded dogs were adopted, redeemed or placed at a rescue.
- Total number of cats received: 1544 of which 1157 were strays. 35% impounded cats were adopted, redeemed or placed at a rescue.

- Total number of complaints investigated: 7497
- Total number of citations issued: 1203
- Total number of public education programs: 40
- Total number of pet therapy sessions provided: 46
- Total number participants at the annual rabies clinics: 794
- Total number of rabies specimens submitted to the lab: 79. Only one was confirmed for rabies.
- Total number of animal licenses sold: 7160
- Total number of dog park memberships sold: 454

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

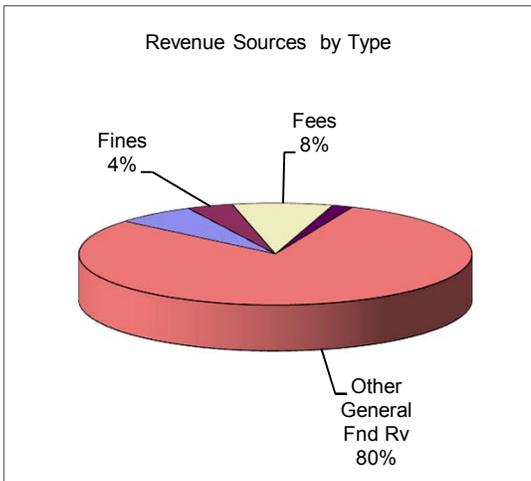
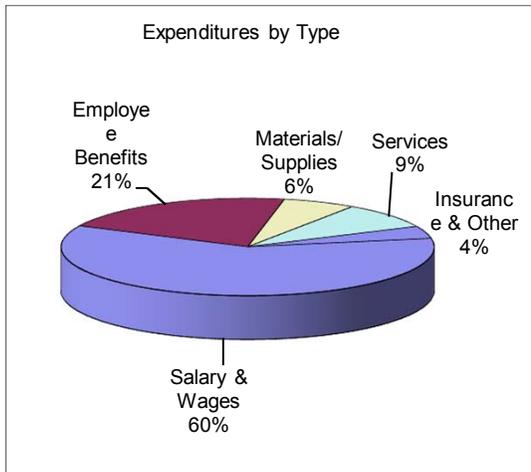
Animal Control officers provide protection for all animals against inhumane treatment and protect the public from diseased and vicious animals through education and complaint investigation. Staff operate the city's animal shelter.

Staffing Detail

- Animal Control Manager
- Senior Animal Control Officer
- Animal Control Officer
- Humane Educator
- Animal Care Specialist
- Office Support Coordinator

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
6	6	6	6
1	1	1	1
3	3	3	3
1	1	1	1
13	13	13	13

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salary & Wages	443,286	478,053	478,053	489,222
Employee Benefits	171,971	179,061	179,061	172,079
Materials/Supplies	37,185	51,700	56,595	51,700
Services	88,575	105,563	120,852	70,210
Insurance & Other	28,910	33,850	33,850	33,850
Capital Outlay	0	0	0	0
Total	769,928	848,227	868,411	817,061
Revenue Sources:				
Licenses/Permits	49,176	53,900	53,900	53,700
Fines	30,842	31,000	31,000	31,000
Fees	66,736	71,500	71,500	67,300
Grants	24,774	0	15,089	0
Other Revenue	13,403	19,200	20,700	13,900
Other General Fnd Rv	584,996	672,627	676,222	651,161
Total	769,928	848,227	868,411	817,061

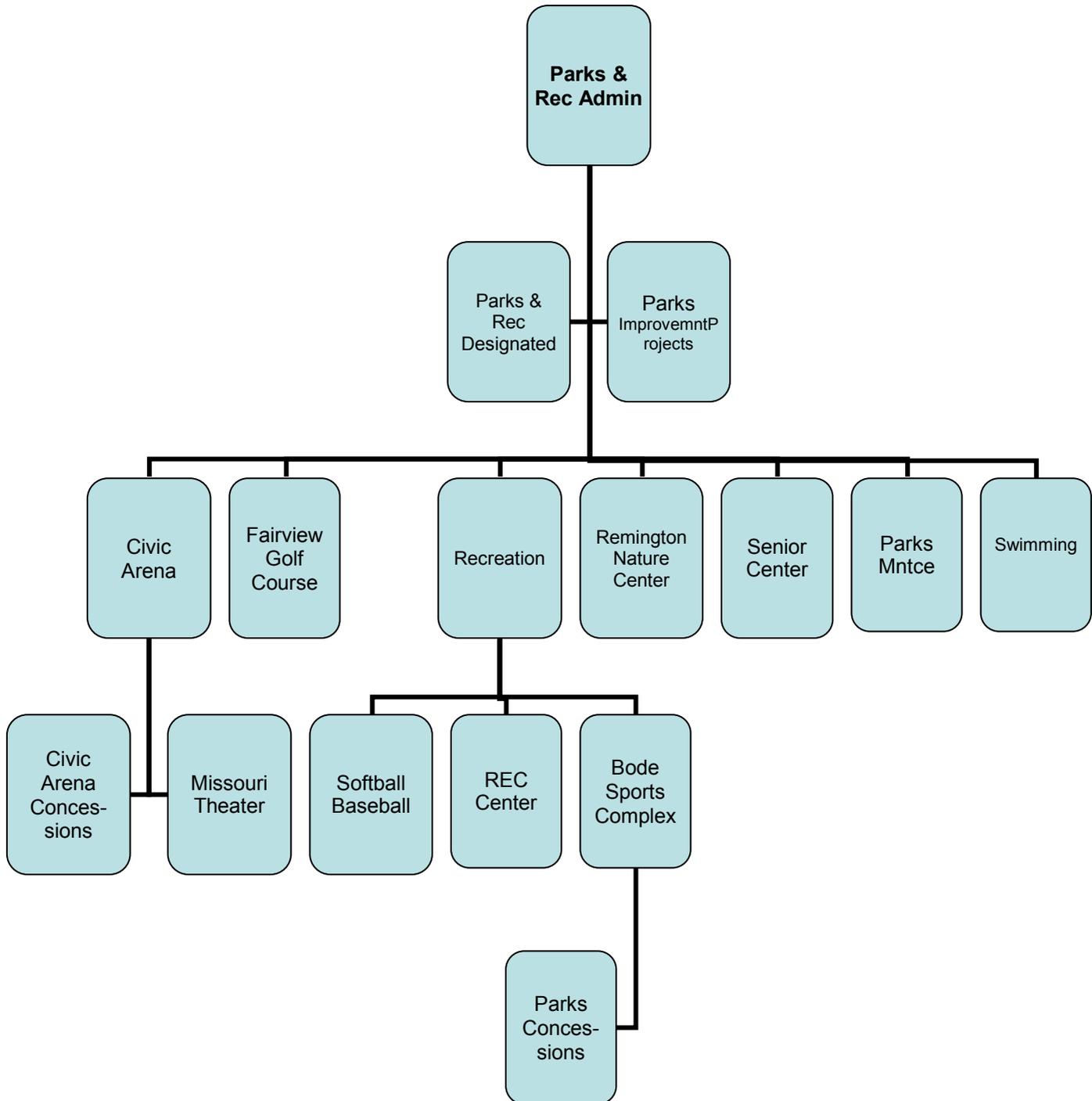
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

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.

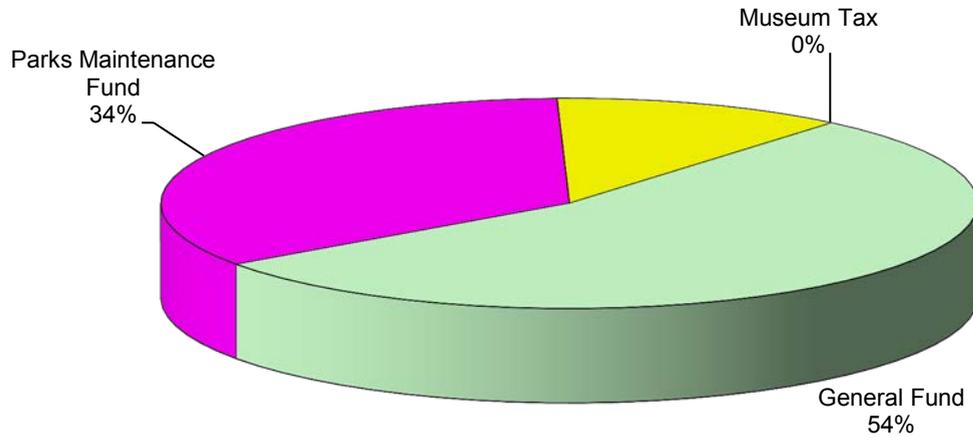
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel 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: \$ 8,398,495

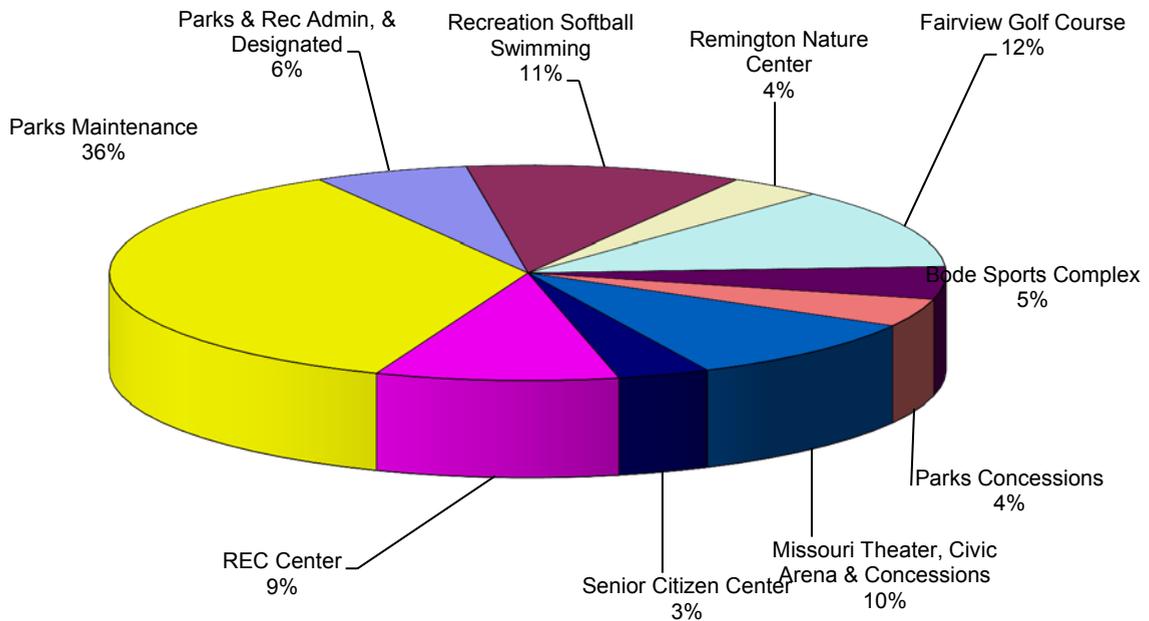
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



PROGRAM USES

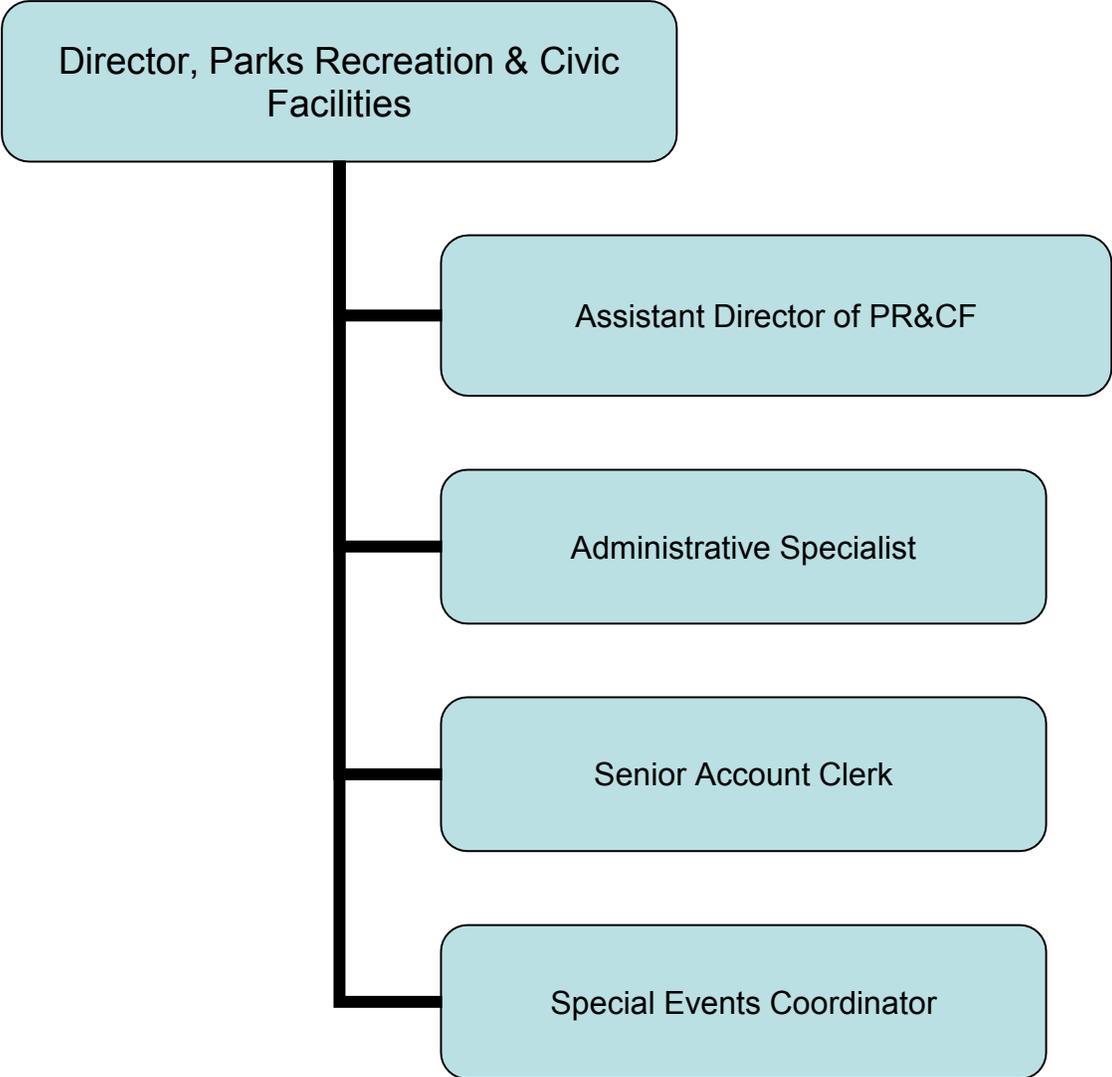
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

ACCOUNT TYPE	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	3,158,377	3,477,250	3,477,250	3,402,515
Payroll Expenses & Benefits	873,991	940,201	940,201	925,843
Materials & Supplies	834,085	867,935	867,935	940,130
Utilities & Other Contracted Services	1,571,779	1,848,544	1,848,544	2,042,022
Insurance/Claims/Other/Transfers	184,425	108,845	108,845	407,350
Capital Outlay/Lease Payment Debt	219,436	584,509	584,509	680,635
	<u>6,842,092</u>	<u>7,827,284</u>	<u>7,827,284</u>	<u>8,398,495</u>
USES BY PROGRAM				
Parks, Recreation & Civic Facilities Admin	350,305	536,705	536,705	805,692
Recreation	131,156	151,186	151,186	165,127
Softball/Baseball	190,835	209,657	209,657	233,159
Swimming	337,055	377,311	377,311	464,890
Remington Nature Center	256,748	312,890	312,890	292,495
Senior Citizen Center	263,293	269,831	269,831	286,211
REC Center	592,191	642,652	642,652	755,193
Fairview Golf Course	825,116	824,121	824,121	800,376
Golf Course CIP	14,988	215,014	215,014	174,015
Bode Sports Complex	362,464	346,051	346,051	396,281
Parks Concessions	347,060	335,810	335,810	340,830
Parks Designated Expenses	6,712	8,610	8,610	8,610
Parks Maintenance	2,421,148	2,792,853	2,792,853	2,886,381
Civic Arena & Civic Concessions	631,928	678,284	678,284	661,558
Missouri Theater	111,092	126,310	126,310	127,675
	<u>6,842,092</u>	<u>7,827,284</u>	<u>7,827,284</u>	<u>8,398,495</u>
FUNDING SOURCES				
General Fund	5,038,484	6,176,268	5,991,393	4,537,722
Parks Maintenance Fund	924,758	808,782	919,752	2,886,381
Gaming Fund	14,600	9,700	9,700	0
Museum Fund	50,000	50,000	50,000	0
Golf Fund	814,250	782,534	856,439	974,391
	<u>6,842,092</u>	<u>7,827,284</u>	<u>7,827,284</u>	<u>8,398,495</u>
STAFFING SUMMARY (Full & PT Regular)				
Parks, Recreation & Civic Facilities Admin	4	4	4	5
Recreation	1	1	1	2
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	3.5	3.5	3.5	4.7
Fairview Golf Course	4.5	4.5	4.5	7.3
REC Center (4 FT, remainder are PT positions)	9.68	9.95	9.95	10.95
Bode Sports Complex	3.5	3.5	3.5	4.0
Parks Concessions (Temp only)	0	0	0	0
Parks Maintenance	26	26	25	25
Civic Arena & Civic Concessions	5	5	5	4
Missouri Theater	1	1	1	1
	<u>60.175</u>	<u>60.450</u>	<u>59.450</u>	<u>65.875</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, and capital budgets of the department
- Provide professional leadership and guidance to all divisions of the department
- Encourage professional growth of staff
- Explore alternative funding opportunities through grants
- Work to augment revenue and reduce expenditures
- Collaborate with other city departments and outside agencies to provide quality programs and experiences
- Enhance options for recreation, health and wellness, and tourism

Current Year Activity / Achievements

- Transition with many new parks administrative staff members, including director and assistant director
- Completed Krug Lagoon renovation
- Began Hyde Park baseball complex renovation
- Increased involvement in community healthy living initiatives
- Restructured and rearranged administrative offices
- Applied for five grants to help fund Hyde Park project
- Worked on new shelter rental policy

Budget Challenges / Planned Initiatives

- Expansion of park infrastructure which adds maintenance and customer service
- Evaluate fee structure
- Evaluate facility use agreements, department wide
- Meet expectations of Hyde Park ball complex renovation
- Analyze possibilities of new amenities at Hyde Park to replace swimming pool

PARKS & RECREATION ADMINISTRATION

Program 8330

Program Description

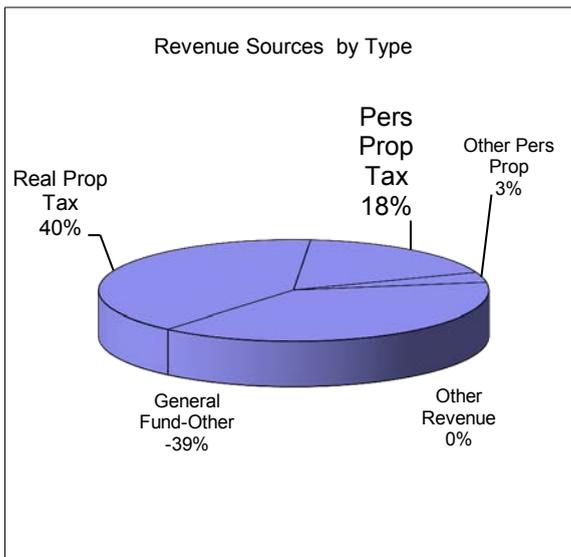
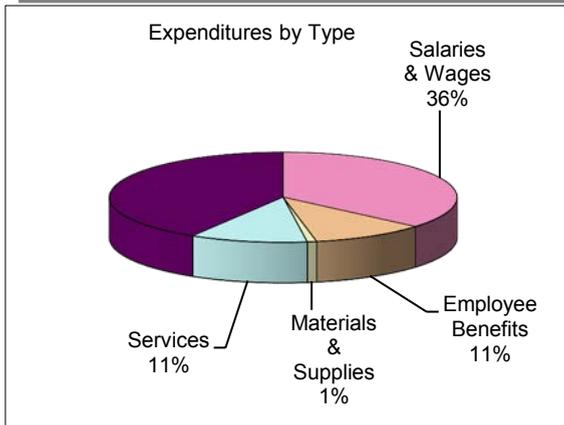
Administrative services and management support for Parks & Recreation programs are provided with the aim of offering a variety of quality of life experiences for the residents of St. Joseph and adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department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

Staffing Detail

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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
0	0	0	1
1	0	1	1
1	1	1	1
1	1	1	1
4	3	4	5

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	231,722	376,370	376,370	292,516
Employee Benefits	24,847	71,185	71,185	85,451
Materials & Supplies	4,080	5,090	5,090	7,000
Services	89,657	84,060	84,060	87,735
Transfers	130,000	332,990	332,990	332,990
Total	480,305	869,695	869,695	805,692

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Real Prop Tax	1,398,853	1,384,600	1,384,600	1,417,905
Pers Prop Tax	635,688	623,335	623,335	629,582
Other Pers Prop	105,934	105,747	105,747	114,769
Other Revenue	225	115	115	115
Interest	3	100	100	100
Interfund Transfer	8,888	0	0	0
General Fund-Other	(1,669,286)	(1,244,202)	(1,244,202)	(1,356,779)
Total	480,305	869,695	869,695	805,692

PARKS DESIGNATED FUNDS

Program 3180

Program Description

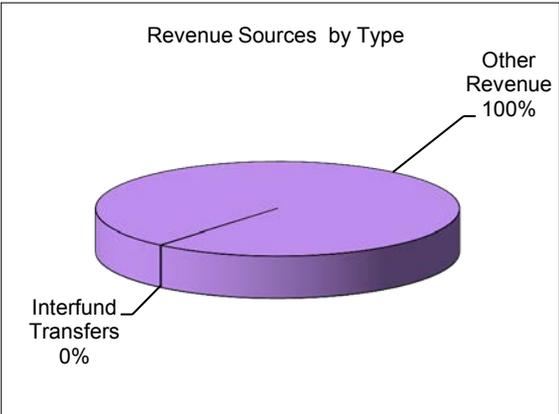
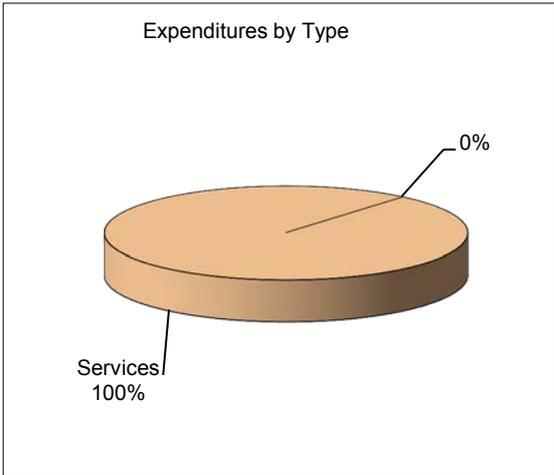
This program was established to help track expenditures and revenues related to grants and donations

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget

Operating Budget Summary

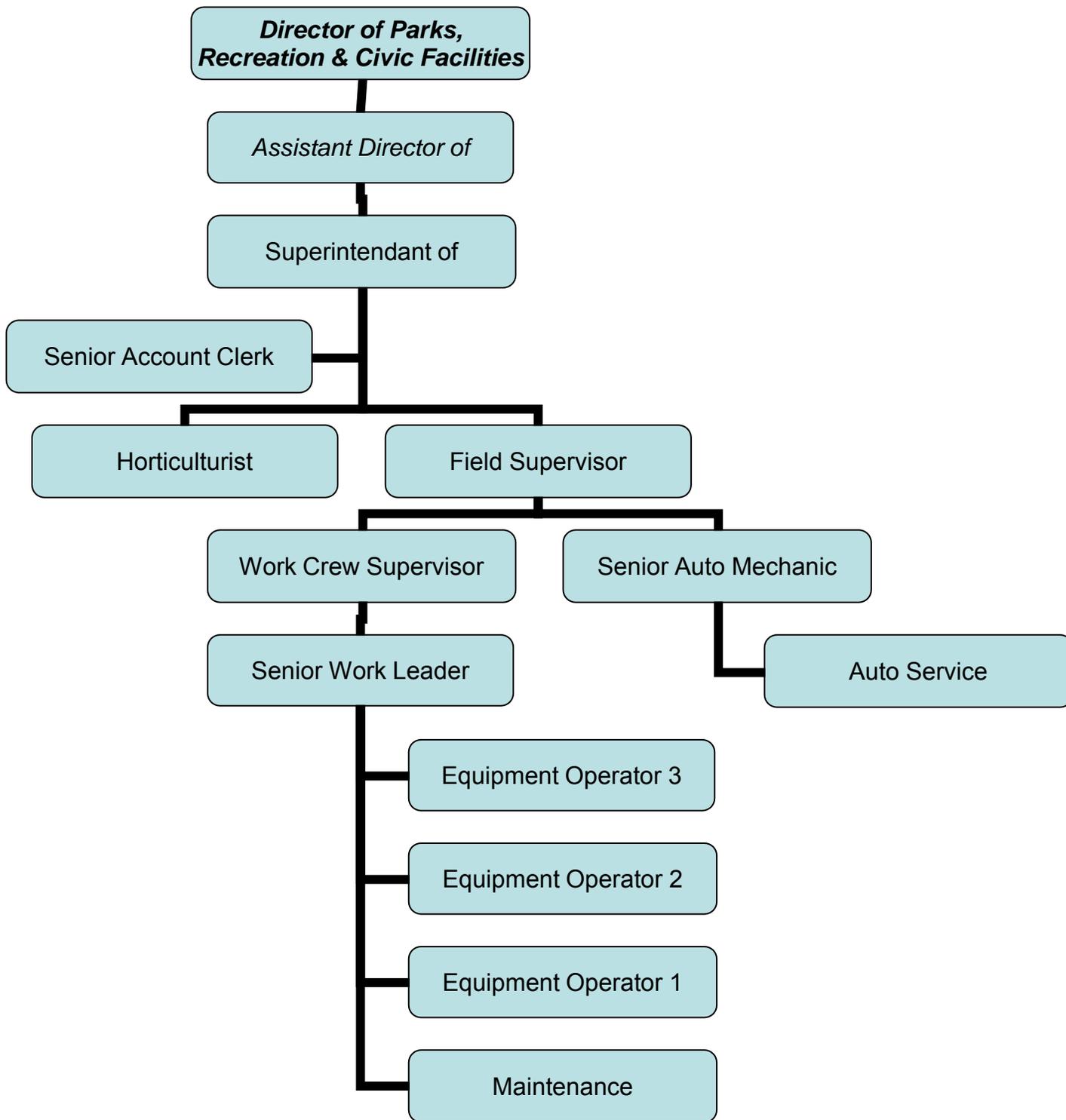


Expenditures:
 Materials & Supplies
 Services

Revenue Sources:
 Other Revenue
 Interest
 Interfund Transfers

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
Total	6,712	8,610	8,610
Expenditures:			
Materials & Supplies	6,712	4,010	4,010
Services	0	4,600	4,600
Revenue Sources:			
Other Revenue	4,261	8,600	8,600
Interest	5	10	10
Interfund Transfers	0	0	0
Total	4,267	8,610	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 to improve the overall experience, accessibility and enjoyment of our parks, facilities and boulevard system.
- Maintain the scheduled maintenance program including mowing the 1500 acre, 26 mile parkway and parks system.
- Work with garden clubs and volunteers to adopt certain landscape areas and organizations to sponsor community improvement projects.
- Daily cleaning and maintenance of 23 park system restrooms, Proved trash pickup including emptying 320 barrels daily during the summer months. Weekly inspection of 16 playgrounds.
- Raise tree limbs and eliminate hazardous limbs and trees along will traveled areas of the parkway, trails and parks.
- Pre-emerge, seed, aerate and fertilize high use areas of parks.
- Enhance floral plantings throughout the parkway and parks system.
- Work to increase security and reduce vandalism in our parks and facilities.
- Continue Capital Improvements such as playground improvements, pool renovations, Krug Park Restoration, Hyde Park Renovation, etc.
- Partner with the Downtown Partnership in the Downtown Cleanup Program.

Current Year Activity / Achievements

- Maintained a nine day mowing cycle of the parkways, trails and parks.
- Completed the CIP renovation project at Krug Lagoon. Began the renovations of the Hyde Park Baseball Complex fields and amenities.
- Repaired the sand filter, laterals and filter vessel at Krug Pool.
- Installation, maintenance, security and removal of holiday lighting displays at Krug Park, Hyde Park. Welcoming an combined estimated total of 300,000 visitors viewing the displays.
- Repaired the roof of the maintenance garage located at our maintenance facility. Replaced the roof of the basketball court concessions building at the Bode Sports Complex.
- Planted and maintained landscaped areas throughout the boulevard and parks system. Built stone retaining wall, added landscaped area and improved roadway to the N 25th St. Cul de Sac.
- Provided support to over 65 festivals, walks, runs, weddings and other special events
- Collaborated with various community groups on a variety of community projects including a community garden.
- Planted 100 trees at Hyde Park as part of the parks' 100 year anniversary.
- Seasonal placement and removal of the French Bottoms river dock.

Budget Challenges / Planned Initiatives

- Restoration and renovation of the Hyde Park Baseball Complex.
- Purchase and implementation of new radio communication system.
- Maintenance and upkeep of the newly added Corby Dog Park.
- Development of Phase 1 of the new Community Campus park including; construction of a new pavilion, hike-n-bike trails, exercise and fitness equipment.
- Maintenance and upkeep of aging rolling stock.
- Repair roof of the Carpenter Shop located at our maintenance facility.
- Restoration and/or Relocation of facilities affected by the Blakesnake Combined Sewer Overflow project.
- Installation of new unitary safety surface to the Hochman Park Playground.
- Maintain 9 day mowing cycle of the boulevard and park system.
- Continued upgrades to department vehicles and equipment used in the care and upkeep of the boulevard and parks system.

PARKS MAINTENANCE

Program 3090

Program Description

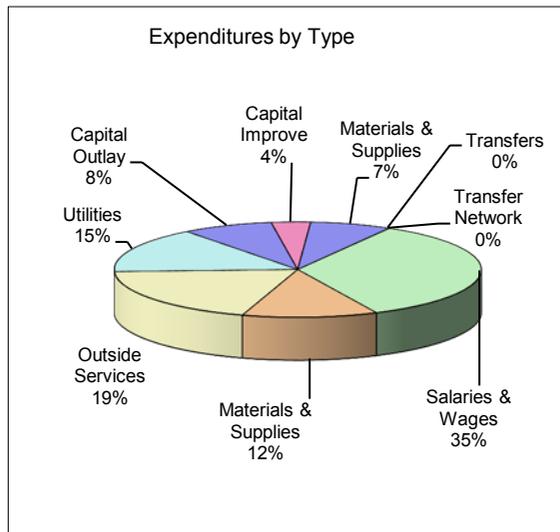
To enhance both the beauty of the park system and user enjoyment of the City's park facilities, staff maintains City parks, park buildings and equipment.

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

2014-15	2015-16		2016-17
	Actual	Adopted Budget	
1	1	1	1
1	1	0	0
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
4	4	4	4
3	3	3	3
2	2	2	2
7	7	7	7
1	1	1	1
1	1	1	1
1	1	1	1
26	26	25	25

Operating Budget Summary

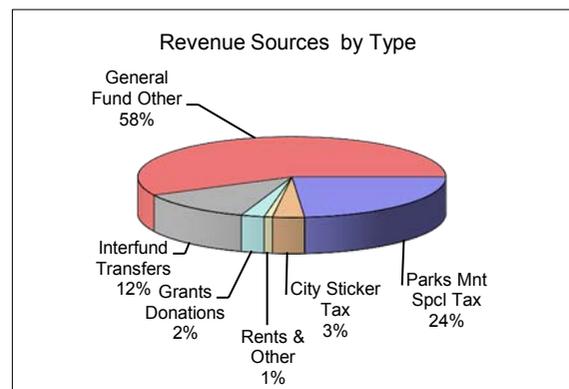


Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Salaries & Wages	997,512	1,025,678	1,025,678	999,567
Employee Benefits	374,284	374,285	374,285	343,334
Outside Services	579,230	501,740	501,740	560,240
Utilities	171,040	444,500	444,500	444,500
Capital Outlay	59,876	220,000	220,000	231,500
Capital Improve	4,800	20,000	20,000	99,500
Materials & Supplies	169,980	206,650	206,650	206,650
Transfers	63,335	0	0	0
Transfer Network	1,090	0	0	1,090
Total	2,421,148	2,792,853	2,792,853	2,886,381

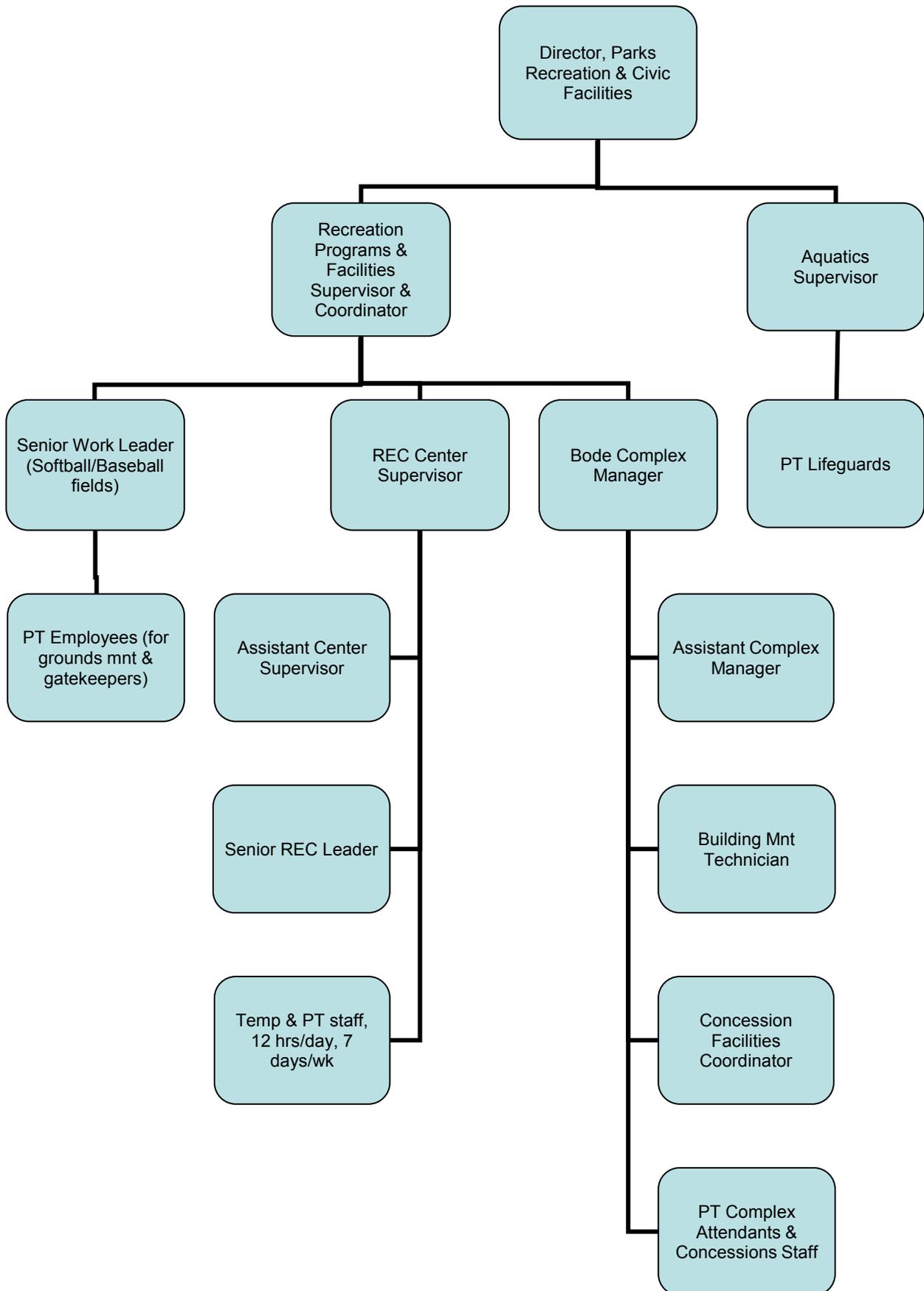
Revenue Sources:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Parks Mnt Spcl Tax	689,925	683,900	683,900	683,900
City Sticker Tax	95,981	96,000	96,000	96,000
Rents & Other	31,066	25,000	25,000	25,000
Grants Donations	80,386	70,000	70,000	70,000
Interfund Transfers	189,876	462,990	462,990	352,990
General Fund Other	1,333,915	1,454,963	1,454,963	1,658,491
Total	2,421,148	2,792,853	2,792,853	2,886,381





PARKS, RECREATION & CIVIC FACILITIES - RECREATION



Recreation Programs

Mission:

To provide a variety of safe and enjoyable recreations 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 and softball/baseball programs
- Provide professional leadership and guidance to all recreation programs
- Provide youth programs in fitness, basketball, volleyball, softball, baseball, track and field events, and tennis.
- Provide adult programs in fitness, softball, kickball, walking and running,
- Market and promote city facilities for use in local, state, regional and national tournaments and competitions
- Provide quality affordable facilities for high school athletics

Current Year Activity / Achievements

- Completed transition of youth basketball program into parks and recreation based program versus school-based program
- Hosted 38th Annual Parkway Run
- Assisted school district with grade school track meet
- Maintained 22 ball fields for use of departmental programs as well as in cooperation with several outside agencies
- Continued with youth tennis program at Noyes Tennis Complex
- Began RecConnect, a new summer youth recreation camp, providing weekday, all day camp options
- Facilitated St. Joe Fit, outdoor fitness program
- Hosted ASA 10U and 12U girl's northern national softball tournaments
- Hosted Air National Guard National Softball Tournament

Budget Challenges / Planned Initiatives

- Merging of Recreation, Softball, and REC Center budgets will create challenges in managing combined budgets
- Create new youth flag football program
- Relocate youth football fields from northside to Heritage Park
- Relocate ball field from northside to Heritage Park
- Need support structures and parking for football and ball field relocation

RECREATION

Program 3010

Program Description

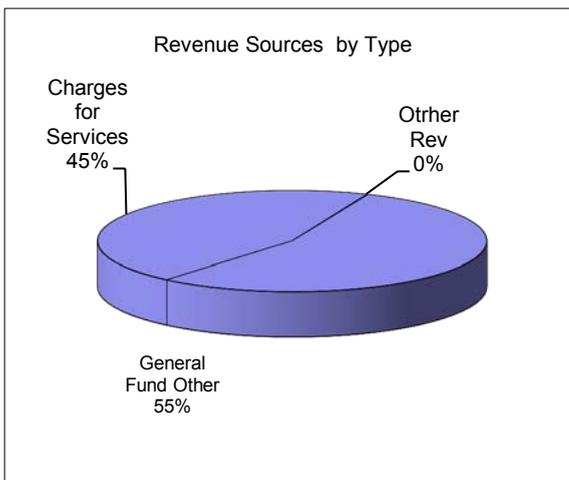
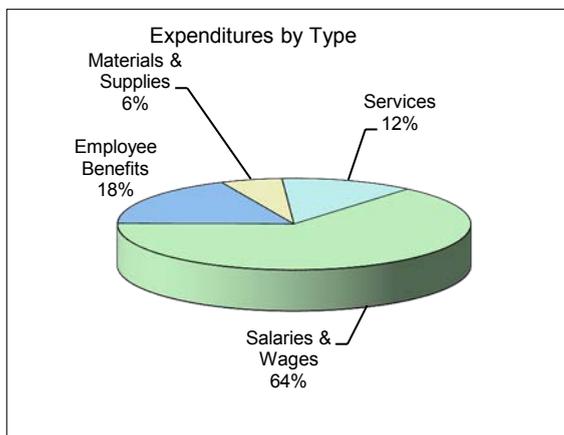
The program provides a variety of recreational opportunities such as Youth Basketball, Youth Track and Field, Youth Tennis and the Parkway runs for the citizens of St. Joseph and the surrounding areas. Staff also supervise the Softball program.

Staffing Detail

Recreation Programs & Facilities Manager
 Recreation Programss & Facilities Srupr

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	1
1	1	1	1
1	1	1	2

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	82,083	99,320	99,320	105,883
Employee Benefits	20,539	24,546	24,546	29,774
Materials & Supplies	4,600	7,320	7,320	9,320
Services	23,934	20,000	20,000	20,150
Total	131,156	151,186	151,186	165,127

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	55,550	61,570	61,570	74,570
Other Revenue	-	-	-	150
General Fund Other	75,606	89,616	89,616	90,407
Total	131,156	151,186	151,186	165,127

SOFTBALL/BASEBALL

Program 3020

Program Description

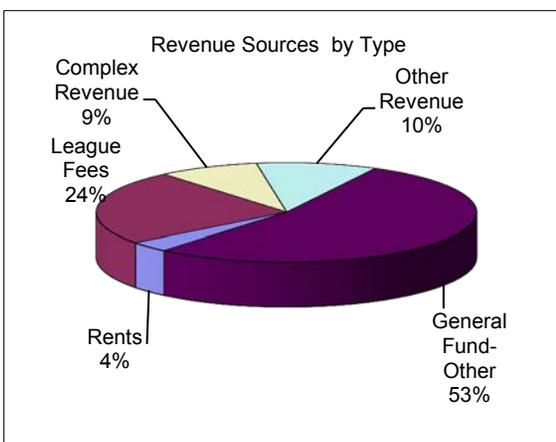
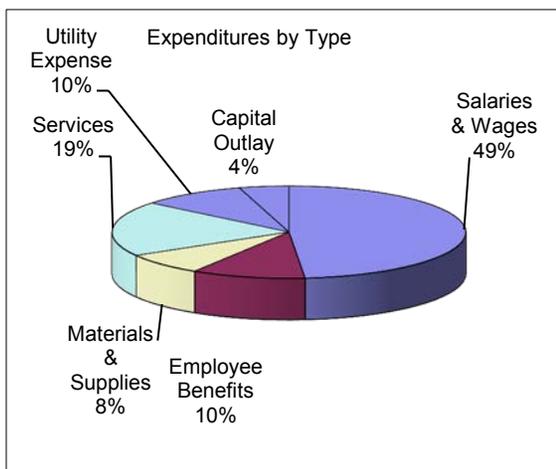
Provides a safe and enjoyable experience through the management and administration of the City's Spring and Fall Adult Softball programs and the City's 21 baseball and softball fields.

Staffing Detail

Senior Work Leader
 PT Temporary Employees (Groundskeepers & Gatekeepers)

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Utility Expense
 Capital Outlay

Total

Revenue Sources:

Rents
 League Fees
 Complex Revenue
 Other Revenue
 General Fund-Other

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
95,915	101,788	101,788	113,191
22,751	22,639	22,639	24,187
10,164	17,720	17,720	17,720
44,462	45,010	45,010	45,010
17,543	22,500	22,500	22,500
0	0	0	10,550
190,835	209,657	209,657	233,159
7,879	13,000	13,000	8,000
56,442	62,945	62,945	56,700
14,914	30,000	30,000	20,000
22,841	24,005	24,005	24,005
88,759	79,707	79,707	124,454
190,835	209,657	209,657	233,159



REC Center

Mission:

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

Core Services:

- Fitness Center
- Indoor walking track
- Fitness Classes
- Adult sports include volleyball, basketball, and pickle ball
- Youth sports include basketball and volleyball
- Summer youth recreation and sports camp
- Special event rentals
- Health and wellness initiatives including St. Joe Fit

Current Year Activity / Achievements

- Added new fitness class options
- Little Ballers youth basketball league continues to be popular
- Created new summer youth sports and recreation camp
- Attended many health fairs and events

Budget Challenges / Planned Initiatives

- Without option for 24 hour fitness, memberships continue to decline
- Continue challenges with meeting needs of variety of users
- Possible merging of budget with recreation and softball/baseball will require additional budget monitoring
- Possible creation of senior leagues, open gym time, and competitions to increase weekday use

REC CENTER

(St. Joseph Recreation, Exercise & Community Center)

Program 3060

Program Description

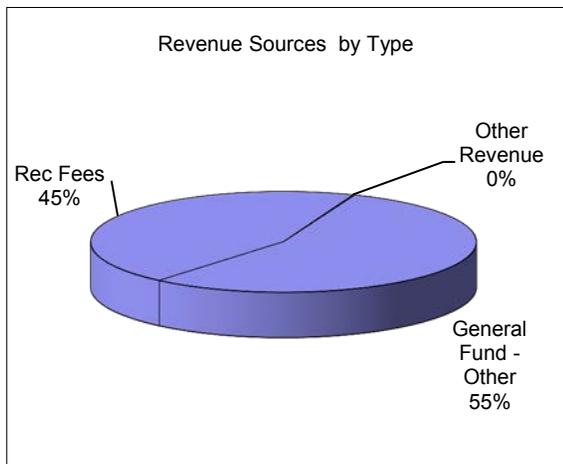
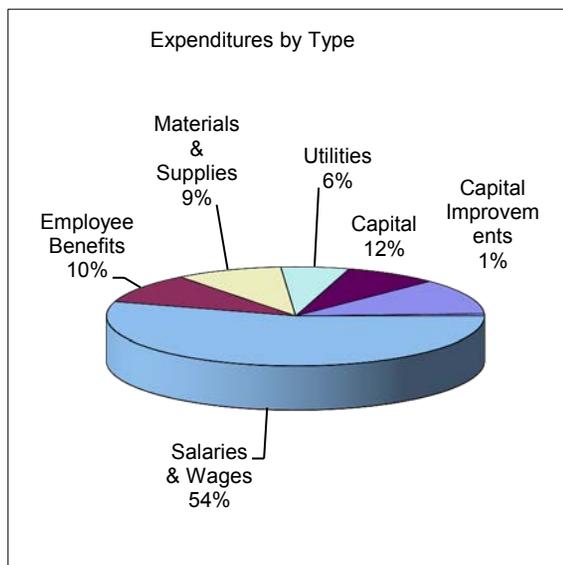
The staff at the Center provide safe, supervised recreation opportunities through both adult and children's activity programs for the whole community. The REC Center hosts a fitness room, three basketball/volleyball courts, a community room, an indoor running track and rooms for various recreation &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

Staffing Detail

Recreation Center Manager
 Assistant REC Center Manager
 REC Activities Coordinator
 Senior REC Leader
 Custodian (3) @ 29 hrs/wk
 Receptionists (4) @ 29 hrs/wk
 Fitness Attendants (3) @ 25 hrs/wk
 Center has other Temp Fitness Instructors, Activity Room Attendants

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	0	0	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	10.95

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	318,482	403,604	403,604	413,062
Employee Benefits	55,495	68,378	68,378	74,651
Materials & Supplies	78,593	66,200	66,200	69,200
Utilities	50,775	44,000	44,000	44,000
Services/ Claims	39,263	60,470	60,470	60,470
Capital	0	0	0	88,460
Capital Improvements	0	0	0	5,350
Debt Serv- Princ	48,969	0	0	0
Debt Serv - Interest	614	0	0	0

Total

Revenue Sources:

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Rec Fees	360,171	449,300	449,300	338,200
Other Revenue	5,124	1,000	1,000	1,000
General Fund - Other	226,896	192,352	192,352	415,993
Total	592,191	642,652	642,652	755,193

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 everyone
- Ice time for figure skating organizations
- Ice time for hockey teams
- Provide classes for basic skills for figure skating and hockey
- Beyond basic program
- Outdoor, inline skate rink
- Six lighted outdoor basketball courts which host the Summer Jam program
- Outdoor skate park
- Host of a variety of figure skating competitions
- Host of a variety of youth hockey tournaments

Current Year Activity / Achievements

- Bode hosted the Pony Express Figure Skating Championships in September
- Hosted the 40th Year Celebration of the George Bode Jr Ice Arena in October
- Bode was the site of the 4th Annual Best of MidWest Synchro Championships in November
- The Greater St. Joseph Youth Hockey Association added an additional team
- Collaborated with the RNC on the Recreation Education packages with great success
- The Synchro Christmas show 'Glide Tidings of Christmas' doubled the prior years attendance
- National Skating Month in January had 400 people attend
- Bode started a new in house hockey program 'The Battle of the Biscuit' with great success
- Will host the 1st Bonspiel in April - an all night (8pm - 8am) Curling Event
- The FSC show will be held in May 'Frozen under the Sea'

Budget Challenges / Planned Initiatives

- Add an additional house hockey program in August
- Offer an additional Learn to Skate Class through the week
- Offer a Learn to Synchro program to continue growing the Synchro teams
- Implement a Science on Ice program through the SJSD for 4th and 5th grade students

BODE SPORTS COMPLEX

Program 3080

Program Description

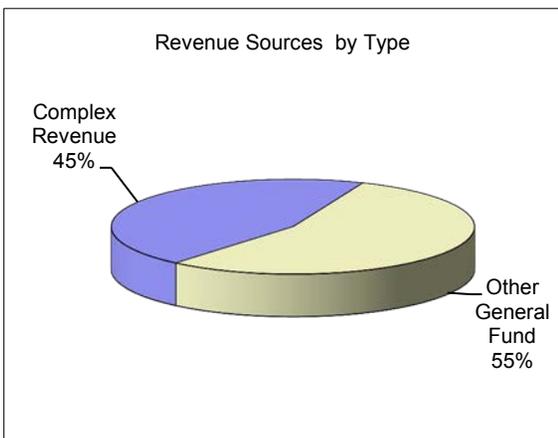
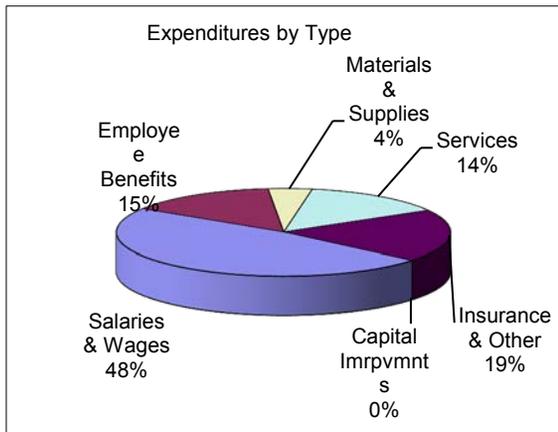
This program offers a quality facility that operates on a flexible schedule. The Complex is open 10 months a year for recreational skating, private parties, school groups, hockey and figure skating. Outdoor, in-line rink and basketball courts are open year round, weather permitting.

Staffing Detail

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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0	0	0	1
1	1	1	1
3	3	3	4

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	154,228	151,367	151,367	189,826
Employee Benefits	49,872	47,594	47,594	57,385
Materials & Supplies	17,719	16,600	16,600	16,800
Services	54,144	53,490	53,490	55,270
Insurance & Other	86,500	77,000	77,000	77,000
Capital Improvements	0	0	0	0
Total	362,464	346,051	346,051	396,281
Revenue Sources:				
Complex Revenue	190,099	176,100	176,100	179,000
Other Revenue	2,620	0	0	0
Other General Fund	169,745	169,951	169,951	217,281
Total	362,464	346,051	346,051	396,281

Parks Concessions

Mission:

To offer outstanding customer service. Provide a variety of menu options to users of the Parks Concessions throughout the City.

Core Services:

- Provide a clean, user friendly, environment
- Keep facilities and grounds clean and well maintained within health code
- Offer outstanding customer service at all times
- Employ over seventy seasonal part - time positions to the community
- Offer fair and responsible menu pricing

Current Year Activity / Achievements

- Maintained 12 concession areas within the Parks Concessions
- Changed the menus to offer more healthy options
- Operated concessions during the ASA 10U and 12U girl's northern national tournament
- Operated concessions during the Air National Guard National Softball Tournament
- Continued to recycle all cardboard from concessions - 3 large van loads per week

Budget Challenges / Planned Initiatives

- Implement the 'Eat Smart in the Parks' program throughout the Parks Concessions
- Continue to work with multiple vendors to achieve maximum profit potential
- Safety of employees continues to be a challenge in isolated concession areas
- Continue to monitor employee hours to fall within the federal guidelines

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

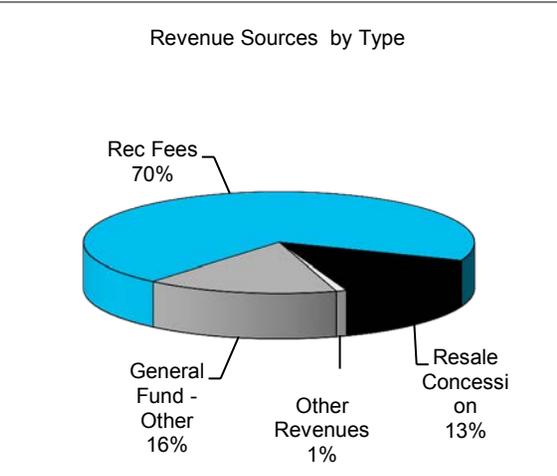
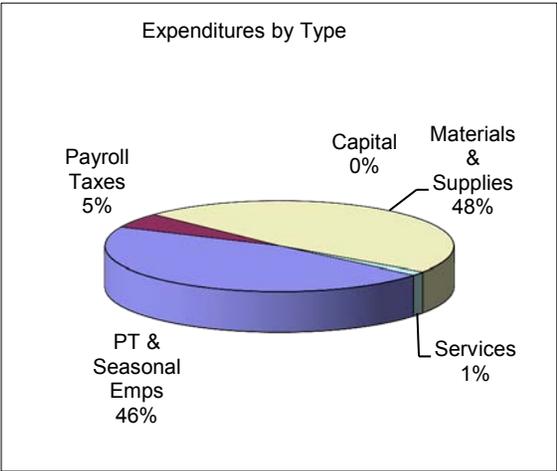
Part time concession staff only

2014-15	2015-16		2016-17
	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



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
PT & Seasonal Emps	159,239	151,250	151,250	155,788
Payroll Taxes	17,564	17,845	17,845	18,328
Materials & Supplies	154,040	161,995	161,995	161,995
Services	5,367	4,720	4,720	4,720
Capital	10,849	0	0	0
Total	347,060	335,810	335,810	340,830
Revenue Sources:				
Rec Fees	168,882	233,400	233,400	237,900
N/C Concession	60	2,500	2,500	0
Resale Concession	57,972	46,000	46,000	46,000
Other Revenues	5,588	3,000	3,000	3,000
General Fund - Other	114,558	50,910	50,910	53,930
Total	347,060	335,810	335,810	340,830

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 Krug Pool
- Provide a family friendly swimming venue during summer months
- Provide swim lessons for children, ages 3 and up
- Provide a venue for swim team practices
- Provide lifeguard training and certification classes
- Provide a venue for aqua fitness classes
- A location for group events, such as daycares, summer camps, and other organizations

Current Year Activity / Achievements

- Able to increase the number of lifeguard staff after several years of decline
- Reopened Krug Pool after a one year shut down
- Cooperating with MWSU for operation and staffing of their indoor facility year round

Budget Challenges / Planned Initiatives

- Staffing expense continues to be a problem.
- The year round involvement in the operation of the MWSU indoor pool
- Year round swim lessons and lifeguard training is now possible with indoor option
- Special rentals at the indoor facility should help with revenues

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

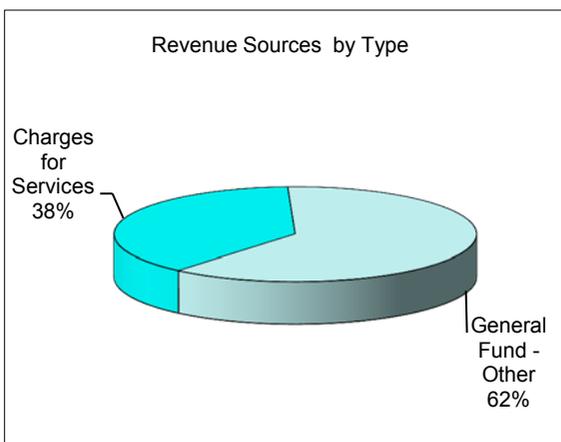
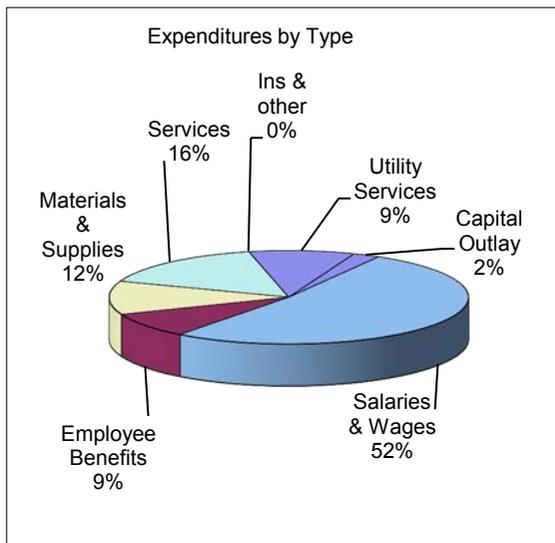
PT Temporary Employees

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

- ~~Replacing aged and damaged equipment at the Aquatic Park (lounge chairs, & benches) \$7000
- ~~Request for purchas of backboards and mannequins \$2000

Operating Budget Summary



Expenditures:

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Salaries & Wages	214,973	206,383	206,383	238,383
Employee Benefits	38,122	37,648	37,648	39,828
Materials & Supplies	37,438	47,950	47,950	52,950
Services	13,686	20,580	20,580	72,980
Ins & other	0	6,250	6,250	6,250
Utility Services	32,836	43,500	43,500	43,500
Capital Outlay	0	15,000	15,000	11,000

Total

Revenue Sources:

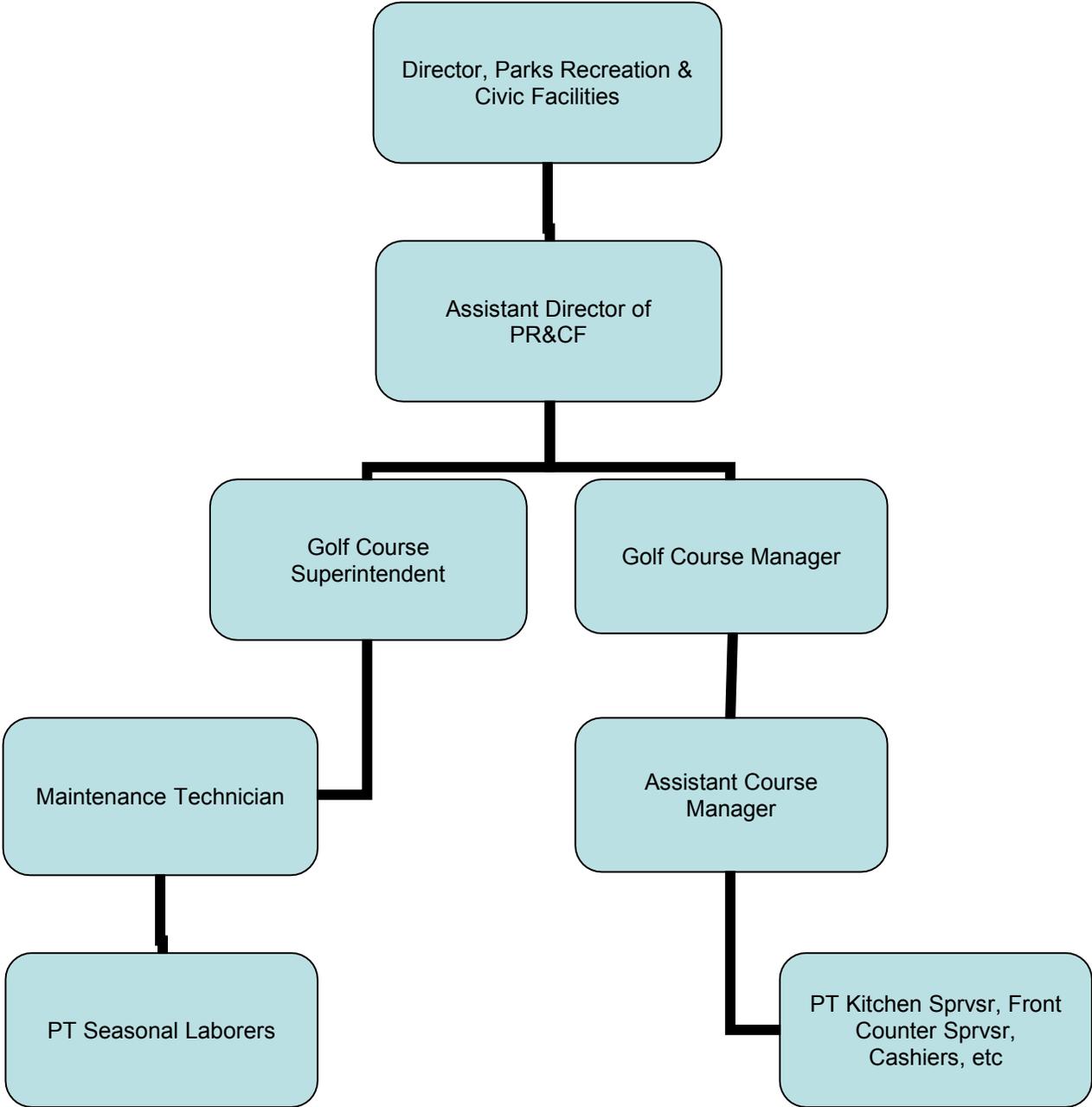
Charges for Services	161,815	168,200	168,200	177,700
General Fund - Other	175,240	209,111	209,111	287,190

Total

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Expenditures:				
Total	337,055	377,311	377,311	464,890
Revenue Sources:				
Total	337,055	377,311	377,311	464,890



PARKS, RECREATION & CIVIC FACILITIES GOLF COURSE



Fairview Municipal Golf Course

Mission:

To provide a competitive, yet enjoyable 18-hole golf course complete with practice facilities, fully stocked Merchandise Shop, snack bar, and full service banquet/meeting room with on site catering available.

Core Services:

- The City's only 18 hole public golf course
- Offering league opportunities for men, women, couples, juniors, seniors, and corporate
- Tournaments welcome and include corporate outings, fundraisers, memorial events, and social eat/play/meeting options
- Banquet room available for up to 150 guests as well as on site catering to compliment your event
- Three outdoor patios with tables and seating to provide outdoor social option after golf or during banquet room events
- Manicured golf course made consistent through daily, weekly, and other scheduled routine maintenance.
- Turf performance maintained through proper fertilization to greens, tees, fairways; pest and weed control; and aeration and seeding practices.
- Provide a clean and attractive clubhouse and parking lot 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.
- Indoor winter golf now available through simulator play providing entertainment through leagues, open play and range, and party options

Current Year Activity / Achievements

- Wednesday Men's league hosts 112 players for 18 weeks. Annual impact to budget is estimated at \$31,350 through golf/cart fees, concessions, and pro shop.
- New Golf Simulator established this off season hosted leagues, open range and golf, and party options. Revenues collected through simulator fees, concessions, and gift certificates totaled \$14,500 from November through February in first season of operation.
- Corporate Memberships remained steady and two companies now host three total tournaments for their employees on top of their memberships
- New Junior Camp Program was entered into cooperation with MWSU and their PGA Golf Instructor, Greg Dillon welcoming 29 new campers this season.
- Banquet room continues to be successful through rentals and catering services. Catering so far this year has brought in \$24,944 in revenue while the Banquet room has hosted 73 events so far this year.
- Golf rounds are up 2,064 rounds compared to last year at this time.
- A new City 2-Man tournament was initiated through Fairview Golf and Anderson Ford this fall which also was played at the other two courses in town. In it's first year 88 players participated and the revenue realized at Fairview on this 3 day event was \$11,387 through fees and Pro Shop purchases.
- Maintenance department repaired the area between #4 green/#5 tee box area this fall dressing up the area with all new sod and new shorter cart path. The area had been in disarray for several years and cost over \$1,000 in mulch each year.
- Maintenance has gone through all equipment in off season and totally rebuilt the spray tank and cushion. All mowers have been sharpened and minor problems repaired.
- Several dead and dangerous trees have been cut down and removed from the course.

Budget Challenges / Planned Initiatives

- Water usage has increased this budget year due to extremely dry fall/winter. Completing the fairway improvement project would help with this some as the Zoysia grass does not use as much water and has a shorter growing season.
- New cart paths are still expected to be completed out of this budget year which will help the appearance of the course and the wear and tear on golf carts
- Greens and Membership Fees increase is suggested for future to continue rising costs of labor, water, cost of goods used.
- Continue winter golf on simulator as the rounds picked up once people tried it. For the future we would like to add on a multi-purpose room to house the simulator year round to host all types of events and rentals on it for additional revenue.
- Finishing up the Zoysia grass program for fairways would also benefit future savings in the chemical account as it is more disease resistant.

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

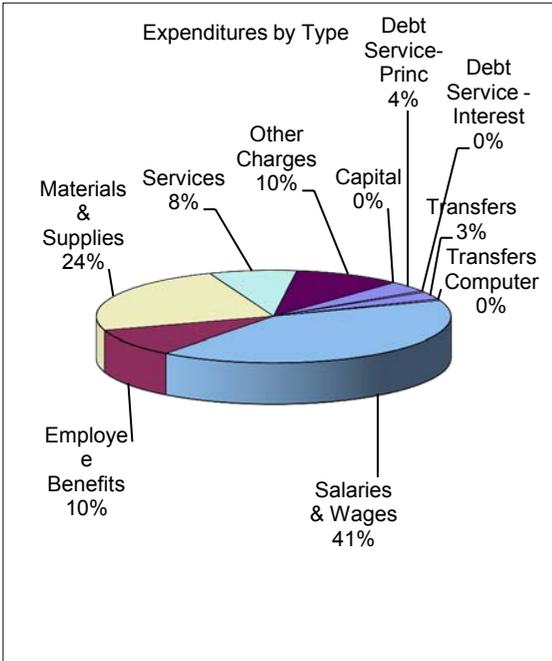
Fairview Golf Course, the City's only public course, offers a competitive and enjoyable golf environment and practice facility for St. Joseph citizens as well as visitors through leagues, clubs and other programs for men, women, seniors and

Staffing Detail

- Golf Course Superintendent
- Golf Course Manager
- Golf Course Assistant Manager
- Maintenance Technician
- Part-time

2014-15	2015-16		2016-17
	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

Operating Budget Summary

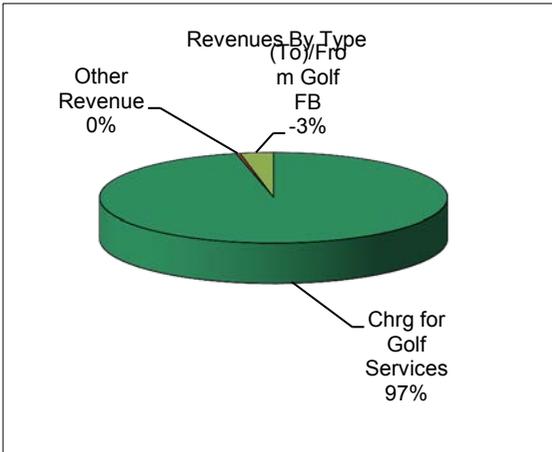


Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	324,239	341,670	341,670	327,397
Employee Benefits	81,448	78,801	78,801	77,494
Materials & Supplies	218,223	186,900	186,900	192,900
Services	65,746	62,300	62,300	63,835
Other Charges	52,401	78,500	78,500	78,500
Capital	15,000	16,745	16,745	0
Debt Service- Princ	0	0	0	30,332
Debt Service - Interes	34,560	33,610	33,610	4,228
Transfers	29,140	21,235	21,235	21,330
Transfers Computer	4,360	4,360	4,360	4,360
Total	825,116	824,121	824,121	800,376

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Chrg for Golf Services	757,731	885,895	885,895	823,810
Other Revenue	9,014	3,000	3,000	3,000
(To)/From Golf FB	58,371	(64,774)	(64,774)	(26,434)
Total	825,116	824,121	824,121	800,376



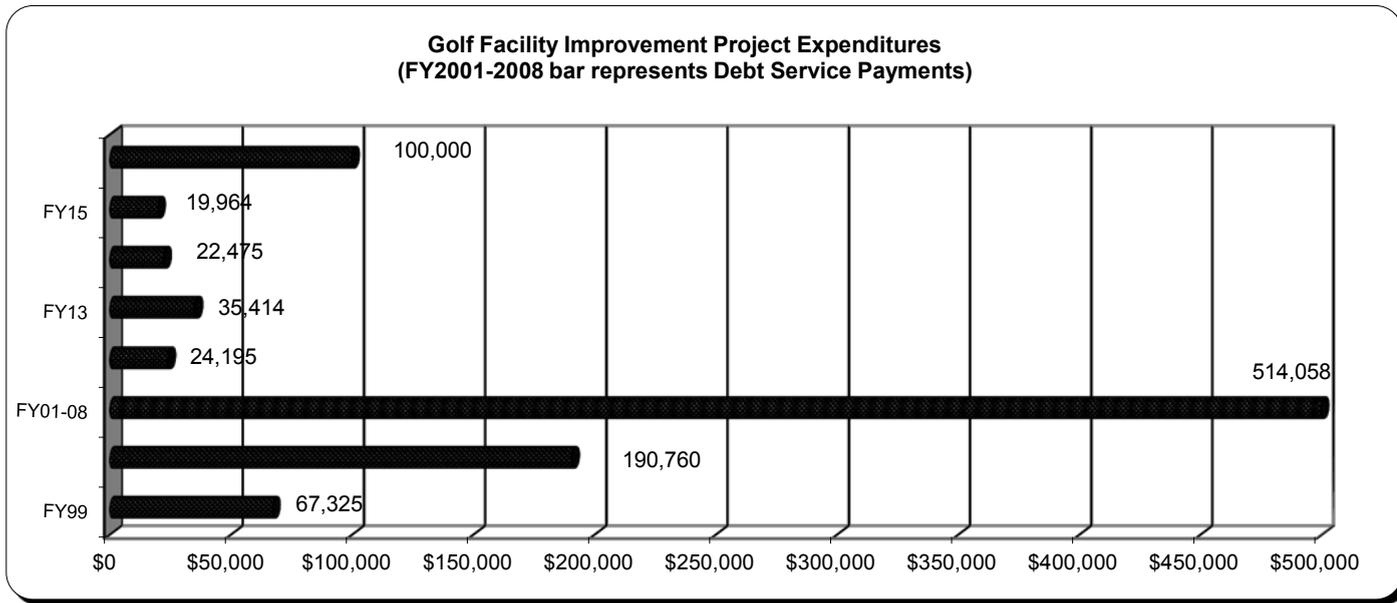
GOLF FACILITY IMPROVEMENTS

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.

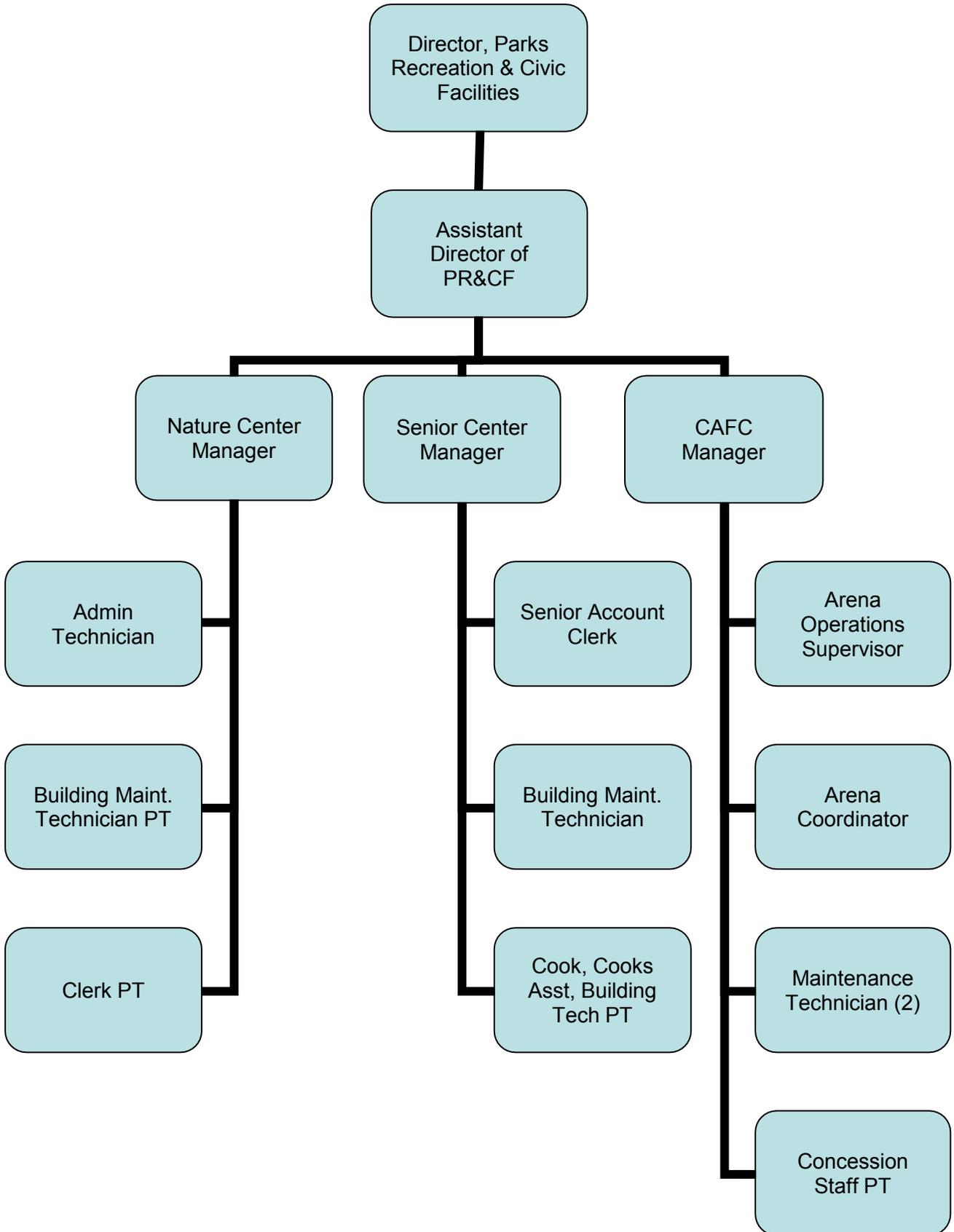
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2014-2015	2015-2016		2016-2017
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	0	300	300	300
Debt Principal	13,218	13,699	13,699	14,398
Debt Interest	1,496	1,015	1,015	517
Machinery & Equip	0	0	0	8,800
Capital Imprvmts	274	200,000	200,000	150,000
Total	14,988	215,014	215,014	174,015
Revenue Sources:				
Chrgs for Services	22,309	23,500	23,500	23,500
Other Revenue	1,291	100	100	100
Interfund Transfer	0	100,100	100,100	0
FB from/(to)	(8,612)	91,314	91,314	150,415
Total	14,988	215,014	215,014	174,015

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:

- Showcase a variety of natural displays and exhibits
- Showcase a variety of historic displays and exhibits
- Provide educational programming on nature, animals, history, and cultural issues
- Programming includes 7,000 gallon aquarium with native fish on display
- Special events, parties, and meeting rentals
- Operation of gift shop with a variety of educational and recreational items

Current Year Activity / Achievements

- Continued partnership with Bode Ice Arena for "Recreation Education" program
- Partnered with REC Center and Bode for the new summer youth program, RecConnect
- Strengthened presence in local museum community with heavy involvement with Museum Association
- Continue to enhance nature center grounds with new tree plantings and gardens
- Hosted a large number of school field trips
- Participated in a variety of outreach including Earth Day at the Capital, Amelia Earhart Festival, Trails West and Eagle Days
- Continued to speak at public meetings about nature center
- Received upgrades to aquarium lighting
- Added educator to staff to enhance and increase programming options
- Taylor Studios will replace non-functional displays with new technology, funded by Friends of the Park

Budget Challenges / Planned Initiatives

- The pond needs to be dredged out
- The retaining wall should be rebuilt before it collapses from undermining as a result of muskrat damage
- Continue to try unique ideas and increase programming options to increase revenues
- Will develop Monarch Butterfly demonstration garden to support the Mayor's Monarch Pledge
- Continued enhancement of grounds around nature center
- Re-sealing and repairs of exterior siding will be pursued

REMINGTON NATURE CENTER

Program 3040

Program Description

The Nature Center is a 13,000 square foot facility located to the south of the junction of McArthur Drive and Water Works Road with the River Walk and the Missouri River to the west. The Center focuses on the Missouri River, native flora and fauna, and the cultural history of the area. There are outside exhibit areas consisting of gardens, plantings and tree groves, which educate about their care and conservation. Inside the Center there are exhibits, presentations, programs, classes and workshops. Programming and hands-on experiences concerning nature and the cultural heritage of our area are provided for our citizens and for tourists.

Staffing Detail

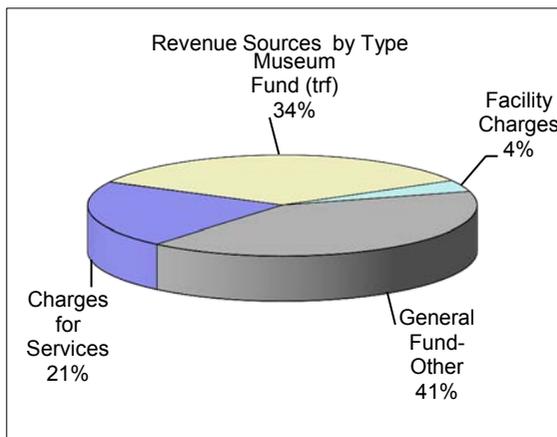
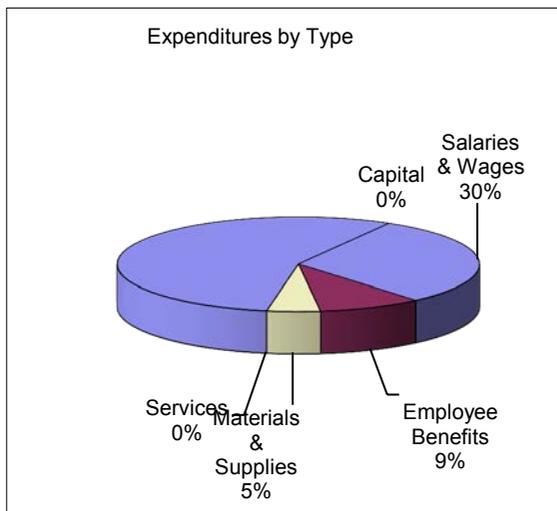
Nature Center Manager
 Administrative Technician
 PT Building Mnt Tech (25 hrs/wk)
 PT Nature Center Educator (@ 21 hrs/wk)
 PT Clerk (1 @ 25 hrs/wk)
 PT Clerk (1 @ 32 hrs/wk)
 Add'l Spring & Summer Hours for PT Emps

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.5	0.625	0.625	0.625
0	0	0	0.525
1.05	1.05	1.05	0.625
0.525	0.525	0.525	0.8
0	0.1	0.1	0.1
4.075	4.3	4.3	4.675

Major Budgetary Changes & Program Highlights

~upgrade internet service \$32,500
 ~Transfers from Museum and Gaming funds continue to support approximately 50% of the cost of operations.

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	129,136	155,139	155,139	160,549
Employee Benefits	37,762	49,226	49,226	48,696
Materials & Supplies	29,092	25,000	25,000	25,000
Services	36,926	31,250	31,250	31,250
Utilities	23,831	27,000	27,000	27,000
Capital	0	25,275	25,275	0
Total	256,748	312,890	312,890	292,495
Revenue Sources:				
Charges for Services	71,146	55,500	55,500	62,800
Donations	220	250	25,525	250
Museum Fund (trf)	100,000	100,000	100,000	100,000
Facility Charges	11,673	12,000	12,000	11,000
General Fund-Other	73,708	145,140	119,865	118,445
Total	256,748	312,890	312,890	292,495

Joyce Raye Patterson Senior Center

Mission:

Provide a variety of services to persons age 50 and over and people with disabilities. Maintain a clean, positive, and healthy environment in order to increase the overall quality of life for persons 50 and over.

Core Services:

- Administer the operational budgets of the center
- Facilitate relationships with a wide variety of user groups
- Provide a facility for groups to use for fitness, recreation, education, and socialization
- Provide a full service fitness center
- Provide a full service, inexpensive cafeteria serving lunch Tuesday - Friday

Current Year Activity / Achievements

- Continue to provide a safe, clean environment for senior user groups
- Renovation of north restrooms, both men and women
- Corrected accessibility issue from lower parking lot into building

Budget Challenges / Planned Initiatives

- Aging building needs significant renovations in almost all areas
- Install security alarm system
- Increase menu in cafeteria

JOYCE RAYE PATTERSON SENIOR CITIZEN CENTER

Program 3050

Program Description

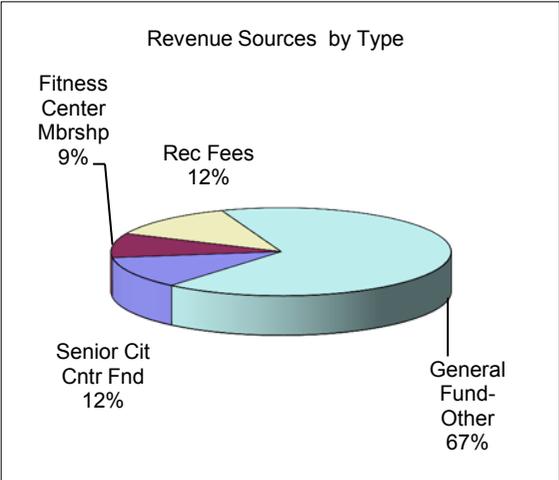
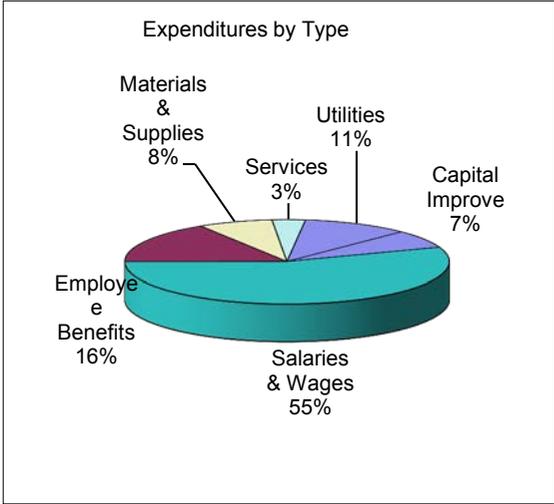
The Center provides a variety of services to persons age 50 and over, and to the disabled in a well-maintained, clean, cheerful and healthful environment. Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab and a fitness room. It also has a cafeteria open to the public.

Staffing Detail

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	153,036	157,465	157,465	158,659
Employee Benefits	49,357	48,531	48,531	46,352
Materials & Supplies	19,093	16,700	16,700	21,335
Services	12,030	7,970	7,970	9,450
Utilities	0	0	0	30,415
Capital	29,779	30,415	30,415	0
Capital Improve	0	8,750	8,750	20,000
Total	263,293	269,831	269,831	286,211
Revenue Sources:				
Rec Fees	36,754	27,700	27,700	33,500
Fitness Center Mbrshp	27,975	24,000	24,000	25,600
Senior Cit Cntr Fnd	37,590	35,938	39,712	35,938
General Fund-Other	160,974	182,193	178,419	191,173
Total	263,293	269,831	269,831	286,211

Civic Center Arena and Concessions

Core Services:

- The Civic Arena offers 40,000 square feet of unobstructed exhibition space for trade shows.
- Venue provides an arena for sporting events that include wrestling, basketball, roller derby, bull riding, mixed martial arts, boxing, gymnastics and a variety of other sporting possibilities.
- Perfect venue for receptions, banquets, conventions, training and a various other parties and activities.
- The Civic Arena provides concession stands, catering and bars for all events.
- Family entertainment facility for events such as dog shows, chili challenge, Harlem Globetrotters, circus, concerts, children events and other family functions.

Current Year Activity / Achievements

- Successful year with in-house and co-promotions of concerts. These included Oak Ridge Boys, Casting Crowns and Voices Reunited Live featuring Matt Snook.
- Numerous banquets including the Chamber of Commerce, Women of Excellence, Special Olympics Piccadilly Gala, Hillcrest Fall Ball, Mayor's Thanksgiving Dinner and Mayor's Day of Prayer Breakfast.
- Liberty National Youth Wrestling Tournament completed its third consecutive year and has booked again for 2017.
- Black Snake Roller Derby Girls completed their 4th successful season at the Civic Arena and have booked again for the the 5th season of 2016.
- We can boast another year of trade shows featuring the St. Joseph Sport Show, Gun Shows, Antique Show, Farm and Ag Show, Holiday Mart and Josephine Expo.
- Bacon Fest returned for the 2nd Annual taste-off.
- The Better Living 4 U was a success and has confirmed for 2016.
- Other great concerts included Ludacris sponsored by MWSU and Matthew West which was sponsored by Hillcrest Transitional Living.
- Because of the Financial Assistance Program we were able to provide the venue for the Area Children's Fair, the Job Fair and Tiny Tot Town.
- We continue to host the Boehringer Ingelheim Annual Employee Meeting.

Budget Challenges / Planned Initiatives

- The arena staff continues to seach out more diverse events that will fit well with our facility and community.
- We continue to struggles with the aging facility that is in dire need of attention including our plumbing, electrical and equipment.
- Continue to develop deeper relationships with promoters showing them their event can be successful in St. Joseph and specifically at the Civic Arena.
- We must work to maintain our current client base by providing them the best possible customer service in a safe and clean facility.

CIVIC ARENA

Program 5510

Program Description

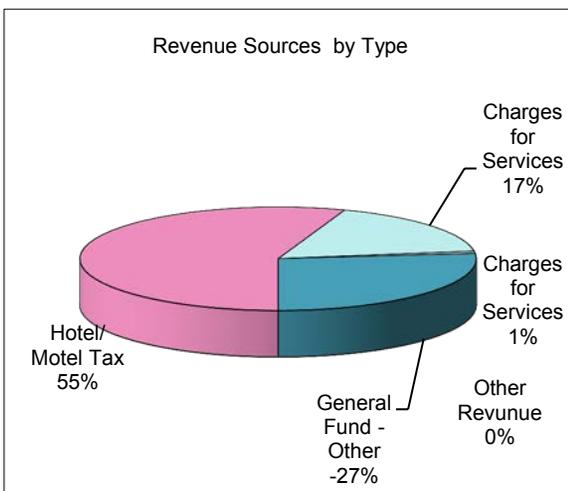
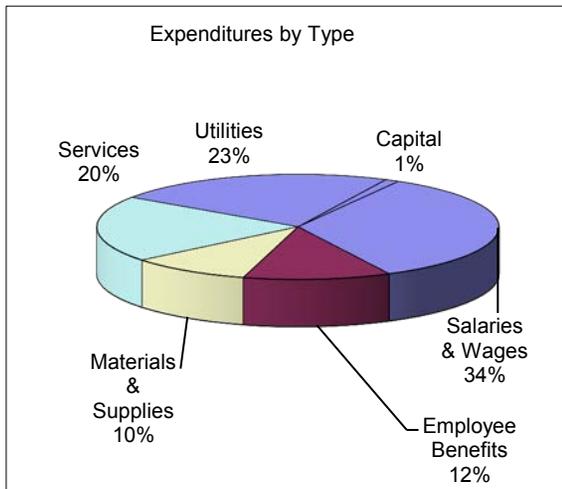
The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Staffing Detail

- CFAC Manager
- Arena Operations Supervisor
- Arena Coordinator
- Maintenance Technician

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	244,976	245,321	245,321	183,293
Employee Benefits	84,791	82,079	82,079	63,413
Materials & Supplies	13,651	10,800	10,800	52,050
Services	90,252	106,454	106,454	109,327
Utilities	113,204	116,800	116,800	121,800
Capital	0	0	0	6,000
Total	546,874	561,454	561,454	535,882

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Hotel/ Motel Tax	544,005	483,600	483,600	635,000
Charges for Services	203,726	233,400	233,400	196,900
User Charges	8,600	9,000	9,000	8,600
Other Revenue	27,515	0	0	0
General Fund - Other	(236,973)	(164,546)	(164,546)	(304,618)
Total	546,874	561,454	561,454	535,882

CIVIC ARENA CONCESSIONS

Program 5520

Program Description

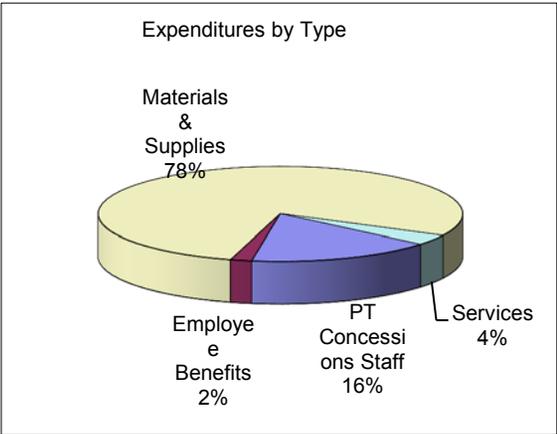
This program accounts for the concession products supplied to the patrons of the Civic arena through stand and bar operations. Staff also do minor catering of events.

Staffing Detail

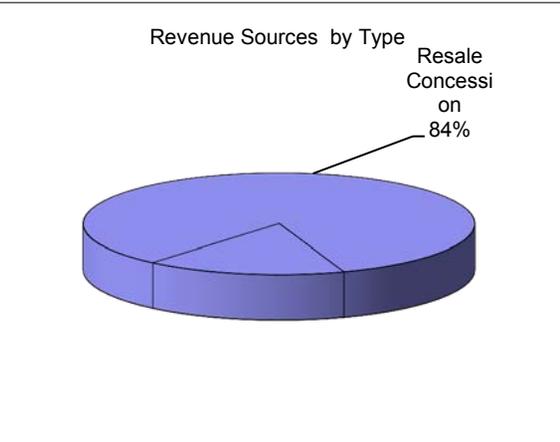
Part time concession staff only

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
N/A	N/A	N/A	N/A

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
PT Concessions Staff	10,958	20,000	20,000	20,600
Employee Benefits	1,589	2,330	2,330	2,376
Materials & Supplies	68,562	90,000	90,000	98,200
Services	3,946	4,500	4,500	4,500
Total	85,055	116,830	116,830	125,676
Revenue Sources:				
Resale Concession	112,899	150,000	150,000	105,000
From (to) FB	(27,844)	(33,170)	(33,170)	20,676
Total	85,055	116,830	116,830	125,676





Missouri Theater

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 in the country.
- The Missouri Theater is a venue for local arts organizations as well as other local and national promoters that produce theatrical productions, touring productions, concerts, dance recitals and group events.
- The Missouri Theater Office Complex provides office/retail space for our local arts groups as well and Downtown Partnership, Inc., Cafe Pony Espresso and AtoZ FreshAir Fare.
- Missouri Theater is on the National Registry of Historic Buildings.

Current Year Activity / Achievements

- Local company productions that included Cantus, Tarzan, Ailey 2, Church Basement Ladies, A Street Car Named Desire, Deana Martin, Hello Dolly, The Four Freshmen, The Celts, The Addams Family, A Night to Remember, A Christmas with the Nelsons and I'll Be Home for Christmas.
- The return of four local dance companies using the Missouri Theater for the dance recitals.
- Various graduations and art performances including the St. Joseph Symphony Concert Series, New Generation Singers, Creative Arts Productions and St. Joe's Got Talent.
- Chonda Pierce performed at the Missouri Theater which brought in a new promoter.

Budget Challenges / Planned Initiatives

- CIP improvements were completed to the stage area and are being graciously used by all performers.
- Working to install hearing assistance with a Looping System thanks to our local Sertoma Club and their financial support.
- All office space at the theater complex are currently filled and operational.

MISSOURI THEATER

Program 3710

Program Description

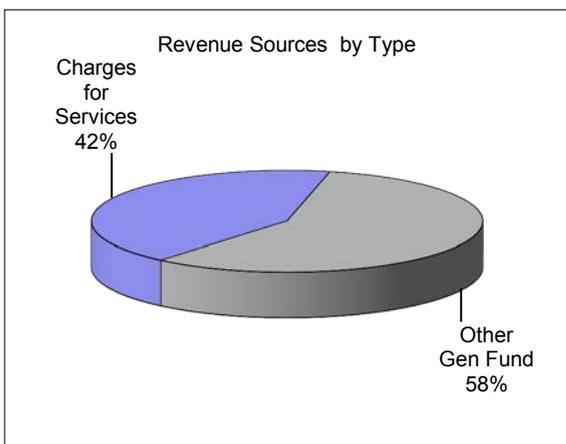
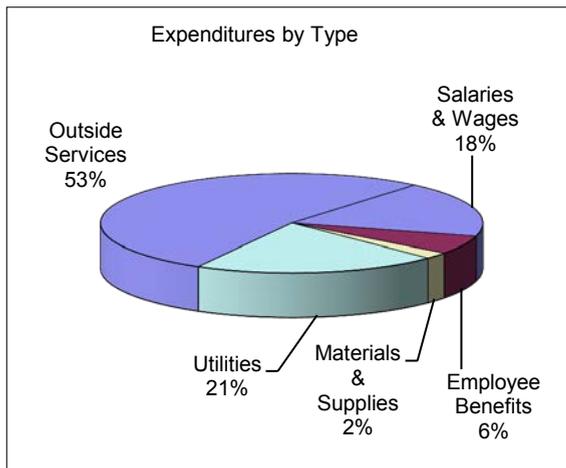
The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The renovated Theater provides a home to many of the City's arts associations. It serves as a venue for a wide variety of cultural events.

Staffing Detail

Maintenance Technician

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted	Estimated	Budget
Salaries & Wages	41,878	41,896	41,896	43,800
Employee Benefits	15,570	15,114	15,114	14,575
Materials & Supplies	2,140	5,000	5,000	5,000
Utilities	38,368	49,800	49,800	49,800
Outside Services	13,136	14,500	14,500	14,500
Total	111,092	126,310	126,310	127,675

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted	Estimated	Budget
Charges for Services	53,326	57,900	57,900	54,150
Other Gen Fund	57,766	68,410	68,410	73,525
Total	111,092	126,310	126,310	127,675



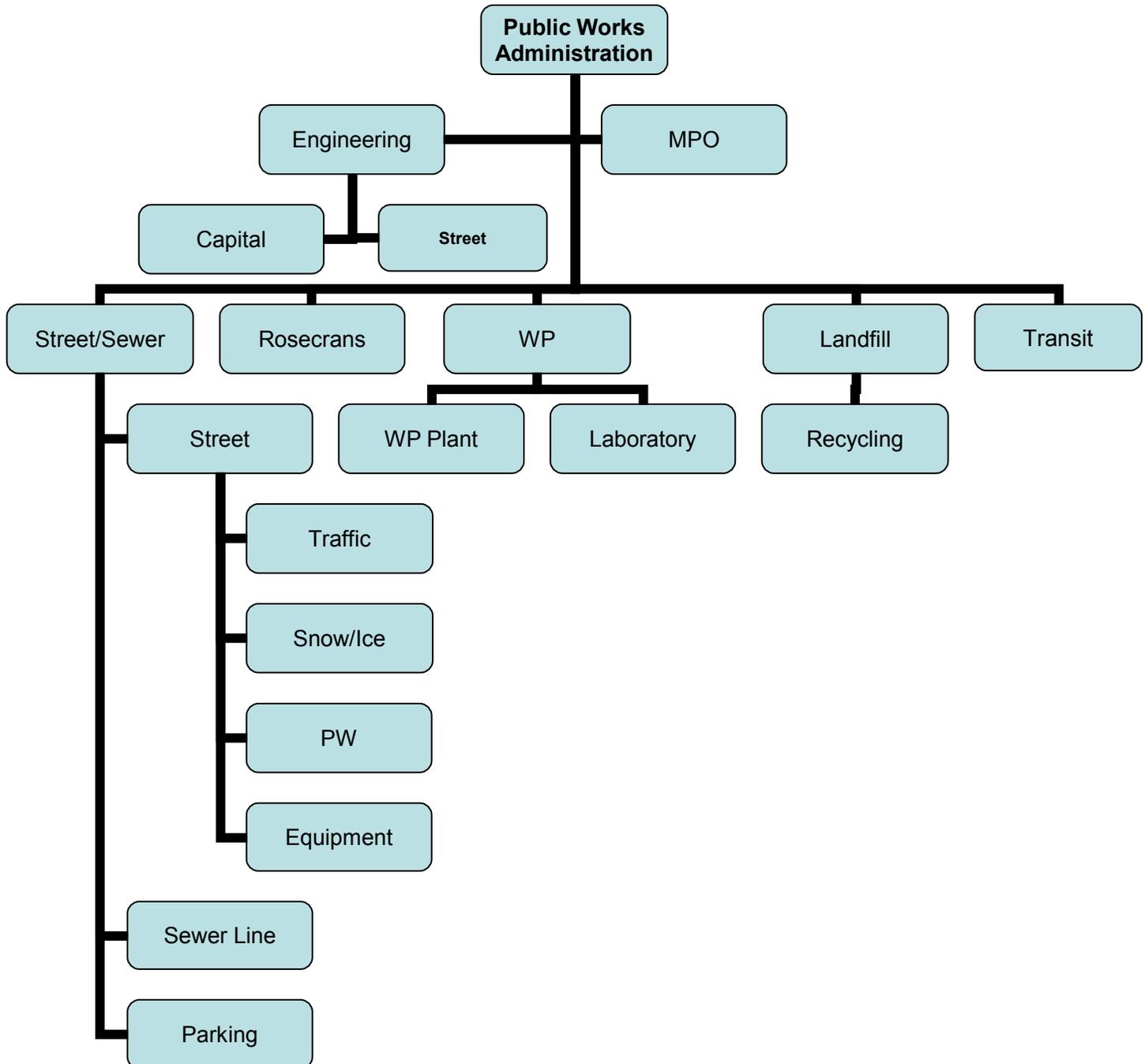
PUBLIC WORKS DEPARTMENT

The Public Works Department provides for street maintenance, street overlay, storm sewers, bridges, street signs, snow removal, street lighting, operations at the city's parking structures and lots as well as downtown parking enforcement, solid waste disposal and recycling, engineering and capital project management, wastewater treatment and sewer collection system maintenance, mass transit services, and a municipal airport.

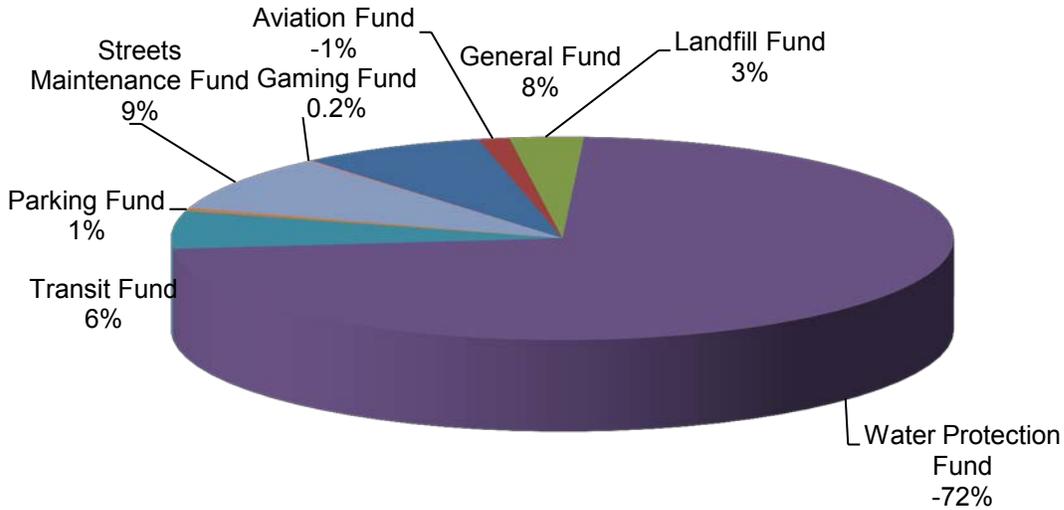
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, use tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

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

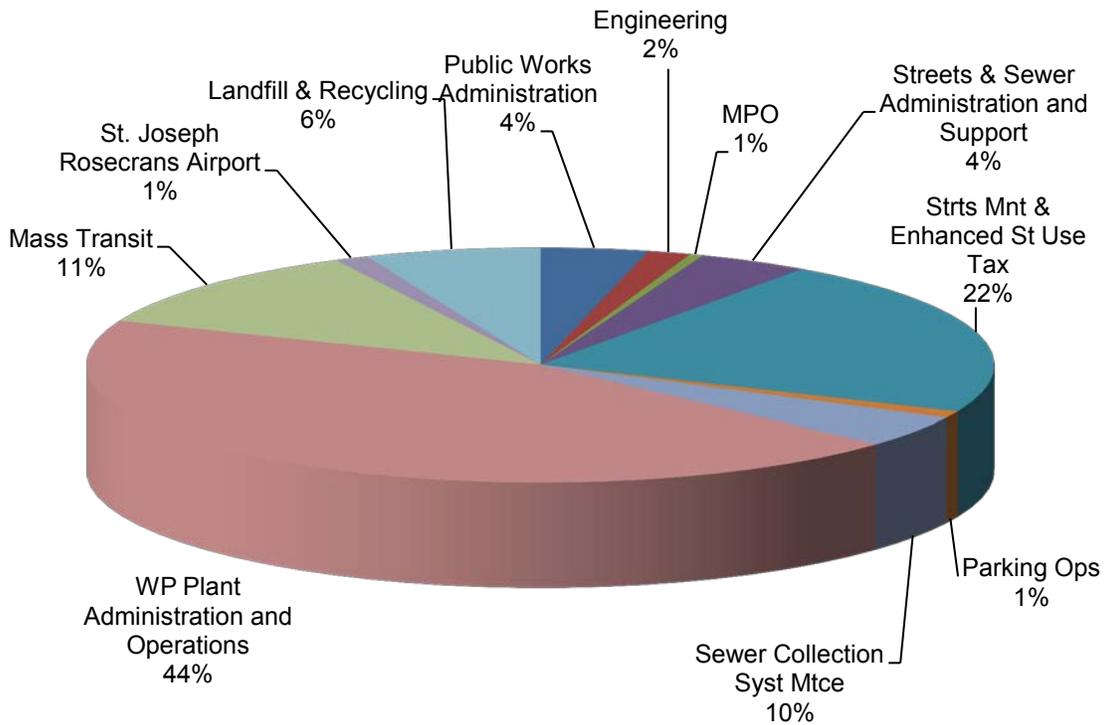
TOTAL BUDGETED RESOURCES: \$ 150,915,000



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING



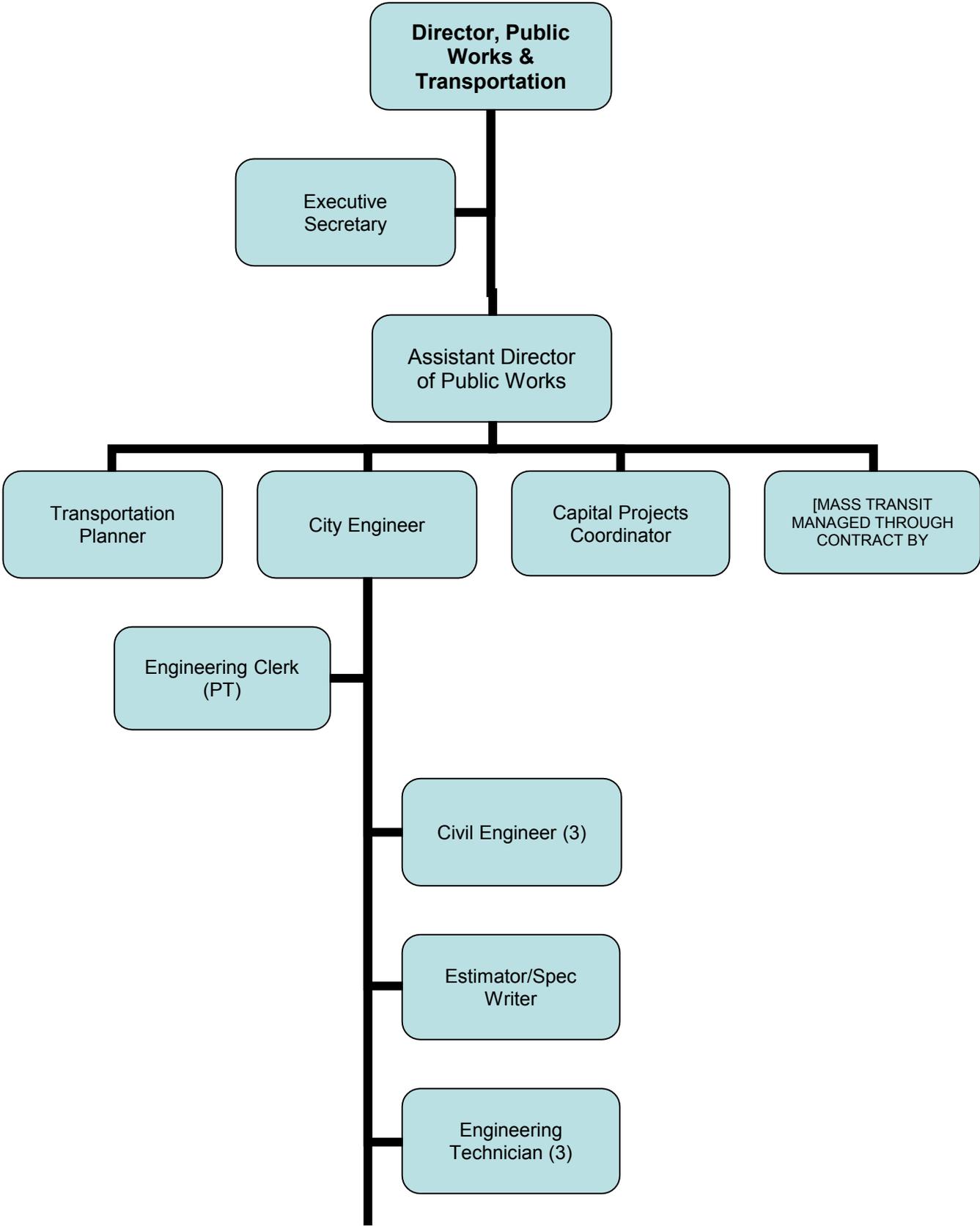
PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

ACCOUNT TYPE	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	7,647,751	8,900,902	8,900,902	8,642,862
Payroll Expenses & Benefits	2,753,737	3,056,002	3,056,002	2,934,189
Materials & Supplies	3,019,436	3,622,000	3,622,000	3,858,222
Utilities & Other Contracted Services	16,223,882	15,591,136	21,576,981	13,468,216
Claims/Insurance/Fund Transfers	4,130,833	4,693,043	4,693,043	5,393,796
Debt Service	8,047,031	9,712,199	9,712,199	12,238,884
Operating Capital Outlay	2,296,304	6,800,600	6,800,600	6,685,400
Public Improvements	32,204,923	15,695,865	15,695,865	100,788,195
	<u>76,323,897</u>	<u>68,071,747</u>	<u>74,057,592</u>	<u>154,009,764</u>
USES BY OPERATING PROGRAM				
Public Works Administration	1,528,607	2,201,792	2,201,792	1,963,180
Engineering	701,453	754,569	754,569	781,607
MPO	247,954	242,679	242,679	242,890
Street Enhancement Use Tax	0	290,000	290,000	2,490,000
Streets & Sewer Administration and Support	1,837,315	1,898,470	1,898,470	1,975,701
Streets Maintenance	7,892,576	8,248,059	8,248,059	8,651,740
Parking Operations	376,482	382,391	382,391	465,379
Sewer & Stormwater Collection System Mtce	4,038,417	4,593,251	4,593,251	2,239,979
WP Plant Administration and Operations	17,441,417	20,420,341	20,420,341	22,733,005
Mass Transit	5,288,967	5,798,236	5,798,236	5,861,915
St. Joseph Rosecrans Airport	520,496	618,022	618,022	610,659
Landfill & Recycling	2,889,111	3,267,649	3,267,649	3,210,814
	<u>42,762,796</u>	<u>48,715,458</u>	<u>48,715,458</u>	<u>51,226,869</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	32,272,049	4,762,505	10,748,350	95,516,548
Transit	0	255,000	255,000	5,186,000
Parking	0	0	0	0
Airport	401,012	9,098,784	9,098,784	1,852,347
Landfill	888,040	320,000	320,000	228,000
	<u>33,561,102</u>	<u>14,436,289</u>	<u>20,422,134</u>	<u>102,782,895</u>
TOTAL PUBLIC WORKS BUDGET:	<u>76,323,897</u>	<u>63,151,747</u>	<u>69,137,592</u>	<u>154,009,764</u>
FUNDING SOURCES				
General Fund	9,644,579	9,903,512	12,330,126	7,453,378
Gaming Fund	66,500	81,500	81,500	0
Capital Projects Fund	0	35,000	35,000	102,782,895
Streets Maintenance Fund	2,948,733	2,816,307	2,866,818	8,651,740
Water Protection Fund	53,751,883	29,776,097	35,761,942	24,972,984
Mass Transit Fund	5,288,967	5,798,236	5,798,236	5,861,915
Airport Fund	940,755	5,332,087	736,539	610,659
Landfill Fund	3,777,152	3,587,649	3,587,649	3,210,814
Parking Fund	396,824	378,547	384,518	465,379
	<u>76,815,393</u>	<u>57,708,935</u>	<u>61,582,328</u>	<u>154,009,764</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	6
Sewer Collection System Maintenance	23	23	23	25
WP Administration	2	2	2	4
WP Plant	44	44	44	48
Laboratory	9	9	9	8
Airport	6	6	6	6
Landfill	20	20	20	18
Recycling	2	2	2	2
	<u>198</u>	<u>198</u>	<u>198</u>	<u>203</u>



**PUBLIC WORKS ADMINISTRATION,
ENGINEERING, MPO**



Public Works Administration

Mission:

To improve the City's basic infrastructure and services (streets, traffic control, bridges, curbs and gutters, sidewalks, wastewater utilities, mass transit, aviation and other public facilities) in order to support economic vitality and to provide a safe environment within which our citizens live, work, and play.

Core Services:

- Oversee department activities related to meeting City Council goals and City Manager priorities.
- Promote best practices and effective technology to improve safe travel and encourage convenient and accessible modes of transportation.
- Provide administrative services and management oversight for Public Works and Transportation divisions and programs.
- Work with external regulatory bodies in developing thorough plans in order to meet local, state and national mandates as to public health and safety in all areas under the responsibility of the department.
- Pursue and monitor grants for both operations and capital projects.
- Coordinate capital projects monitoring and reporting

Current Year Activity / Achievements

- Negotiate approval for the City's long-range CSO plan with the MDNR and the EPA.
- Manage debt financing for wastewater projects, including state revolving fund and revenue bonds.
- Apply budgeting constraints to prioritize core services.

Budget Challenges / Planned Initiatives

- Budget Challenges:
 - Fixed revenues and growing expenses continue to reduce the level of street maintenance provided.
- Planned Initiatives:
 - Focus on improving the public opinion of street maintenance through public education, communication, and discussion on public policy and funding priorities for street, curb and sidewalk maintenance.
 - Support sewer revenue bond activities to obtain additional bond authority from the voters as necessary to comply with the Combined Sewer Long Term Control Plan's requirements under the Clean Water Act.

Performance Statistics

- Dollar amount of operating grants received \$3,372,085.28
- Dollar amount of capital project grants procured: \$1,606,795.28
- Number of on-going capital projects monitored: 66 projects
- Number of new capital projects that will start in FY-17: 26

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.

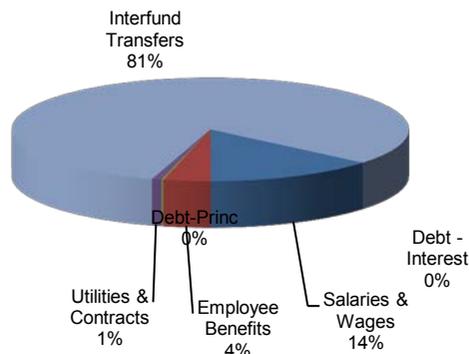
Staffing Detail

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

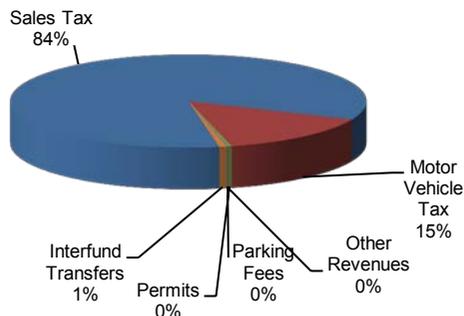
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



2014-15	2015-16		2016-17	
	Adopted	Estimated		
Actual	Budget	Actual	Budget	
Expenditures:				
Salaries & Wages	249,018	503,946	503,946	271,959
Employee Benefits	15,925	78,358	78,358	75,121
Materials & Supplies	2,585	3,400	3,400	3,400
Utilities & Contracts	8,651	15,000	15,000	15,200
Debt-Princ	3,374	3,511	3,511	0
Debt - Interest	214	77	77	0
Interfund Transfers	1,248,840	1,597,500	1,597,500	1,597,500
Total	1,528,607	2,201,792	2,201,792	1,963,180
Revenue Sources:				
Sales Tax	5,401,940	5,796,190	5,796,190	5,581,570
Motor Vehicle Tax	952,729	842,350	842,350	965,000
Permits	16,922	20,000	20,000	18,000
Parking Fees	1,140	1,000	1,000	1,000
Other Revenues	8,208	9,000	9,000	9,000
Interfund Transfers	109,299	12,880	12,880	45,348
General Fund	(4,961,630)	(4,479,628)	(4,479,628)	(4,656,738)
Total	1,528,607	2,201,792	2,201,792	1,963,180

Metropolitan Planning Organization (MPO)

Mission:

To address multi-modal transportation planning needs throughout the urbanized area of St. Joseph, Missouri and Elwood, Kansas (Counties of Buchanan, Andrew & Doniphan, Cities of Elwood, Wathena, St Joseph, Village of Country Club & Savannah)

Core Services:

- Coordinate the development of the Unified Planning Work Program to define the major administrative, planning and technical work elements for the upcoming year.
- Address multi modal transportation developments related to funding and program requirements.
- Monitor the Long Range Transportation Plan and the Transportation Improvement Program.
- Revise the LRTP every five years.
- Maintain a five-year TIP plan.
- Address work elements such as revising/updating the transportation micro-model: performing demographic analysis, performing special transportation-related studies.
- Updating required planning documents such as Public Participation Plan, By-Laws (as needed) and the Title.
- VI/Environmental Justice/Limited English Proficiency Program.

Current Year Activity / Achievements

- Conduct bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Sponsoring the 5th Annual Bike to Work Day.
- Produce a new 2017-2020 Transportation Improvement Program.
- Produce an updated Non-Motorized Geodatabases for the Non-Motorized plan.

Budget Challenges / Planned Initiatives

- Integrating new initiative including Active and Healthy Living into the planning process will be an area of focus.
- Working with new stakeholders include health professionals, as well providing a mechanism to include new stakeholders in the decision making process.
- Considerable effort will be made obtaining public input on short, medium and long term transportation issues.

Performance Statistics

- Number of Technical & Policy Board Meetings conducted - 12
- Amount of FHWA & FTA funding received - approximately \$131,000 for this year

MPO

Program 2180

Program Description

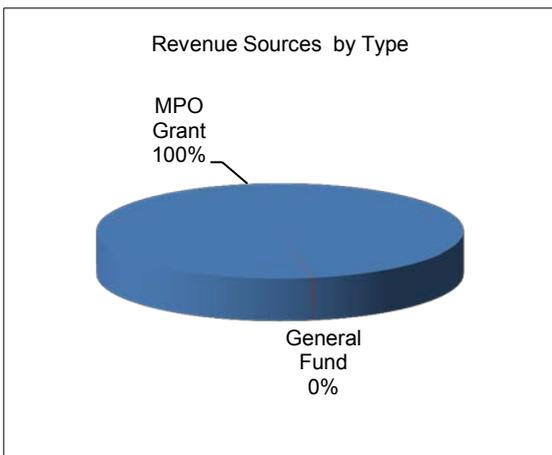
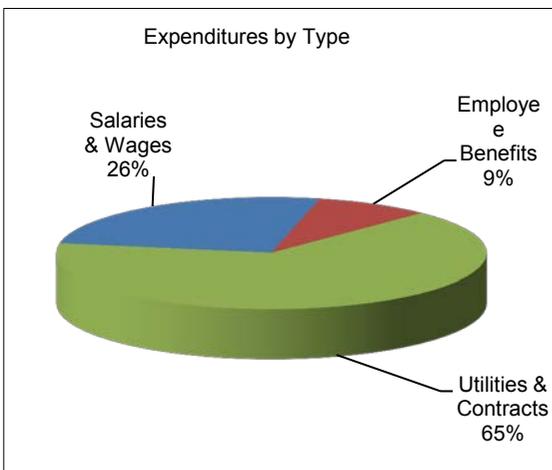
The Metropolitan Planning Organization (MPO) program was established to account for the revenues from grant or other special revenue sources. The major sources of funds in this program are federal and state transportation grants supporting the Unified Planning Work Program developed by the Metropolitan Planning Organization (MPO) for the St. Joseph-Elwood/Wathena, Kansas areas.

Staffing Detail

Transportation Planner

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Utilities & Contracts

Total

Revenue Sources:
MPO Grant
General Fund
Total

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
70,979	94,929	94,929	95,862
24,598	32,934	32,934	32,212
152,376	114,816	114,816	114,816
247,954	242,679	242,679	242,890
175,434	242,679	242,679	242,679
72,520	0	0	211
247,954	242,679	242,679	242,890

STREET ENHANCEMENT USE TAX

Program 2185

Program Description

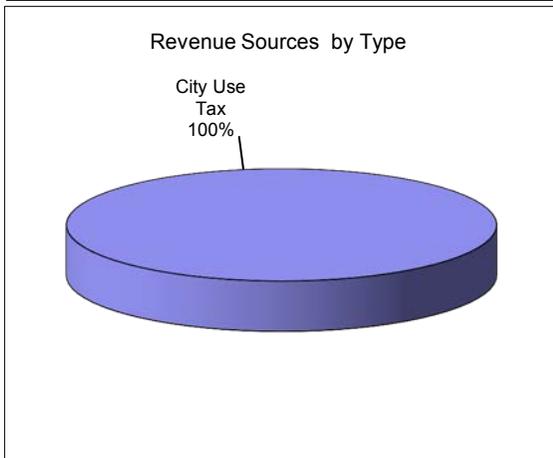
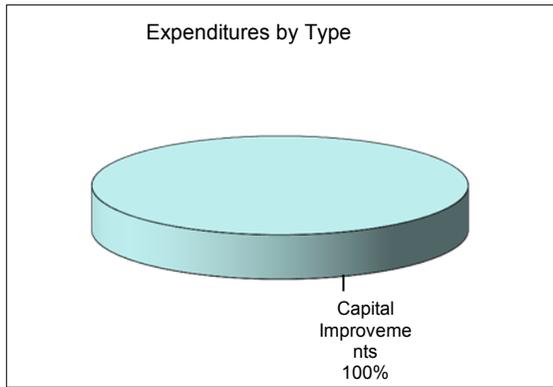
In April 2015 voters approved a local use tax on out-of-state purchases for a period of 10 years. The rate of the tax is equal to the local sales tax at any given time, currently 2.875%. Proceeds are being used to preserve the existing general fund revenues and, in this program, to provide revenues for streets maintenance activities and projects.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Adopted Budget	Estimated Actual	
Actual			Budget

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted Budget	Estimated Actual	
	Actual			Budget
Expenditures:				
Capital Improvements	0	290,000	290,000	2,490,000
Total	0	290,000	290,000	2,490,000
Revenue Sources:				
City Use Tax	0	290,000	290,000	3,126,000
Total	0	290,000	290,000	3,126,000



Engineering

Mission:

Ensure public safety by making sure City improvement projects adhere to national design, construction and maintenance standards and ensure the cost effective use of resources in the design, construction and maintenance of City improvement projects.

Core Services:

- Engineering inspection on capital projects, right-of-way, and developer-provided infrastructure.
- In-house design of many smaller improvement projects such as extensions of Hike/Bike trails.
- provide timely project management for all significant city capital improvement projects at the level requested by the sponsoring department.
- Review CIP and operating budget projects at the start of the fiscal year to establish schedules and coordinate available manpower.
- Review progress of projects with departments regularly through the Project Status Report.

Current Year Activity / Achievements

- Bid and award Blacksnake Creek project.
- Projects in progress: Hyde Park Ball Fields, Urban Trail phases 21 and 22 extensions. First use tax Street overlay, Illinois Ave Street reconstruction and Mansfield Road reconstruction
- Completed Krug Park Waterfall, Garfield Bridge, Joyce Ray Patterson Restroom Renovation.

Budget Challenges / Planned Initiatives

- Control CIP project designs to remain within funding limits.
- Managing several multi-million dollar wastewater projects with existing staff levels.
- Replacement of one or more retirees during the Wastewater Treatment Plant projects.

Performance Statistics

- Number of formal construction contracts developed - 17
- Number of Developer Plans reviewed - 172

ENGINEERING

Program 8500

Program Description

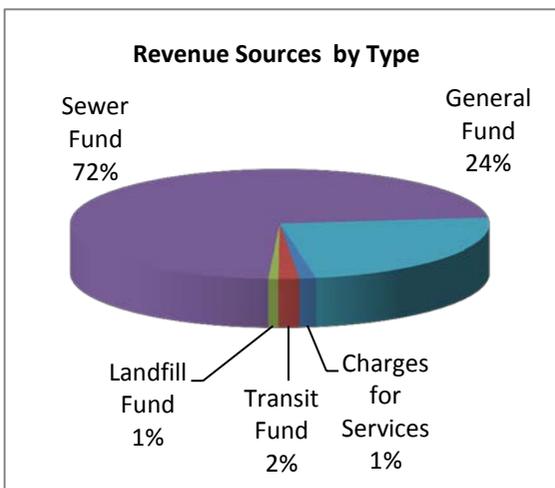
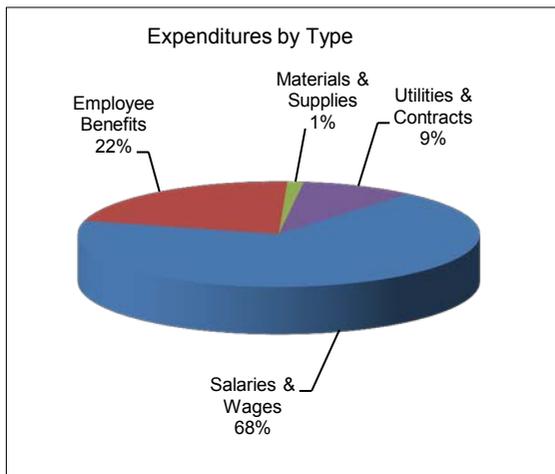
Provides planning, design, inspection, survey, testing, construction management and related services for work on capital improvement and maintenance projects for all City divisions and departments so that the projects are cost-effective and adhere to national/local design, construction, maintenance and safety standards.

Staffing Detail

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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	2	2
0	0	1	1
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
10	10	10	10

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	474,132	507,473	507,473	531,068
Employee Benefits	152,155	161,671	161,671	169,114
Materials & Supplies	10,741	10,200	10,200	10,200
Utilities & Contracts	64,425	71,225	71,225	71,225
Transfer	0	4,000	4,000	0
Total	701,453	754,569	754,569	781,607

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	0	10,000	10,000	10,000
Transit Fund	37,932	37,932	28,850	12,496
Landfill Fund	18,548	18,548	14,425	5,979
Sewer Fund	459,486	557,249	526,809	565,659
General Fund	185,487	130,840	174,485	187,473
Total	701,453	754,569	754,569	781,607

Mass Transit

Mission

To provide safe, convenient and affordable public transportation to both the ambulatory and mobility challenged populations with a fixed route system that allows route deviation for curb-to-curb service.

Core Services

- Accessible bus service on 8 fixed routes, 5 days a week.
- Reduced service on 8 routes on weekends
- Curb-to-Curb pickups with scheduled appointment at least 30 minutes prior to departure
- Bus service to Elwood, 7 times daily on weekdays
- Intelligent Transportation System and Scheduling software which allows faster reaction in the event of an emergency; provides better routing information to the passengers; increases passenger confidentiality; improves communications between the Drivers and Dispatchers; automates visual and voice announcements of major intersections and stops for sight and hearing challenged passengers; enables accurate passenger counting.
- "Half-fare" passes and fares available to person with disabilities and over the age of 60.
- "Youth fares" available to those age 18 and younger.

Current Year Activity/Achievements

- Recognized by FTA as the fastest growing ridership in Missouri.

Budget Challenges

- While fuel costs were lower this year, the market is still volatile, making it difficult to anticipate. The \$3.75 a gallon for FY16 is a very conservative estimate.
- The current CBA (contract) with the ATU (union) expires June 30, 2015, creating uncertainty about wages and benefits going forward in 2016 and beyond.

Planned Initiatives

- In July of 2012, Transit started a four-year cycle of replacing the rolling stock (buses) with the purchase of two Gillig 30' low-floor buses, similar to the current fleet specs. Funding needs to be secured for an additional 5 buses in FY16, 7 buses in FY17, and 6 buses in FY18 .

MASS TRANSIT OPERATIONS

Program 1710

Program Description

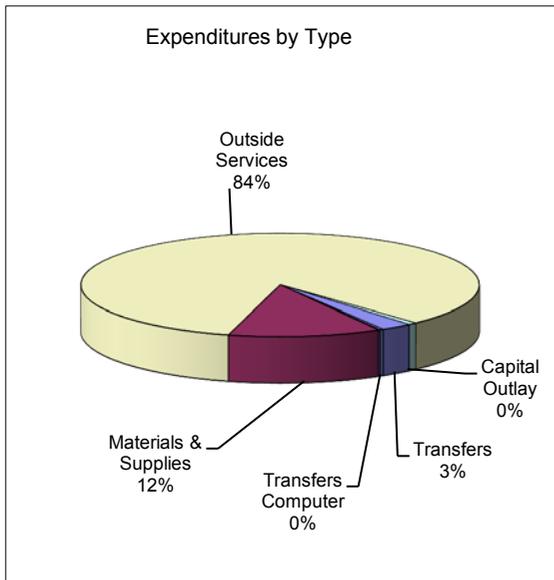
The transit system provides a safe, convenient, and affordable means of transportation. It strives to equally serve the needs of the disabled community through both fixed route and curb to curb services.

Staffing Detail

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

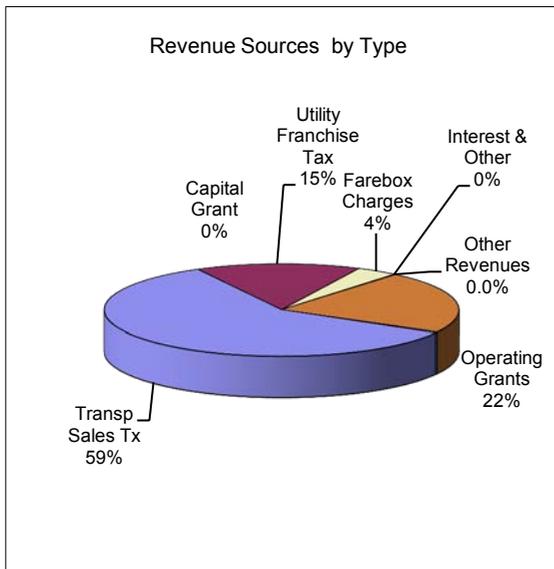
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Travel/Training	1,369	8,200	8,200	8,200
Materials & Supplies	438,357	724,995	724,995	724,995
Outside Services	4,533,797	4,913,293	4,913,293	4,920,781
Utilities	41,481	41,400	41,400	41,400
Capital Outlay	0	11,000	11,000	0
Capital Improve	81,062	0	0	0
Transfers	175,462	81,908	81,908	149,099
Transfers Computer	17,440	17,440	17,440	17,440
Total	5,288,967	5,798,236	5,798,236	5,861,915



Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Transp Sales Tx	4,456,303	4,733,055	4,733,055	4,540,545
Utility Franchise Tax	1,217,843	1,151,820	1,151,820	1,161,360
Farebox Charges	301,021	317,300	317,300	290,300
Other Revenues	84,389	3,500	3,500	3,500
Interest & Other	17,115	8,500	8,500	8,500
Operating Grants	1,399,447	1,689,156	1,689,156	1,689,156
Capital Grant	0	25,900	25,900	25,900
Transit FB	(2,187,151)	(2,130,995)	(2,130,995)	(1,857,346)
Total	5,288,967	5,798,236	5,798,236	5,861,915

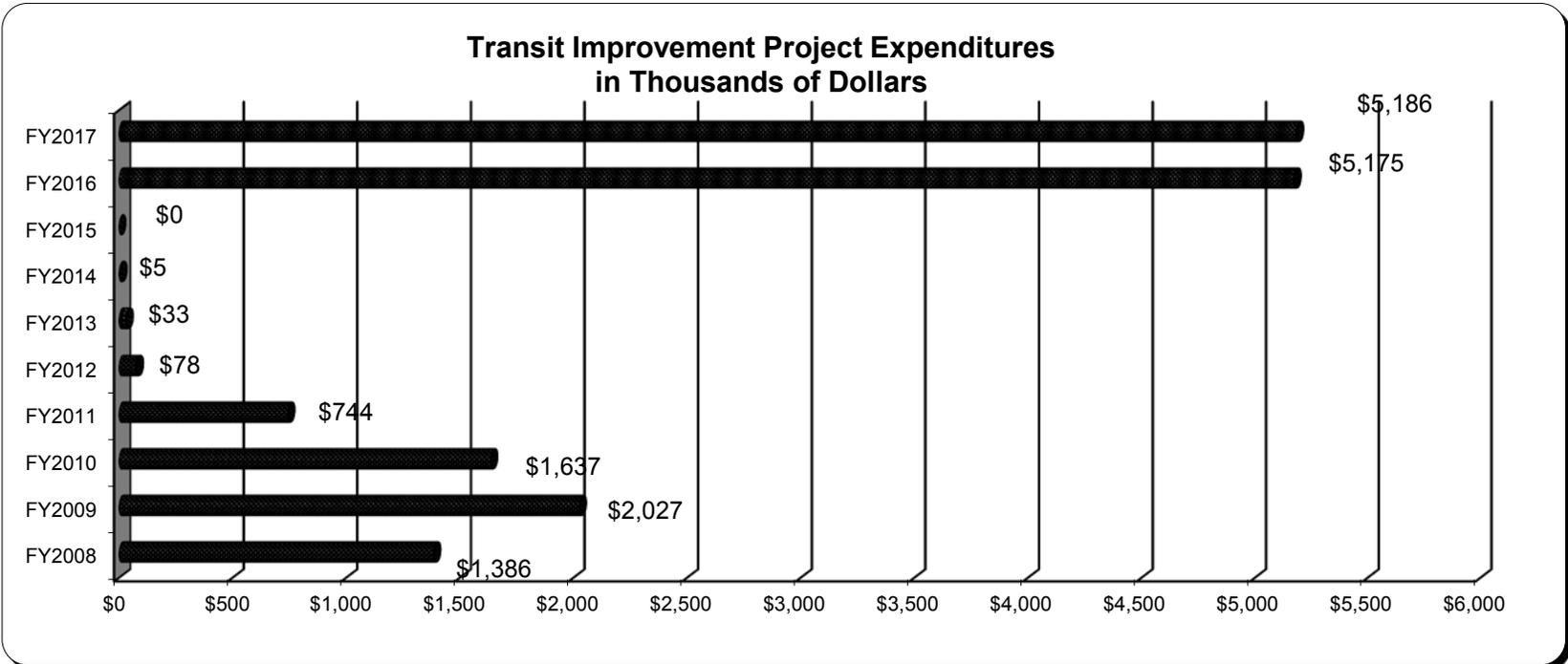
TRANSIT FUND IMPROVEMENT PROJECTS

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).

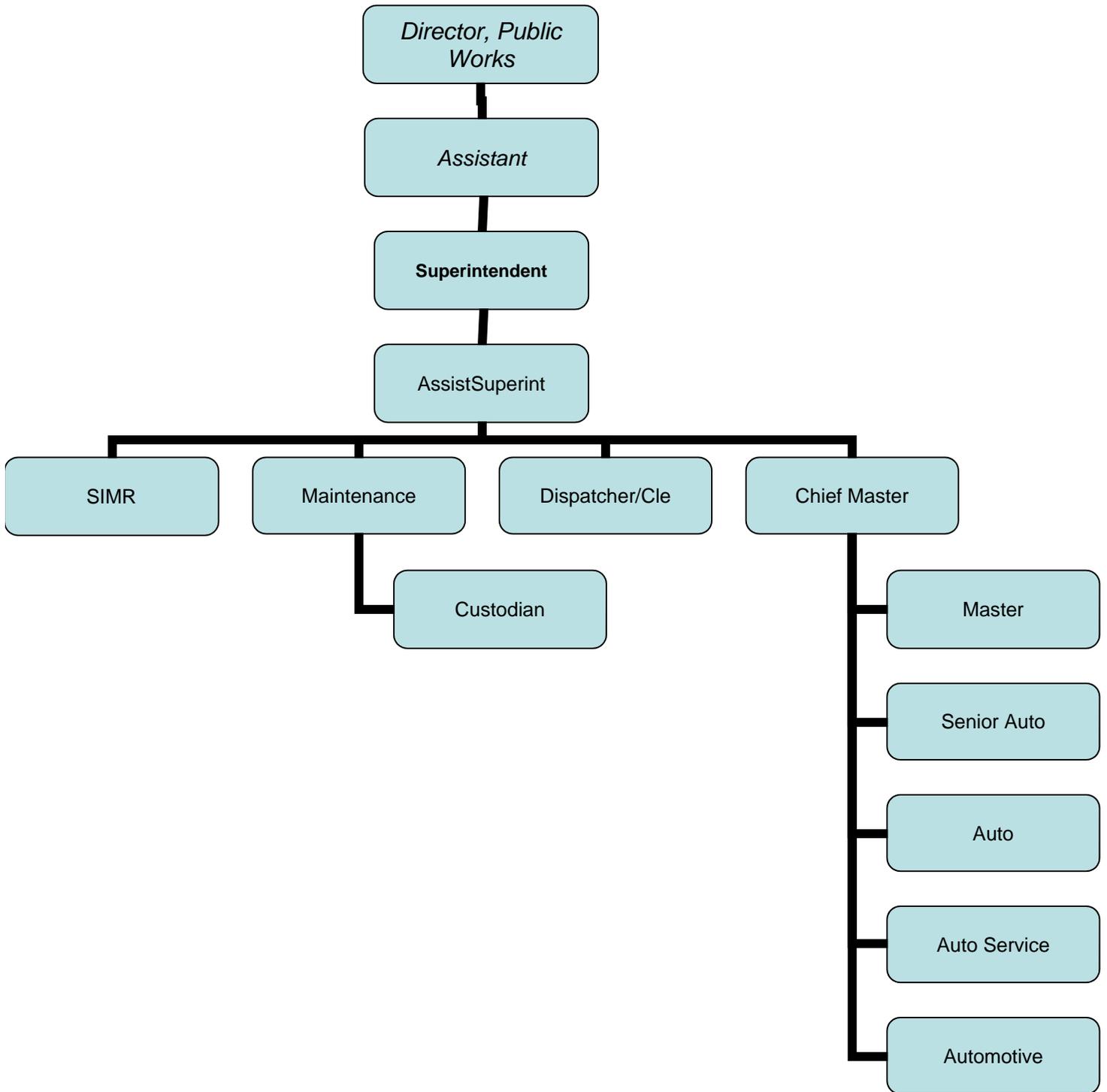
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	0	0	0	0
Capital Outlay	0	4,920,000	4,920,000	4,871,000
Improvement Projs	0	255,000	255,000	315,000
Total	0	5,175,000	5,175,000	5,186,000
Revenue Sources				
Grants	0	4,037,600	4,037,600	4,148,800
Transit Sales Tax	0	1,137,400	1,137,400	1,037,200
Total	0	5,175,000	5,175,000	5,186,000

**S/S MAINTENANCE ADMIN, PW COMMUNICATIONS
EQUIPMENT SUPPORT**



Streets/Sewer Maintenance Support

STREETS/SEWER ADMINISTRATION, COMMUNICATIONS, EQUIPMENT SUPPORT

Mission

To provide administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Core Services

- 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries.
- Clerical, data entry, security monitoring and fuel dispensing services to Public Works' Divisions.
- Routine maintenance and emergency repairs for all street, sewer, engineering, traffic, public parking vehicles and equipment following a prioritized preventive maintenance and repair program for the delivery of services
- Dispenses fuel to several City Departments.
- Maintain the Street Rating Management System.
- Supervise and coordinate activities of the above divisions.
- Thorough inspection of all equipment brought in for repair.
- Three-tiered preventative maintenance program
- MO ONE CALL Locates

Current Year Activity/Achievements

- Implementing the response strategy for the CMOM (Capacity, Management, Operation and Maintenance) requirements of the Clean Water Act.
- Preparing for implementation of new Asset Management system.

Performance Statistics:

- Four (4) ASE certified mechanics, with three (3) new hires currently working towards certification.
- Dispensed 98,217 Gallons of Unleaded fuel & 78,028 Gallons Diesel fuel at a cost of \$428,461.43 since July 1, 2014.
- Dispatch calls for Street & Sewer Mtce during normal working hours, also after normal working hours, weekends & holidays handle phone calls & dispatch for the Water Protection Plant.

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.

STREET/SEWER MAINTENANCE ADMINISTRATION

Program 8510

Program Description

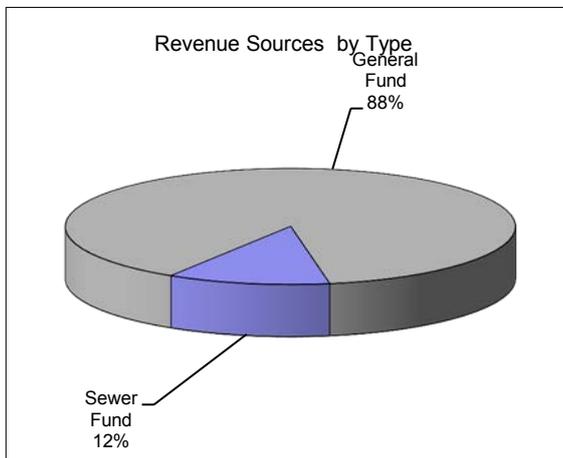
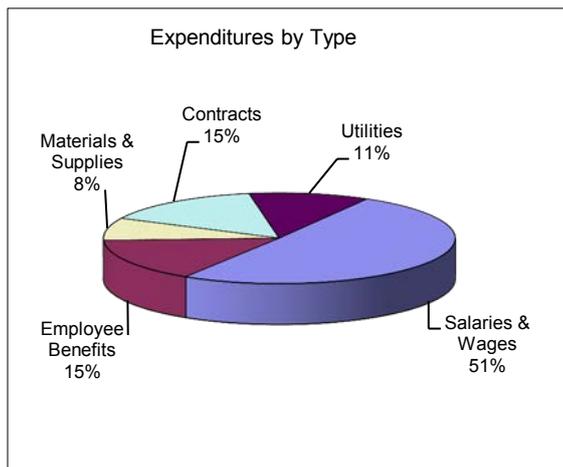
Staff provides administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Staffing Detail

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

2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	257,219	257,640	257,640	269,303
Employee Benefits	87,134	84,069	84,069	81,545
Materials & Supplies	33,710	38,600	38,600	42,600
Contracts	98,953	79,740	79,740	80,190
Utilities	56,415	59,000	59,000	59,000
Total	533,430	519,049	519,049	532,638
Revenue Sources:				
Sewer Fund	75,000	94,595	63,811	62,140
General Fund	458,430	418,364	455,238	470,498
Total	533,430	512,959	519,049	532,638

PUBLIC WORKS COMMUNICATIONS

Program 8520

Program Description

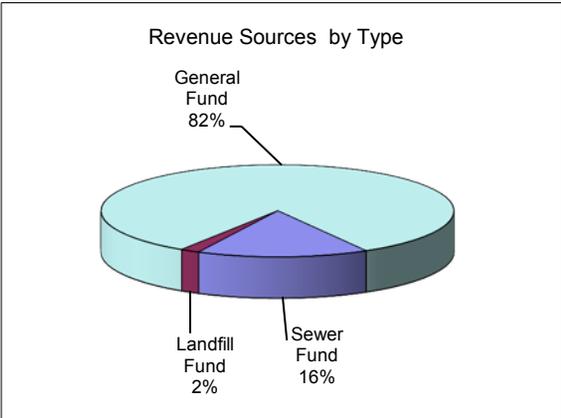
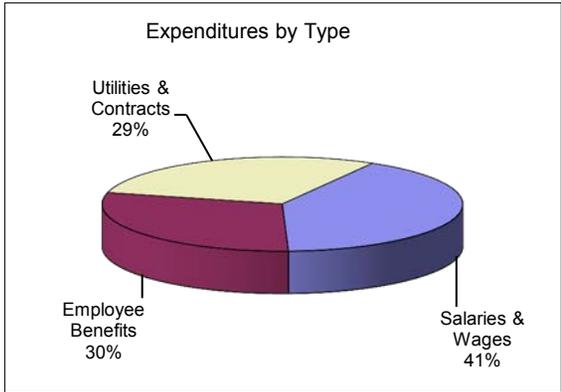
This division provides 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries. Staff also provide communications support for the Health department on holidays, evenings, and weekends; dispense fuel to City vehicles; provide visual 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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4	4	4	4

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	142,949	140,563	140,563	161,812
Employee Benefits	55,938	54,826	54,826	54,323
Utilities & Contracts	36,388	35,330	35,330	38,880
Total	235,275	230,719	230,719	255,015
Revenue Sources:				
Sewer Fund	33,667	40,045	39,061	40,045
Landfill Fund	15,922	4,506	3,599	4,506
Aviation Fund	2,248	0	892	0
General Fund	235,275	186,168	187,167	210,464
Total	287,112	230,719	230,719	255,015

EQUIPMENT SUPPORT

Program 8530

Program Description

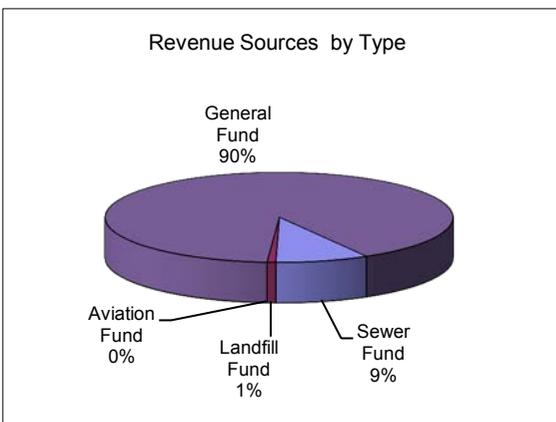
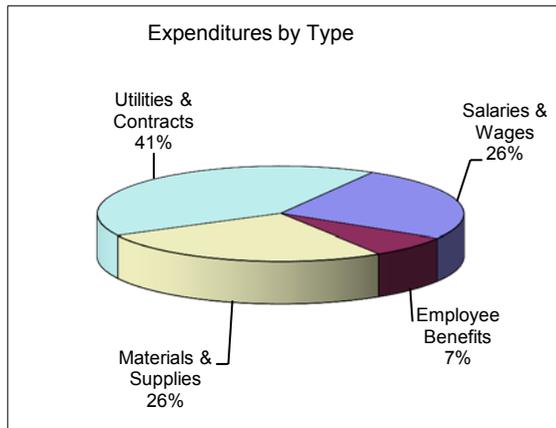
Staff provide a well-maintained fleet for all street, sewer, engineering, traffic and public parking vehicles and equipment through annual safety inspections, preventative maintenance work, and on-site repairs when necessary.

Staffing Detail

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

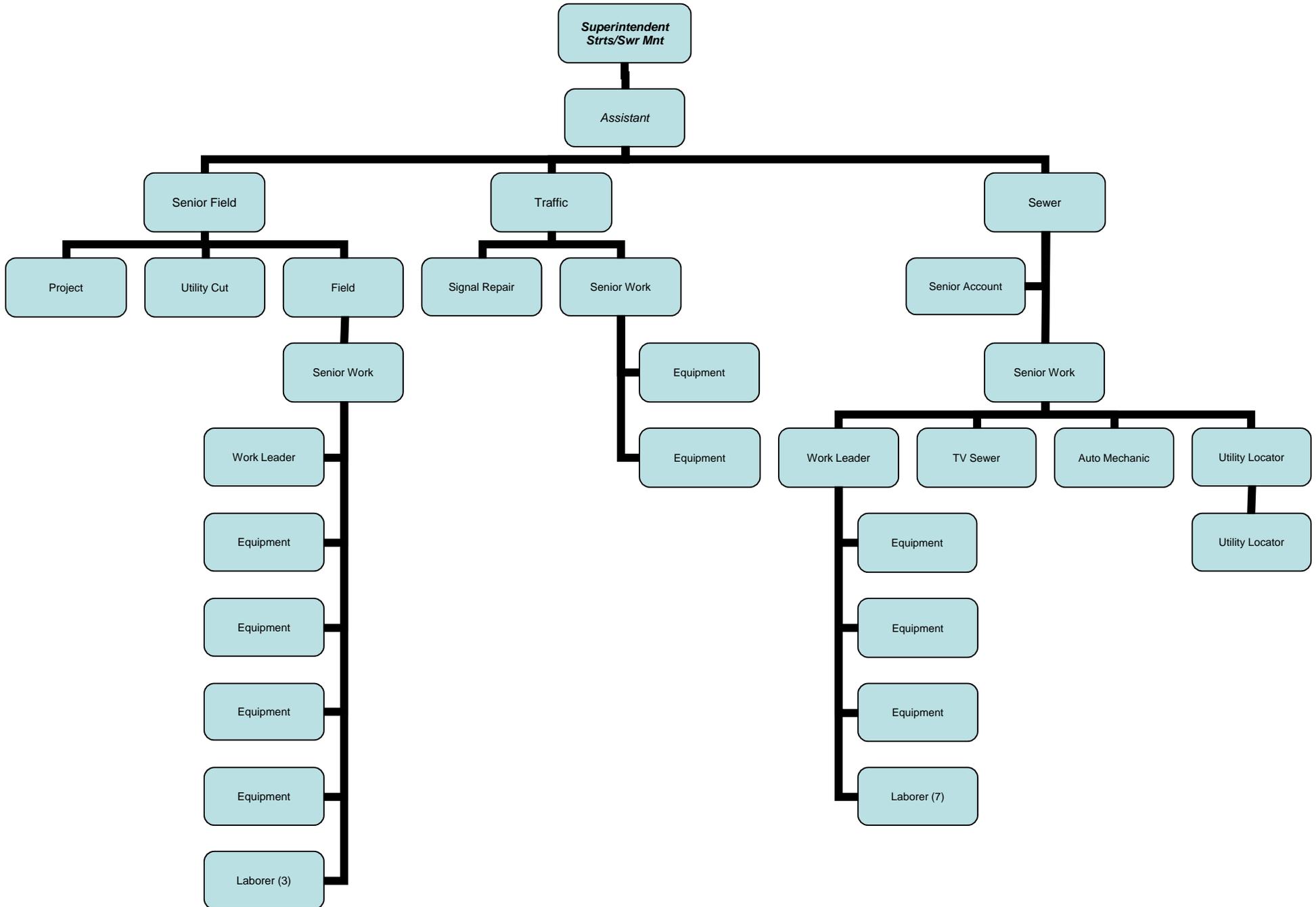
2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
1	1	1	1
7	7	7	7

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	267,423	302,517	302,517	301,869
Employee Benefits	94,222	105,806	105,806	86,698
Materials & Supplies	238,415	312,380	312,380	312,380
Utilities & Contracts	468,550	428,000	428,000	487,100
Total	1,068,610	1,148,703	1,148,703	1,188,048
Revenue Sources:				
Sewer Fund	91,835	102,905	74,523	102,905
Landfill Fund	8,200	9,500	7,475	9,500
Aviation Fund	2,111	0	1,924	0
General Fund	966,464	1,036,298	1,064,781	1,075,643
Total	1,068,610	1,148,703	1,148,703	1,188,048

STREETS MAINTENANCE, SEWER MAINTENANCE, TRAFFIC



Streets Maintenance

STREETS MAINTENANCE/SNOW & ICE CONTROL

Mission

Ensure public safety and enhance economic development through timely, cost effective preventive maintenance and repair to all public streets & bridges and to storm drainage systems within the City's right-of-

Core Services

- Maintenance & repair of city streets through asphalt overlay, slurry seal program, concrete repair and replacement.
- Curb & gutter work.
- Maintenance of public alleys.
- Patching of paved alleys as time allows if owner purchases material and less than 20% of alley needs patched.
- Repair of private alleys as possible.
- Oversee utility cut repairs in public right of way.
- Regularly scheduled street sweeping.
- Regularly scheduled mowing program along city street right-of-ways.
- Provide navigable streets as soon as possible following a snow storm, ice event or clean-up after a wind storm.
- During floods we fill & place sandbags, fill gaps in levees, close streets and other necessary work as needed.

Current Year Activity/Achievements

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

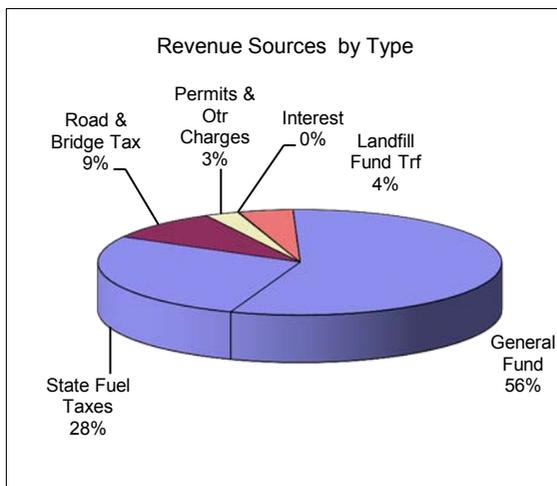
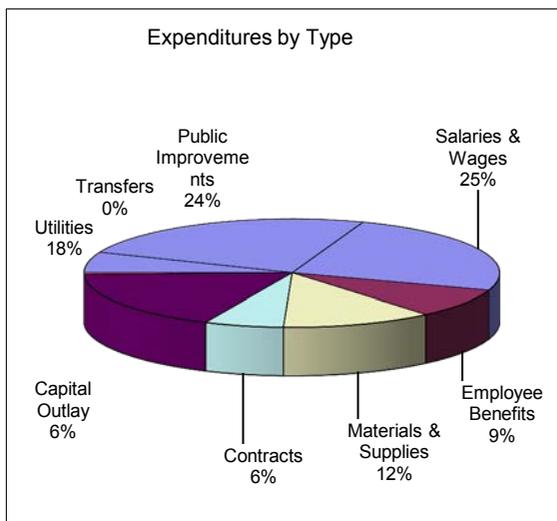
The division ensures the public's health and safety and promotes economic development by providing timely, cost effective preventative maintenance and repair to all public streets, bridges, and storm drainage systems within City owned right-of-way. Staff also assist with maintenance of public alleys; perform street sweeping; and oversee utility excavation repair.

Staffing Detail

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

2014-15	2015-16		2016-17
	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	5
18	18	18	17
13	13	13	13
3	3	3	3
3	3	3	1
3	3	3	4
46	46	46	47

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	1,662,839	1,813,171	1,813,171	1,841,611
Employee Benefits	649,972	682,896	682,896	648,346
Materials & Supplies	724,358	876,600	876,600	879,600
Contracts	418,344	417,900	417,900	457,900
Outside Services	1,544,149	1,325,000	1,325,000	1,325,000
Transfers	0	0	0	35,970
Capital Outlay	267,657	276,000	276,000	460,000
Public Improvements	1,603,896	1,820,000	1,820,000	1,820,000
Total	6,871,214	7,211,567	7,211,567	7,468,426
Revenue Sources:				
State Fuel Taxes	2,010,529	1,959,102	1,959,102	2,050,740
Road & Bridge Tax	691,791	691,791	691,791	694,160
Permits & Otr Charges	169,400	200,000	200,000	200,000
Other Rev	7,095	6,500	6,500	6,750
Interest	1,343	450	450	450
Landfill Fund Trf	325,000	325,000	325,000	325,000
General Fund	3,666,056	4,028,724	4,028,724	4,191,326
Total	6,871,214	7,211,567	7,211,567	7,468,426

SNOW & ICE CONTROL

Program 2150

Program Description

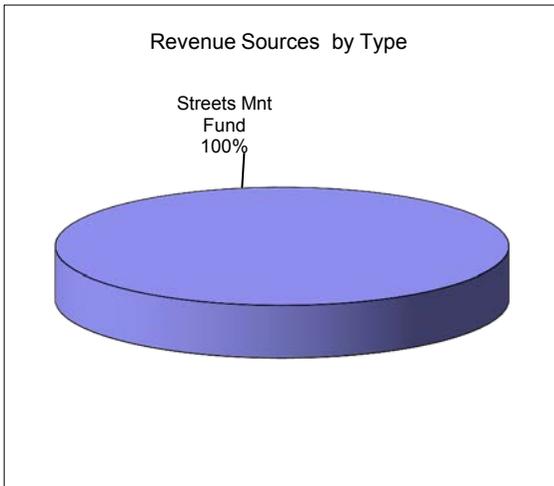
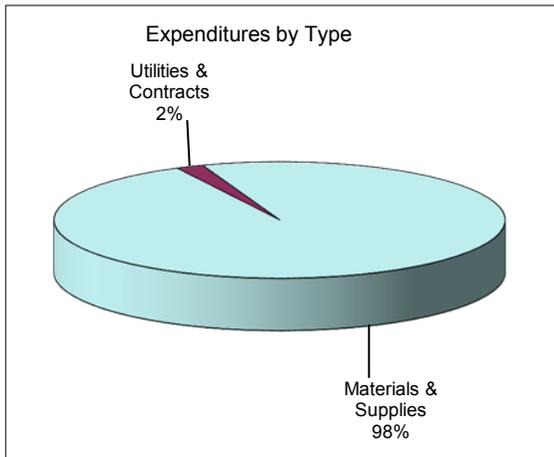
This program tracks and manages the materials and purchases associated with the yearly expenses of snow and ice control.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Adopted Budget	Estimated Actual	
Actual			Budget

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Materials & Supplies	307,646	310,600	310,600	450,300
Utilities & Contracts	8,689	9,000	9,000	9,000
Capital Outlay	0	0	0	0
Total	316,335	319,600	319,600	459,300
Revenue Sources:				
General Fund:	0	0	0	0
Streets Mnt Fund	316,335	318,900	319,600	459,300
Total	316,335	318,900	319,600	459,300

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.

TRAFFIC

Program 2110 & Program 2111

Program Description

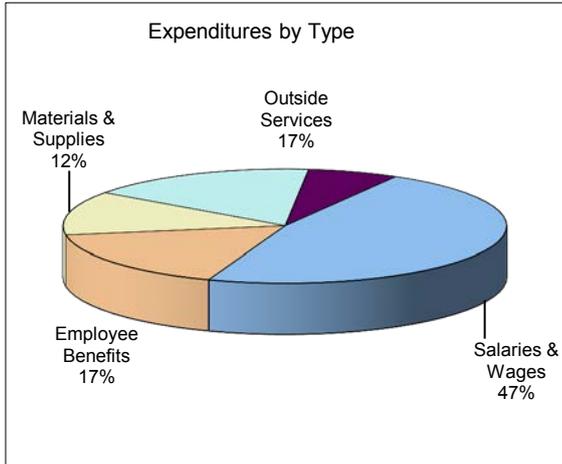
Division staff maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings in order to protect the safety of vehicular and pedestrian traffic. Staff also research 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

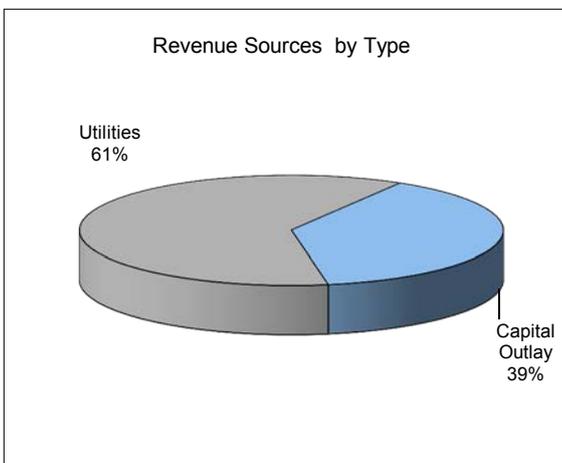
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	3
2	2	2	1
2	2	2	2
1	1	1	1
8	8	8	8

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Salaries & Wages	313,018	318,990	318,990	327,591
Employee Benefits	120,646	120,851	120,851	116,572
Materials & Supplies	104,758	82,550	82,550	86,650
Outside Services	116,245	108,600	108,600	116,500
Utilites	50,361	46,000	46,000	46,000
Capital Outlay	0	39,900	39,900	30,700
Total	705,028	716,891	716,891	724,013



Revenue Sources:

	2014-15	2015-16	2016-17
	Actual	Adopted	Budget
General Fund	433,663	439,841	444,163
Street Mnt Fund	271,364	277,050	279,850
Total	705,028	716,891	724,013

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.

Budget Challenges/Planned Initiatives

- Keep up with the ever changing state and federal rules and regulations.
- Keep up with needed sewer and inelt repairs.

SEWER MAINTENANCE

Program 6430

Program Description

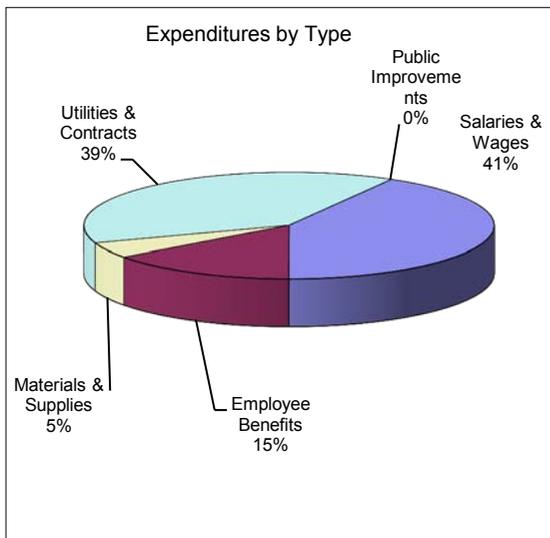
Staff maintain the physical integrity of the system. To avoid system breaks, spills, etc., crews inspect, clean, maintain, and repair the wastewater and storm sewer collection system. This includes all City sewers, manholes, and storm sewer inlets located outside the water protection plant.

Staffing Detail

Sewer Maintenance Supervisor
 Senior Account Clerk
 Senior Work Leader
 Work Leader
 TV Sewer Technician
 Auto Machanic
 Utility Locator
 Utility Locator Technician
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Sewer Maintenance Laborer

2014-15	2015-16		2016-17
	Actual	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
0	0	0	1
0	0	0	1
3	3	3	3
2	2	2	2
5	5	5	5
7	7	7	7
23	23	23	25

Operating Budget Summary



Expenditures:

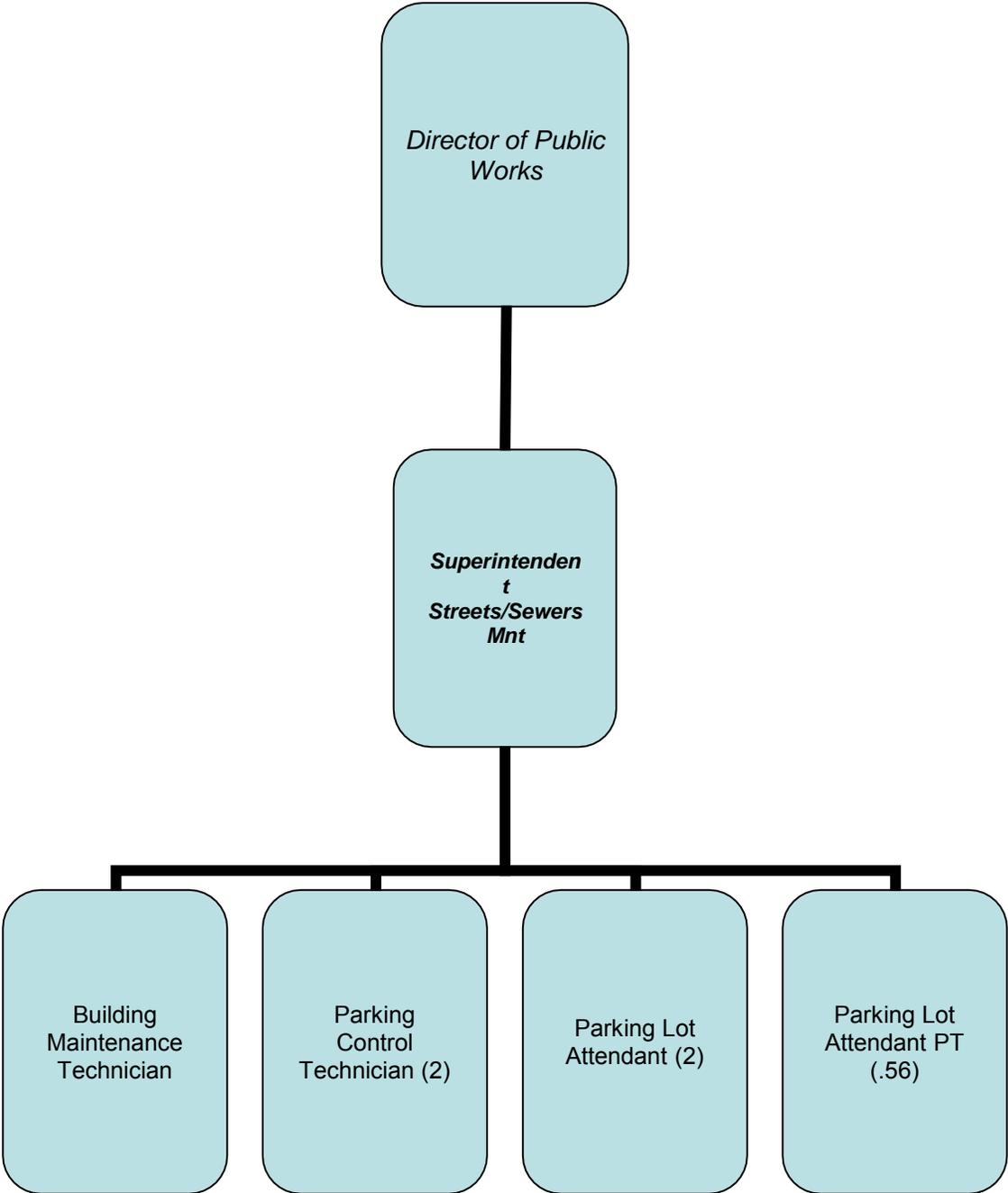
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	811,553	851,785	851,785	933,674
Employee Benefits	330,353	351,961	351,961	332,400
Materials & Supplies	100,009	106,600	106,600	106,600
Utilities & Contracts	591,943	712,705	712,705	867,305
Insurance & Other	0	0	0	0
Capital Equipment	21,688	424,000	424,000	0
Public Improvements	2,182,871	2,146,200	2,146,200	0
Total	4,038,417	4,593,251	4,593,251	2,239,979

Revenue Sources:

	2014-15	2015-16	2016-17
	Actual	Adopted Budget	Budget
Other Revenue	8,631	3,250	3,250
Sewer Charges	4,029,786	4,590,001	2,236,729
Total	4,038,417	4,593,251	2,239,979



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.

PARKING MAINTENANCE

Program 1550

Program Description

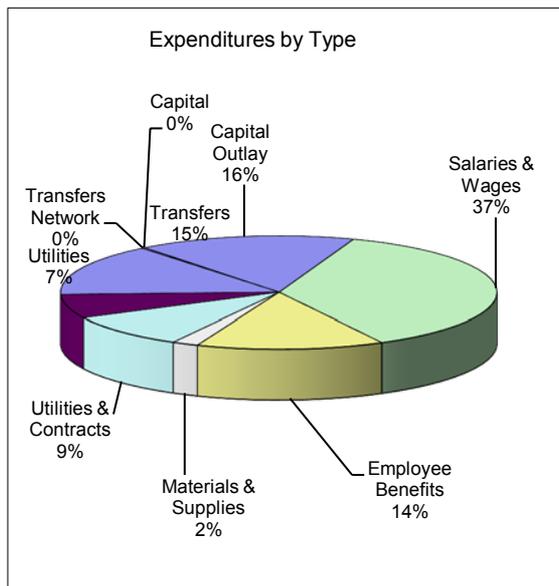
Parking staff provide safe, well maintained parking opportunities for the public who work and shop in the Central Business District through the maintenance and repair of parking garages, surface lots, and on-street parking spaces. Staff maintain ticket dispensers and electronic gates; enforce traffic 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

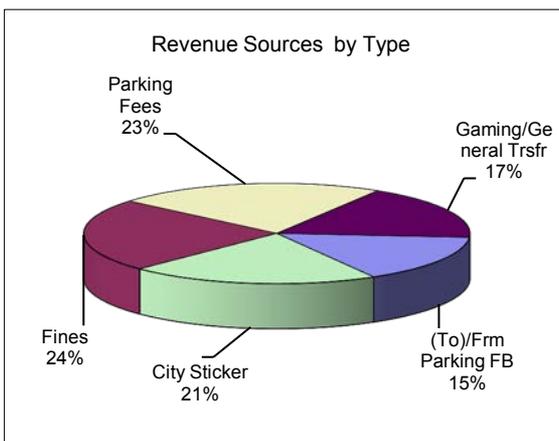
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
2	2	2	2
0.56	0.56	0.56	0.56
5.56	5.56	5.56	5.56

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	158,093	176,002	176,002	170,567
Employee Benefits	65,203	66,869	66,869	64,609
Materials & Supplies	10,435	8,050	8,050	9,000
Utilities & Contracts	41,615	42,180	42,180	44,420
Utilities	32,627	31,600	31,600	31,600
Transfers	40,965	56,600	56,600	69,093
Transfers Network	1,090	1,090	1,090	1,090
Capital	26,454	0	0	0
Capital Outlay	0	0	0	75,000
Total	376,482	382,391	382,391	465,379

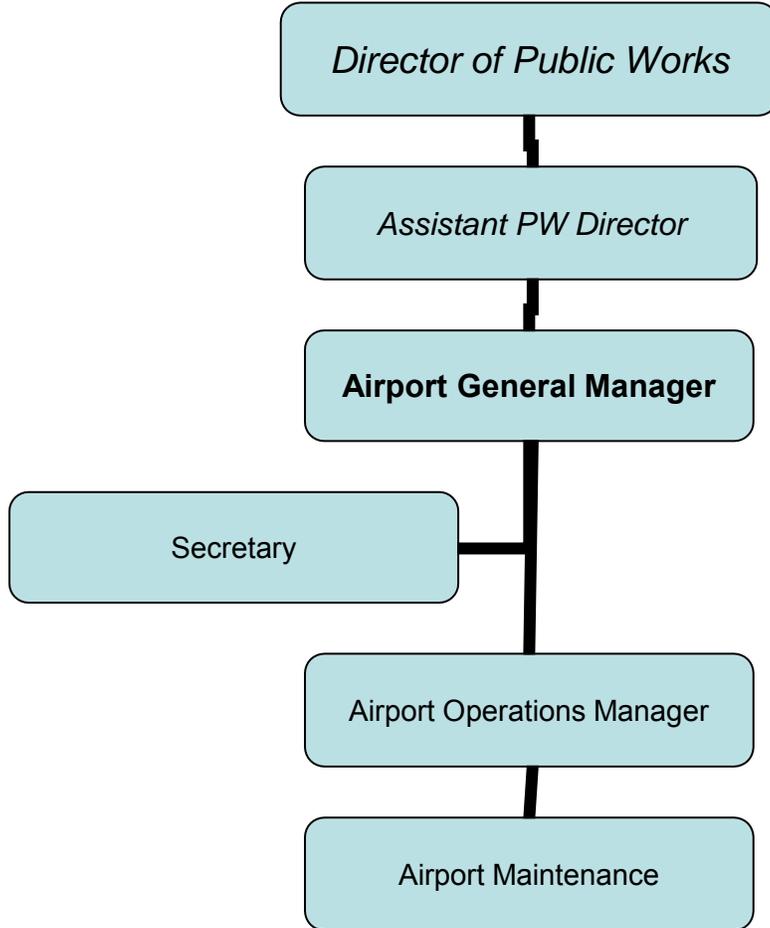


Revenue Sources:

	2014-15	2015-16	2015-16	2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
City Sticker	96,006	97,000	97,000	97,000
Fines	117,269	122,350	122,350	110,100
Parking Fees	101,115	114,360	114,360	105,150
Interest & Other	86	100	100	100
Gaming/General Trsfr	6,500	106,500	6,500	81,500
(To)/Frm Parking FB	55,506	(57,919)	42,081	71,529
Total	376,482	382,391	382,391	465,379



ROSECRANS MUNICIPAL AIRPORT



Rosecrans Municipal Airport

Mission:

Dedicated to providing safe aeronautical facilities and quality services to all general, corporate, commercial and military aviation operations expected of a progressive community.

Core Services:

- Maintain all airport pavement and safety area surfaces, lighting and markings in accordance with FAA directives
- Provide required FAA airport maintenance and operations such as grass mowing, snow removal, wildlife control
- Implement Safety Management Systems (SMS) to mitigate risks to aircraft, passengers, tenants and visitors
- Meet or exceed compliance requirements evaluated during annual FAA Part 139 Airfield Safety Inspections
- Maintain a current airfield preventative maintenance program and forecast future airfield pavement rehabilitations
- Implement airport security measures as necessary to ensure airport safety and satisfy FAA obligations
- Provide affordable aircraft hangar rental space for private and commercial aircraft at a fair market value
- Inspect suppliers fueling equipment and vehicles for FAA compliance and ensure availability of aviation fuels
- Maintain identified operational joint use areas as contracted in the Airport Joint Use Agreement with NGB
- Manage various land and property leases with tenants to resolve any deficiencies and monitor for compliance

Current Year Activity / Achievements

- Recently completed a major taxiway rehab project, including LED lighting, airfield signs and runway distance remaining signs
- 2016 Airshow date scheduled for late August
- Teamed with Engineering to execute Military Cooperative Construction Agreement for MoANG projects
- Spent considerable effort as part of a team initiating Levee issues

Budget Challenges / Planned Initiatives

- Ever increasing FAA requirements to maintain certification, such as wildlife control, crop restrictions, SMS, etc
- Airshows are great for community but an added expense for several city departments

AIRPORT OPERATIONS

Program 1310

Program Description

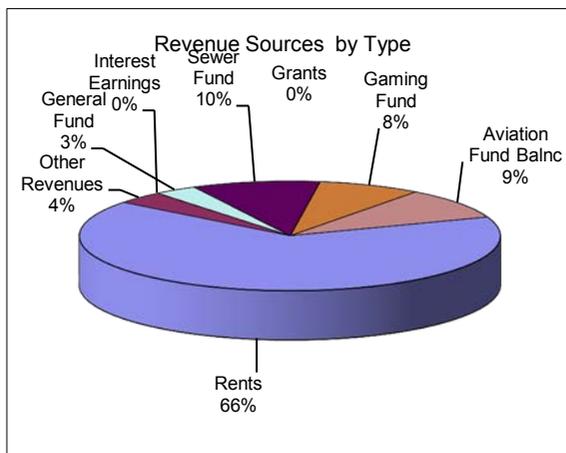
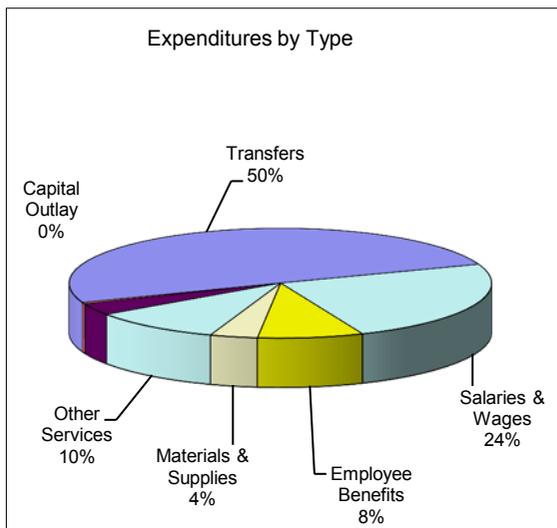
To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. 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

2014-15	2015-16		2016-17
	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

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	242,988	299,171	299,171	294,719
Employee Benefits	86,588	101,218	101,218	98,182
Materials & Supplie	22,957	41,840	41,840	44,040
Other Services	92,653	122,328	122,328	121,168
Utilities	45,554	42,100	42,100	42,100
Capital Outlay	22,300	5,000	5,000	5,000
Transfers	2,005	2,005	2,005	0
Transfers Network	5,450	4,360	4,360	5,450
Total	520,496	618,022	618,022	610,659
Revenue Sources:				
Rents	387,432	403,853	403,853	403,133
Other Revenues	24,692	21,000	21,000	22,625
Interest Earnings	506	100	100	100
General Fund	45,000	0	0	20,000
Sewer Fund	75,000	75,000	75,000	60,000
Gaming Fund	48,290	48,290	48,290	48,290
Grants	0	0	0	0
Aviation Fund Balnc	(60,424)	69,779	69,779	56,511
Total	520,496	618,022	618,022	610,659

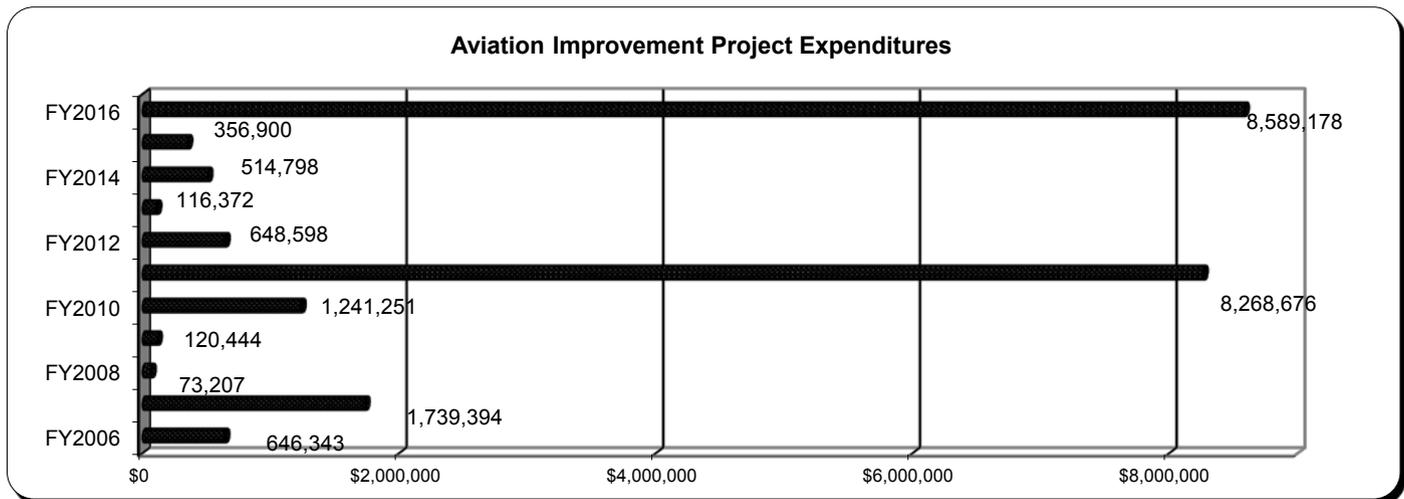
AVIATION FUND IMPROVEMENT PROJECTS

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.

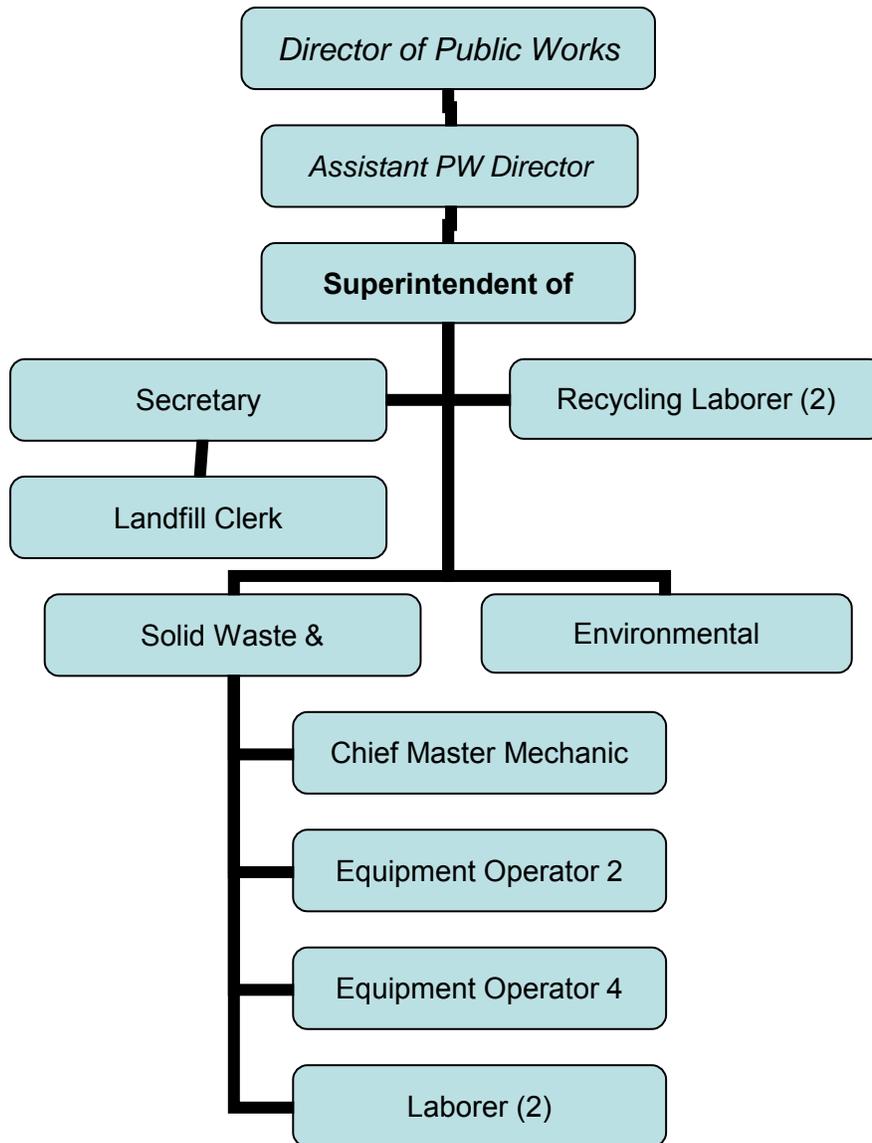
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Outside Services	401,012	2,231,924	2,231,924	110,000
Capital Equipment	0	0	0	0
Improvement Proj's	0	6,866,860	6,866,860	1,742,347
Total	401,012	9,098,784	9,098,784	1,852,347
Revenue Sources				
Grants	573,383	8,284,178	8,756,992	12,244,178
Transfers & Other	26,912	35,000	35,000	250,000
Aviation CIP FB	(199,282)	779,606	306,792	(10,641,831)
Total	401,012	9,098,784	9,098,784	1,852,347

LANDFILL OPERATIONS



Landfill & Recycling Operations

Mission:

The mission of this program is to operate the St. Joseph Sanitary Landfill in the most cost-effective manner possible that provides for optimum protection of public health and environment.

Core Services:

- Properly landfill and cover all solid waste for all 304 day
- Tub grind and compost all yard waste received
- Comply with all state regulations
- Comply with all EPA regulations
- Cut and properly dispose of all waste tires received
- Perform freon recovery and recycling of all appliances

Current Year Activity / Achievements

- 121,764.50 tons of solid waste received in 2015
- 2,355.98 tons of yard waste received in 2015
- 4 MDNR inspections passed
- 446.06 tons of debris received in 2015 during clean sweep operation
- 1,015 vehicles and 105,397 pounds received in 2015 during the household hazard waste collection
- Received landfill lateral expansion permit
- 53,404 transactions processed at Landfill in 2015

Budget Challenges / Planned Initiatives

- Properly compact and cover active fill
- Receive zero violations with MDNR
- Relocate stormwater retention basin to allow for construction of next cell
- Execution of erosion control plan to minimize impact on stormwater run-off

Performance Statistics

- Number of pounds of trash received during
- Number of pounds of material dropped at the Recycling Center 1,080,634
- Percent of pounds of recycling material compared to tons of landfill material .0044%
- Number of tons received at the Landfill annually 121,764.50
- Number of pounds of materials collected at Household Hazardous Waste events 105,397

LANDFILL OPERATIONS

Program 6110

Program Description

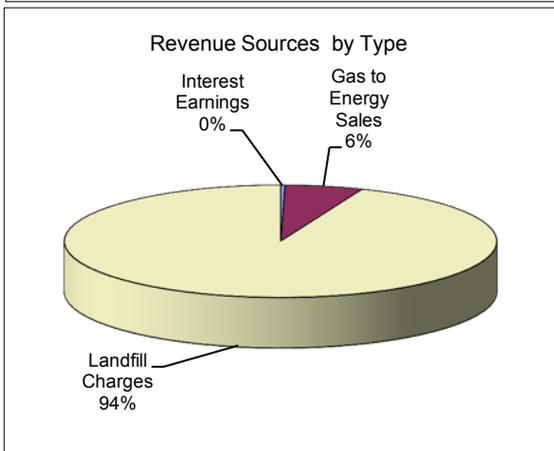
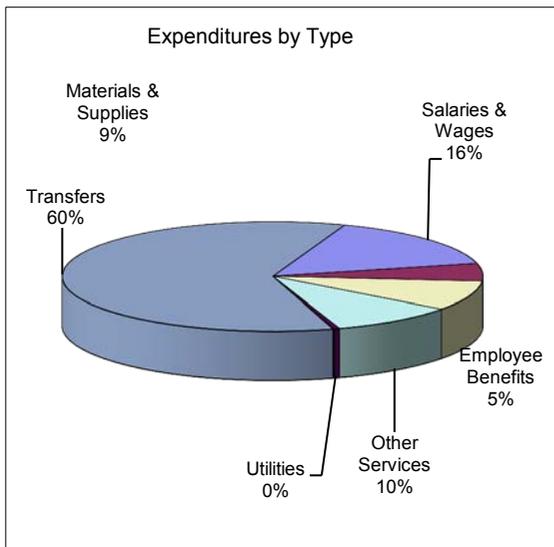
The Landfill staff provide the citizens of St. Joseph and surrounding areas with a comprehensive, cost effective, environmentally safe solid waste management program through efficient daily operations at the existing landfill, through proper maintenance of the three closed landfills, and through development of new disposal areas for the future.

Staffing Detail

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

2014-15	2015-16		2016-17
	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

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	759,253	841,680	841,680	808,811
Employee Benefits	273,918	278,982	278,982	268,049
Materials & Supplies	318,274	414,400	414,400	454,400
Other Services	386,543	589,475	589,475	498,465
Utilities	17,294	21,600	21,600	21,600
Capital Outlay	0	0	0	0
Transfers	1,025,305	1,014,000	1,014,000	1,049,581
Transfers Network	4,360	4,360	4,360	4,360
Total	2,784,946	3,164,497	3,164,497	3,105,267

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Permits & Rents	3,825	3,100	3,100	3,100
Misc. Charges	124,011	21,800	21,800	10,300
Interest Earnings	9,678	10,100	10,100	10,100
Gas to Energy Sales	139,648	140,000	140,000	180,400
Landfill Charges	2,507,785	2,989,497	2,989,497	2,901,367
Total	2,784,946	3,164,497	3,164,497	3,105,267

RECYCLING OPERATIONS

Program 6150

Program Description

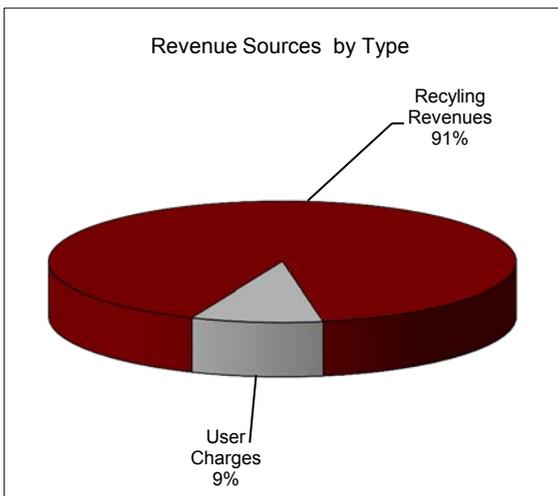
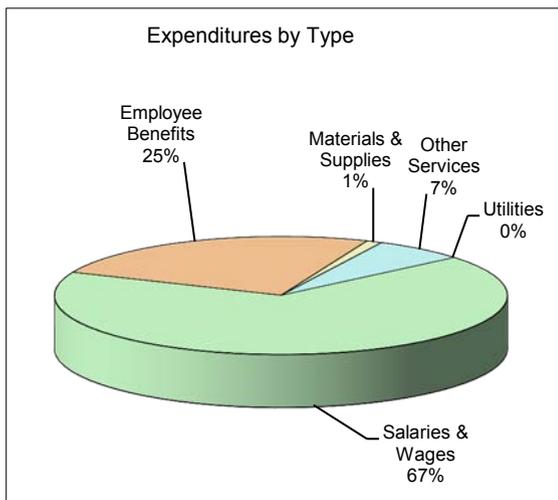
The recycling center was opened in 1995 to reduce the volume of waste that otherwise would be sent to a landfill by providing a drop-off site which collects eight types of products.

Staffing Detail

Laborer

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
2	2	2	2

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	64,834	65,610	65,610	69,053
Employee Benefits	27,262	26,363	26,363	25,395
Materials & Supplies	399	1,250	1,250	1,150
Other Services	8,420	6,680	6,680	6,700
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Transfers	3,250	3,250	3,250	3,250
Total	104,165	103,153	103,153	105,547
Revenue Sources:				
User Charges	1,000	1,500	1,500	1,000
Recycling Revenues	14,954	17,000	17,000	10,000
Recycling FB	88,211	84,653	84,653	94,547
Total	104,165	103,153	103,153	105,547

LANDFILL FUND IMPROVEMENT PROJECTS

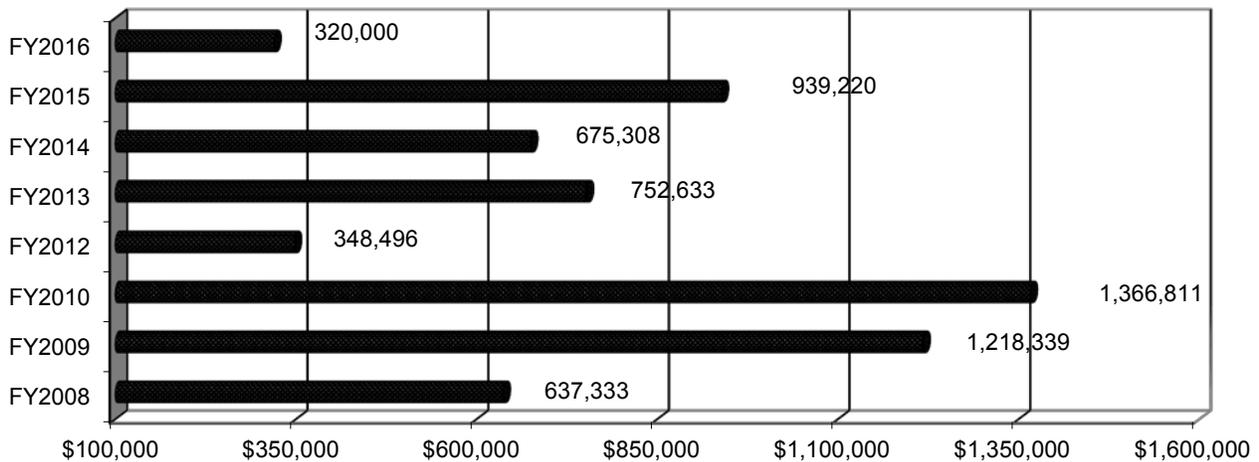
Program 1260

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

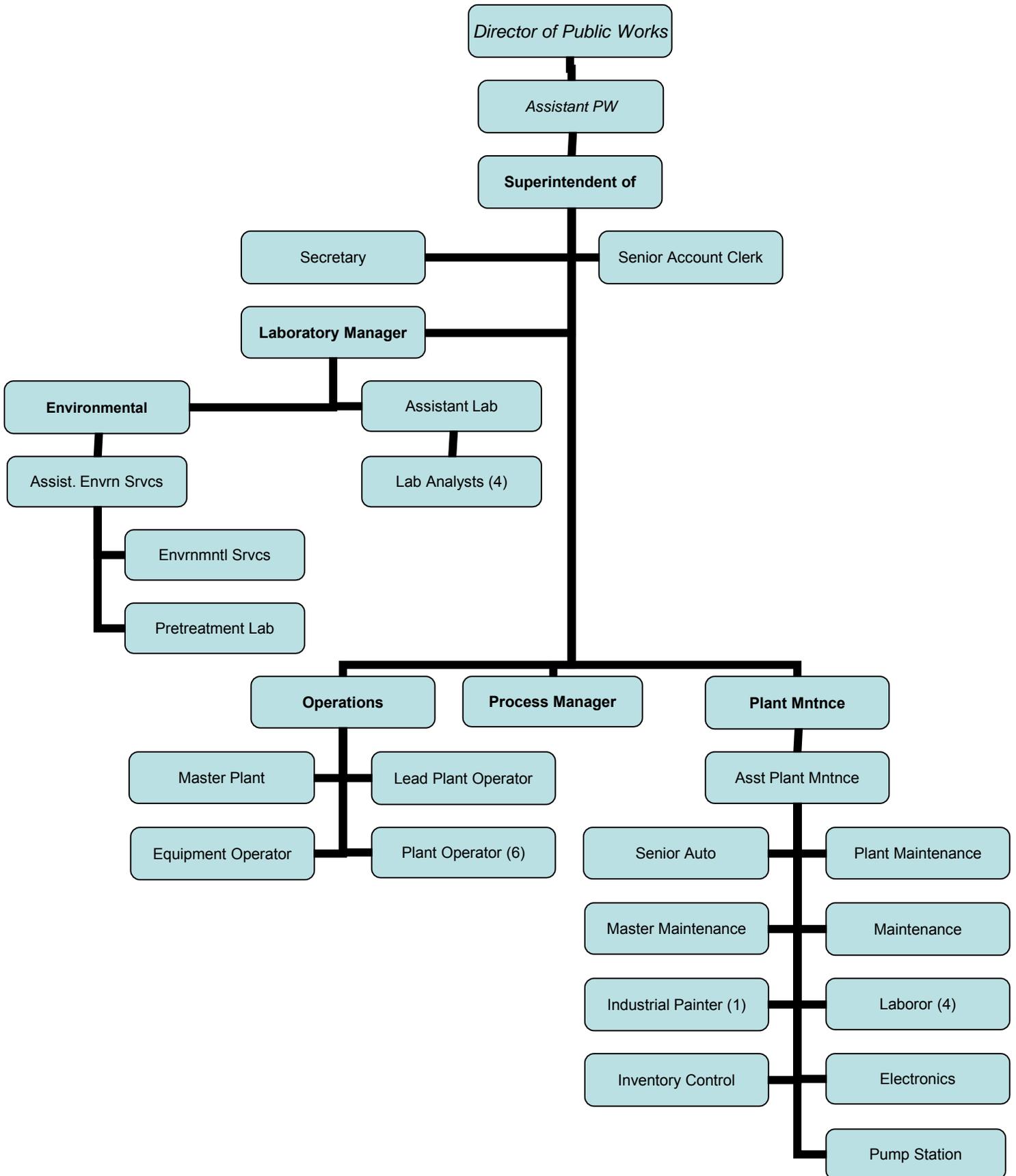


Capital Budget Summary

	2014-15 Actual	2015-16 Adopted Budget	2015-16 Estimated Actual	2016-17 Budget
Expenditures				
Professional Services	15,240	0	0	0
Capital Outlay	723,980	180,000	180,000	88,000
Improvement Proj's	148,821	140,000	140,000	140,000
Total	888,040	320,000	320,000	228,000
Revenue Sources				
Fixed Asset Sale	0	0	0	0
Landfill Fees	888,040	320,000	320,000	228,000
Total	888,040	320,000	320,000	228,000



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

Performance Statistics:

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

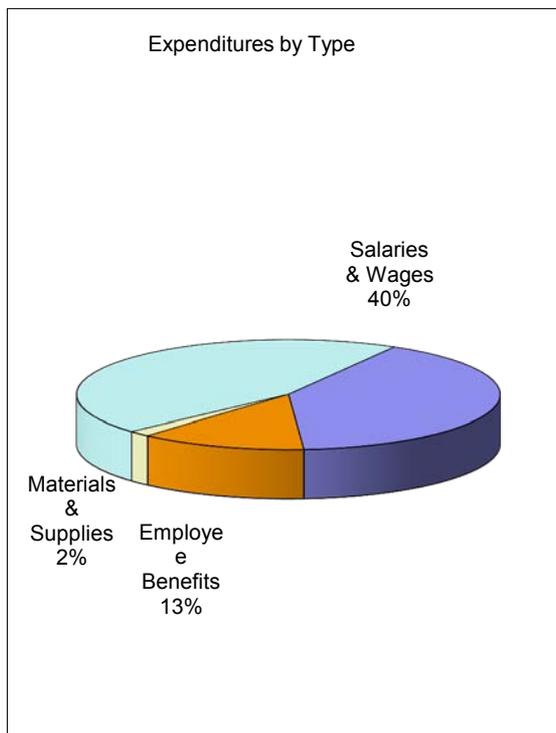
Provides administrative and management support for the sewer treatment plant, pumping stations, airport lagoon system and laboratory. Staff provide internal management duties, oversees regulatory compliance, monitors wastewater classes and licenses, and responds to regulatory inquiries to ensure environmental protection and to protect public health.

Staffing Detail

Wastewater Treatment Superintendent
 Environmental Services Supr
 Ast. Environmental Service Supr
 Secretary

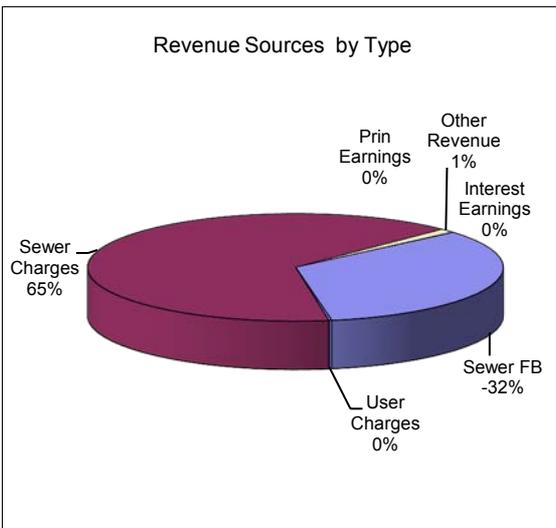
2014-15 Actual	2015-16		2016-17 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
0	0	0	1
0	0	0	1
1	1	1	1
2	2	2	4

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	123,215	341,530	341,530	202,639
Employee Benefits	-128	45,632	45,632	63,546
Materials & Supplies	10,320	8,400	8,400	8,400
Outside Services	201,150	225,220	225,220	225,670
Utilities	0	0	0	0
Capital Outlay	42,236	0	0	0
Capital Improvements	0	0	0	0
Bad Debt	1,447,995	1,400,000	1,400,000	1,000,000
Debt Serv-Princ	2,910,000	4,236,000	4,236,000	6,982,000
Debt Serv-Interest	3,162,406	4,041,011	4,041,011	4,256,884
Transfers	1,549,026	1,851,070	1,851,070	1,945,229
Transfers Computer N	30,520	28,340	28,340	30,520
Total	9,476,739	12,177,203	12,177,203	14,714,888



Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
User Charges	91,000	100,000	100,000	100,000
Sewer Charges	23,375,507	26,647,500	26,647,500	28,987,626
Other Revenue	588,530	394,227	394,227	518,727
Prin Earnings	10,523	1,500	1,500	15,000
Interest Earnings	168,096	162,400	162,400	27,500
Sewer FB	(14,756,916)	(15,128,424)	(15,128,424)	(14,933,965)
Total	9,476,739	12,177,203	12,177,203	14,714,888

LABORATORY

Program 6350

Program Description

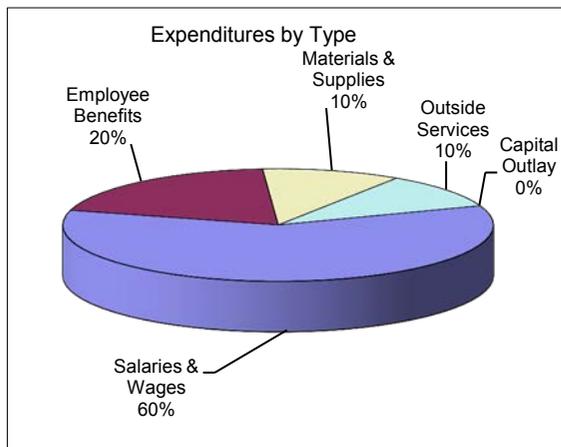
The Laboratory monitors compliance with regulatory agencies such as MDMR, the EPA as well as the City's Pre-Treatment Ordinance. Staff gather field samples and conduct testing. This also allows for industrial cost recovery based on the use of the treatment plant and collection system by industrial users.

Staffing Detail

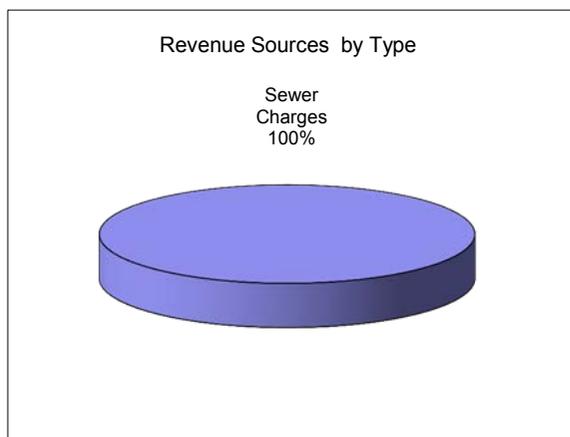
- Laboratory Manager
- Assistant Laboratory Manager
- Laboratory Analyst
- Pre-treatment Compliance Technician
- Environmental Services Technician

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	1	1
5	4	4	4
1	1	1	1
1	1	1	1
8	8	8	8

Operating Budget Summary



2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
Expenditures:			
Salaries & Wages	356,059	432,399	350,884
Employee Benefits	129,286	152,711	115,304
Materials & Supplies	95,409	63,000	61,372
Outside Services	41,388	39,680	59,680
Capital Outlay	0	76,000	0
Total	622,142	763,790	587,240
Revenue Sources:			
Sewer Charges	622,142	763,790	587,240
Total	622,142	763,790	587,240



Water Protection Plant

Program 6330

Program Description

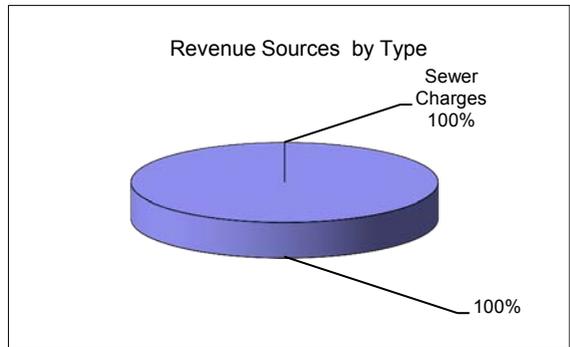
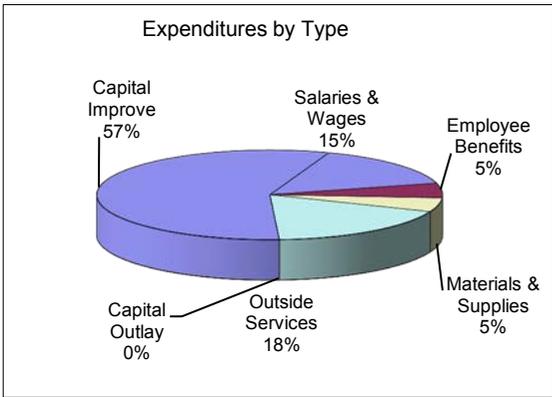
Staff operate and maintain all treatment plant facilities and equipment and monitor compliance with effluent guidelines established by the Environmental Protection Agency (EPA) and Missouri Department of Natural Resources (MDNR) in order to protect public health and the environment.

Staffing Detail

- Operations Manager
- Plant Maintenance Supervisor
- Asst Plant Maintenance Supervisor
- Plant Maintenance Mechanic Tech
- 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
- Pump Station Collection Technician
- Process Manager
- Laborer
- Senior Account Clerk
- Engineering Clerk PT (25 hrs/wk)

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	1	1
	1	1	1	1
	12	12	12	12
	1	1	1	1
	5	5	5	2
	6	6	6	9
	2	2	2	2
	1	1	1	1
	1	1	1	1
	1	1	1	1
	2	2	2	2
	1	1	1	1
	4	4	4	4
	0	0	0	2
	0	0	0	1
	4	4	4	4
	1	1	1	1
	0.625	0.625	0.625	0.625
	44.625	44.625	44.625	47.625

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,694,181	1,951,497	1,951,497	2,011,438
Employee Benefits	639,296	702,655	702,655	694,574
Materials & Supplies	601,065	619,135	619,135	663,135
Outside Services	2,355,211	2,305,940	2,305,940	2,368,730
Capital Outlay	80,398	300,000	300,000	0
Capital Improve	305,577	0	0	0
Utilities	1,639,689	1,573,000	1,573,000	1,693,000
Transfers	27,120	27,120	27,120	0
Total	7,342,536	7,479,347	7,479,347	7,430,877

Revenue Sources:

Grants & Other	0	0	0	0
Sewer Charges	7,342,536	7,479,347	7,479,347	7,430,877
Total	7,342,536	7,479,347	7,479,347	7,430,877

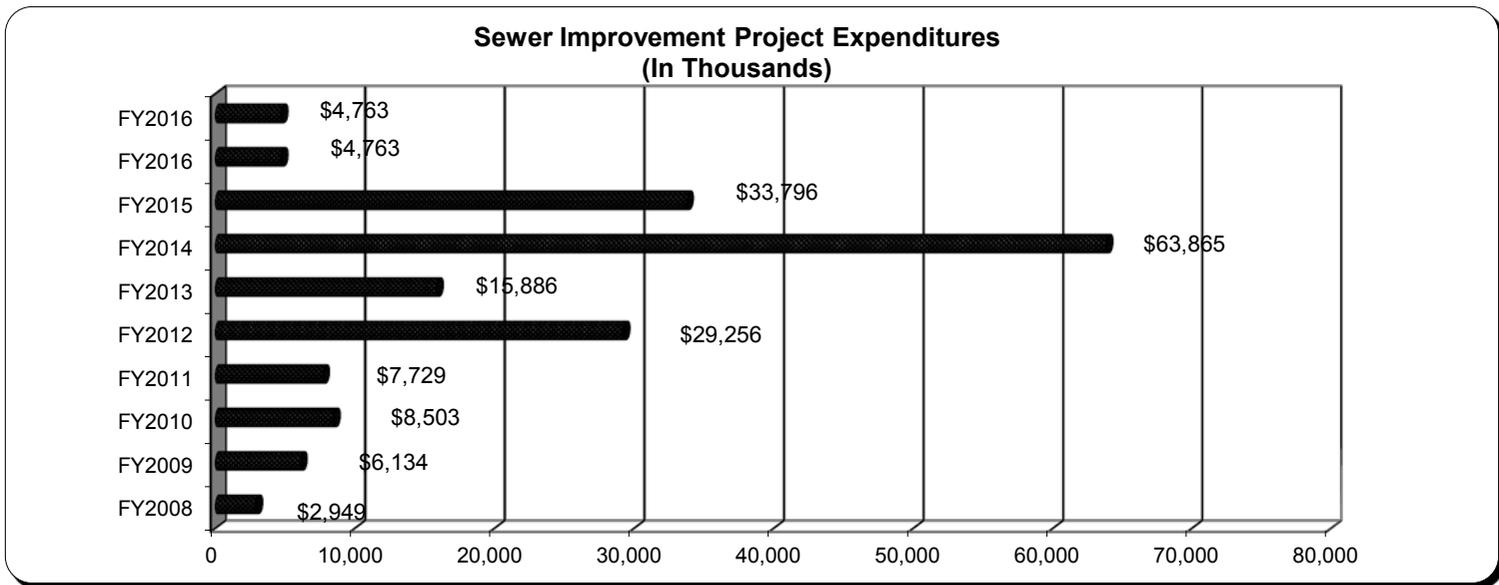
WATER PROTECTION FUND IMPROVEMENT PROJECTS

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



Capital Budget Summary

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Services	2,787,345	5,000	5,990,845	80,000
Capital	1,111,592	579,700	579,700	1,230,700
Capital Improvement	27,882,697	4,177,805	4,177,805	94,205,848
Debt Serv- Princ	0	0	0	0
Debt Serv - Interest	490,415	0	0	0
Total	32,272,049	4,762,505	10,748,350	95,516,548
Revenue Sources				
Sewer Charges	0	0	0	0
Interest & Other Rv	2,246	700	700	700
Grants	0	0	0	0
Bond Revenues/Int	49,718,500	0	28,900,438	76,055,432
Sewer FB	(17,448,698)	4,761,805	(18,152,788)	19,460,416
Total	32,272,049	700	10,748,350	95,516,548

OTHER PROGRAMS

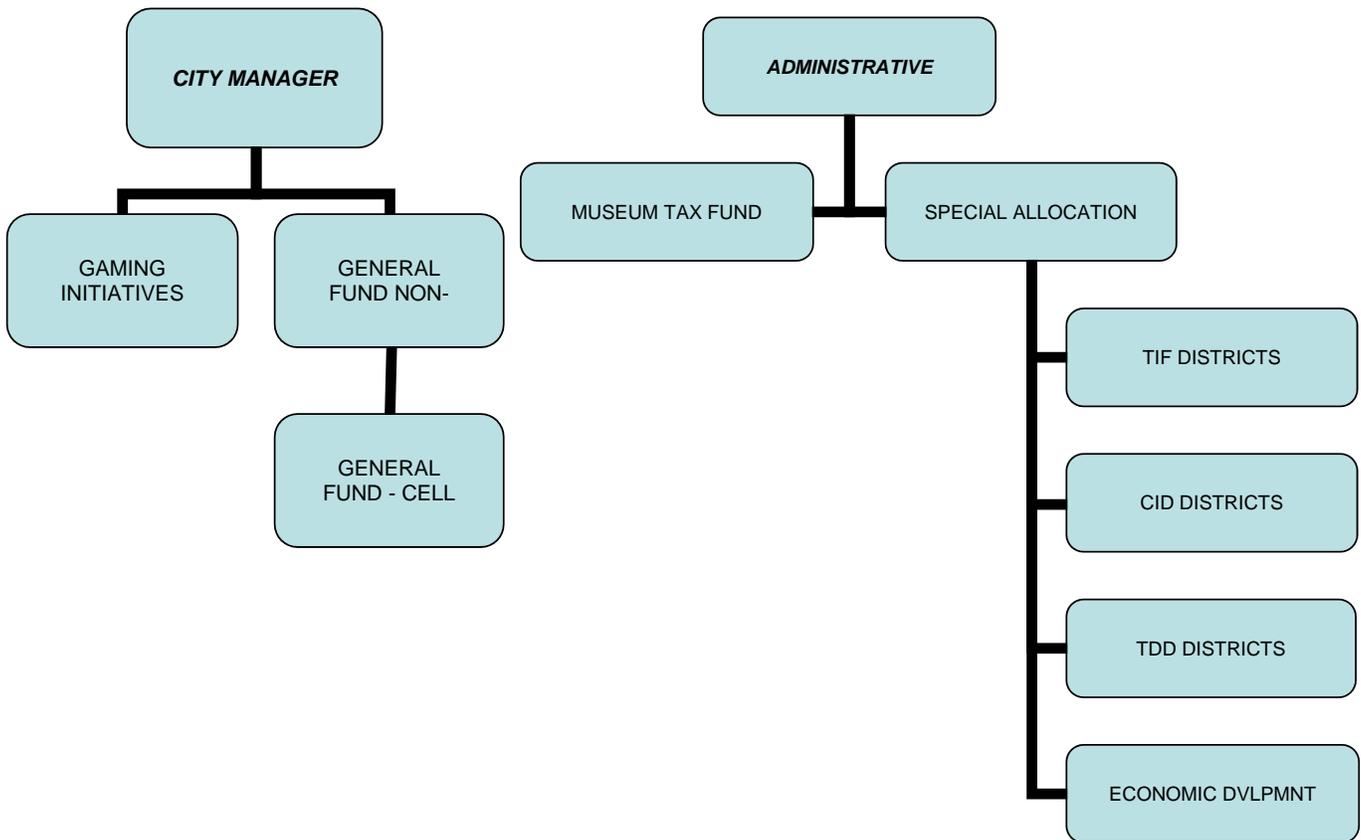
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

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: \$ 14,307,260



OTHER PROGRAMS SUMMARY

ACCOUNT TYPE	2014-15	2015-16		2016-17	
	Actual	Adopted Budget	Estimated Actual	Budget	
Materials, Professional & Contracted Svcs	2,663,656	2,324,013	2,390,101	2,780,378	
Debt Service, Reimbursed Expenditures	6,081,124.2	7,922,493	7,922,493	7,820,467	
Transfers	1,447,854	1,279,056	1,279,056	3,065,015	
Capital Outlay	229,891	374,100	383,100	641,400	
	<u>10,422,525</u>	<u>11,899,662</u>	<u>11,974,750</u>	<u>14,307,260</u>	
USES BY PROGRAM	Supervising DEPARTMENT				
Gaming Initiatives	CMO	1,006,972	1,043,460	1,043,460	951,855
Non-Departmental	CMO	706,918	802,703	802,703	3,252,703
Cell Phone Initiatives	CMO	1,558,781	1,563,500	1,608,588	1,048,900
Museum Tax Program	Admin Services	451,389	490,666	520,666	747,525
Center Building TIF	Admin Services	2,459	52,395	52,395	52,395
Gilmore Building TIF	Admin Services	0	0	0	300
Mosaic TIF	Admin Services	0	0	0	2,000
CVS/Pharmacy TIF	Admin Services	0	0	0	0
Uptown Redevelopment TIF	Admin Services	281	1,000	1,000	500
Ryan Block TIF	Admin Services	127	130	130	130
Cooks Crossing EDC	Admin Services	1,155	151,500	151,500	149,480
Downtown Revitalization TIF	Admin Services	0	6,000	6,000	5,000
Mitchell Avenue TIF	Admin Services	379,985	381,300	381,300	381,950
The Commons Dvlpmnt (EDC	Admin Services	603,797	600,250	600,250	599,750
NE Cook Road TIF	Admin Services	9,050	185,800	185,800	8,900
East Hills TIF (&CID)	Admin Services	38,501	1,389,200	1,389,200	1,385,200
Shoppes at N. Village TIF	Admin Services	3,309,291	3,315,582	3,315,582	3,388,452
EBR Dvlpmnt TIF	Admin Services	271,559	377,625	377,625	377,625
Triumph Foods TIF	Admin Services	1,945,397	1,600,751	1,600,751	1,949,495
Fountain Creek TIF	Admin Services	93	100	100	100
3rd Street Hotel TIF	Admin Services	10,710	0	0	0
FU Tuscany Towers TIF	Admin Services	8,821	0	0	5,000
		<u>10,305,287</u>	<u>11,961,962</u>	<u>12,037,050</u>	<u>14,307,260</u>
General Fund		2,265,698	2,366,203	2,411,291	4,301,603
Gaming Fund		1,006,972	1,043,460	1,043,460	951,855
Museum Tax Fund		451,389	490,666	520,666	747,525
ST. Special Allocation Fund		6,581,228	8,061,633	8,061,633	8,306,277
		<u>10,305,287</u>	<u>11,961,962</u>	<u>12,037,050</u>	<u>14,307,260</u>
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

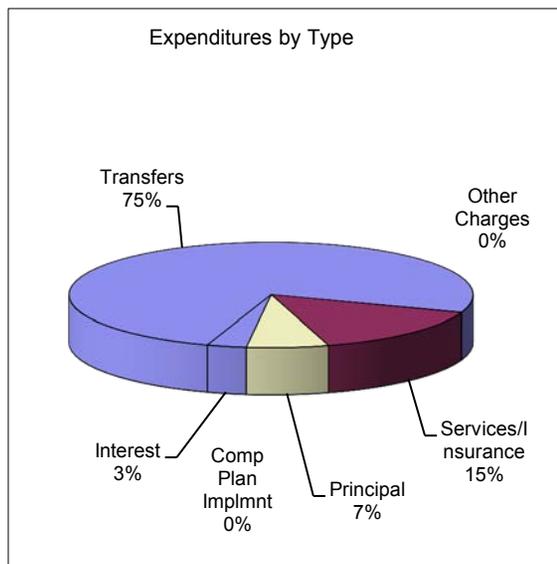
N/A

2014-15	2015-16		2016-17
	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, City wide copier lease and phone system lease)	\$314,865
Property Damage and Liability Insurance Premiums for General Fund	\$304,913

Operating Budget Summary



Expenditures:

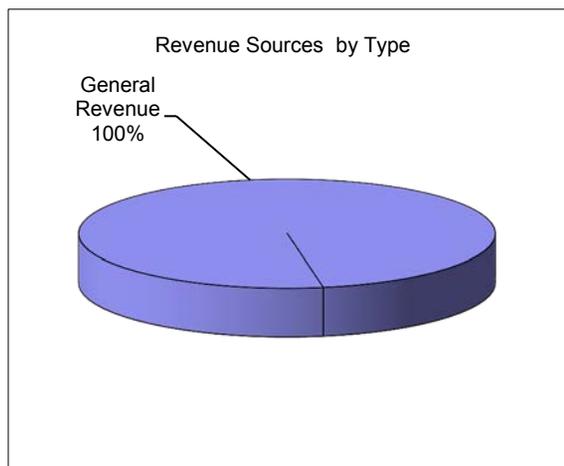
Comp Plan Implmnt	398	500	500	500
Services/Insurance	435,720	483,088	483,088	483,088
Principal	191,549	212,602	212,602	212,602
Interest	79,251	102,263	102,263	102,263
Transfers	0	0	0	2,450,000
Other Charges	0	4,250	4,250	4,250

Total

Sources:

General Revenue	706,918	802,703	802,703	3,252,703
-----------------	---------	---------	---------	-----------

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
398	500	500	500
435,720	483,088	483,088	483,088
191,549	212,602	212,602	212,602
79,251	102,263	102,263	102,263
0	0	0	2,450,000
0	4,250	4,250	4,250
706,918	802,703	802,703	3,252,703
706,918	802,703	802,703	3,252,703



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

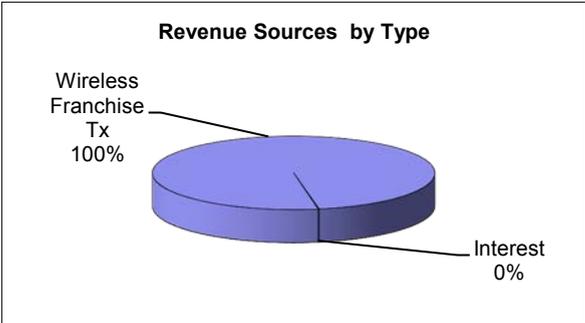
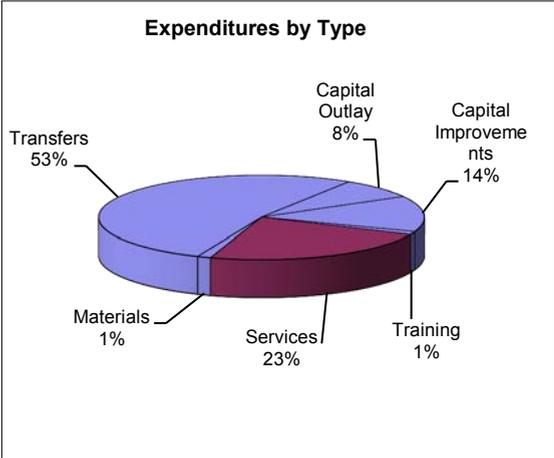
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Cell Phone Revenue (Annual plus One-Time Settlements)

Economic Development match funds	\$ 150,000
Improvements at MWSU for Chief's Training Camp (3 year commitment of 3 years)	50,000
Port Authority Water Line	35,000
Council Chamber upgrade to audio/video equipment	50,000
Administrative Services Staff Training/Existing systems	12,000
Administrative Services Dumpster Enclosure & Blinds	22,000
Nature Center Parking Lot Lights	80,000
Nature Center Upgrade Internet Service	32,000
Civic Arena Floor Port repairs and upgrades	51,900
Civic Arena Tables	7,000
Aquatics Lounge chairs	5,000
Aquatics Decorative benches	2,000
Transfer to Streets Maintenance- 1 ton truck w/utility body and lift gate & hydraulic pump	53,000
Transfer to Streets Maintenance - 5 ton dump bodies	48,000
Transfer to Streets Maintenance - Cab and Chassis, Hook lift & 5 ton dump body	121,000
Transfer to Streets Maintenance - Sweeper	145,000
Transfer to Parks Maintenance - Wax/cleaning statuses	20,000
Transfer to Public Safety/Fire Prevention - Safety Trailer	70,000
Transfer to Aviation - Subsidy	20,000
Transfer to Public Parking - Repairs on garages at 6th & Jules and 5th & Felix	75,000

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Training	0	0	0	12,000
Services	159,430	200,000	236,088	245,000
Materials	0	0	0	14,000
Transfers	1,376,851	1,211,900	1,211,900	552,000
Capital Outlay	0	61,600	61,600	82,000
Capital Improvements	22,500	90,000	99,000	143,900
Total	1,558,781	1,563,500	1,608,588	1,048,900
Sources:				
Wireless Franchise Tx	1,272,913	1,500,000	1,500,000	1,000,000
Interest	863	1,000	1,000	1,000
Total	1,273,777	1,501,000	1,501,000	1,001,000

CELL PHONE INITIATIVES

Proposed Cell Phone Funded Initiatives

For use by City Council	\$200,000	\$150,000 in Economic Development Match Funds \$50,000 3rd yr funding to MSWU/Chief's camp improvements
For use by City Council	\$35,000	Port Authority water line
For Communications	\$50,000	Council Chambers Upgrades to Audio/Video Equipment
For Administrative Services	\$34,000	\$12,000 in Staff training on existing financial systems \$22,000 in Dumpster Enclosure and blinds
For Nature Center	\$112,000	\$80,000 in Parking lot lights \$32,000 in Upgrade internet services
For Civic Arena	\$58,900	\$51,900 in Floor port repairs and upgrades \$7,000 in Replacement of tables
For Aquatics	\$7,000	\$5,000 in replacement of lounge chairs \$2,000 in replacement of decorative benches
Transfer to Streets Maintenance	\$367,000	Street Rolling stock
Transfer to Parks Maintenance	\$20,000	Wax/Cleaning statues
Transfer to Public Safety/Fire Prevention	\$70,000	Safety trailer
Transfer to Aviation	\$20,000	Subsidy
Transfer to Public Parking	\$75,000	Repairs on garage 6th & Jules and 5th & Felix
	\$1,048,900	



**GAMING FUNDED INITIATIVES /
MUSEUM FUND CONTRIBUTIONS**

GAMING FUNDED INITIATIVES

Program 8900

Program Description

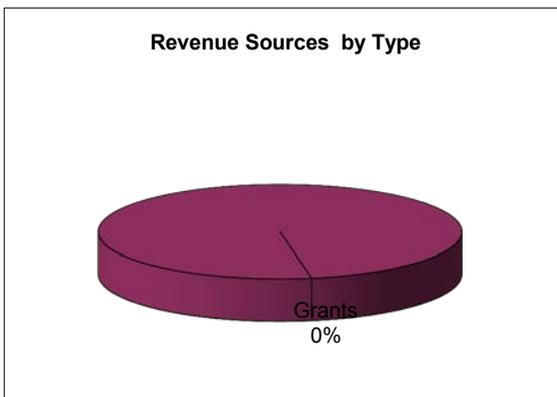
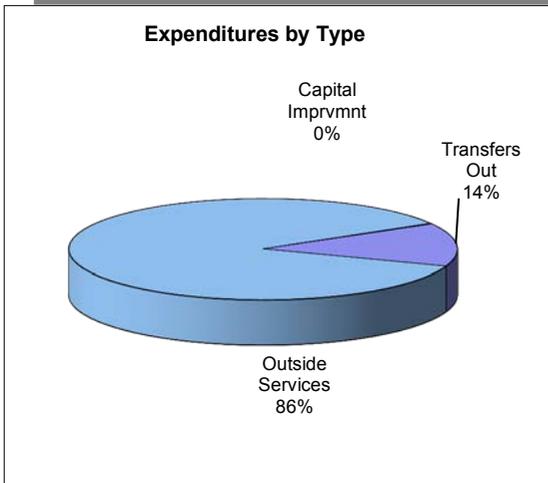
To separately identify revenue from riverboat gaming operations and expenditures paid as authorized by Council. To concentrate funding on efforts that promote economic and community development and community aesthetics.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Operating Budget Summary



Expenditures:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Outside Services	762,782	824,660	824,660	818,355
Materials/Supplies	18,192	9,300	9,300	-
Capital Outlay	24,000	53,000	53,000	-
Capital Imprvmnt	10,498	9,000	9,000	2,000
Transfers Out	191,500	147,500	147,500	131,500
Total	1,006,972	1,043,460	1,043,460	951,855
Sources:				
Grants	7,986	-	-	-
Gaming Revenue	1,041,950	1,009,695	1,049,936	1,013,670
Interest	381	200	381	200
Other Revenue	6,509	-	6,509	-
Fund Balance (to)/frm	(41,868)	33,565	(13,365)	(62,015)
Total	1,014,958	1,043,460	1,043,460	951,855

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$ 25,000 8,560 500 189,000 20,000 26,000 49,695 13,000 80,000 100,000 20,000 1,600 50,000 25,000 5,000 10,000 150,000	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) Innovation Stockyard Chamber Marketing Program Chamber Wokforce Development Legal Services - Outside Specialized Counsel (Legal)
Contributions/Contracts - Once or Limited	30,000 15,000	Allied Arts Association (one-year contribution) Camp Geiger - Boy Scouts
Capital Equipment/Improvements	2,000	Dog Park / Eagles Field Signage
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:	5,000	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
TRANSFER TO PARKING FUND		
Parking Operations:	6,500	Reimbursement for lost revenue/waived fees at Civic Center
<hr style="border-top: 3px double #000;"/>		
\$ 951,855		

MUSEUM FUND CONTRIBUTIONS

Program 3750

Program Description

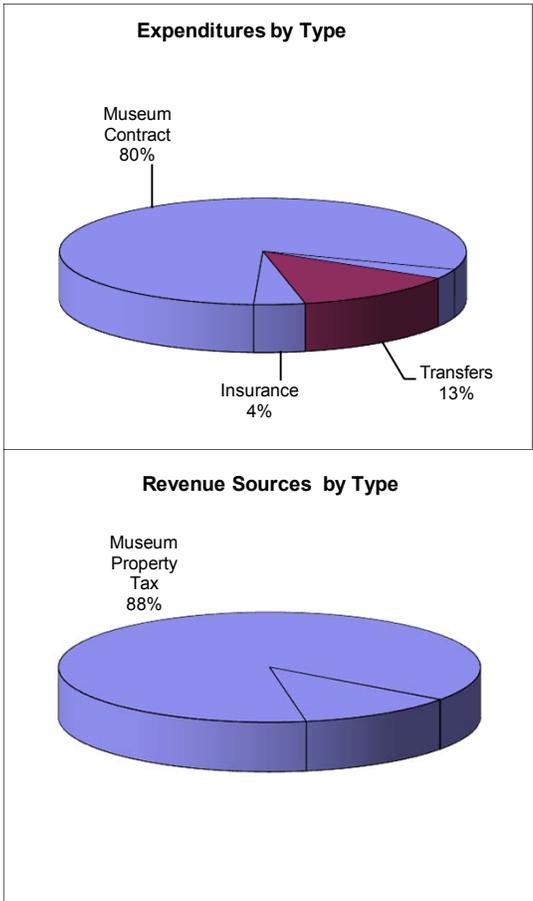
To separately identify revenue from the Museum Property Tax and expenditures paid as authorized by Council. To concentrate funding on municipal museums.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



Expenditures:

Services
Insurance
Museum Contract
Transfers

Total

Revenue Sources:

Museum Property Tax
Interest & Other
(To) Frm FB

Total

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
29,659	38,660	38,660	13,660
7,334	18,850	18,850	18,850
338,000	300,000	330,000	370,000
60,505	58,156	58,156	61,015
435,498	415,666	445,666	463,525
457,240	469,220	469,220	537,010
482	670	670	670
(22,224)	(54,224)	(24,224)	(74,155)
435,498	415,666	445,666	463,525

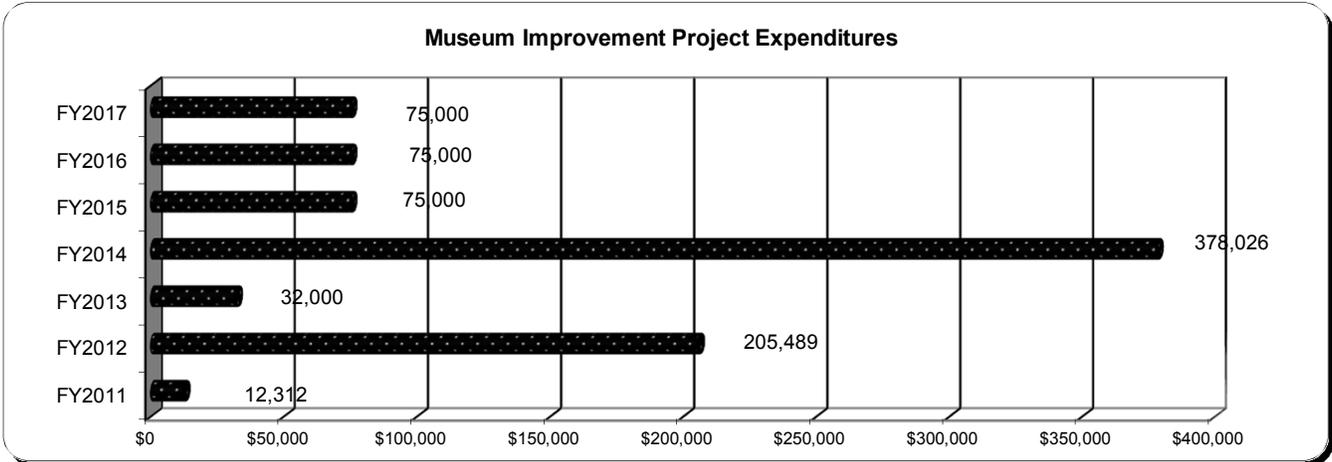
MUSEUM FUND IMPROVEMENT PROJECTS

Program 1238

PROGRAM DESCRIPTION

The Museum Improvement Projects Program was established to track, monitor, and facilitate expenditure of the \$75,000 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

~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 FY2017 Projects:

- Exterior work - Southside fascade work and replacing/repairing woodwork.

Capital Budget Summary

	2014-15 Actual	2015-16		2016-17 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Improvement Proj's	15,891	75,000	75,000	284,000
Total	15,891	75,000	75,000	284,000
Revenue Sources				
Property Tax	75,000	75,000	75,000	75,000
CIP FB	(59,109)	0	0	209,000
Total	15,891	75,000	75,000	284,000



CENTER BUILDING TIF

Program 5140

Program Description

This program tracks the revenues and expenditures for the Center Building TIF. This is the first redevelopment project within the Downtown Revitalization TIF district. The project is a building rehab program located at 6th and Edmond. In addition to updates of the building, the project also includes: streetscapes, sidewalks, and improvements to the city-owned public parking lot located west of the building. Reimbursable costs include public infrastructure, construction, architecture, and engineering.

Staffing Detail

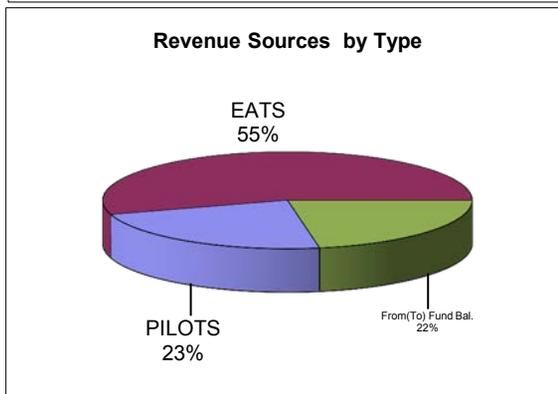
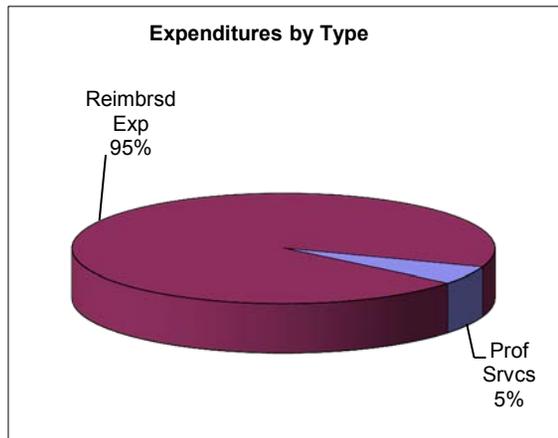
N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated 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



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Prof Svcs	2,459	2,800	2,800	2,800
Reimbrsd Exp	0	49,595	49,595	49,595
Total	2,459	52,395	52,395	52,395
Sources:				
PILOTS	12,043	12,044	12,044	12,044
EATS	42,410	40,890	40,890	28,740
From(To) Fund Bal.	(51,994)	(539)	(539)	11,611
Total	2,459	52,395	52,395	52,395

GILMORE BUILDING TIF

Program 5145

Program Description

This program tracks the revenues and expenditures for the Gilmore Building TIF. This is a redevelopment project located in the "Phase One" area of the Downtown Revitalization TIF district. The project is a building rehab program located at 107 S 6th Street. The project involves restoration of an existing building for development of retail space and market rate apartments. Reimbursable costs include elevator, stairs, stairwell, and electrical service.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Adopted Budget	Estimated Actual	
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

	2014-15	2015-16		2016-17
		Adopted Budget	Estimated Actual	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	0	0	0	300
Reimbrsd Exp	0	0	0	0
Total	0	0	0	300
Sources:				
PILOTS	0	0	0	4,500
EATS	0	0	0	3,940
From(To) Fund Bal.	0	0	0	(8,140)
Total	0	0	0	300

DOWNTOWN MOSAIC TIF

Program 5146

Program Description

This program tracks the revenues and expenditures for the Downtown Mosaic TIF. The Mosaic Downtown Revitalization Project is for renovation of the German American building, the demolition and reconstruction of the City owned public parking structure at Felix and 8th Street and repaving and striping of two surface parking lots, all within Redevelopment Project Area 1 of the Downtown St. Joseph Tax Increment Financing Redevelopment Plan approved by Special Ordinance No. 7704 passed June 29, 2009.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	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

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	0	0	0	2,000
Reimbrsd Exp	0	0	0	0
Total	0	0	0	2,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Other Revenue	0	0	0	0
From(To) Fund Bal.	0	0	0	2,000
Total	0	0	0	2,000

CVS ASHLAND TIF

Program 5147

Program Description

This program tracks the revenues and expenditures for the improvements made to Karnes Road and North Belt Highway intersection. The developer redeveloped approximately 1.458 acres to construct a new CVS/Pharmacy. The Developer agrees as part of the development to pay for costs related to construction of a right hand turn lane to service the project area at the intersection of Karnes Road and North Belt Highway. The Developer intends to use future sales tax revenue generated from CVS/Pharmacy reimbursed by the City over a period not to exceed six (6) years with no interest to cover most of the right hand turn lane from Karnes Road to The Belt Highway.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	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

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	0	0	0	0
Reimbrsd Exp	0	0	0	0
Total	0	0	0	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
From(To) Fund Bal.	0	0	0	0
Total	0	0	0	0

UPTOWN REDEVELOPMENT TIF

Program 5155

Program Description

This program tracks the revenues and expenditures for the project(s) at the Uptown Redevelopment site. This project targets the redevelopment of large sections of uptown St. Joseph including the site of the west campus of Heartland Hospital. This TIF project was approved March 2005. A majority of the TIF revenues will go to pay back the hospital for the extraordinary demolition costs of the old buildings. Most of this project area will be developed under a 353 program.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	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

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	281	1,000	1,000	500
Reimbrsd Exp	0	0	0	0
Total	281	1,000	1,000	500
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	281	1,000	1,000	500
Total	281	1,000	1,000	500

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

2014-15	2015-16		2016-17
	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

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	127	130	130	130
TIF Reimb/Debt Srvd	0	0	0	0
Total	127	130	130	130
Sources:				
PILOTS	1,549	1,558	1,558	1,558
EATS	7	10	10	0
Other Revenue	0	735	735	0
From/(To) Fund Bal	(1,429)	(2,173)	(2,173)	(1,428)
Total	127	130	130	130

COOKS CROSSING REDEVELOPMENT

Program 5157

Program Description

This program tracks the revenues and expenditures for the project(s) at the Creeks Crossing redevelopment site. This is a commercial space project which redeveloped the site of an abandoned Payless Cashways building on the Belt Highway. Pay-as-you-go reimbursements are made through a Tax Redevelopment Agreement with the City.

Staffing Detail

N/A

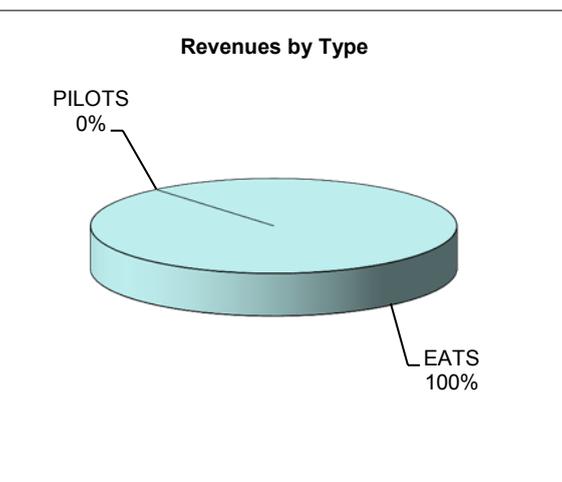
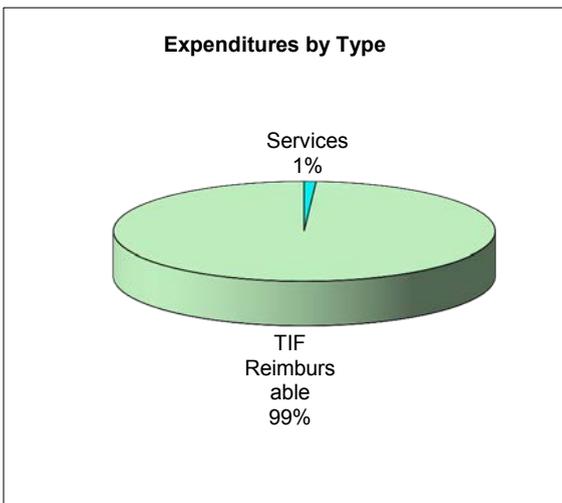
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

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



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	1,155	3,520	3,520	1,500
TIF Reimbursable	0	147,980	147,980	147,980
Total	1,155	151,500	151,500	149,480
Sources:				
PILOTs	0	77,000	77,000	0
EATS	115,546	74,000	74,000	120,000
Other Revenue	0	0	0	0
From/(To) Fund Bal	(114,391)	500	500	29,480
Total	1,155	151,500	151,500	149,480

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

2014-15	2015-16		2016-17
	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

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	0	6,000	6,000	5,000
Interfund Trf (Gaming)	0	0	0	0
Total	0	6,000	6,000	5,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Interfund Trf (Gaming)	0	6,000	6,000	5,000
From(To) Fund Bal.	0	0	0	0
Total	0	6,000	6,000	5,000

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

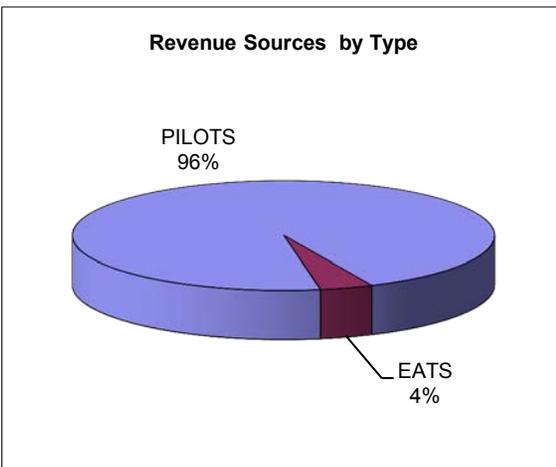
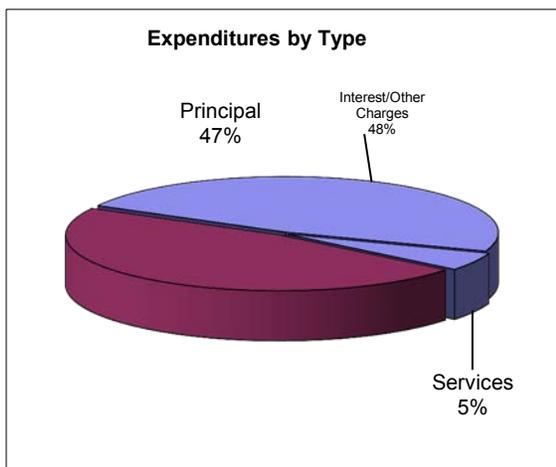
N/A

2014-15	2015-16		2016-17
	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



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	19,785	20,000	20,000	20,000
Principal	160,000	170,000	170,000	180,000
Interest/Other Charge:	200,200	191,300	191,300	181,950
Total	379,985	381,300	381,300	381,950
Sources:				
PILOTS	412,311	414,695	414,695	414,785
EATS	18,426	17,421	17,421	17,490
Interest/Due from TIF	9	100	100	100
From/(To) Fund Bal	(50,761)	(50,916)	(50,916)	(50,425)
Total	379,985	381,300	381,300	381,950

NORTH AMERICAN R E DEVELOPMENT

Program 5166

Program Description

This program tracks the revenues and expenditures for the North American R E Development (formerly 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-cent CID sales tax was not approved by the CID until spring of 2014 and did not go into effect until October 2014.

Staffing Detail

N/A

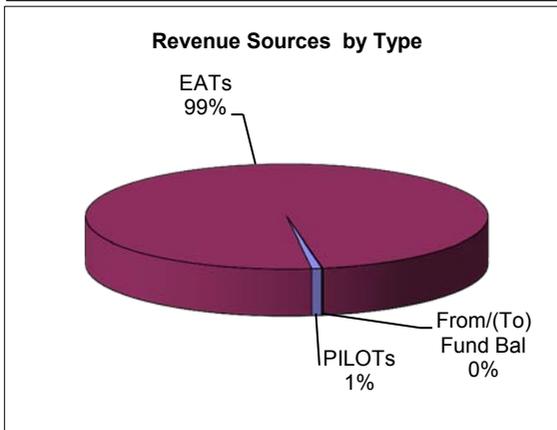
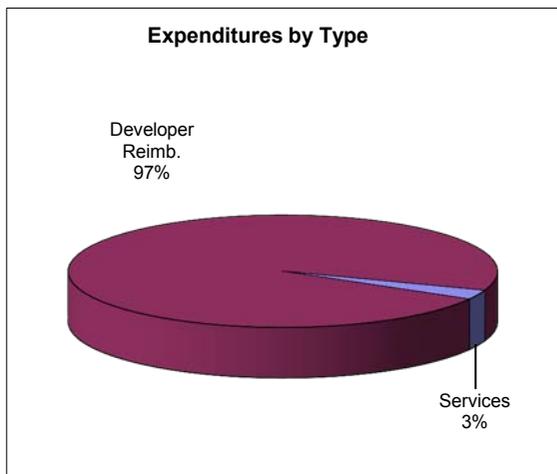
2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is an Economic Agreement whereby only the incremental general property tax and general sales tax realized by 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.

Operating Budget Summary



	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	11,826	16,850	16,850	16,350
Developer Reimb.	0	583,400	583,400	583,400
Principal	357,058	0	0	0
Interest/Other Charge:	234,913	0	0	0
Total	603,797	600,250	600,250	599,750
Sources:				
PILOTs	4,771	4,775	4,775	4,775
EATs	580,403	594,360	594,360	594,360
From/(To) Fund Bal	18,623	1,115	1,115	615
Total	603,797	600,250	600,250	599,750

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

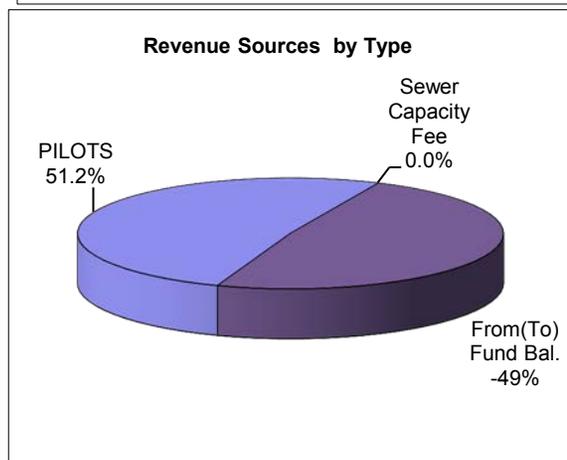
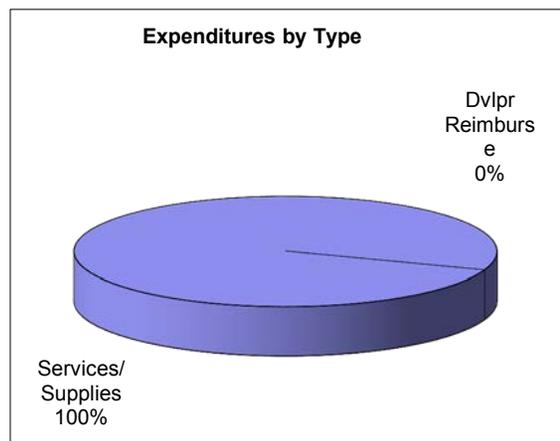
N/A

2014-15	2015-16		2016-17
	Adopted Budget	Estimated Actual	
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 generated by property taxes as houses are sold and occupied.

Operating Budget Summary



Expenditures:

Services/Supplies
Dvlpr Reimburse

Total

Sources:

PILOTS
Sewer Capacity Fee
EATS
From(To) Fund Bal.

Total

2014-15	2015-16		2016-17
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
9,050	8,900	8,900	8,900
0	176,900	176,900	0
9,050	185,800	185,800	8,900
180,698	184,000	184,000	184,000
0	500	500	0
0	0	0	0
(171,648)	1,300	1,300	(175,100)
9,050	185,800	185,800	8,900

THE EAST HILLS TIF

Program 5168

Program Description

This program tracks the revenues and expenditures for the East Hills TIF. This is a redevelopment of use retail/entertainment center project at the East Hills Mall site. The plan includes blight removal, construction and renovation of the existing site, and construction of new pad sites. The TIF project was approved and activated in January 2008.

Staffing Detail

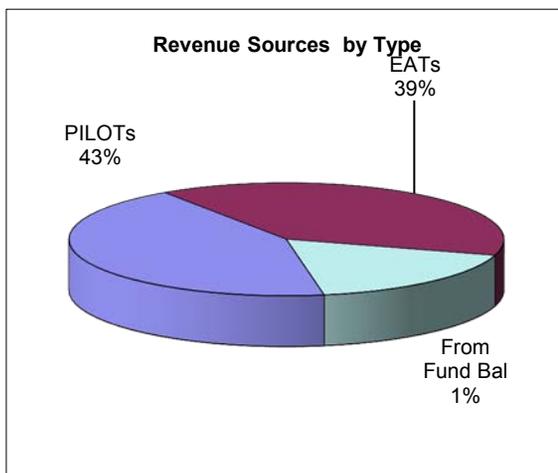
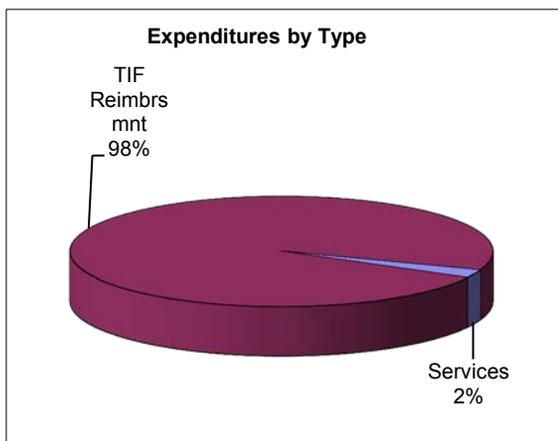
N/A

2014-15	2015-16		2016-17
	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.
- ~Bonds were issued during FY16.

Operating Budget Summary



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	38,501	37,200	37,200	33,200
TIF Reimbrsmnt	0	1,352,000	1,352,000	1,352,000
Total	38,501	1,389,200	1,389,200	1,385,200
Sources:				
PILOTs	599,933	599,936	599,936	599,936
EATs	852,005	908,470	908,470	541,550
Interest/Other	0	100	100	100
From (To) Fund Bal	(1,413,437)	(119,306)	(119,306)	243,614
Total	38,501	1,389,200	1,389,200	1,385,200

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

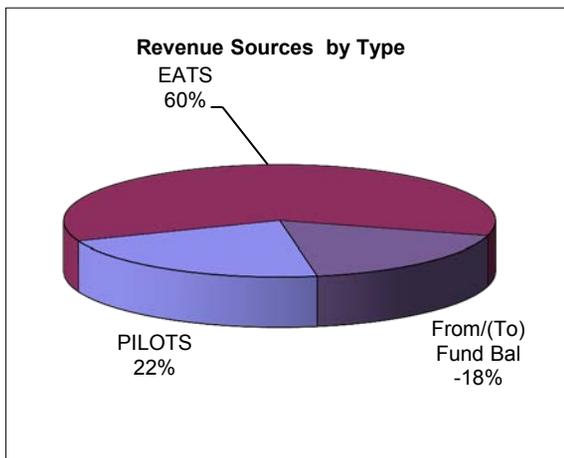
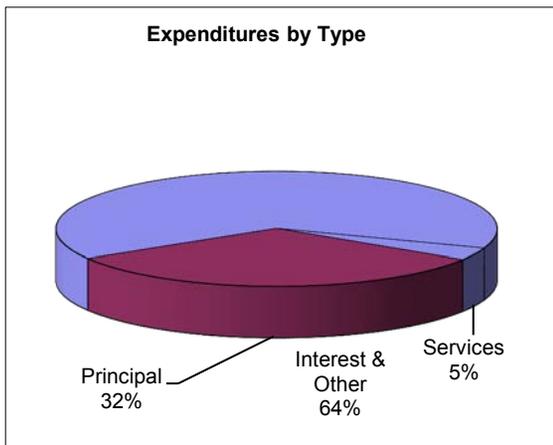
N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated 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:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Services	207,865	187,000	187,000	186,000
Principal	1,260,000	1,355,000	1,355,000	1,505,000
Interest & Other	1,841,426	1,773,582	1,773,582	1,697,452
Total	3,309,291	3,315,582	3,315,582	3,388,452

Revenue Sources:

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
PILOTS	1,131,118	1,148,025	1,148,025	1,148,025
EATS	3,233,936	3,276,415	3,276,415	3,179,000
Interest & Other	94,498	400	400	400
From/(To) Fund Bal	(1,150,261)	(1,109,258)	(1,109,258)	(938,973)
Total	3,309,291	3,315,582	3,315,582	3,388,452

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

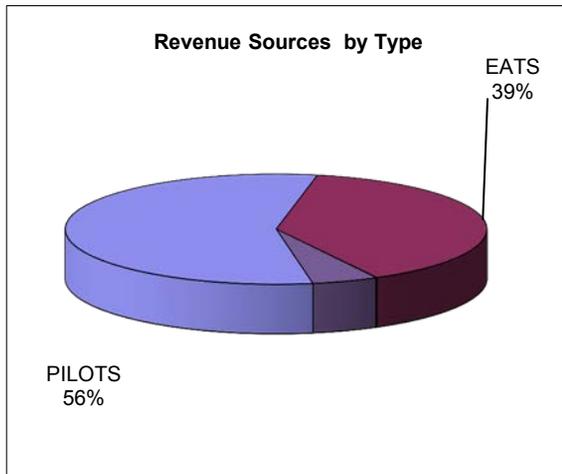
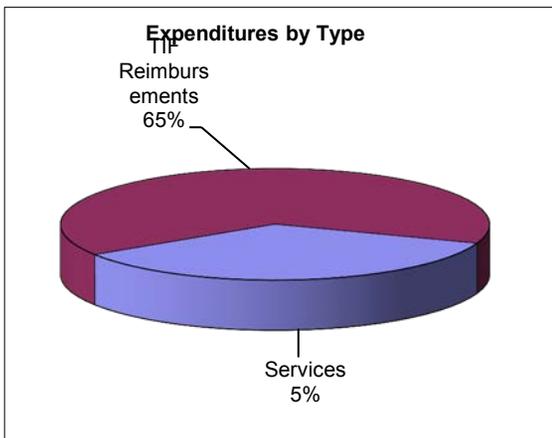
N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated 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 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction is complete on the business office portion of the project.

Operating Budget Summary



Expenditures:

Services
TIF Reimbursements
Total

Sources:

PILOTS
EATS
Interest/Other
From/(To) Fund Bal
Total

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
70,107	133,145	133,145	133,145
201,452	244,480	244,480	244,480
271,559	377,625	377,625	377,625
243,845	230,359	230,359	234,948
154,239	139,440	139,440	163,600
521	345	345	345
(127,047)	7,481	7,481	(21,268)
271,559	377,625	377,625	377,625

TRIUMPH FOODS, LLC TIF

Program 5180

Program Description

This program tracks the revenues and expenditures for the project(s) at the Triumph Foods, LLC redevelopment site. This project is a \$131 million pork processing plant which houses the administrative offices and processing facilities for the company. This TIF project was approved October 2003. The plant began operations January 2006. Within a year and a half more than 2,000 jobs were created.

Staffing Detail

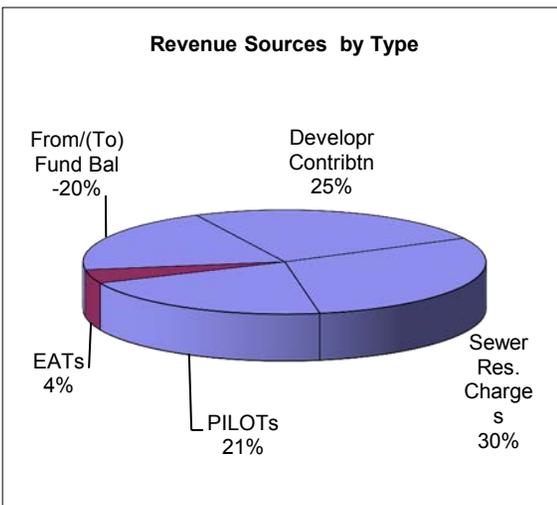
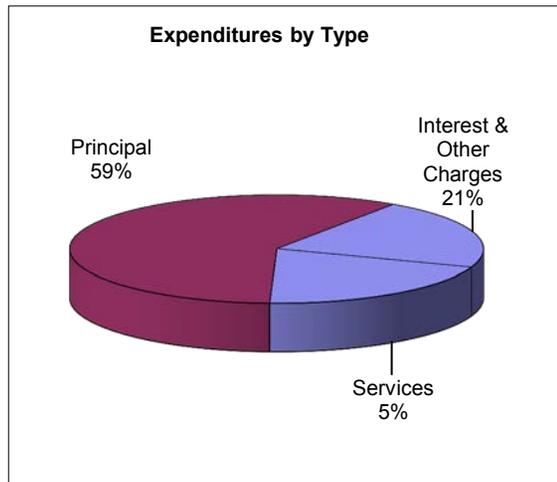
N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
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.
- ~\$390,000 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



	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	390,122	41,610	41,610	390,000
Principal	1,100,000	1,125,000	1,125,000	1,150,000
Interest & Other Charges	455,275	434,141	434,141	409,495
Total	1,945,397	1,600,751	1,600,751	1,949,495
Sources:				
PILOTs	690,513	690,540	690,540	690,540
EATs	116,759	147,340	147,340	138,200
Developr Contribtn	391,403	809,100	809,100	809,100
Sewer Res. Charges	593,255	972,996	972,996	972,996
Interest & Bonds	143	100	100	100
From/(To) Fund Bal	153,323	(1,019,325)	(1,019,325)	(661,441)
Total	1,945,397	1,600,751	1,600,751	1,949,495

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

2014-15	2015-16		2016-17
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary

	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	93	100	100	100
Total	93	100	100	100
Sources:				
PILOTS	2,021	2,021	2,021	2,021
From/(To) Fund Bal	(1,928)	(1,921)	(1,921)	(1,921)
Total	93	100	100	100

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

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

~This TIF project has pay-as-you-go reimbursement. Revenues are generated from EATS, PILOTs and a voluntary 1% increase in all sales taxes relating to the hotel and restaurant through the Transportation Development District (TDD).

~Total reimbursable amount certified is \$2.5 million. As of the second quarter of FY14 the development had been reimbursed \$1,991,279.

~TIF completed and closed out during FY16.

Operating Budget Summary

	2014-15 Actual	2015-16		2016-17
		Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	10,710	0	0	0
TIF Reimbursements	0	0	0	0
Total	10,710	0	0	0
Sources:				
PILOTS	113,856	0	0	0
EATS & TDD	108,476	0	0	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	(211,622)	0	0	0
Total	10,710	0	0	0

TUSCANY TOWERS TIF

Program 5195

Program Description

This program tracks the revenues and expenditures for the project(s) at the Tuscany Towers Redevelopment site. This project targets the redevelopment of property just to the south of the North Shoppes project. Plans call for retail and office space, as well as a destination hotel. This TIF project was approved August 2005. A majority of the TIF revenues will go to sanitary sewer and street improvements.

Staffing Detail

N/A

2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~TIF reactivated during FY15.
~Currently in construction phase.

Operating Budget Summary

	2014-15	2015-16		2016-17
		Actual	Adopted Budget	Estimated Actual Budget
Expenditures:				
Services	8,821	0	0	5,000
TIF Reimbursements	0	0	0	0
Total	8,821	0	0	5,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
From/(To) Fund Bal	8,821	0	0	5,000
Total	8,821	0	0	5,000

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.

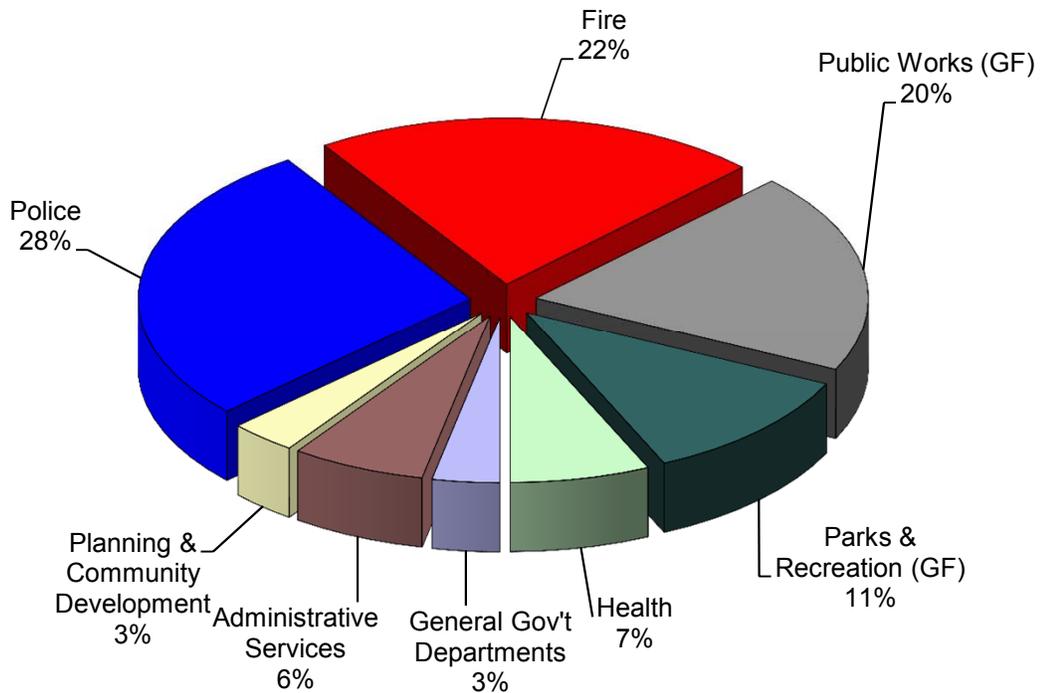
Interfund Transactions

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

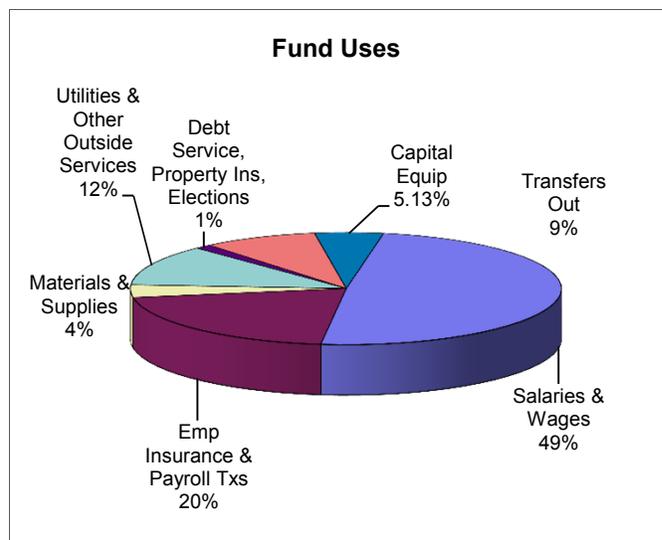
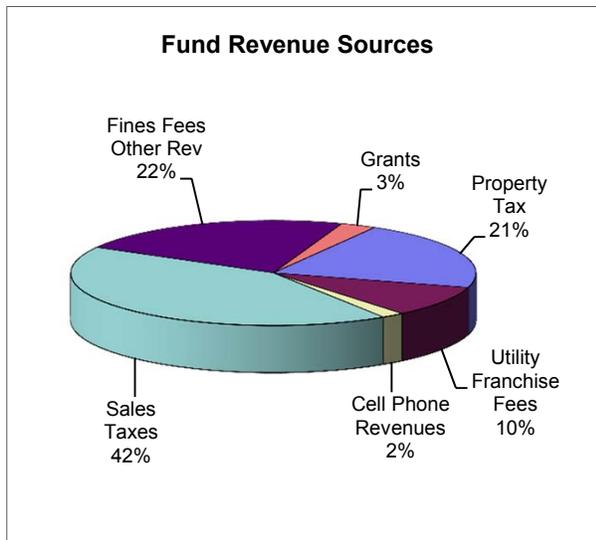
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
USES BY DEPARTMENT (rounded to nearest \$)				
City Council	191,194	228,347	228,347	200,902
City Clerk	204,731	211,721	211,721	208,181
City Manager	414,035	522,859	522,859	743,996
Legal	545,674	578,502	578,502	586,958
Planning & Community Development	1,664,334	1,760,031	1,760,031	1,732,946
Administrative Services	2,527,041	2,746,625	2,746,625	2,964,009
Municipal Court	472,872	492,514	492,514	502,010
Police	13,782,976	14,802,566	14,873,468	14,689,579
Fire	11,744,063	12,605,170	12,605,556	11,581,238
Public Works (Admin, Streets, Eng)	7,061,803	8,323,419	8,323,419	10,387,498
Parks, Recreation & Civic Facilities	5,082,636	5,762,974	5,792,223	5,880,624
Health Department	3,455,466	3,690,882	4,039,178	3,603,713
Non Departmental & Cell Phone	2,265,698	2,366,203	2,411,291	4,301,603
TOTAL USES	49,412,523	54,091,811	54,585,733	57,383,258

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



GENERAL FUND

SOURCES	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
		Beginning FB:		
Property Tax	11,681,538	11,483,301	11,483,301	11,745,144
Utility Franchise Fees	6,646,361	6,703,405	6,703,405	5,317,770
Cell Phone Revenues	1,273,777	1,546,088	1,537,088	1,001,000
Sales Taxes	19,750,690	20,974,360	20,974,360	23,420,975
Licenses Permits	1,436,186	1,400,745	1,400,745	1,421,880
Fines	1,106,527	1,127,300	1,127,300	953,000
Rents	42,087	43,305	43,305	38,000
Inspection Fees	408,728	385,500	385,500	396,500
Charges for Service	3,463,736	3,632,632	3,694,492	3,440,820
Other Revenue	271,974	190,074	233,280	185,078
Investment Earnings	15,802	10,955	10,955	9,925
Grants	1,581,741	1,614,712	1,933,121	1,577,921
Transfers In	5,638,042	5,771,141	5,771,141	5,983,663
Fund Balance Appropriation	0	749,381	819,827	0
TOTAL SOURCES	53,317,188	55,632,899	56,117,820	55,491,676
USES				
Salaries & Wages	26,319,332	29,218,199	29,232,959	28,176,796
Employee Benefits & Payroll Taxes	11,628,777	12,320,808	12,350,344	11,790,852
Materials & Supplies	1,636,560	1,719,612	1,880,209	2,061,702
Utilities & Other Outside Services	6,276,164	6,434,169	6,665,384	6,760,573
Debt Service, Property Ins, Elections	677,502	718,783	726,358	715,195
Transfers Out	2,755,691	3,146,390	3,146,390	4,932,490
Capital Outlay	118,497	533,850	584,089	2,945,650
TOTAL USES	49,412,523	54,091,811	54,585,733	57,383,258
Net Surplus (Deficit)			1,532,088	
ENDING BALANCE:			15,832,775	13,941,192



GENERAL FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	6,866,161	6,758,505	6,758,505	6,923,959
Current Real Estate Public Safety Tax	473,175	465,900	465,900	475,400
Prior Real Estate Tax	185,768	233,200	233,200	208,200
Prior Public Safety R/E Tax	12,731	17,000	17,000	15,000
Real Estate Penalty & Interest	60,644	59,800	59,800	64,800
Current Personal Property	2,407,976	2,320,550	2,320,550	2,352,490
Current Personal Public Safety	165,334	159,350	159,350	165,000
P/P Penalty & Interest	72,332	41,800	41,800	41,800
Prior P/P Tax	171,064	150,260	150,260	150,260
Prior Public Safety P/P Tax	11,953	9,560	9,560	9,560
Merchants & Manufacturers Tax	661,140	674,315	674,315	674,315
Payments in Lieu of Tax - City	16,187	16,187	16,187	16,187
Payments in Lieu of Tax - Other	74,608	74,409	74,409	96,563
Financial Institution Tax	61,984	61,984	61,984	61,984
Railroad Tax	440,481	440,481	440,481	489,626
	<u>11,681,538</u>	<u>11,483,301</u>	<u>11,483,301</u>	<u>11,745,144</u>
Utility Franchise Taxes				
Gas	562,005	533,400	533,400	552,900
Electric	2,701,469	2,639,745	2,639,745	2,664,200
Water	554,282	554,760	554,760	565,120
Telephone	1,866,128	2,016,200	2,016,200	1,567,550
Cable	787,128	800,000	800,000	802,000
Utility EATS (TIF generated utility taxes)	175,349	159,300	159,300	167,000
	<u>6,646,361</u>	<u>6,703,405</u>	<u>6,703,405</u>	<u>6,318,770</u>
Sales Tax				
Sales Tax	12,804,864	13,537,650	13,537,650	12,997,660
Vehicle Sales Tax	620,446	515,850	515,850	625,000
Use Tax	0	315,000	315,000	3,151,000
Sales Tax Contra Account	-4,586,567	-4,444,945	-4,444,945	-4,444,945
1/2 Percent Sales Tax	6,399,126	6,763,890	6,763,890	6,495,480
Cigarette Tax	386,003	416,300	416,300	416,300
Hotel/Motel Tax	1,088,009	933,100	933,100	1,193,960
Riverfront Dev Hotel.Motel Tax	0	0	0	75,700
EATS (TIF generated sales tax)	2,706,526	2,611,015	2,611,015	2,570,820
Vehicle Fees	332,283	326,500	326,500	340,000
	<u>19,750,690</u>	<u>20,974,360</u>	<u>20,974,360</u>	<u>23,420,975</u>
Licenses				
Business Licenses	921,263	880,000	880,000	900,000
Liquor Licenses	90,565	96,500	96,500	96,500
Server (Alcohol) License	27,535	25,170	25,170	28,000
Dog/Cat License	47,846	52,000	52,000	52,000
Trade License/Exam Fees	70,715	74,000	74,000	75,000
Garage Sale Licenses	8,485	11,500	11,500	11,500
Contractor License	4,725	5,000	5,000	4,500
	<u>1,171,134</u>	<u>1,144,170</u>	<u>1,144,170</u>	<u>1,167,500</u>
Permits				
Septic Tank Permits	320	800	800	350
Pool/Spa Permit	2,558	3,000	3,000	2,250
Food Establishment Permits	91,568	90,000	90,000	92,580
Food Handler Permits	0	500	500	0
Special Use Permits	51,576	39,500	39,500	39,000

GENERAL FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Sidewalk/Street Permits	6,108	5,000	5,000	6,000
Land Disturbance Permits	9,018	7,700	7,700	7,500
Street/Utility Permits	16,922	20,000	20,000	18,000
Special Event Permits	1,926	3,300	3,300	3,300
Alarm Ordinance Permits	50,606	52,875	52,875	50,700
Fire Inspection Permits	31,980	31,000	31,000	32,000
Petting Zoo Permits	350	500	500	500
Breeder Permits	280	200	200	200
Litter Permits	700	1,200	1,200	1,000
	<u>263,912</u>	<u>255,575</u>	<u>255,575</u>	<u>253,380</u>
Fines				
Municipal Court Fines/Costs	776,758	796,000	796,000	781,000
Crime Victims' Compensation	5,014	5,000	5,000	5,000
DWI Enforcement Revenue	25,335	29,000	29,000	26,000
Police Training Revenue	24,113	25,000	25,000	25,000
State DWI Enforcement Revenue	19,247	13,000	13,000	19,000
Judicial Education Revenue	8,537	11,800	11,800	10,000
Liquor Establishment Penalty	2,100	5,000	5,000	3,000
Warrant Processing Fees	163,304	159,000	159,000	1,000
Cash Bond Forfeitures	36,667	42,000	42,000	42,000
Surety Bond Forfeitures	527	1,500	1,500	1,000
Administrative Code Penalties	44,926	40,000	40,000	40,000
Red Light Camera Fines	0	0	0	0
	<u>1,106,527</u>	<u>1,127,300</u>	<u>1,127,300</u>	<u>953,000</u>
Rents				
Communication Tower Lease	16,692	16,305	16,305	18,000
Parks/Pool Rental	25,395	27,000	27,000	20,000
Patee Youth Center Lease	0	0	0	0
	<u>42,087</u>	<u>43,305</u>	<u>43,305</u>	<u>38,000</u>
Parking Permits/Fees				
Parking Permits	<u>1,140</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Inspection Fees				
Boiler Inspections	55,952	60,000	60,000	62,000
Building Permits	192,478	190,000	190,000	200,000
Electrical Permits	54,860	63,000	63,000 #	55,000
Plumbing Permits	76,612	47,000	47,000	52,000
Certificate of Occupancy Fee	15,113	14,000	14,000	15,000
Other Inspections - Signs	13,712	11,500	11,500	12,500
	<u>408,728</u>	<u>385,500</u>	<u>385,500</u>	<u>396,500</u>
Health Fees				
Medicaid Fees	133,968	109,700	109,700	130,300
Breast Pump Kits	3	400	400	0
Pregnancy Test Fees	1,515	1,200	1,200	1,200
HIV/STD Test Fees	2,959	2,500	2,500	2,500
Shelter Fees	40,696	46,000	46,000	43,000
Rabies Clinic Fees	3,960	4,000	4,000	3,200
Animal Microchip Fees	10,598	10,500	10,500	10,500
Vicious Animal Impound Bond	240	500	500	300
Dog Park Fee	1,635	0	0	1,000
Repeat Offender Impact Program	0	500	500	0
Birth/Death Certificates	146,199	135,000	135,000	135,000

GENERAL FUND

REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Vaccinations/Immunizations	0	0	0	0
VaxCare Immunizations	5,781	5,000	5,000	5,000
Individual TB Testing	2,594	1,400	1,400	1,400
Health Testing - DOC	3,344	4,000	4,000	4,000
	<u>353,493</u>	<u>320,700</u>	<u>320,700</u>	<u>337,400</u>
Recreation Fees				
Swimming Pools - Daily Fees	2,573	9,150	9,150	3,000
Aquatic Park - Daily Fees	118,830	126,150	126,150	118,600
Swimming Pools - Punch Cards	0	900	900	0
Aquatic Park - Punch Cards	6,170	10,000	10,000	7,600
Swimming Lessons	12,757	8,000	8,000	11,500
Youth Sports -Basketball/Volleyball	113,383	119,720	119,720	130,120
Fall Softball	17,918	19,700	19,700	18,300
Summer Softball	38,524	43,245	43,245	38,400
Parkway Run Fees	8,990	8,350	8,350	9,350
REC Center Fees	3,773	2,800	2,800	3,300
REC Center Rental	6,854	3,500	3,500	7,000
Individual Day Pass	62,196	46,000	46,000	46,000
Adventure/Sport Camp	12,905	79,000	79,000	30,000
Other Recreation Fees	20,495	49,000	49,000	50,000
REC Center Fitness Memberships	125,672	148,000	148,000	80,000
REC Center Fitness Classes	28,547	30,000	30,000	30,000
Concessions - REC Center	45,496	35,000	35,000	38,500
Concessions - Pools	47,378	45,000	45,000	49,500
Concessions - Ball Fields/Vending	121,504	188,400	188,400	188,400
MWSU Aquatic Fees	0	0	0	25,000
Concessions - Senior Citizen Cafeteria	24,164	17,200	17,200	22,000
	<u>818,128</u>	<u>989,115</u>	<u>989,115</u>	<u>906,570</u>
Nature Center Fees				
Nature Center Admissions	35,370	30,000	30,000	32,000
Nature Center Memberships	29,325	24,500	24,500	26,400
Nature Center Gift Shop	27,071	20,000	20,000	24,000
Concessions - Nature Center	60	2,500	2,500	0
Nature Center Program Income	7,355	5,000	5,000	6,000
	<u>99,181</u>	<u>82,000</u>	<u>82,000</u>	<u>88,400</u>
Civic Facilities Charges				
Civic Arena Rental	97,029	115,000	115,000	96,000
Civic Arena Equipment Rental	59,544	55,000	55,000	55,000
Meeting Room Rental	12,673	13,100	13,100	12,000
Missouri Theater Office Rent	12,875	12,900	12,900	12,900
Special Civic Arena Promotions	20,053	36,600	36,600	20,000
Concessions - Civic Center	170,871	196,000	196,000	151,000
Move in/out Fees	26,100	25,000	25,000	24,200
Missouri Theater Rental	40,451	45,000	45,000	41,250
Reimbursed Events Payroll	0	700	700	700
	<u>439,596</u>	<u>499,300</u>	<u>499,300</u>	<u>413,050</u>

GENERAL FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Bode Complex Charges				
Bode Complex Revenue	27,929	33,000	33,000	23,000
Skating Lessons	28,373	21,000	21,000	25,000
Ice Rental - Hockey	23,375	35,000	35,000	35,000
Ice Rink Admissions	66,054	50,000	50,000	57,700
Ice Rental - Figure Skating	16,163	14,000	14,000	14,000
Ice Rental - General	43,120	53,100	53,100	44,300
Advertising	8,600	9,000	9,000	8,600
	<u>213,613</u>	<u>215,100</u>	<u>215,100</u>	<u>207,600</u>
Charges for Services				
Copies of Public Documents	9,086	12,800	12,800	12,800
GIS Fees	0	0	0	0
Plan Review/Archiving Fees	33,638	75,000	75,000	71,000
Archiving Fees	3,224	0	0	0
Finance Administration Fees	274,464	266,170	266,170	266,170
Trash/Weed Abatement	112,696	100,000	100,000	96,000
Identification Cards	601	400	400	400
Animal Cremation Services	9,505	10,000	10,000	9,300
County Health Contract	70,604	64,476	64,476	67,000
Fire District Contracts	384,756	385,600	385,600	390,500
Non Criminal Fingerprint Fee	24,308	26,000	26,000	23,000
State Health Contract	203,495	149,681	203,596	151,570
State MCH Health Contract	44,839	47,009	47,009	46,920
Childrens Lead Prevention	0	0	0	0
Outreach Service Contract	3,717	5,312	5,312	5,160
State WIC Contract	364,793	383,969	391,914	347,980
	<u>1,539,725</u>	<u>1,526,417</u>	<u>1,588,277</u>	<u>1,487,800</u>
Other Revenue				
Sale of Fixed Assets	9,915	0	0	0
Insurance Proceeds	0	0	9,276	0
Gift Certificate Revenue	463	0	0	0
Concessions - Vending Machines	5,564	4,150	4,150	4,150
Donations	47,966	54,238	84,787	52,838
Taser Reimbursement	28	400	400	50
Recycling Revenue	1,927	2,300	2,300	2,300
Nonrefundable Bid Deposits	2,685	8,000	8,000	8,000
Recovery/Reimbursements	44,624	63,596	66,977	58,500
Refunds of Prior Year Expenses	5,953	0	0	0
Other Revenues Over/Short	152,849	57,390	57,390	59,240
	<u>271,974</u>	<u>190,074</u>	<u>233,280</u>	<u>185,078</u>
Investment Earnings				
Principal on Special Assessments	68	0	0	0
Investment Interest Income	9,928	5,530	5,530	4,500
MDFB Bonds Interest Income	13	25	25	25
Interest on Special Assessments	6,105	5,400	5,400	5,400
Interest on Accts/Notes Receivable	(312)	0	0	0
	<u>15,802</u>	<u>10,955</u>	<u>10,955</u>	<u>9,925</u>

GENERAL FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Intergovernmental				
Buchanan County LEC Operations	393,364	406,058	406,058	391,280
Emergency Preparedness	86,993	61,518	217,049	61,520
Immunization - Medicare	2,113	2,200	2,200	2,000
Bode Trust	0	0	0	0
HIV Prevention	63,082	62,476	62,476	62,480
HIV Service Coordination	91,258	92,000	92,000	92,000
Peace Officers Standard Training Cmmsr	11,923	13,000	14,257	12,000
St. Joseph School District COPS	152,587	152,587	152,587	141,600
FEMA Reimbursement Funds	0	0	0	0
Bullet Proof Grant	7,098	0	0	0
Buchanan County - Parker Road	0	0	0	0
Buchanan County - 911 Maintenance	280,959	310,572	310,572	310,570
Heartland Reimbursements	70,253	77,600	77,600	77,600
SEMA Homeland Security Grant	0	0	0	0
Missouri Highway Safety Project	59,466	85,640	88,062	87,975
Missouri Emergency Mngt. Grant	36,084	55,469	55,855	36,717
Byrne Formula Grant	26,466	24,613	49,918	29,500
FTA/CPG Grant	175,434	242,679	242,679	242,679
Miscellaneous Grants	124,661	28,300	161,808	30,000
	<u>1,581,741</u>	<u>1,614,712</u>	<u>1,933,121</u>	<u>1,577,921</u>
Interfund Transfers - Computer Network				
Transit from SIMR	0	0	0	35,970
Transfer from P&R	1,090	0	0	1,090
Transfer from CDBG Fund	6,540	6,540	6,540	6,540
Transfer from Aviation	5,450	4,360	4,360	5,450
Transfer from Water Protection Fund	30,520	28,340	28,340	30,520
Transfer from Landfill Fund	4,360	4,360	4,360	4,360
Transfer from Parking Fund	1,090	1,090	1,090	1,090
Transfer from Golf Course	4,360	4,360	4,360	4,360
Transfer from Transit Fund	17,440	17,440	17,440	17,440
	<u>70,850</u>	<u>66,490</u>	<u>66,490</u>	<u>106,820</u>
Interfund Transfers In				
Transfer from Parks & Rec	63,335	0	0	0
Transfer from Pub Safety Tax	2,716,665	2,733,826	2,733,826	2,751,757
Transfer from CDBG Fund	190,954	199,141	199,141	143,029
Transfer from Gaming Fund	60,000	60,000	60,000	60,000
Transfer from Aviation Fund	2,005	2,005	2,005	0
Transfer from Parking Fund	40,965	56,600	56,600	69,093
Transfer from Water Protection Fund	1,527,856	1,802,780	1,802,780	1,896,939
Transfer from Municipal Golf Fund	29,140	21,235	21,235	21,330
Transfer from Mass Transit Fund	175,462	81,908	81,908	149,099
Transfer from Landfill Fund	700,305	689,000	689,000	724,581
Transfer from CIP Sales Tax	0	0	0	0
Transfer from Museum	60,505	58,156	58,156	61,015
	<u>5,567,192</u>	<u>5,704,651</u>	<u>5,704,651</u>	<u>5,876,843</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	749,381	819,827	0
Total	<u>52,043,411</u>	<u>54,086,811</u>	<u>54,580,732</u>	<u>55,491,676</u>

GENERAL FUND

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	23,926,525	24,571,868	24,561,668	25,366,882
Salary Adjustments	0	1,996,405	1,996,405	0
Overtime	1,139,535	1,189,775	1,208,198	1,279,427
FLSA Overtime (Fire Dept)	175,507	180,000	180,000	185,400
Temp-Part Time Wages	817,897	979,361	985,898	1,036,926
Out-of-Title Pay	103,443	130,700	130,700	134,621
Sick Leave Buy Back	11,636	15,690	15,690	14,508
Retired Consultant's Pay	144,790	154,400	154,400	159,032
	<u>26,319,332</u>	<u>29,218,199</u>	<u>29,232,959</u>	<u>28,176,796</u>
Employee Benefits				
Police Pension Contribution	1,602,077	1,619,754	1,619,754	2,018,313
Lagers Pension Contribution (Fire & Ge	3,426,347	3,026,887	3,026,887	2,668,908
FICA Contribution	830,878	873,273	873,658	912,998
FIM Medicare	352,371	395,135	395,135	382,398
457 Employee Pay Plan	0	0	0	0
457 Plan Employer Match	50,738	197,065	197,065	223,097
Health Insurance	3,333,039	4,084,353	4,084,353	3,772,705
Dental Insurance	147,718	165,444	165,444	156,849
Federal Health Reinsurer Tax	398	500	500	500
Life Insurance	85,353	101,400	101,400	86,094
Unemployment Insurance	9,818	200	200	206
Long Term Disability	54,980	66,622	66,622	68,168
Workers Compensation	1,085,253	1,088,144	1,088,364	1,088,364
Uniform Allowance	357,750	366,000	366,000	30,625
EMT Allowance	22,583	23,750	23,750	23,500
Car/Mileage Allowance	56,021	61,860	61,860	69,253
Confer/Train/Travel	213,453	250,421	279,352	288,876
	<u>11,628,777</u>	<u>12,320,808</u>	<u>12,350,344</u>	<u>11,790,852</u>
Materials & Supplies				
Office Supplies	80,260	88,790	88,872	94,290
Data Processing Supplies	1,614	2,000	2,000	0
Police Evidence Supplies	3,992	4,000	4,000	4,000
Photo Supplies	1,911	2,600	2,600	1,900
Janitorial Supplies	68,240	65,550	65,550	65,550
Recreation Supplies	81,564	80,290	80,490	87,790
Safety Equip/Clothing	47,256	49,987	55,783	123,296
Chemical/Drugs/Medical Supplies	17,427	35,250	35,250	34,600
Wastewater Treatment Chemicals	0	0	0	0
Motor Fuel and Lubricants	548,488	673,835	674,835	668,235
Minor Equipment	281,992	246,015	270,997	504,491
Street Maintenance & Supplies	0	0	0	0
Materials & Supplies for Resale	218,945	226,050	226,050	228,350
Other Materials/Supplies	284,871	245,245	373,782	249,200
	<u>1,636,560</u>	<u>1,719,612</u>	<u>1,880,209</u>	<u>2,061,702</u>
Services				
Employment Services	226,004	220,605	220,605	272,605
Professional Services	614,287	613,279	613,279	640,449
Recruitment Costs	14,168	3,000	3,000	3,000
Other Professional Services	325	0	0	0
Memberships	43,688	52,749	52,979	58,232
Periodicals & Books	23,266	29,920	29,920	35,220
Communication Services	467,118	406,505	409,998	413,137

GENERAL FUND EXPENDITURES

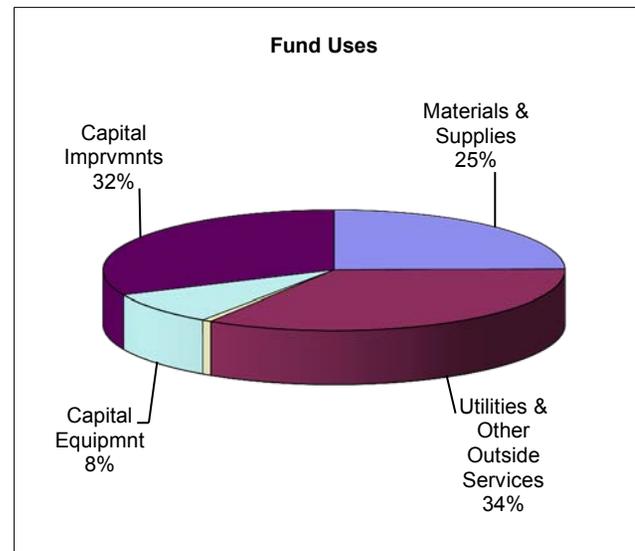
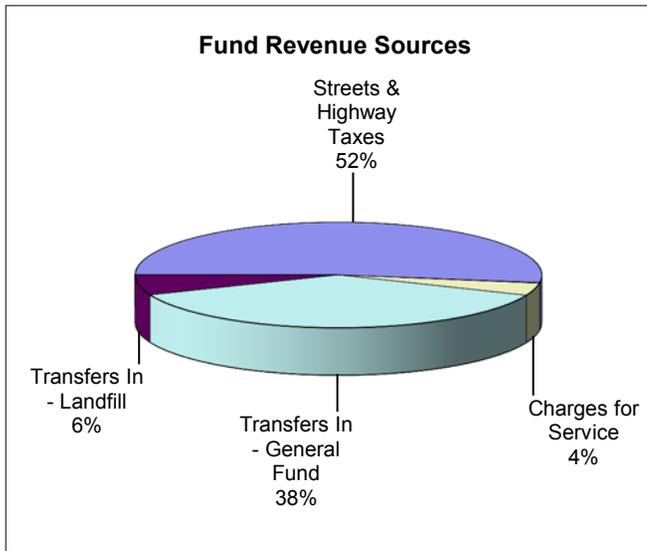
	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Postage	49,667	58,810	58,860	62,230
Freight	1,514	1,050	1,050	1,250
Advertising	87,993	90,435	117,435	91,440
Permits & Recording Fees	2,251	3,717	3,717	4,520
Printing & Binding	23,973	36,975	37,438	51,180
Gas Service	112,913	136,000	136,000	141,000
Electric Service	547,915	554,050	552,050	548,650
Water Service	45,602	57,315	57,315	57,315
Vehicle/Equipment Rent	32,997	40,800	41,000	46,716
Facility Rent Lease	0	0	0	61,400
M&R - Office Equipment	155,894	169,488	169,488	203,757
M&R - Building & Facilities	325,128	319,703	340,110	370,612
M&R - Machinery & Equipment	57,851	79,790	79,555	81,660
M&R - Motor Vehicles	737,435	671,775	673,851	724,780
M&R - Communications Equipment	1,119,954	1,097,213	1,097,213	1,137,910
Major Maintenance & Repairs	0	0	0	0
Custodial Services	24	0	0	0
Towing Services	6,088	6,200	6,200	10,200
Laundry Services	33,415	34,260	34,260	34,260
Solid Waste Disposal Services	29,550	29,720	29,720	30,020
MO DNR Fees	439	665	665	670
Special Contributions	929,093	1,064,201	1,102,939	1,075,125
Other Services	587,613	655,944	796,736	603,235
	<u>6,276,164</u>	<u>6,434,169</u>	<u>6,665,384</u>	<u>6,760,573</u>
Other Charges				
Bad Debt Expense	0	0	0	0
Principal	248,341	218,560	218,560	215,049
Interest	77,161	98,660	98,660	98,583
Other Debt Charges	3,023	3,700	3,700	3,700
Insurance	252,696	305,363	305,363	305,363
Judgments & Claims	49,521	38,000	45,575	38,000
Election Expenses	46,760	44,000	44,000	44,000
Refund Expenses	0	10,500	10,500	10,500
	<u>677,502</u>	<u>718,783</u>	<u>726,358</u>	<u>715,195</u>
Capital Outlay				
Office Equipment & Furniture	13,711	8,500	8,500	11,000
Motor Vehicles	500	61,600	61,600	47,500
Machinery & Equipment	33,327	23,750	35,940	145,900
Radio & Communications Equipment	0	0	0	82,000
Software Purchases	700	0	0	0
	<u>48,238</u>	<u>93,850</u>	<u>106,040</u>	<u>286,400</u>
Capital Improvements				
Land	22,500	0	0	0
Building	47,759	140,000	152,774	20,000
Street, Curbs, Sidewalks	0	290,000	290,000	2,490,000
Improv Other Than Buildings	0	10,000	35,275	149,250
	<u>70,259</u>	<u>440,000</u>	<u>478,049</u>	<u>2,659,250</u>
Interfund Transfers				
Transfer to General Fund	0	0	0	0
Transfer to Streets Maintenance	1,996,497	2,129,400	2,129,400	1,964,500
Transfer to Parks Maintenance	189,876	462,990	462,990	352,990
Transfer to Public Safety Tax	0	0	0	70,000
Transfer to Gaming	0	0	0	0
Transfer to Aviation	45,000	0	0	20,000
Transfer to Public Parking	0	100,000	0	1,475,000
Transfer to Water Protection	0	4,000	4,000	0
Transfer to Golf	0	100,000	100,000	0
Transfer to Capital Projects	524,318	350,000	450,000	1,050,000
	<u>2,755,691</u>	<u>3,146,390</u>	<u>3,146,390</u>	<u>4,932,490</u>
				<u>0</u>
Total	<u>49,412,523</u>	<u>54,091,811</u>	<u>54,585,733</u>	<u>57,383,258</u>



STREETS MAINTENANCE FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			65,564	65,564
Streets & Highway Taxes	2,702,320	2,650,893	2,650,893	2,744,900
Charges for Service	169,400	200,000	200,000	200,000
Other Revenue & FEMA Reimbursements	192,472	0	0	0
Investment Earnings	9,329	6,950	6,950	7,200
Transfers In - Landfill	325,000	325,000	325,000	325,000
Transfers In - General Fund	1,996,497	2,129,400	2,129,400	1,964,500
Fund Balance Transfer	(248,914)	(93)	(93)	476,020
TOTAL SOURCES	<u>5,146,102</u>	<u>5,312,150</u>	<u>5,312,150</u>	<u>5,717,620</u>
USES				
Materials & Supplies	1,136,761	1,269,750	1,269,750	1,416,550
Utilities & Other Outside Services	2,130,568	1,905,000	1,905,000	1,952,900
Property/Liability Ins; Judgement & Claims	7,220	1,500	1,500	37,470
Operating Capital Equipment	267,657	315,900	315,900	490,700
Capital Improvements	1,603,896	1,820,000	1,820,000	1,820,000
TOTAL USES	<u>5,146,102</u>	<u>5,312,150</u>	<u>5,312,150</u>	<u>5,717,620</u>
Net Surplus (Deficit)	(0)	0	0	65,564
ENDING RESERVED FUND BALANCE:			<u>65,564</u> *	<u>65,564</u> *

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



STREETS MAINTENANCE FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	2,010,529	1,959,102	1,959,102	2,050,740
Road & Bridge Tax	691,791	691,791	691,791	694,160
	<u>2,702,320</u>	<u>2,650,893</u>	<u>2,650,893</u>	<u>2,744,900</u>
Charges for Services				
Street Cut Repair	169,400	200,000	200,000	200,000
	<u>169,400</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Other Revenue				
Sale of Fixed Assets	0	0	0	0
Insurance Proceeds	265	0	0	0
Sale of Gas & Oil	0	0	0	0
Recycling Revenue	3,208	0	0	0
Recovery/Reimbursements/PY Refunds	6,748	0	0	0
	<u>10,221</u>	<u>0</u>	<u>0</u>	<u>0</u>
Grants & Entitlements				
FEMA	182,251	0	0	0
SEMA	0	0	0	0
	<u>182,251</u>	<u>0</u>	<u>0</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	7,095	6,500	6,500	6,750
	<u>7,095</u>	<u>6,500</u>	<u>6,500</u>	<u>6,750</u>
Investment Earnings				
Interest on Special Assessments	890	0	0	0
Investment Interest Income	1,343	450	450	450
	<u>2,233</u>	<u>450</u>	<u>450</u>	<u>450</u>
Interfund Transfers In				
Transfer from General Fund	1,996,497	2,129,400	2,129,400	1,964,500
Transfer from Landfill Fund	325,000	325,000	325,000	325,000
	<u>2,321,497</u>	<u>2,454,400</u>	<u>2,454,400</u>	<u>2,289,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	(248,914.25)	(93)	(93)	476,020
Total	<u>5,146,102</u>	<u>5,312,150</u>	<u>5,312,150</u>	<u>5,717,620</u>

STREETS MAINTENANCE FUND EXPENDITURES

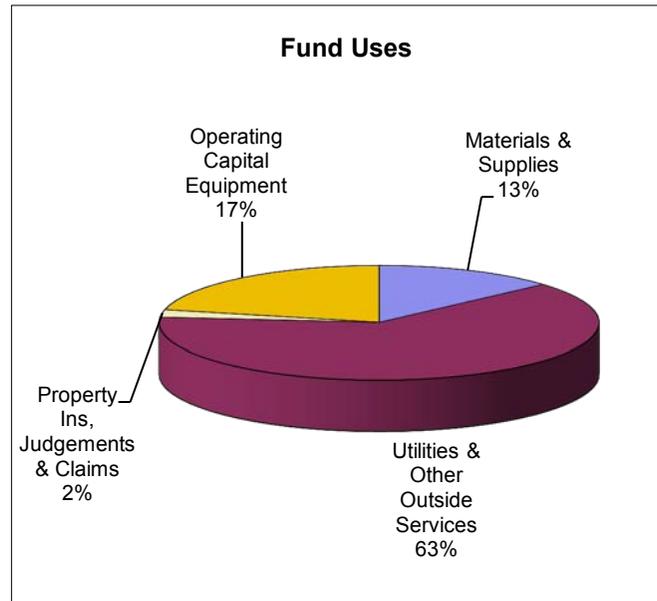
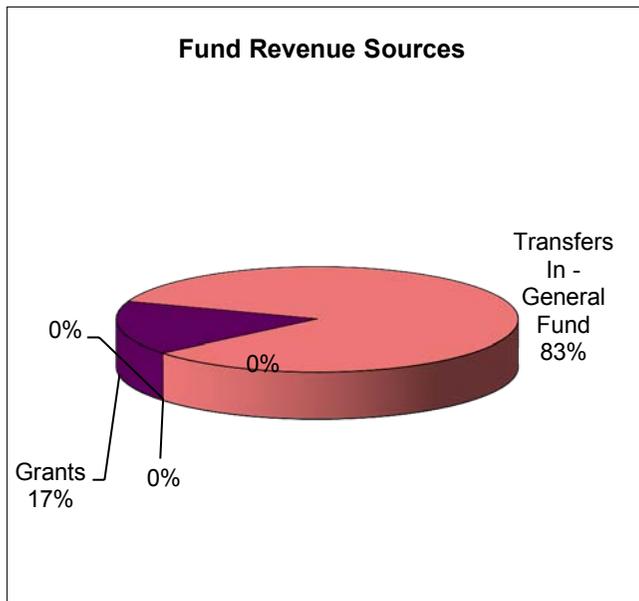
	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Materials & Supplies				
Office Supplies	533	500	500	800
Safety Equip/Clothing	16,803	14,700	14,700	17,700
Motor Fuel and Lubricants	21,431	22,150	22,150	22,150
Minor Equipment	39,857	37,500	37,500	38,500
Street Maintenance Supplies	977,743	1,139,400	1,139,400	1,279,100
Traffic/Lighting Supplies	78,721	53,200	53,200	56,000
Other Materials/Supplies	1,673	2,300	2,300	2,300
	<u>1,136,761</u>	<u>1,269,750</u>	<u>1,269,750</u>	<u>1,416,550</u>
Services				
Employment Services	147,362	152,200	152,200	185,000
Professional Services	8,689	9,000	9,000	9,000
Memberships	150	200	200	200
Periodicals & Books	175	200	200	200
Communication Svcs	0	0	0	1,800
Postage	103	200	200	200
Freight	714	1,500	1,500	1,500
Advertising	0	0	0	0
Printing & Binding	26	0	0	0
Electric Service - Street Lighting	1,594,510	1,371,000	1,371,000	1,371,000
Vehicle/Equipment Rent	2,171	3,900	3,900	3,900
M&R - Building & Facilities	257,031	251,800	251,800	255,000
M&R - Machinery & Equipment	1,178	1,000	1,000	1,000
M&R - Motor Vehicles	92,955	86,000	86,000	96,000
M&R - Communications Equipment	3,800	3,800	3,800	3,800
Towing Services	0	0	0	100
Laundry Services	1,700	1,700	1,700	1,700
MO DNR Fees	2	0	0	0
Other Services	20,000	22,500	22,500	22,500
	<u>2,130,568</u>	<u>1,905,000</u>	<u>1,905,000</u>	<u>1,952,900</u>
Other Charges				
Computer Network Transfer	0	0	0	35,970
Judgement & Claims	7,220	1,500	1,500	1,500
	<u>7,220</u>	<u>1,500</u>	<u>1,500</u>	<u>37,470</u>
Capital Outlay				
Motor Vehicles	0	49,000	49,000	25,500
Office Equipment & Furniture	0	14,900	14,900	0
Machinery & Equipment	267,657	252,000	252,000	465,200
	<u>267,657</u>	<u>315,900</u>	<u>315,900</u>	<u>490,700</u>
Public Improvements				
Buildings	0	50,000	50,000	50,000
Improvements Other Than Buildings	0	166,000	166,000	166,000
Streets, Curbs & Sidewalks	1,603,896	1,604,000	1,604,000	1,604,000
	<u>1,603,896</u>	<u>1,820,000</u>	<u>1,820,000</u>	<u>1,820,000</u>
Total	<u>5,146,102</u>	<u>5,312,150</u>	<u>5,312,150</u>	<u>5,717,620</u>



PARKS MAINTENANCE FUND

SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			38,910	(16,090)
Parks Property Tax (Land Only)	689,925	683,900	683,900	683,900
City Sticker Tax	95,981	96,000	96,000	96,000
Rents	31,066	25,000	25,000	25,000
Other Revenue	3,574	0	0	0
Grants	80,386	70,000	70,000	70,000
Transfers In - Gaming & DBD	0	0	0	0
Transfers In - General Fund	189,876	462,990	462,990	352,990
TOTAL SOURCES	1,090,808	1,337,890	1,337,890	1,227,890
Avertising				
USES BY PROGRAM				
Materials & Supplies	169,980	206,650	206,650	206,650
Utilities & Other Outside Services	639,443	913,810	913,810	972,310
Property Ins, Judgements & Claims	110,827	32,430	32,430	32,430
Transfer Out	64,425	0	0	1,090
Operating Capital Equipment	64,676	240,000	240,000	331,000
TOTAL USES	1,049,352	1,392,890	1,392,890	1,543,480
Net Surplus (Deficit)			(55,000)	(331,680)
ENDING ASSIGNED FUND BALANCE:			(16,090)	(331,680)



PARKS MAINTENANCE FUND

REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	655,550	652,400	652,400	652,400
Prior Park District R/E Tax	26,322	24,500	24,500	24,500
R/E Penalty & Interest	8,054	7,000	7,000	7,000
	<u>689,925</u>	<u>683,900</u>	<u>683,900</u>	<u>683,900</u>
Licenses				
City Sticker & Penalty	95,981	96,000	96,000	96,000
	<u>95,981</u>	<u>96,000</u>	<u>96,000</u>	<u>96,000</u>
Rents				
Horace Mann Rent	31,066	25,000	25,000	25,000
	<u>31,066</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Other Revenue				
Sale of Fixed Assets	0	0	0	0
Insurance Proceeds	0	0	0	0
Concessions-Vending Machines	0	0	0	0
Donations	0	0	0	0
Recycling Revenue	1,269	0	0	0
Other Revenue	1,691	0	0	0
Recovery/Reimbursements	527	0	0	0
	<u>3,487</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interst Earnings				
Interest on Investments	87	0	0	0
	<u>87</u>	<u>0</u>	<u>0</u>	<u>0</u>
Intergovernmental				
FEMA Reimbursement Funds	0	0	0	0
SEMA Reimbursement Funds	0	0	0	0
Bode Trust	3,255	0	0	0
Parks Maintenance Trust	77,131	70,000	70,000	70,000
	<u>80,386</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	189,876	462,990	462,990	352,990
Transfer from Gaming Fund	0	0	0	0
	<u>189,876</u>	<u>462,990</u>	<u>462,990</u>	<u>352,990</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	148,420	517,990	517,990	668,580
Total	<u>900,932</u>	<u>1,392,890</u>	<u>1,392,890</u>	<u>1,543,480</u>

PARKS MAINTENANCE FUND

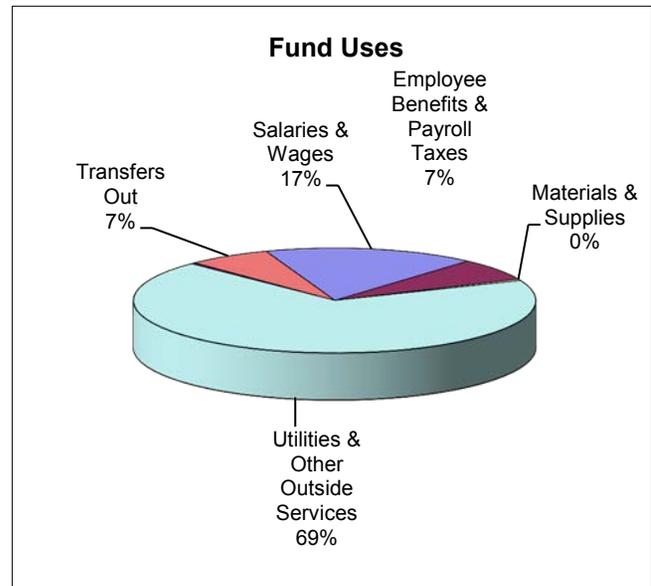
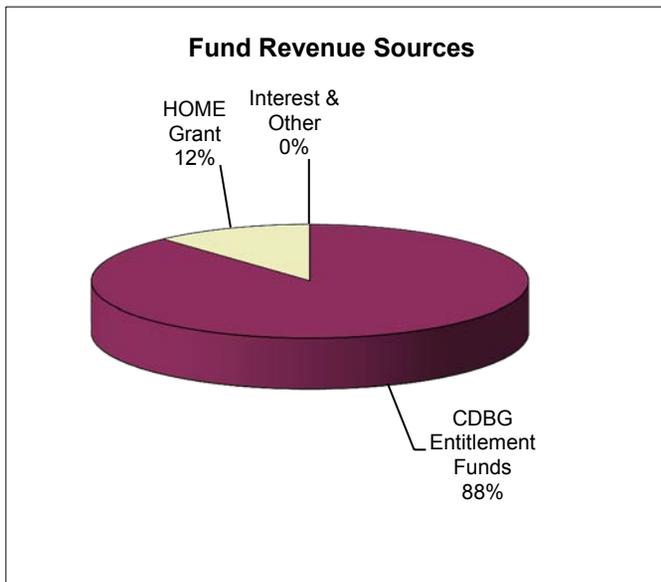
EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Janitorial Supplies	6,793	5,000	5,000	5,000
Recreation Supplies	21,575	21,000	21,000	21,000
Safety Equip/Clothing	3,187	3,500	3,500	3,500
Chemical/Drugs/Medical Supplies	447	150	150	150
Motor Fuel and Lubricants	95,237	125,000	125,000	125,000
Minor Equipment	22,185	27,000	27,000	27,000
Traffic & Lighting Supplies	20,557	25,000	25,000	25,000
	<u>169,980</u>	<u>206,650</u>	<u>206,650</u>	<u>206,650</u>
Services				
Employment Services	190,890	180,000	180,000	220,000
Memberships	16	20	20	20
Avertising	226	0	0	0
Telephone Service	5,952	5,090	5,090	5,090
Gas Service	25,168	45,000	45,000	45,000
Electric Service	118,940	349,500	349,500	349,500
Water Service	26,932	50,000	50,000	50,000
Vehicle/Equipment Rent	190	2,700	2,700	2,700
M&R - Building & Facilities	89,445	112,000	112,000	120,000
M&R - Machinery & Equipment	17,901	16,000	16,000	20,000
M&R - Motor Vehicles	98,991	100,000	100,000	100,000
M&R - Communications Equipment	5,000	5,000	5,000	5,000
Major Repairs & Replacement	16,170	0	0	0
Laundry Services	1,032	500	500	1,000
Solid Waste Disposal Svc	187	0	0	0
MO DNR Fees	390	1,000	1,000	1,000
Other Services	42,012	47,000	47,000	53,000
	<u>639,443</u>	<u>913,810</u>	<u>913,810</u>	<u>972,310</u>
Interfund Transfers				
Transfer to Computer Network	1,090	0	0	1,090
Transfer to General Fund	63,335	0	0	0
	<u>64,425</u>	<u>0</u>	<u>0</u>	<u>1,090</u>
Other Charges				
Insurance	110,827	30,430	30,430	30,430
Judgement & Claims	0	2,000	2,000	2,000
	<u>110,827</u>	<u>32,430</u>	<u>32,430</u>	<u>32,430</u>
Capital Outlay				
Motor Vehicles	0	140,000	140,000	0
Machinery & Equipment	59,876	80,000	80,000	231,500
	<u>59,876</u>	<u>220,000</u>	<u>220,000</u>	<u>231,500</u>
Capital Improvements				
limprov Other Than Buildings	4,800	20,000	20,000	99,500
	<u>4,800</u>	<u>20,000</u>	<u>20,000</u>	<u>99,500</u>
Total	<u>1,049,352</u>	<u>1,392,890</u>	<u>1,392,890</u>	<u>1,543,480</u>



COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	29,288	16,000	16,000	0
Intergovernmental/Other Grants	2,213,453	2,215,516	2,490,322	2,236,370
Other Revenue	115,071	0	0	0
Transfers (To)/From - Reprogrammable Funds	136,896	0	0	0
TOTAL SOURCES	2,494,708	2,231,516	2,506,322	2,236,370
USES				
Salaries & Wages	0	364,615	364,615	381,186
Employee Benefits & Payroll Taxes	137,376	155,170	155,170	153,333
Materials & Supplies	5,843	10,272	10,272	10,272
Utilities & Other Outside Services	1,193,591	1,463,907	2,336,713	1,533,425
Property Ins & Other	6,893	8,585	8,585	8,585
Transfers Out	197,494	205,681	205,681	149,569
Operating Capital Equip	0	0	0	0
TOTAL USES	1,541,196	2,208,230	3,081,036	2,236,370
Net Surplus (Deficit) to/from Reprogrammed Fnds	953,512	23,286	(574,714)	0



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues				
Loss on Sale of Fixed Assets	0	0	0	0
Recovery/Reimbursements	80,335	0	0	0
Refunds PY Expenditures	0	0	0	0
Other Revenue	34,736	0	0	0
	<u>115,071</u>	<u>0</u>	<u>0</u>	<u>0</u>
Special Assessments				
Principal	22,087	15,000	15,000	0
Interest on Special Assessments	7,201	1,000	1,000	0
	<u>29,288</u>	<u>16,000</u>	<u>16,000</u>	<u>0</u>
Intergovernmental				
Home Program Grant	734,450	328,374	483,452	342,189
Community Development Block Grant	1,436,749	1,887,142	1,887,142	1,894,181
American Rec Reinvst Grant	0	0	119,728	0
Federal HMIS Grant	42,254	0	0	0
	<u>2,213,453</u>	<u>2,215,516</u>	<u>2,490,322</u>	<u>2,236,370</u>
Interfund Transfers In				
Transfer from General Fund	0	0	0	0
Transfer from Rehab Loan Fund	29,003	0	0	0
Transfer from HOME Revolv Fund	107,893	0	0	0
	<u>136,896</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from/(to) Reprogrammable Funds				
Appropriated from Fund Balance	0	1,619	599,619	0
Total	<u>2,494,708</u>	<u>2,233,135</u>	<u>3,105,941</u>	<u>2,236,370</u>

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	361,363	364,615	364,615	381,186

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Lagers Pension Contribution	20,636	14,221 #	14,221	11,818
FICA Contribution	22,452	22,607	22,607	23,635
FICA Medicare	5,251	5,287	5,287	5,529
457 Employer Match Plan	0	2,025	2,025	0
Health Insurance	60,058	59,964	59,964	59,396
Dental Insurance	2,277	2,512	2,512	2,329
Federal Health Reinsurer Tax	0	225	225	0
Life Insurance	1,298	1,461	1,461	1,282
Long Term Disability	873	949	949	1,027
Workers Compensation	14,385	14,586	14,586	14,586
Car/Mileage Allowance	3,042	6,750	6,750	6,750
Confer/Train/Travel	7,104	24,583	24,583	26,981
	<u>137,376</u>	<u>155,170</u>	<u>155,170</u>	<u>153,333</u>
Materials & Supplies				
Office Supplies	2,891	5,800	5,800	5,800
Photo Supplies	0	0	0	0
Motor Fuel	2,176	1,600	1,600	1,600
Minor Equipment	439	1,855	1,855	1,855
Other Materials/Supplies	337	1,017	1,017	1,017
	<u>5,843</u>	<u>10,272</u>	<u>10,272</u>	<u>10,272</u>
Services				
Employment Services	3,000	0	0	0
Professional Services	51,998	60,000	60,000	60,000
Memberships	3,601	1,595	1,595	1,595
Periodicals & Books	417	1,000	1,000	1,000
Telephone Service	3,676	5,320	5,320	5,320
Postage	2,528	7,800	7,800	7,800
Freight	136	0	0	0
Advertising	12,149	23,980	23,980	26,080
Permits & Recording Fees	1,531	2,245	2,245	2,245
Printing & Binding	375	2,160	2,160	2,160
Gas Service	7,482	4,700	4,700	4,700
Electric Service	9,181	7,000	7,000	7,000
Water Service	3,509	4,000	4,000	4,000
Vehicle/Equipment Rent	2,095	3,350	3,350	3,350
M&R - Bldg & Facilities	17	0	0	0
M&R - Motor Vehicles	403	700	700	700
M&R - Communications Equipment	0	100	100	100
Solid Waste Disposal	862	500	500	500
Special Contributions	345,401	377,500	1,095,228	387,500
Other Services	745,230	961,957	1,117,035	1,019,375
	<u>1,193,591</u>	<u>1,463,907</u>	<u>2,336,713</u>	<u>1,533,425</u>
Other Charges				
Refund Expense	0	0	0	0
Insurance	6,893	8,585	8,585	8,585
Transfer to General Fund	190,954	199,141	199,141	143,029
Transfer to General Fund - Computer	6,540	6,540	6,540	6,540
Transfer to Capital Projects	0	0	0	0
	<u>204,387</u>	<u>214,266</u>	<u>214,266</u>	<u>158,154</u>
Total	<u>1,902,560</u>	<u>2,208,230</u>	<u>3,081,036</u>	<u>2,236,370</u>



GAMING INITIATIVES FUND SUMMARY

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
SOURCES				
Beginning FB:			209,824	209,824
Gaming Revenue	1,041,950	1,009,695	1,009,695	1,013,670
Other Revenue	6,509	0	0	0
Interest Earnings	381	200	200	200
Grants	7,986	0	0	0
Transfer In	0	0	0	0
Appropriated from Fund Balance	(49,853)	33,565	33,565	(52,715)
TOTAL SOURCES	<u>1,006,972</u>	<u>1,043,460</u>	<u>1,043,460</u>	<u>961,155</u>
USES BY PROGRAM				
Gaming Funded Initiatives	1,006,972	1,043,460	1,043,460	961,155
TOTAL USES	<u>1,006,972</u>	<u>1,043,460</u>	<u>1,043,460</u>	<u>961,155</u>
Net Surplus (Deficit)			0	0
ENDING ASSIGNED FUND BALANCE:			<u>209,824</u>	<u>209,824</u>

GAMING INITIATIVES FUND REVENUES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Rents				
State Admissions	618,810	602,970	602,970	602,970
State Gaming	423,140	406,725	406,725	410,700
	<u>1,041,950</u>	<u>1,009,695</u>	<u>1,009,695</u>	<u>1,013,670</u>
Investment Interest				
Interest Income	381	200	200	200
	<u>381</u>	<u>200</u>	<u>200</u>	<u>200</u>
Other Revenue				
Donations	0	0	0	0
Refunds Prior Year	0	0	0	0
Other Revenue	6,509	0	0	0
Recovery/Reimbursement	0	0	0	0
	<u>6,509</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfers				
Transfer From General Fund	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Grants & Entitlements				
MO Trim Grant	7,986	0	0	0
	<u>7,986</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(49,853)	33,565	33,565	(52,715)
Total	<u>1,006,972</u>	<u>1,043,460</u>	<u>1,043,460</u>	<u>961,155</u>

GAMING INITIATIVES FUND

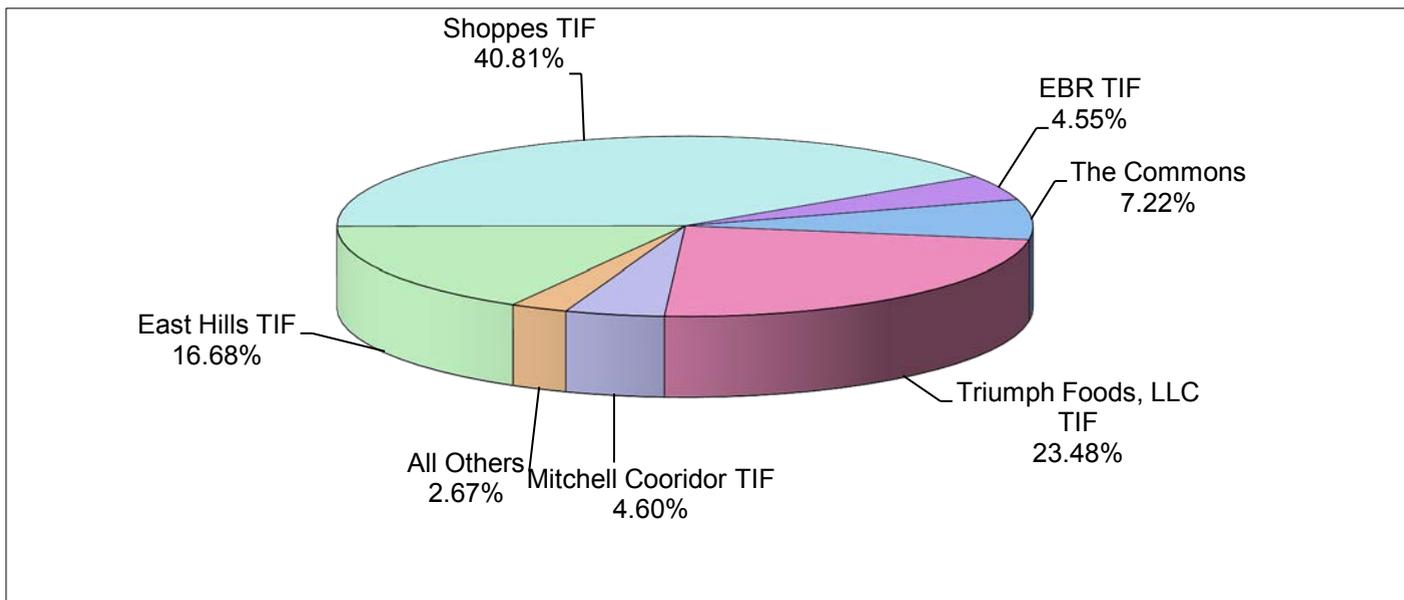
EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Minor Equipment	18,192	9,300	9,300	9,300
Employment Services	45,014	0	0	0
Professional Services	149,848	150,000	150,000	150,000
Communication Services	0	0	0	0
Postage	0	0	0	0
Advertising	46,501	50,000	50,000	50,000
MR Communications Equipment	0	0	0	0
Major Repairs & Replacement	0	0	0	0
Special Contributions	496,598	543,060	543,060	536,755
Other Services	24,820	81,600	81,600	81,600
	<u>780,974</u>	<u>833,960</u>	<u>833,960</u>	<u>827,655</u>
Interfund Transfers Out				
Transfer to General Fund	60,000	60,000	60,000	60,000
Transfer to Special Allocation Fund	0	6,000	6,000	5,000
Transfer to Aviation Fund	75,000	75,000	75,000	60,000
Transfer to Parking Fund	6,500	6,500	6,500	6,500
Transfer to Capital Projects Fund	50,000	0	0	0
	<u>191,500</u>	<u>147,500</u>	<u>147,500</u>	<u>131,500</u>
Capital Outlay				
Buildings	0	0	0	0
Improvements Other Than Buildings	10,498	9,000	9,000	2,000
Motor Vehicles	24,000	25,000	25,000	0
Software Purchases	0	0	0	0
Radio & Communication Equipment	0	0	0	0
Machinery & Equipment	0	28,000	28,000	0
	<u>34,498</u>	<u>62,000</u>	<u>62,000</u>	<u>2,000</u>
Total	<u>1,006,972</u>	<u>1,043,460</u>	<u>1,043,460</u>	<u>961,155</u>



SPECIAL ALLOCATION FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
PILOTS	3,392,657	3,364,953	3,364,953	3,297,132
EATS/TDD/NonIncremental Sales Tax	5,222,208	5,198,346	5,198,346	4,786,880
Bond Proceeds/Reimbursements	0	0	0	0
Recovery/Reimbursement/Other Revenue	8,500	1,735	1,735	0
Sewer System Development Fees	0	500	500	0
Developer Contributions	391,403	809,100	809,100	809,100
Interest Earnings	95,172	1,045	1,045	1,045
Sewer Reserve Charges	593,255	972,996	972,996	972,996
Transfers from Other Funds	0	6,000	6,000	5,000
TOTAL SOURCES	9,703,196	10,354,675	10,354,675	9,872,153
USES BY PROGRAM				
Center Building TIF	2,459	52,395	52,395	52,395
Gilmore Building TIF	0	0	0	300
Downtown Mosaic TIF	0	0	0	2,000
CVS Ashland TIF	0	0	0	0
Uptown Redevelopment TIF	281	1,000	1,000	500
Ryan Block TIF	127	130	130	130
Cooks Crossing EDC	1,155	151,500	151,500	149,480
Downtown Redevelopment TIF	0	6,000	6,000	5,000
Mitchell Avenue Corridor TIF	379,985	381,300	381,300	381,950
The Commons Development (EDC)	580,145	600,250	600,250	599,750
North East Cook Road TIF	9,049	185,800	185,800	8,900
East Hills TIF	38,501	1,389,200	139,200	1,385,200
Shoppes at North Village TIF	3,309,291	3,315,582	3,315,582	3,388,452
EBR Development TIF	271,559	377,625	377,625	377,625
Triumph Foods, LLC TIF	1,945,397	1,600,751	1,600,751	1,949,495
Fountain Creek TIF	93	100	100	100
3rd Street Hotel TIF	10,710	0	0	0
Tuscany Towers TIF	8,821	0	0	5,000
TOTAL USES	6,557,573	8,061,633	6,811,633	8,306,277
Net Surplus (Deficit)	3,145,623	2,293,042	3,543,042	1,565,876



SPECIAL ALLOCATION FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	334	0	0	0
	<u>334</u>	<u>0</u>	<u>0</u>	<u>0</u>
Personal Property				
Payment in Lieu of Taxes (PILOTs)-City	620,160	601,822	601,822	604,209
PILOTs - Other	2,676,197	2,681,423	2,681,423	2,607,923
TIF Public Infrastructure	95,965	81,708	81,708	85,000
	<u>3,392,323</u>	<u>3,364,953</u>	<u>3,364,953</u>	<u>3,297,132</u>
Sales Tax				
Economic Activity Taxes (EATS) City	3,288,729	3,359,695	3,359,695	3,331,210
EATS - County	1,319,829	1,263,420	1,263,420	1,283,340
EATS - Other	140,859	148,386	148,386	138,800
Non Incremental Sales Tax	72,988	0	0	0
Use Tax County	29,566	28,045	28,045	29,830
TDD Sales Tax	6,468	0	0	0
CID Sales Tax	363,768	398,800	398,800	3,700
	<u>5,222,208</u>	<u>5,198,346</u>	<u>5,198,346</u>	<u>4,786,880</u>
Sanitary Sewer Charges				
Sewer System Development Fee	0	500	500	0
	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>
Bond Proceeds				
Bond Proceeds	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Revenues				
Recovery/Reimbursements	8,500	1,735	1,735	0
Developer Contributions	391,403	809,100	809,100	809,100
Sewer Reserve Charges	593,255	972,996	972,996	972,996
Interest on Investments	521	445	445	445
MDFB Interest Income	143	100	100	100
IDA Interest Income	94,508	500	500	500
	<u>1,088,331</u>	<u>1,784,876</u>	<u>1,784,876</u>	<u>1,783,141</u>
Interfund Transfers				
Transfer from Riverboat Fund	0	6,000	6,000	5,000
	<u>0</u>	<u>6,000</u>	<u>6,000</u>	<u>5,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(2,293,042)	(2,293,042)	0
Total	<u>9,703,196</u>	<u>8,061,633</u>	<u>8,061,633</u>	<u>9,872,153</u>

SPECIAL ALLOCATION FUND

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies & Services				
Professional Services	16,077	15,500	15,500	15,300
Postage	0	0	0	0
Advertising	550	0	0	0
License/Permits	249	0	0	0
Special Contributions/Services	21,992	81,145	81,145	81,145
Other Services	732,036	361,610	361,610	708,480
	<u>770,904</u>	<u>458,255</u>	<u>458,255</u>	<u>804,925</u>
Debt Service				
Principal Payments	3,078,510	2,894,480	2,894,480	3,079,480
Interest Payments	2,694,039	2,375,023	2,375,023	2,264,897
Other Debt Charges	14,123	24,000	24,000	24,000
TIF Reimbursable Expenses	0	2,309,875	2,309,875	2,132,975
Payment to Ref Escrow Agent	0	0	0	0
	<u>5,786,672</u>	<u>7,603,378</u>	<u>7,603,378</u>	<u>7,501,352</u>
Interfund Transfers				
Transfer to Water Protection	0	0	0	0
Total	<u>6,557,576</u>	<u>8,061,633</u>	<u>8,061,633</u>	<u>8,306,277</u>



MUSEUM TAX FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			212,310	236,534
Property Tax	432,240	444,220	444,220	512,010
Prop Tx Rev Dedicated to Minor Repair	25,000	25,000	25,000	25,000
Other Revenue	0	0	0	0
Interest Earnings	220	670	670	670
TOTAL SOURCES	<u>457,460</u>	<u>469,890</u>	<u>469,890</u>	<u>537,680</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	338,000	300,000	330,000	370,000
Other Museum Related Expenditures	72,498	90,666	90,666	68,525
Capital \$ Used for Minor W-T Repairs	25,000	25,000	25,000	25,000
TOTAL USES	<u>435,498</u>	<u>415,666</u>	<u>445,666</u>	<u>463,525</u>
Net Surplus (Deficit)			24,224	74,155
ENDING OPERATING FUND BALANCE:			<u>236,534</u>	<u>310,689</u>
SOURCES			<u>209,000</u>	<u>209,000</u>
Beginning Capital FB:				
Property Tax	75,000	75,000	75,000	75,000
Appropriated from (to) Fund Balance	0	0	0	0
	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
USES				
Capital Improvements - Wyeth-Tootle	15,891	75,000	75,000	284,000
	<u>15,891</u>	<u>75,000</u>	<u>75,000</u>	<u>284,000</u>
Net Capital Surplus (Deficit)		0	0	(209,000)
ENDING CIP FUND BALANCE:		<u>0</u>	<u>209,000</u>	<u>0</u>
TOTAL USES	<u>451,389</u>	<u>490,666</u>	<u>520,666</u>	<u>747,525</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

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Real Property Tax				
Current Real Estate Tax	337,982	353,380	353,380	414,576
Prior Real Estate Tax	9,093	13,000	13,000	13,000
Real Estate Penalty and Interest	2,799	3,200	3,200	3,200
	<u>349,874</u>	<u>369,580</u>	<u>369,580</u>	<u>430,776</u>
Personal Property Tax				
Current Personal Property Tax	118,096	111,035	111,035	115,374
Personal Property Penalty and Int	2,480	2,100	2,100	2,100
Prior Personal Property Tax	8,390	7,500	7,500	7,500
M & M Surtax	30,341	30,945	30,945	30,945
	<u>159,307</u>	<u>151,580</u>	<u>151,580</u>	<u>155,919</u>
Other Personal Property Tax				
Financial Institution Tax	2,845	2,845	2,845	2,845
Railroad Tax	20,215	20,215	20,215	22,470
	<u>23,059</u>	<u>23,060</u>	<u>23,060</u>	<u>25,315</u>
Investment Interest				
Interest Income	220	670	670	670
Other Revenue	0	0	0	0
	<u>220</u>	<u>670</u>	<u>670</u>	<u>670</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(81,071)	(54,224)	(24,224)	134,845
Total	<u>451,389</u>	<u>490,666</u>	<u>520,666</u>	<u>747,525</u>

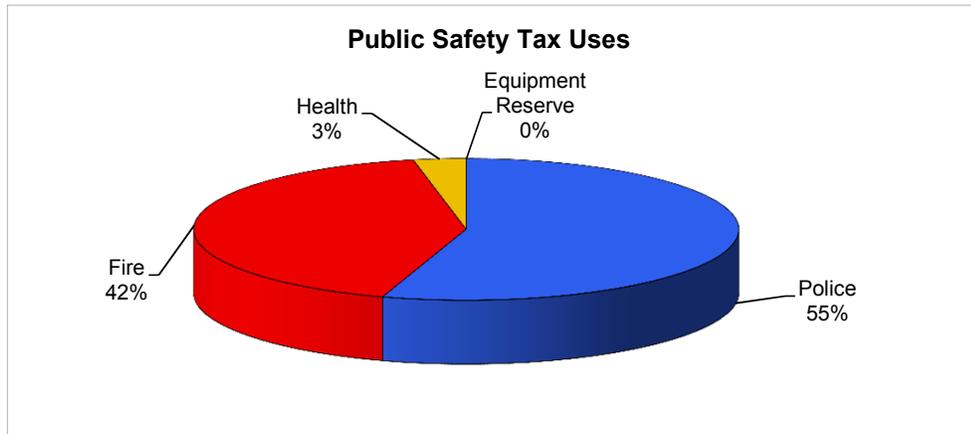
MUSEUM FUND EXPENDITURES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Services & Supplies				
Postage	0	35	35	35
Advertising	1,314	425	425	425
M&R Building Facilities	14,791	25,000	25,000	0
Special Contributions	338,000	300,000	330,000	370,000
Other Services	13,553	13,200	13,200	13,200
	<u>367,659</u>	<u>338,660</u>	<u>368,660</u>	<u>383,660</u>
Interfund Transfers Out				
Transfer to General Fund	60,505	58,156	58,156	61,015
Transfer to Capital Projects	0	0	0	0
	<u>60,505</u>	<u>58,156</u>	<u>58,156</u>	<u>61,015</u>
Insurance				
Insurance	7,334	18,850	18,850	18,850
	<u>7,334</u>	<u>18,850</u>	<u>18,850</u>	<u>18,850</u>
Capital Improvements				
Building Improvements	15,891	75,000	75,000	284,000
	<u>15,891</u>	<u>75,000</u>	<u>75,000</u>	<u>284,000</u>
Total	<u>451,389</u>	<u>490,666</u>	<u>520,666</u>	<u>747,525</u>



PUBLIC SAFETY TAX FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Sales Tax	4,849,839	5,302,960	5,302,960	5,009,575
1/2 Percent Sales Tax	0	1,011,040	1,011,040	0
EATS	1,071,484	1,011,040	1,011,040	1,011,040
Sale of Fixed Assets	0	7,075	7,075	0
Insurance Proceeds	0	16,980	16,980	0
Interest Earnings	1,427	0	0	0
Transfer	0	0	0	70,000
Fund Balance Appropriation	0	-838,348	-838,348	0
TOTAL SOURCES	<u>5,922,750</u>	<u>6,510,747</u>	<u>6,510,747</u>	<u>6,090,615</u>
USES BY PROGRAM				
Public Safety - Police	2,496,080	3,265,427	3,265,427	3,303,775
Public Safety - Fire	1,226,536	2,048,226	2,048,226	2,521,761
Public Safety - Health	223,050	186,054	186,054	187,582
TOTAL USES	<u>3,945,666</u>	<u>5,499,707</u>	<u>5,499,707</u>	<u>6,013,118</u>
Net Surplus (Deficit)	1,977,084	1,011,040	1,011,040	77,497



PUBLIC SAFETY FUND REVENUES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Sales Tax				
Public Safety Sales Tax	6,377,615	6,767,025	6,767,025	6,473,640
Sales Tax Contra Account	-1,527,776	-1,464,065	-1,464,065	-1,464,065
1/2 Percent Sales Tax	0	1,011,040	1,011,040	0
EATS	1,071,484	1,011,040	1,011,040	1,011,040
Sale of Fixed Assets	0	7,075	7,075	0
Insurance Proceeds	0	16,980	16,980	0
Interest	1,427	0	0	0
Transfer	0	0	0	70,000
	<u>5,922,750</u>	<u>7,349,095</u>	<u>7,349,095</u>	<u>6,090,615</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(838,348)	(838,348)	(59,872)
Total	<u>5,922,750</u>	<u>6,510,747</u>	<u>6,510,747</u>	<u>6,030,743</u>

PUBLIC SAFETY FUND

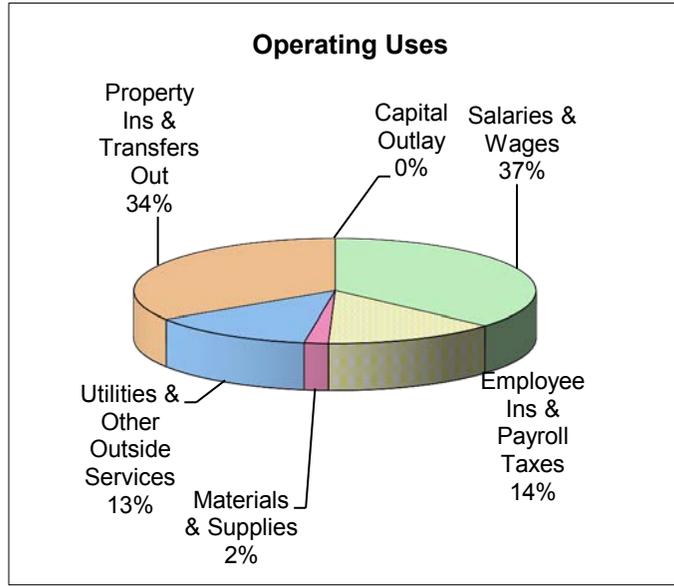
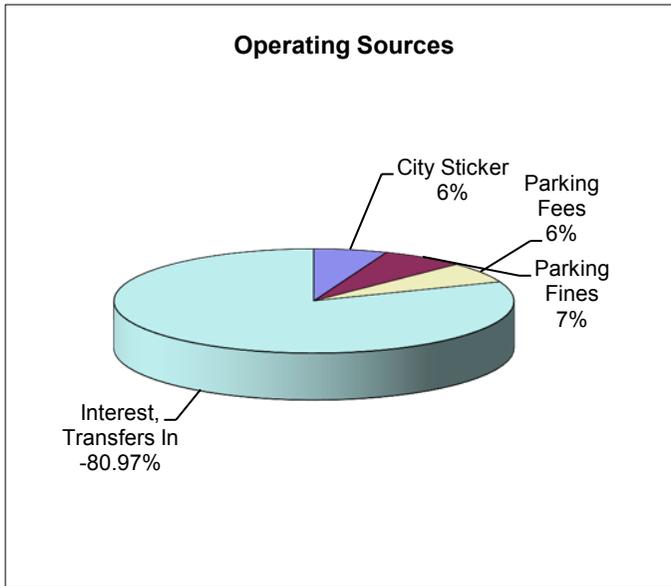
EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	128,473	509,128	509,128	591,348
Salary Increases	0	44,265	44,265	0
Overtime	15,293	2,000	2,000	0
PT Wages	30,016	41,823	41,823	41,823
	<u>173,782</u>	<u>597,216</u>	<u>597,216</u>	<u>633,171</u>
Employee Benefits				
Police Pension Contribution	32,211	134,938	134,938	195,737
Lagers Pension Contribution	0	0	0	1,297
FICA Contribution	3,608	2,593	2,593	3,210
FIM Medicare	2,636	8,020	8,020	9,326
457 Plan	0	0	0	0
457 Employer Match	3,575	10,073	10,073	9,958
Health Insurance	26,275	97,604	97,604	106,976
Dental Insurance	996	4,082	4,082	4,365
Life Insurance	446	2,073	2,073	1,987
Long Term Disability	310	1,324	1,324	1,591
Workers Compensation	10,501	22,118	22,118	22,118
Uniform Allowance	4,625	19,500	19,500	1,875
Confer/Train/Travel	4,536	16,000	16,000	16,000
	<u>89,719</u>	<u>318,325</u>	<u>318,325</u>	<u>374,440</u>
Materials & Supplies				
Safety Equip/Clothing	43,937	92,850	92,850	82,280
Motor Fuel and Lubricants	0	10,000	10,000	10,000
Minor Equipment	124,541	51,219	46,349	74,000
Other Materials/Supplies	88,602	77,402	77,402	54,330
	<u>257,080</u>	<u>231,471</u>	<u>226,601</u>	<u>220,610</u>
Services				
Professional Services	945	6,580	6,580	6,580
Insurance	0	0	0	0
M&R Office Equipment	0	35,283	35,283	35,280
M&R - Motor Vehicles	13,854	10,000	10,000	10,000
M&R - Communications Equipment	788	29,670	29,670	29,670
	<u>15,587</u>	<u>81,533</u>	<u>81,533</u>	<u>81,530</u>
Capital Outlay				
Motor Vehicles	514,076	525,411	530,281	503,811
Machinery & Equipment	12,029	686,010	686,010	1,201,435
Radio & Communications Equip	166,728	69,804	69,804	232,364
Buildings	0	16,726	16,726	0
Improvements Other Than Building	0	75,000	75,000	0
Office Equipment & Furniture	0	164,385	164,385	0
Software Purchases/Improvements	0	0	0	14,000
	<u>692,833</u>	<u>1,537,336</u>	<u>1,542,206</u>	<u>1,951,610</u>
Interfund Transfers				
Transfer to General Fund	2,716,665	2,733,826	2,733,826	2,751,757
	<u>2,716,665</u>	<u>2,733,826</u>	<u>2,733,826</u>	<u>2,751,757</u>
Total	<u>3,945,666</u>	<u>5,499,707</u>	<u>5,499,707</u>	<u>6,013,118</u>



PUBLIC PARKING FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			108,841	108,841
City Sticker	96,006	97,000	97,000	97,000
Parking Fines	117,269	122,350	122,350	110,100
Parking Fees	101,115	114,360	114,360	105,150
Other Revenue/Interest Earnings	418	100	100	100
Transfers In	6,500	106,500	6,500	1,481,500
Fund Balance Appropriation	55,174	42,081	42,081	(1,328,471)
TOTAL SOURCES	376,482	482,391	382,391	465,379
USES				
Salaries & Wages	158,093	176,002	176,002	170,567
Employee Benefits & Payroll Taxes	65,203	66,869	66,869	64,609
Materials & Supplies	10,435	8,050	8,050	9,000
Utilities & Other Outside Services	59,852	59,760	59,760	62,000
Property Ins & Transfers Out	82,898	171,710	71,710	159,203
Capital Outlay	0	0	0	0
TOTAL FUND	376,482	482,391	382,391	465,379
Net Surplus (Deficit)	0	0	0	0
ENDING OPERATING FUND BALANCE:			108,841	108,841
Components of Fund Balance:				
Assigned :			10,070	1,015
RESERVED OPERATING FUND BALANCE:			98,771	107,826



PUBLIC PARKING FUND REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	96,006	97,000	97,000	97,000
	<u>96,006</u>	<u>97,000</u>	<u>97,000</u>	<u>97,000</u>
Fines				
Parking Violation Fines	117,269	122,000	122,000	110,000
Boot Fee	0	350	350	100
	<u>117,269</u>	<u>122,350</u>	<u>122,350</u>	<u>110,100</u>
Charges for Services				
Parking - 6th & Jules	59,792	56,500	56,500	65,500
Parking - 7th & Sylvania	2,030	2,300	2,300	1,500
Parking - 9th & Felix	6,700	9,500	9,500	7,500
Parking - 5th & Edmond	170	500	500	50
Parking - 5th & Felix	23,159	35,500	35,500	25,000
Parking - 8th & Felix	5,625	5,000	5,000	0
Other Parking Permit Fees	3,218	4,460	4,460	5,000
Customer Service Zone Permits	421	600	600	600
	<u>101,115</u>	<u>114,360</u>	<u>114,360</u>	<u>105,150</u>
Investment Earnings/Other Rev				
Intrest Income	86	100	100	100
Other Revenue	18	0	0	0
STP/FHWA Grant	314	0	0	0
	<u>418</u>	<u>100</u>	<u>100</u>	<u>100</u>
Transfers In				
Transfer from General Fund	0	100,000	0	1,475,000
Transfer from Gaming Fund	6,500	6,500	6,500	6,500
	<u>6,500</u>	<u>106,500</u>	<u>6,500</u>	<u>1,481,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	55,174	42,081	42,081	(1,328,471)
Total	<u>376,482</u>	<u>482,391</u>	<u>382,391</u>	<u>465,379</u>

PUBLIC PARKING FUND

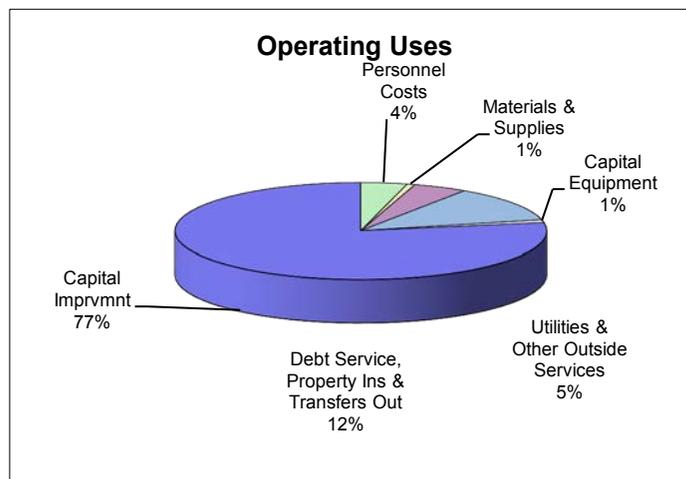
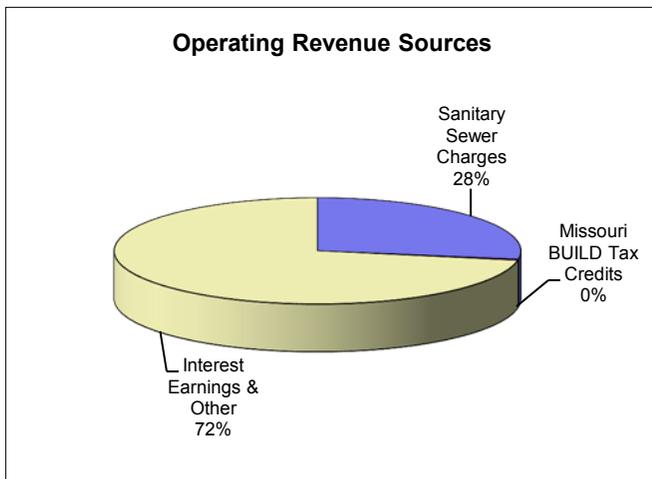
EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	146,675	148,174	148,174	154,909
Salary Increases	0	12,025	12,025	0
Overtime	767	1,000	1,000	1,030
Temp-Part Time Wages	10,652	14,203	14,203	14,629
Out of Title Pay	0	600	600	0
	<u>158,093</u>	<u>176,002</u>	<u>176,002</u>	<u>170,567</u>
Employee Benefits				
Lagers Pension Contribution	7,852	6,483	6,483	5,480
FICA Contribution	9,778	10,502	10,502	10,959
FICA Medicare	2,287	2,455	2,455	2,564
457 Employer Plan Match	0	405	405	780
Health Insurance	36,622	37,540	37,540	35,659
Dental Insurance	1,389	1,570	1,570	1,455
Federal Health Reinsurer Tax	0	160	160	0
Life Insurance	517	594	594	521
Long Term Disability	359	386	386	417
Workers Compensation	6,400	6,774	6,774	6,774
	<u>65,203</u>	<u>66,869</u>	<u>66,869</u>	<u>64,609</u>
Materials & Supplies				
Office Supplies	486	800	800	800
Janitorial Supplies	708	500	500	500
Safety Equip/Clothing	779	2,000	2,000	2,000
Motor Fuel and Lubricants	4,098	4,000	4,000	4,000
Minor Equipment	4,364	750	750	1,600
Other Materials & Supplies	0	0	0	100
	<u>10,435</u>	<u>8,050</u>	<u>8,050</u>	<u>9,000</u>
Services				
Professional Services	0	0	0	0
Periodicals & Books	175	200	200	200
Telephone Service	2,127	1,160	1,160	1,800
Postage	3,232	3,300	3,300	3,300
Freight	0	0	0	0
Printing & Binding	0	1,900	1,900	1,900
Electric Service	31,336	30,000	30,000	30,000
Water Service	1,291	1,600	1,600	1,600
M&R - Office Equipment	0	2,400	2,400	2,400
M&R - Building & Facilities	10,793	14,500	14,500	14,500
M&R - Motor Vehicles	9,178	3,000	3,000	4,500
M&R - Communications Equipment	1,500	1,500	1,500	1,500
Towing Services	0	0	0	100
Laundry Services	200	200	200	200
MO DNR Fees	20	0	0	0
Other Services	0	0	0	0
	<u>59,852</u>	<u>59,760</u>	<u>59,760</u>	<u>62,000</u>
Other Charges				
Principal	0	0	0	0
Interest	0	0	0	0
Other Debt Charges	0	0	0	0
Insurance	14,390	13,020	13,020	13,020
Judgement & Claims	0	1,000	1,000	1,000
Motor Vehicles	26,454	0	0	0
Transfer to General Fund	40,965	56,600	56,600	69,093
Improvement Other Than Buildings	0	100,000	0	75,000
Transfer to General Fund - Computer	1,090	1,090	1,090	1,090
	<u>82,898</u>	<u>171,710</u>	<u>71,710</u>	<u>159,203</u>
Total	<u>376,482</u>	<u>482,391</u>	<u>382,391</u>	<u>465,379</u>



WATER PROTECTION FUND SUMMARY

OPERATING:	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Sanitary Sewer Charges	23,466,007	26,746,500	26,746,500	29,113,126
Missouri BUILD Tax Credits	378,901	387,727	387,727	387,727
Other Revenues	50,090,373	14,700	6,000,545	76,195,932
Interest Earnings/Special Assessments	128,212	164,600	164,600	43,200
Transfers In	3,250	3,250	3,250	3,250
Grants	0	0	0	0
Fund Balance	0	3,143,924	3,143,924	0
TOTAL SOURCES	74,066,743	30,460,701	33,302,622	105,743,235
USES				
Salaries & Wages	3,050,576	3,683,230	3,683,230	3,622,401
Employee Benefits & Payroll Taxes	1,128,712	1,303,825	1,303,825	1,256,814
Materials & Supplies	809,341	800,535	800,535	842,907
Utilities & Other Outside Services	7,872,561	5,132,749	11,118,594	5,708,435
Debt Service, Property Ins & Transfers Out	9,824,004	11,841,658	11,841,658	14,470,030
Operating Capital Equipment	1,255,914	1,379,700	1,379,700	1,230,700
Capital Improvements	30,371,144	6,324,005	6,324,005	94,205,848
TOTAL FUND	54,312,251	30,465,702	36,451,547	121,337,135
Net Operating Surplus (Deficit)	19,754,491	(5,001)	(3,148,925)	(15,593,900)
CAPITAL:				
SOURCES				
Bond Proceeds	49,718,500	0	5,985,845	76,055,432
Other Revenues/Transfers In	111	700	700	700
Interest Earnings/Special Assessments	2,135	0	0	0
Appropriated from Operating Fund Balance	0	0	0	0
TOTAL CIP SOURCES	49,720,747	700	5,986,545	76,056,132
USES				
WP CIP Improvements	32,272,049	4,762,505	10,748,350	94,205,848
Net Capital Surplus (Deficit)	17,448,698	(4,761,805)	(4,761,805)	(18,149,716)
TOTAL USES	86,584,300	35,228,207	47,199,897	121,337,135



WATER PROTECTION REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	21,350,070	24,526,275	24,526,275	26,258,650
Sewer System Development Fee	31,500	36,000	36,000	30,000
South St. Joseph Industrial Sewer Dist.	1,345,475	1,650,625	1,650,625	1,998,476
Sewer Service Penalties	647,983	433,600	433,600	700,000
MO DNR Fees	(21)	0	0	26,000
Admin Code Penalties	91,000	100,000	100,000	100,000
	<u>23,466,007</u>	<u>26,746,500</u>	<u>26,746,500</u>	<u>29,113,126</u>
Other Revenue				
Other Revenue	129,456	5,500	5,500	130,000
Advertising	500	1,000	1,000	500
Finance Admin Fees	0	7,200	7,200	9,000
Recycling Revenue	6,721	0	0	0
Recovery/Reimbursement	281,677	1,000	1,000	1,000
Missouri BUILD Tax Credits	378,901	387,727	387,727	387,727
Gain/Loss Sale of Investments	(46,482)	0	0	0
Bond Proceeds	49,718,500	0	5,985,845	76,055,432
	<u>50,469,274</u>	<u>402,427</u>	<u>6,388,272</u>	<u>76,583,659</u>
Investment Earnings				
EIERA Interest	101,572	152,000	152,000	10,000
MDFB Interest	151	700	700	700
Interest Income	15,967	10,000	10,000	16,500
	<u>117,690</u>	<u>162,700</u>	<u>162,700</u>	<u>27,200</u>
Special Assessments				
Principle	10,523	1,500	1,500	15,000
Interest Income	0	400	400	1,000
	<u>10,523</u>	<u>1,900</u>	<u>1,900</u>	<u>16,000</u>
Grants & Entitlements				
FEMA Reimbursement	0	0	0	0
SEMA Reimbursement	0	0	0	0
EPA Wastewater Grant	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfers In				
Transfer from Spec Alloc	0	0	0	0
Transfer from Landfill Fund	3,250	3,250	3,250	3,250
	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	3,143,924	3,143,924	0
Total	<u>74,066,743</u>	<u>30,460,701</u>	<u>36,446,546</u>	<u>105,743,235</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	2,853,401	3,243,682	3,243,682	3,393,186
Salary Increases	0	240,535	240,535	0
Overtime	133,459	160,500	160,500	176,515
Temporary & PT Wages	50,373	23,903	23,903	42,400
Out of Title Pay	12,703	13,500	13,500	9,785
Sick Leave Buy Back	640	1,110	1,110	515
	<u>3,050,576</u>	<u>3,683,230</u>	<u>3,683,230</u>	<u>3,622,401</u>
Employee Benefits				
Lagers Pension Contribution	165,951	134,423	134,423	107,793
FICA Contribution	189,102	215,107	215,107	228,363
FICA Medicare	44,226	50,301	50,301	53,410
457 Employer Match Plan	0	5,670	5,670	19,110
Health Insurance	490,483	645,693	645,693	599,067
Dental Insurance	20,459	26,680	26,680	24,735
Federal Health Reinsurer Tax	0	50	50	0

WATER PROTECTION EXPENDITURES

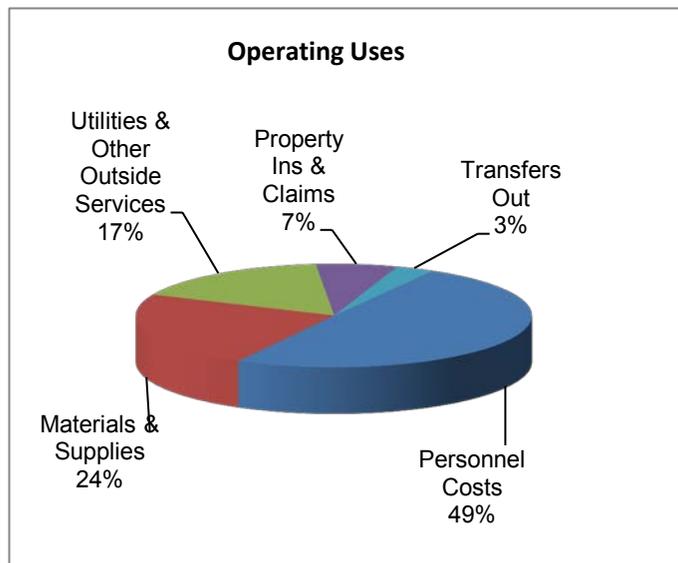
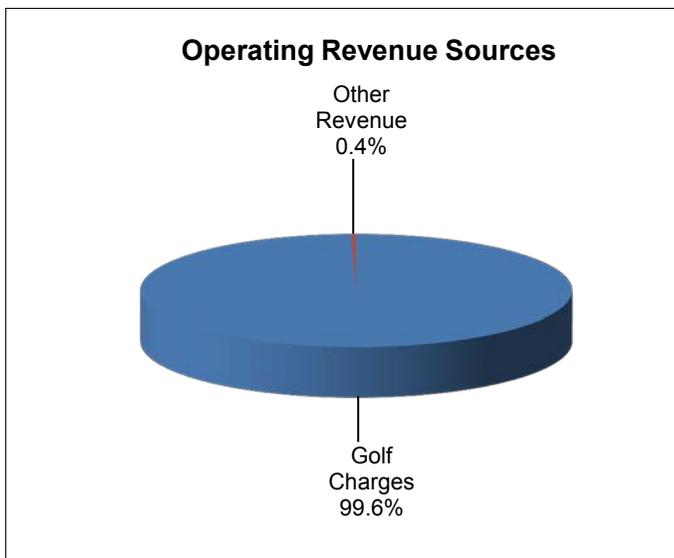
	2014-15	2015-16		2016-17
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Life Insurance	10,155	13,584	13,584	11,602
Unemployment	5,920	500	500	515
Long Term Disability	6,907	8,887	8,887	9,288
Workers Compensation	131,754	138,730	138,730	138,730
Confer/Train/Travel	63,756	64,200	64,200	64,200
	<u>1,128,712</u>	<u>1,303,825</u>	<u>1,303,825</u>	<u>1,256,814</u>
Materials & Supplies				
Office Supplies	10,913	10,600	10,600	10,600
Janitorial Supplies	8,115	13,000	13,000	13,000
Safety Equip/Clothing	44,118	35,500	35,500	35,500
Wastewater Treatment Chemicals	349,457	381,635	381,635	381,635
Motor Fuel and Lubricants	155,821	175,000	175,000	175,000
Minor Equipment	181,063	164,400	164,400	162,772
Street Maintenance Supplies	10,829	16,000	16,000	60,000
Other Materials/Supplies	49,024	4,400	4,400	4,400
	<u>809,341</u>	<u>800,535</u>	<u>800,535</u>	<u>842,907</u>
Services				
Employment Services	56,900	76,840	56,900	99,600
Professional Services	3,251,764	713,900	3,251,764	711,100
Other Professional Services	0	0	0	0
Memberships	11,640	11,485	3,479,406	11,485
Periodicals & Books	525	1,500	1,500	1,500
Telephone Service	41,276	29,620	29,620	29,620
Postage	137,014	137,300	137,300	137,300
Freight	1,931	4,600	4,600	5,000
Advertising	5,627	6,000	6,000	6,000
Permits & Recording Fees	2,445	2,300	2,300	2,300
Printing & Binding	47,452	30,870	30,870	21,320
Gas Service	108,913	65,000	65,000	165,000
Electric Service	1,481,363	1,478,000	1,478,000	1,478,000
Water Service	49,413	30,000	30,000	50,000
Vehicle/Equipment Rental	74,823	113,590	113,590	67,380
M&R - Office Equipment	88,600	93,894	93,894	203,280
M&R - Building & Facilities	1,187,724	1,191,000	1,191,000	1,216,000
M&R - Machinery & Equipment	29,294	12,500	12,500	12,500
M&R - Motor Vehicles	174,773	170,000	170,000	200,000
M&R - Communications Equipment	37,208	29,200	29,200	63,200
Major Repairs & Replacements	788,694	734,700	734,700	784,700
Towing Service	580	300	300	2,500
Laundry Services	22,091	26,000	26,000	27,000
Solid Waste Disposal Services	2,267	3,650	3,650	3,650
MO DNR Fees	241,251	154,000	154,000	275,000
Special Contributions/Services	0	0	0	0
Other Services	28,994	16,500	16,500	135,000
	<u>7,872,561</u>	<u>5,132,749</u>	<u>11,118,594</u>	<u>5,708,435</u>
Other Charges				
Bad Debt Expense	1,447,995	1,400,000	1,400,000	1,000,000
Principal	2,910,000	4,239,564	4,239,564	6,982,902
Interest	2,686,896	3,903,574	3,903,574	4,119,389
Other Debt Charges	965,926	111,000	111,000	111,000
Bond Issuance Cost Amortization	0	26,500	26,500	26,500
Insurance	177,338	203,490	203,490	203,490

WATER PROTECTION EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Claims	29,184	51,000	51,000	51,000
Transfer to General Fund	1,527,856	1,829,900	1,829,900	1,896,939
Transfer to Aviation Fund	48,290	48,290	48,290	48,290
Transfer to General Fund - Computer	30,520	28,340	28,340	30,520
	<u>9,824,004</u>	<u>11,841,658</u>	<u>11,841,658</u>	<u>14,470,030</u>
Capital Outlay & Public Improvements				
Office Equipment	42,236	0	0	0
Motor Vehicles	102,086	29,000	29,000	0
Machinery & Equipment	1,111,592	1,350,700	1,350,700	1,230,700
Radio & Communications Equipment	0	0	0	0
Software Purchases	0	0	0	0
Buildings	158,162	23,000	23,000	0
Improvements other than Buildings	29,693,159	6,301,005	6,301,005	94,205,848
Streets, Curbs & Sidewalks	22,000	0	0	0
Land	497,824	0	0	0
	<u>31,627,058</u>	<u>7,703,705</u>	<u>7,703,705</u>	<u>95,436,548</u>
Total	<u>54,312,251</u>	<u>30,465,702</u>	<u>36,451,547</u>	<u>121,337,135</u>

MUNICIPAL GOLF COURSE FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Golf Charges	780,040	909,395	909,395	847,310
Other Revenue	9,014	3,000	3,000	3,000
Investment Earnings	-96	100	100	100
Transfer In	0	100,000	100,000	0
Fund Balance Appropriation	0	(73,361)	(73,361)	(73,361)
TOTAL SOURCES	788,958	939,134	939,134	777,049
USES				
Salaries & Wages	324,239	341,670	341,670	327,397
Employee Benefits & Payroll Taxes	81,448	78,801	78,801	77,494
Materials & Supplies	218,223	186,900	186,900	192,900
Utilities & Other Outside Services	109,942	136,200	136,200	137,735
Property Ins & Claims	57,479	53,224	53,224	54,375
Transfers Out	33,500	25,595	25,595	25,690
Operating Capital Equipment	15,274	216,745	216,745	158,800
	840,105	1,039,135	1,039,135	974,391
Net Surplus (Deficit)			(100,001)	(197,342)
SOURCES				
Golf Surcharge	22,309	23,500	23,500	22,000
Interest Earnings/Transfers In	0	100	100	100
Transfers In	0	100,000	100,000	0
TOTAL SOURCES	22,309	123,600	123,600	22,100
USES				
Golf Improvements, Capital Project	14,988	215,014	215,014	158,800
Net Capital Surplus (Deficit)	7,321	(91,414)	(91,414)	(136,700)
TOTAL USES	855,093	1,254,149	1,254,149	1,133,191



MUNICIPAL GOLF FUND REVENUES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Charges for Services				
Golf Daily Surcharge	19,454	22,000	22,000	22,000
Membership Surcharge	25,197	25,500	25,500	25,500
Daily Green Fees	110,239	107,389	128,000	122,300
Annual Golf Fees	108,780	151,396	130,785	126,000
Locker Rental Fees	4,268	4,800	4,800	4,800
Tournament Green Fees	51,627	60,000	60,000	50,350
Golf Cart Rental	198,834	210,000	210,000	204,000
Summer Juniors' Camp Program	0	5,000	5,000	700
Meeting/Banquet Room Rental	17,502	15,000	15,000	15,000
Driving Range	18,820	20,000	20,000	20,000
Golf Pro Shop	53,357	48,000	48,000	67,000
Golf Simulator-League	0	48,160	48,160	7,500
Golf Simulator-Range Play	0	15,450	15,450	600
Golf Simulator-Special Event	0	11,700	11,700	1,400
Golf Concessions	171,964	165,000	165,000	180,160
	<u>780,040</u>	<u>909,395</u>	<u>909,395</u>	<u>847,310</u>
Other Revenue				
Donations	3,153	3,000	3,000	3,000
Gift Certificate Revenue	5,793	0	0	0
Other Revenue, Long/Short	69	0	0	0
	<u>9,014</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Investment Earnings				
Interest Income	(96)	100	100	100
	<u>(96)</u>	<u>100</u>	<u>100</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	0	100,000	100,000	0
	<u>0</u>	<u>100,000</u>	<u>100,000</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(73,361)	(73,361)	(73,361)
Total	<u>788,958</u>	<u>939,134</u>	<u>939,134</u>	<u>777,049</u>

MUNICIPAL GOLF FUND

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	186,749	186,980	186,980	197,102
Salary Increases	0	16,190	16,190	0
Overtime	3,404	3,500	3,500	0
Sick Leave Buy Back	453	0	0	0
Temporary Part-Time Wages	133,633	135,000	135,000	130,295
	<u>324,239</u>	<u>341,670</u>	<u>341,670</u>	<u>327,397</u>
Employee Benefits				
Lagers Pension Contribution	11,032	7,427	7,427	6,010
FICA Contribution	20,109	20,180	20,180	20,299
FICA Medicare	4,703	4,721	4,721	4,748
457 Employer Match Plan	0	0	0	1,560
Health Insurance	30,029	30,032	30,032	28,527
Dental Insurance	1,139	1,256	1,256	1,164
Federal Health Reinsurer Tax	0	130	130	0
Life Insurance	671	749	749	841
Long Term Disability	439	486	486	526
Workers Compensation	13,240	13,020	13,020	13,020
Car Mileage	0	300	300	300
Confer/Train/Travel	87	500	500	500
	<u>81,448</u>	<u>78,801</u>	<u>78,801</u>	<u>77,494</u>
Materials & Supplies				
Office Supplies	1,424	1,300	1,300	1,300
Janitorial Supplies	1,513	2,500	2,500	2,500
Recreation Supplies	34,804	28,000	28,000	28,000
Safety Equipment/Clothing	0	100	100	100
Motor Fuel and Lubricants	29,459	30,100	30,100	25,100
Minor Equipment	7,225	3,900	3,900	3,900
Materials for Resale	143,040	120,000	120,000	100,000
Other Supplies	757	1,000	1,000	32,000
	<u>218,223</u>	<u>186,900</u>	<u>186,900</u>	<u>192,900</u>
Services				
Professional Services	8,868	9,000	9,000	9,000
Memberships/Books	985	1,175	1,175	1,110
Periodicals/Books	30	0	0	0
Communication Services	4,594	3,000	3,000	4,500
Postage	182	100	100	100
Freight	200	0	0	0
Advertising	5,493	8,400	8,400	4,100
Licenses/Permits	1,407	800	800	1,500
Printing & Binding	331	400	400	400
Gas Service	2,508	2,500	2,500	2,500
Electric Service	16,701	14,000	14,000	14,000
Water Service	33,191	62,000	62,000	62,000
Vehicle/Equipment Rent	8,020	13,525	13,525	13,525
M&R Office Equipment	0	200	200	200
M&R - Building & Facilities	13,836	10,000	10,000	10,000
M&R - Machinery & Equipment/Commun	12,996	10,000	10,000	14,000
M&R - Motor Vehicles	0	500	500	500
Laundry Services	600	600	600	300
Other Services	0	0	0	0
	<u>109,942</u>	<u>136,200</u>	<u>136,200</u>	<u>137,735</u>
Other Charges				
Debt Service (Equipment Lease)	41,617	42,099	42,099	44,730
Debt Service Interest	7,657	6,225	6,225	4,745

MUNICIPAL GOLF FUND

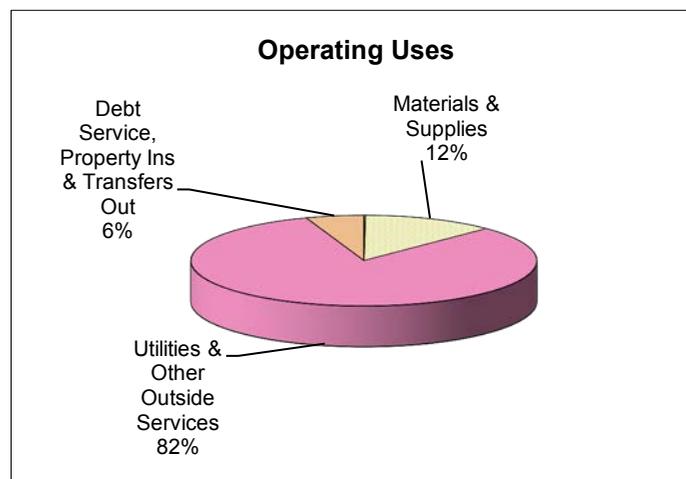
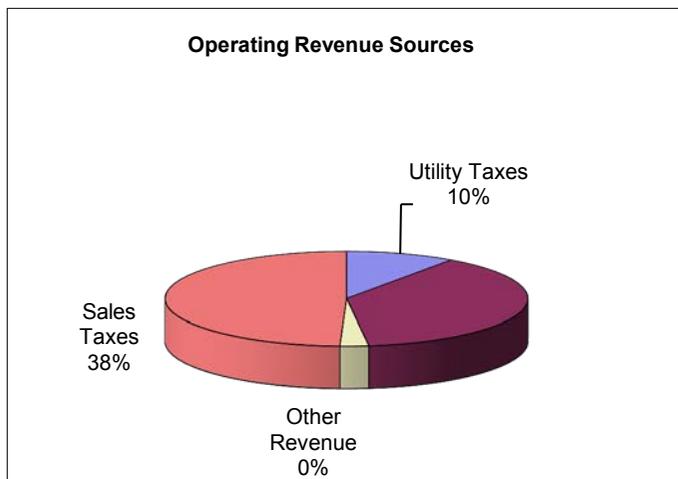
EXPENDITURES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Insurance	3,205	4,400	4,400	4,400
Judgement & Claims	5,000	500	500	500
Transfer to General Fund	29,140	21,235	21,235	21,330
Transfer to General Fund - Computer	4,360	4,360	4,360	4,360
	<u>90,979</u>	<u>78,819</u>	<u>78,819</u>	<u>80,065</u>
Capital Outlay				
Machinery & Equipment	15,000	16,745	16,745	8,800
Improv Other Than Buildings	274	100,000	100,000	150,000
Streets, Curbs, Sidewalks	0	100,000	100,000	0
	<u>15,274</u>	<u>216,745</u>	<u>216,745</u>	<u>158,800</u>
Total	<u>840,105</u>	<u>1,039,135</u>	<u>1,039,135</u>	<u>974,391</u>

MASS TRANSIT FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Utility Taxes	1,217,843	1,151,820	1,151,820	1,161,360
Sales Taxes	4,456,303	4,733,055	4,733,055	4,540,545
Charges for Services	301,021	317,300	317,300	290,300
Other Revenue	84,389	3,500	3,500	3,500
Investment Earnings	17,115	8,500	8,500	8,500
Intergovernmental Operating Grants	1,399,447	5,752,656	5,752,656	5,863,856
Fund Balance Appropriation	0	(993,595)	(993,595)	(993,595)
TOTAL SOURCES	7,476,118	10,973,236	10,973,236	10,874,466
USES				
Employee Travel & Training	1,369	8,200	8,200	8,200
Materials & Supplies	438,357	724,995	724,995	724,995
Utilities & Other Outside Services	4,390,453	4,803,578	4,803,578	4,811,066
Capital Outlay & Improvements	81,062	5,186,000	5,186,000	5,186,000
Debt Service, Property Ins & Transfers Out	377,727	250,463	250,463	317,654
TOTAL FUND	5,288,967	10,973,236	10,973,236	11,047,915
Net Surplus (Deficit)	2,187,151	0	0	(173,449)

SOURCES				
Grants & Entitlements	0	4,037,600	4,037,600	4,174,700
Appropriated from Fund Balance	0	0	0	(993,595)
TOTAL SOURCES	0	4,037,600	4,037,600	3,181,105
USES				
Transit CIP Projects	0	5,175,000	5,175,000	5,186,000
Net Capital Surplus (Deficit)			(1,137,400)	(2,004,895)
ENDING CIP FUND BALANCE:				
TOTAL USES	5,288,967	16,148,236	16,148,236	16,233,915



MASS TRANSIT FUND

REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	250,302	257,390	257,390	253,400
Electric	794,421	720,600	720,600	720,600
Water	148,428	150,730	150,730	152,560
Utility Taxes - TIF portion	24,693	23,100	23,100	34,800
	<u>1,217,843</u>	<u>1,151,820</u>	<u>1,151,820</u>	<u>1,161,360</u>
Sales Tax				
Sales Tax	4,798,928	5,063,690	5,063,690	4,871,180
Sales Tax Contra Account	(1,146,642)	(1,111,230)	(1,111,230)	(1,111,230)
EATS (TIF generated sales tax)	804,018	780,595	780,595	780,595
	<u>4,456,303</u>	<u>4,733,055</u>	<u>4,733,055</u>	<u>4,540,545</u>
Charges for Services				
Fare Box Revenue	185,159	190,000	190,000	180,000
Ticket Sales - Adult	50,895	60,000	60,000	50,000
Ticket Sales - Youth	4,448	4,500	4,500	2,500
Ticket Sales - Senior/Handicapped	38,140	37,000	37,000	37,000
Ticket Sales - Commissions	8,524	13,000	13,000	8,000
ID Cards	923	800	800	800
Advertising	12,933	12,000	12,000	12,000
	<u>301,021</u>	<u>317,300</u>	<u>317,300</u>	<u>290,300</u>
Other Revenue				
Recovery/Reimbursements	55,954	0	0	0
Concessions	1,877	3,500	3,500	3,500
Other Revenue	25,711	0	0	0
Sale of Fixed Assets	305	0	0	0
Recycling Revenue	542	0	0	0
	<u>84,389</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Investment Earnings				
Interest Income	17,115	8,500	8,500	8,500
	<u>17,115</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
Intergovernmental				
Federal Transit Authority - Capital	0	4,063,500	4,063,500	4,174,700
Federal Transit Authority - Operations	1,375,606	1,689,156	1,689,156	1,689,156
American Rec Reinvest Capital	0	0	0	0
State Operating Grant	23,841	0	0	0
	<u>1,399,447</u>	<u>5,752,656</u>	<u>5,752,656</u>	<u>5,863,856</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(993,595)	(993,595)	(993,595)
Total	<u>7,476,118</u>	<u>10,973,236</u>	<u>10,973,236</u>	<u>10,874,466</u>

MASS TRANSIT FUND

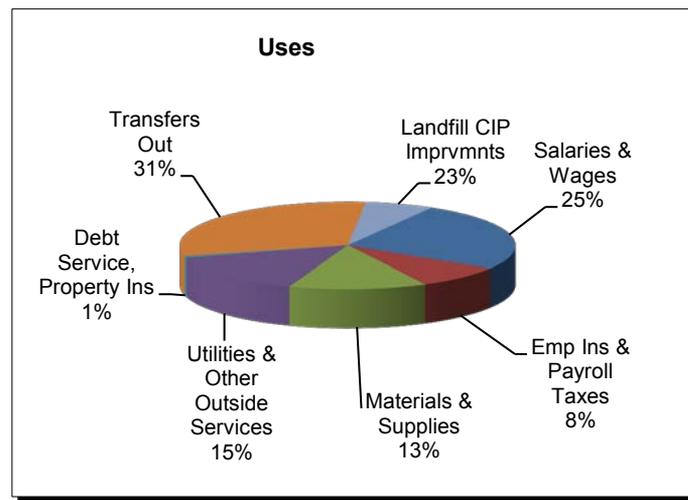
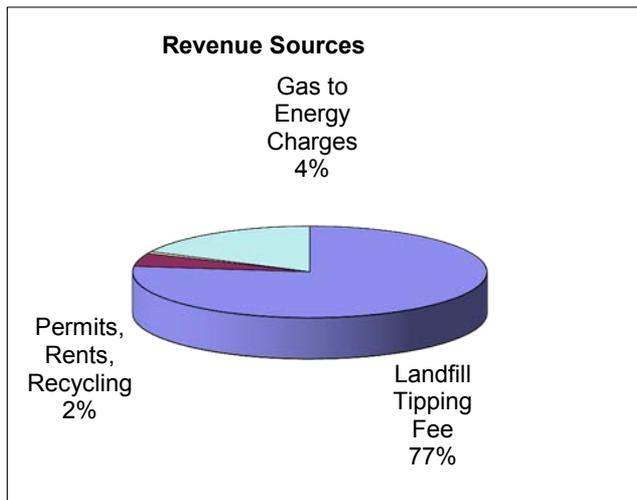
EXPENDITURES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Employee Benefits				
Car/Mileage Allow	0	1,500	1,500	1,500
Confer/Train/Travel	1,369	6,700	6,700	6,700
	<u>1,369</u>	<u>8,200</u>	<u>8,200</u>	<u>8,200</u>
Materials & Supplies				
Office Supplies	5,848	9,500	9,500	9,500
Janitorial Supplies	5,706	8,000	8,000	8,000
Safety Equip/Clothing	18,357	18,300	18,300	18,300
Motor Fuel and Lubricants	406,989	686,695	686,695	686,695
Minor Equipment	1,456	2,500	2,500	2,500
	<u>438,357</u>	<u>724,995</u>	<u>724,995</u>	<u>724,995</u>
Services				
Professional Services	254,806	276,964	276,964	284,452
Memberships	2,992	3,000	3,000	3,000
Periodicals & Books	0	250	250	250
Communications Services	29,548	25,730	25,730	25,730
Postage	383	1,000	1,000	1,000
Advertising	24,625	25,000	25,000	25,000
Permits & Recording Fees	842	950	950	950
Printing & Binding	5,984	12,000	12,000	12,000
Gas Service	14,930	17,400	17,400	17,400
Electric Service	21,359	16,000	16,000	16,000
Water Service	5,192	8,000	8,000	8,000
Vehicle/Equipment Rental	1,433	9,535	9,535	9,535
M&R - Office Equipment	0	2,420	2,420	2,420
M&R - Building & Facilities	56,304	77,000	77,000	77,000
M&R - Machinery & Equipment	2,079	7,000	7,000	7,000
M&R - Motor Vehicles	305,387	345,000	345,000	345,000
M&R - Communications Equipment	7,057	17,000	17,000	17,000
Major Repairs & Replacements	0	35,000	35,000	35,000
Towing Service	5,000	2,500	2,500	2,500
Laundry Services	4,877	10,000	10,000	10,000
Solid Waste Disposal Services	522	600	600	600
Other Services	3,647,133	3,911,229	3,911,229	3,911,229
	<u>4,390,453</u>	<u>4,803,578</u>	<u>4,803,578</u>	<u>4,811,066</u>
Other Charges				
Insurance	184,825	151,115	151,115	151,115
Transfer to Computer Network	17,440	17,440	17,440	17,440
Transfer to General Fund	175,462	81,908	81,908	149,099
	<u>377,727</u>	<u>250,463</u>	<u>250,463</u>	<u>317,654</u>
Capital Outlay & Public Improvements				
Office Equipment & Furniture	0	6,000	6,000	0
Motor Vehicles	0	4,500,000	4,500,000	4,500,000
Machinery & Equipment	0	337,000	337,000	283,000
Radio & Comm Equipment	0	88,000	88,000	88,000
Buildings	0	100,000	100,000	100,000
Improv. Other Than Buildings	81,062	155,000	155,000	215,000
	<u>81,062</u>	<u>5,186,000</u>	<u>5,186,000</u>	<u>5,186,000</u>
Total	<u>5,288,967</u>	<u>10,973,236</u>	<u>10,973,236</u>	<u>11,047,915</u>



LANDFILL FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Permits	3,825	3,100	3,100	3,100
Rents	3,925	3,700	3,700	4,500
Landfill Tipping Fee	2,962,255	2,700,000	2,700,000	3,000,000
Gas to Energy Charges	139,648	140,000	140,000	180,400
Other Revenue	1,575	1,800	1,800	1,300
Recycling Revenue	29,101	38,500	38,500	20,000
Investment Earnings	9,678	10,100	10,100	10,100
Fund Balance Appropriation	0	690,449	690,449	690,449
TOTAL SOURCES	<u>3,150,007</u>	<u>3,587,649</u>	<u>3,587,649</u>	<u>3,909,849</u>
USES - Operating				
Salaries & Wages	824,086	907,289	907,289	877,864
Employee Benefits & Payroll Taxes	301,180	305,345	305,345	293,444
Materials & Supplies	318,673	415,650	415,650	455,550
Utilities & Other Outside Services	405,240	596,940	596,940	505,950
Debt Service, Property Ins	22,257	20,815	20,815	20,815
Transfers Out	1,032,915	1,021,610	1,021,610	1,057,191
Capital Outlay	872,801	320,000	320,000	228,000
TOTAL OPERATING USES	<u>3,777,152</u>	<u>3,587,649</u>	<u>3,587,649</u>	<u>3,438,814</u>
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Progra	<u>888,040</u>	<u>320,000</u>	<u>320,000</u>	<u>228,000</u>
TOTAL USES	<u>4,665,192</u>	<u>3,907,649</u>	<u>3,907,649</u>	<u>3,666,814</u>
Net Budget Surplus (Deficit)			(320,000)	243,035



LANDFILL FUND

REVENUES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Permits				
Trash Hauler Permits	3,825	3,100	3,100	3,100
	<u>3,825</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
Rent				
Farm Land Rent	3,925	3,700	3,700	4,500
	<u>3,925</u>	<u>3,700</u>	<u>3,700</u>	<u>4,500</u>
Charges for Services				
Landfill Tipping Fees	2,962,255	2,700,000	2,700,000	3,000,000
Gas to Energy Sales	139,648	140,000	140,000	180,400
	<u>3,101,903</u>	<u>2,840,000</u>	<u>2,840,000</u>	<u>3,180,400</u>
Other Revenue				
Recycling Revenue	29,101	38,500	38,500	20,000
Advertising	1,000	1,500	1,500	1,000
Recovery/Reimbursement	575	300	300	300
Other	0	0	0	0
	<u>30,676</u>	<u>40,300</u>	<u>40,300</u>	<u>21,300</u>
Investment Earnings				
Interest Income	8,036	10,000	10,000	10,000
Interest on Accounts Receivable	1,642	100	100	100
	<u>9,678</u>	<u>10,100</u>	<u>10,100</u>	<u>10,100</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	690,449	690,449	690,449
Total	<u>3,150,007</u>	<u>3,587,649</u>	<u>3,587,649</u>	<u>3,909,849</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	764,812	799,134	799,134	817,539
Salary Adjustment	0	59,555	59,555	0
Overtime	57,452	47,500	47,500	57,575
Out of Title Pay	176	0	0	250
Sick Leave Buy Back	1,646	1,100	1,100	2,500
	<u>824,086</u>	<u>907,289</u>	<u>907,289</u>	<u>877,864</u>
Employee Benefits				
Lagers Pension Contribution	48,313	33,001	33,001	27,215
FICA Contribution	51,263	52,561	52,561	54,428
FICA Medicare	11,989	12,295	12,295	12,730
457 Employer Plan Match	0	3,645	3,645	4,160
Health Insurance	143,498	150,160	150,160	142,635
Dental Insurance	5,441	6,280	6,280	5,820
Federal Health Reinsurer Tax	0	630	630	0
Life Insurance	2,753	3,188	3,188	2,748
Unemployment Claims	0	0	0	0
Long Term Disability	1,843	2,077	2,077	2,200
Workers Compensation	34,002	33,908	33,908	33,908
Confer/Train/Travel	2,078	7,600	7,600	7,600
	<u>301,180</u>	<u>305,345</u>	<u>305,345</u>	<u>293,444</u>

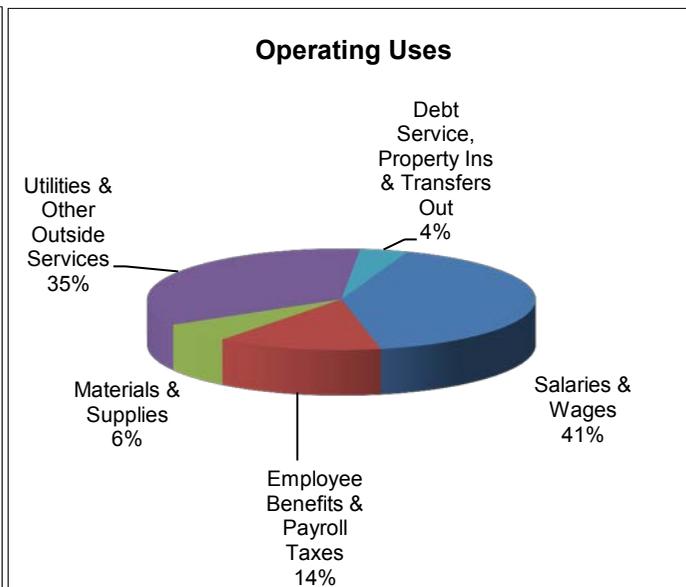
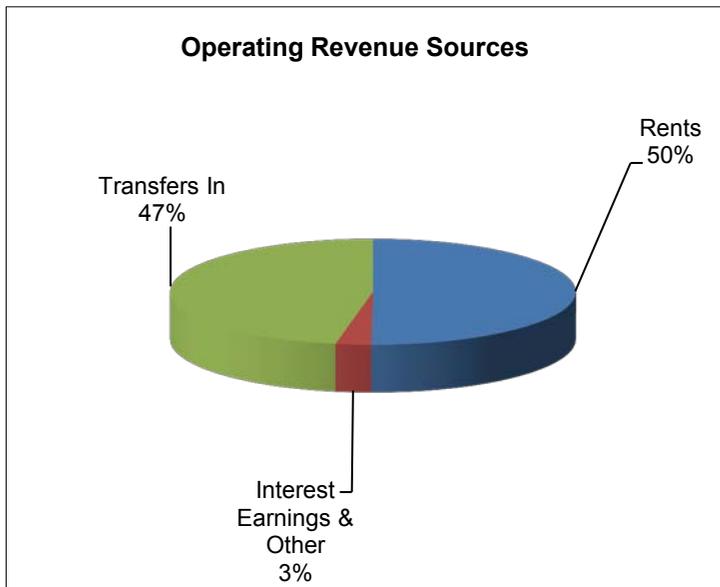
LANDFILL FUND EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	3,005	4,100	4,100	4,100
Janitorial Supplies	2,986	2,100	2,100	2,100
Safety Equip/Clothing	0	0	0	0
Motor Fuel and Lubricants	258,853	355,550	355,550	355,150
Minor Equipment	13,960	15,200	15,200	15,500
Street Maintenance Supplies	33,925	20,000	20,000	60,000
Other Materials/Supplies	5,944	18,700	18,700	18,700
	<u>318,673</u>	<u>415,650</u>	<u>415,650</u>	<u>455,550</u>
Services				
Professional Services	186,367	272,790	272,790	188,530
Memberships	739	600	600	600
Periodicals & Books	0	500	500	500
Telephone Service	10,700	4,400	4,400	4,400
Postage	252	500	500	500
Freight	2,183	4,000	4,000	3,000
Advertising	16,536	12,000	12,000	12,000
Permits & Recording Fees	5,024	12,400	12,400	4,400
Printing & Binding	258	500	500	1,500
Gas Service	5,631	8,000	8,000	8,000
Electric Service	11,301	13,000	13,000	13,000
Water Service	362	600	600	600
Vehicle/Equipment Rental	688	250	250	700
M&R - Office Equipment	0	1,600	1,600	1,600
M&R - Building & Facilities	10,430	7,500	7,500	7,500
M&R - Machinery & Equipment	73,883	78,600	78,600	78,600
M&R - Motor Vehicles	34,426	20,000	20,000	20,000
M&R - Communications Equipment	4,860	4,000	4,000	4,000
Major Repairs & Replacements	28,300	9,700	9,700	9,700
Towing Services	0	200	200	200
Laundry Services	4,546	4,100	4,100	4,920
MO DNR Fees	(82,455)	50,000	50,000	50,000
Other Services	91,211	91,700	91,700	91,700
	<u>405,240</u>	<u>596,940</u>	<u>596,940</u>	<u>505,950</u>
Other Charges				
Other Debt Charges	0	0	0	0
Insurance	20,843	18,815	18,815	18,815
Judgments & Claims	1,413	2,000	2,000	2,000
Transfer to General Fund	700,305	689,000	689,000	724,581
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>1,055,172</u>	<u>1,042,425</u>	<u>1,042,425</u>	<u>1,078,006</u>
Capital Outlay & Public Improvements				
Motor Vehicles	17,380	0	0	0
Machinery & Equipment	706,600	180,000	180,000	88,000
Improvements Other than Buildings	148,821	140,000	140,000	140,000
	<u>872,801</u>	<u>320,000</u>	<u>320,000</u>	<u>228,000</u>
Total	<u>3,777,152</u>	<u>3,587,649</u>	<u>3,587,649</u>	<u>3,438,814</u>



AVIATION FUND SUMMARY

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Rents	387,432	403,853	403,853	403,133
Other Revenue	24,692	21,000	24,692	22,625
Investment Earnings	506	100	100	100
Grants	573,383	8,284,178	8,756,992	12,244,178
Transfers In	195,202	158,290	158,290	378,290
Fund Balance Appropriation	0	339,779	376,571	339,779
TOTAL SOURCES	1,181,215	9,207,200	9,720,498	13,388,105
USES				
Salaries & Wages	242,988	299,171	299,171	294,719
Employee Benefits & Payroll Taxes	86,588	101,218	101,218	98,182
Materials & Supplies	22,957	41,840	41,840	44,040
Utilities & Other Outside Services	538,986	1,972,994	2,414,918	249,994
Debt Service, Property Ins & Transfers Out	30,646	29,639	29,639	28,724
Capital Outlay	22,300	2,249,056	6,871,860	1,747,347
TOTAL FUND	944,466	4,693,918	9,758,646	2,463,006
Net Surplus (Deficit)	236,749	4,513,282	(38,148)	10,925,099
SOURCES				
Grants/Entitlements	573,383	8,284,178	8,756,992	12,244,178
Transfers In/Other Revenue	26,912	35,000	35,000	250,000
Appropriated from Fund Balance	0	36,792	36,792	339,779
TOTAL SOURCES	600,295	8,355,970	8,828,784	12,833,957
USES				
Aviation Projects in Capital Project Fund	401,012	9,098,784	9,098,784	1,747,347
Net Capital Surplus (Deficit)	199,283	(742,814)	(270,000)	11,086,610
TOTAL USES	1,345,478	13,792,702	18,857,430	4,210,353



AVIATION FUND

REVENUES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	89,587	94,488	94,488	85,750
Airport Restaurant Rent	5,200	5,100	5,100	4,800
Life Net Lease	6,146	6,195	6,195	6,177
Farm Land Rent	68,675	68,675	68,675	73,380
Air National Guard Rent	66,256	76,511	76,511	81,240
BMS Warehouse Rent	6,333	7,430	7,430	6,333
F.B.O. Lease	79,318	79,537	79,537	79,537
Federal Aviation Administration Rent	65,917	65,917	65,917	65,916
	<u>387,432</u>	<u>403,853</u>	<u>403,853</u>	<u>403,133</u>
Other Revenue				
Sale of Gas & Oil	22,021	19,750	19,750	20,610
Recycling Revenue	0	0	0	0
Recovery/Reimbursements	401	1,250	1,250	1,250
Other Revenue	2,270	0	3,692	765
	<u>24,692</u>	<u>21,000</u>	<u>24,692</u>	<u>22,625</u>
Investment Earnings				
Interest Income	506	100	100	100
	<u>506</u>	<u>100</u>	<u>100</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	282,706	3,420,000	3,751,132	7,380,000
Buchanan County Aviation	0	1,125,000	1,125,000	1,125,000
State Airport Aid Grant	0	0	67,682	0
FEMA/SEMA Reimbursements	0	0	0	0
MO Air National Guard Grant	290,677	3,739,178	3,813,178	3,739,178
	<u>573,383</u>	<u>8,284,178</u>	<u>8,756,992</u>	<u>12,244,178</u>
Interfund Transfers In				
Transfer from General Fund	45,000	0	0	20,000
Transfer from Gaming Fund	75,000	75,000	75,000	60,000
Transfer from Water Protection Fund	48,290	48,290	48,290	48,290
Transfer from CIP Sales Tax Fund	26,912	35,000	35,000	250,000
	<u>195,202</u>	<u>158,290</u>	<u>158,290</u>	<u>378,290</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	339,779	376,571	339,779
Total	<u>1,181,215</u>	<u>9,207,200</u>	<u>9,720,498</u>	<u>13,388,105</u>

EXPENDITURES

	2014-15	2015-16		2016-17
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	234,135	266,251	266,251	280,694
Salary Adjustments	0	19,120	19,120	0
Overtime	8,853	13,800	13,800	14,025
Temporary/Part-Time Wages	0	0	0	0
	<u>242,988</u>	<u>299,171</u>	<u>299,171</u>	<u>294,719</u>
Employee Benefits				
Lagers Pension Contribution	12,886	10,921	10,921	9,137
FICA Contribution	15,231	17,364	17,364	18,274
FICA Medicare	3,562	4,061	4,061	4,274
457 Employer Plan Match	0	1,215	1,215	1,560
Health Insurance	36,887	45,048	45,048	42,791
Dental Insurance	1,399	1,884	1,884	1,746
Federal Health Reinsurer Tax	0	160	160	0
Life Insurance	803	1,130	1,130	944

AVIATION FUND

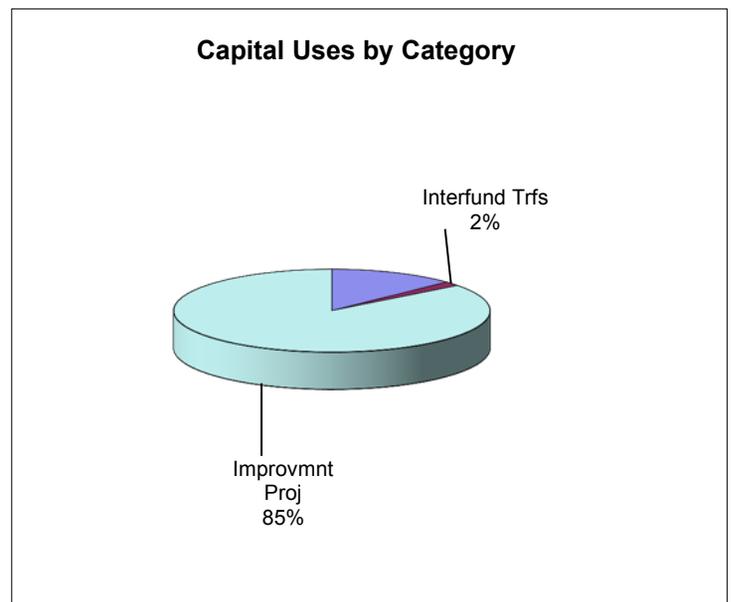
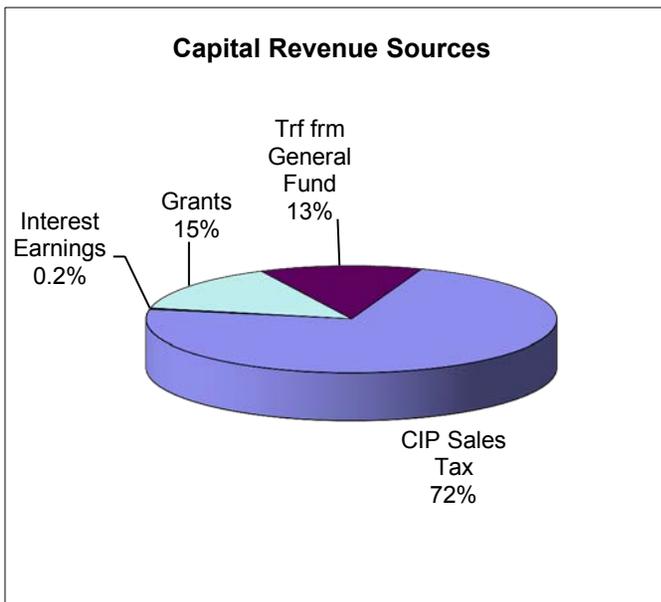
EXPENDITURES

	2014-15	2015-16		2016-17
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Employee Benefits Con't				
Long Term Disability	516	735	735	756
Workers Compensation	11,096	11,200	11,200	11,200
Unemployment Claims	0	0	0	0
Car/Mileage Allowance	-336	200	200	200
Confer/Train/Travel	4,543	7,300	7,300	7,300
Other Compensation	0	0	0	0
	<u>15,820</u>	<u>19,435</u>	<u>19,435</u>	<u>19,456</u>
Materials & Supplies				
Office Supplies	1,083	1,400	1,400	1,400
Janitorial Supplies	2,101	2,000	2,000	3,100
Safety Equip/Clothing	1,012	1,500	1,500	2,600
Chemicals/Drugs/Med Supply	0	0	0	0
Motor Fuel and Lubricants	11,668	19,550	19,550	19,550
Minor Equipment	4,288	5,000	5,000	5,000
Street Maintenance Supplies	96	9,000	9,000	9,000
Other Materials/Supplies	2,710	3,390	3,390	3,390
	<u>22,957</u>	<u>41,840</u>	<u>41,840</u>	<u>44,040</u>
Services				
Professional Services	400,532	1,790,000	2,231,924	110,000
Memberships	816	1,220	1,220	1,220
Periodicals & Books	281	460	460	460
Communication Services	5,961	4,965	4,965	6,005
Postage	342	500	500	500
Advertising	3,731	400	400	400
Permits & Recording Fees	3,000	3,400	3,400	3,400
Printing & Binding	26	100	100	100
Gas Service	921	2,000	2,000	2,000
Electric Service	43,281	38,000	38,000	38,000
Water Service	1,353	2,100	2,100	2,100
Vehicle/Equipment Rent	330	2,004	2,004	2,004
M&R - Building & Facilities	27,355	43,000	43,000	43,000
M&R - Machinery & Equipment	8,795	9,000	9,000	9,000
M&R - Motor Vehicles	3,332	4,600	4,600	4,600
M&R - Communications Equipment	1,449	2,200	2,200	0
Major Repairs & Replacements	4,392	15,135	15,135	15,135
Laundry Services	3,162	2,400	2,400	2,400
Solid Waste Disposal Services	1,271	1,320	1,320	1,320
MO DNR Fees	20	150	150	150
Special Contributions	0	2,000	2,000	2,000
Other Services	5,680	6,200	6,200	6,200
	<u>516,029</u>	<u>1,931,154</u>	<u>2,373,078</u>	<u>249,994</u>
Other Charges				
Insurance	23,191	23,274	23,274	23,274
Judgement & Claims	0	0	0	0
Transfer to General Fund	2,005	2,005	2,005	0
Transfer to General Fund - Computer	5,450	4,360	4,360	5,450
	<u>30,646</u>	<u>29,639</u>	<u>29,639</u>	<u>28,724</u>
Capital Outlay & Public Improvements				
Machinery & Equipment	22,300	5,000	5,000	5,000
Improvements other than Buildings	0	6,799,178	6,866,860	1,742,347
	<u>22,300</u>	<u>6,804,178</u>	<u>6,871,860</u>	<u>1,747,347</u>
Total	<u>921,508</u>	<u>9,207,200</u>	<u>9,716,806</u>	<u>2,463,006</u>



CAPITAL PROJECTS FUND SUMMARY

SOURCES	Projected Beginning FB:	2014-2015	2015-2016		2016-2017
		Actual	Adopted Budget	Estimated Actual	Budget
				\$12,606,457	\$12,606,457
CIP Sales Tax		5,748,910	6,314,000	6,314,000	5,923,275
Other Misc Revenues		378,016	0	0	15,000
Interest Earnings		18,042	20,000	20,000	20,000
Intergovernmental/Grants		825,406	549,500	549,500	1,185,500
Transfer from General Fund		524,318	350,000	450,000	1,050,000
Transfer from Gaming Fund		0	0	0	0
Transfer from CDBG Fund		50,000	0	0	0
Transfer from Museum Fund		0	0	0	0
Appropriation from Fund Balance		0	(696,968)	(696,968)	0
TOTAL SOURCES		7,544,692	6,536,532	6,636,532	8,193,775
USES					
Professional Services/Materials & Supplies		197,889	967,500	967,500	1,900,559
Interfund Trfs		26,912	35,000	35,000	250,000
Capital Equip		169,018	0	0	0
Improvmt Proj		11,698,662	5,534,032	5,634,032	12,587,016
TOTAL USES		12,092,482	6,536,532	6,636,532	14,737,575
Net Surplus (Deficit)				0	(6,543,800)
ENDING RESERVED FUND BALANCE:				\$12,606,457	\$6,062,657



CAPITAL PROJECTS FUND

REVENUES

	2014-2015	2015-2016		2016-2017
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,399,211	6,767,025	6,767,025	6,495,560
Sales Tax Contra Account	(1,528,855)	(1,464,065)	(1,464,065)	(1,464,065)
EATS	878,555	1,011,040	1,011,040	891,780
	<u>5,748,910</u>	<u>6,314,000</u>	<u>6,314,000</u>	<u>5,923,275</u>
Other Revenue				
Donations	15,000	0	0	15,000
Recovery/Reimbursements	363,016	0	0	0
	<u>378,016</u>	<u>0</u>	<u>0</u>	<u>15,000</u>
Investment Earnings				
Interest Income	18,042	20,000	20,000	20,000
	<u>18,042</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Bode Trust	0	0	0	0
MO DNR Parks	0	69,500	69,500	69,500
Trans Enhancement Grant	0	0	0	0
STP/FHWA Grant	825,406	480,000	480,000	1,116,000
Buchanan County 911	0	0	0	0
SEMA Homeland Security Grant	0	0	0	0
American Rec Reinvest Capital	0	0	0	0
	<u>825,406</u>	<u>549,500</u>	<u>549,500</u>	<u>1,185,500</u>
Interfund Transfers In				
Transfer from General Fund	524,318	350,000	450,000	1,050,000
Transfer from CDBG Fund	0	0	0	0
Transfer from Gaming Fund	50,000	0	0	0
Transfer from Museum Fund	0	0	0	0
	<u>574,318</u>	<u>350,000</u>	<u>450,000</u>	<u>1,050,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(696,968)	(696,968)	0
Total	<u>7,544,692</u>	<u>6,536,532</u>	<u>6,636,532</u>	<u>8,193,775</u>

CAPITAL PROJECTS FUND EXPENDITURES

	2014-2015	2015-2016		2016-2017
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Supplies/Services/Other				
Professional Services	165,557	967,500	967,500	1,900,559
Refund Expense	20,188	0	0	0
Advertising	12,144	0	0	0
	<u>197,889</u>	<u>967,500</u>	<u>967,500</u>	<u>1,900,559</u>
Capital Outlay				
Motor Vehicles	100,610	0	0	0
Machinery & Equipment	58,908	0	0	0
Software Purchases	9,500	0	0	0
	<u>169,018</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Improvements				
Land	48,310	630,800	630,800	930,800
Buildings	189,657	0	0	0
Improvements other than Buildings	5,481,047	2,645,732	2,745,732	1,016,000
Streets, Curbs & Sidewalks	5,979,648	2,257,500	2,257,500	10,640,216
	<u>11,698,662</u>	<u>5,534,032</u>	<u>5,634,032</u>	<u>12,587,016</u>
Interfund Transfers				
Transfer to General Fund	0	0	0	0
Transfer to Aviation	26,912	35,000	35,000	250,000
	26,912	35,000	35,000	250,000
Total	<u>12,092,482</u>	<u>6,536,532</u>	<u>6,636,532</u>	<u>14,737,575</u>



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.

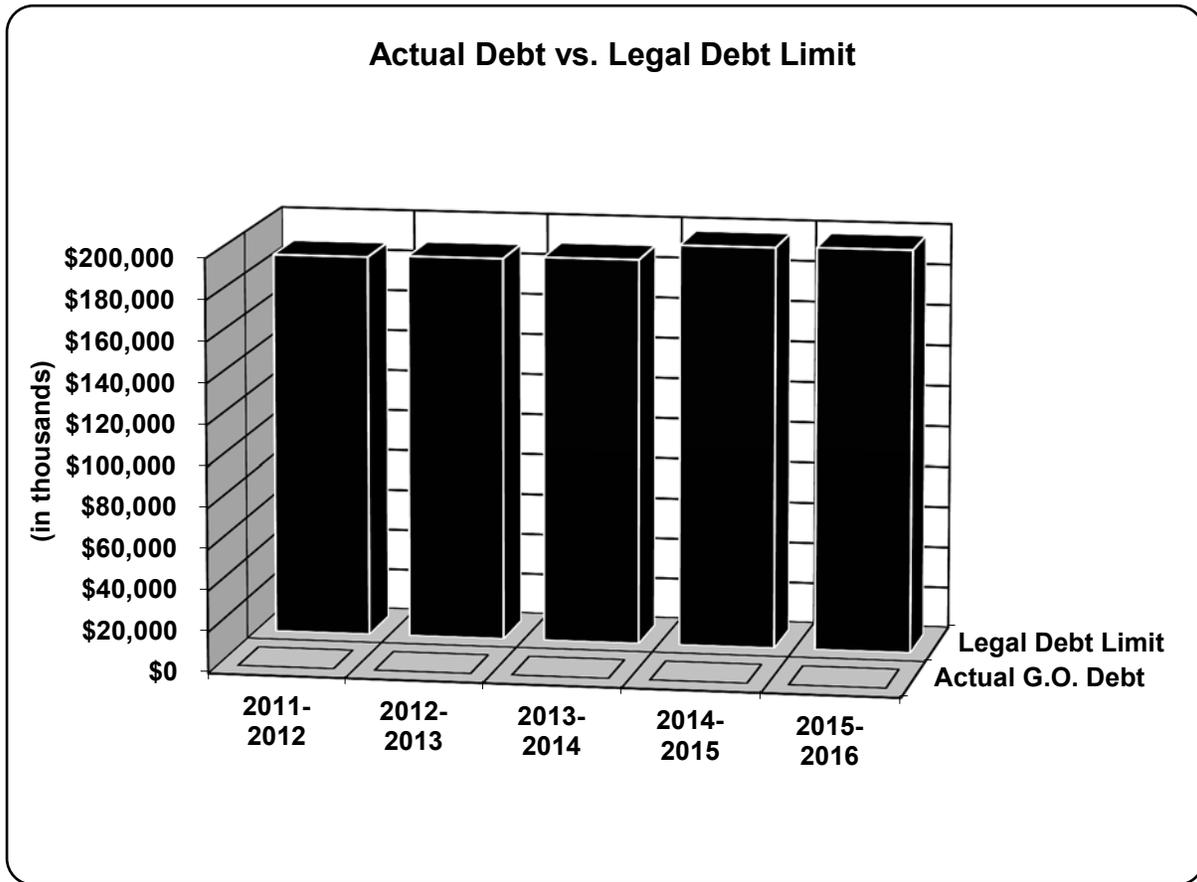
The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in 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, 2015		<u>\$983,181,738</u>
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$49,159,087
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$49,159,087
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$98,318,174
Debt Applicable to Limitation:		
Total General Obligation Bonded debt	\$0	
Less amount available in Debt Service Fund.....	<u>0</u>	
		0
Legal Debt Margin		<u>\$196,636,348</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Assessed Valuation at July 1	\$931,658	\$936,350	\$942,350	\$980,423	\$983,182
Legal Debt Limit @ 20%	186,332	187,270	188,470	196,085	196,636
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>\$186,332</u>	<u>\$187,270</u>	<u>\$188,470</u>	<u>\$196,085</u>	<u>\$196,636</u>



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>				
1997 - Sewerage System	6,515,000	525,000	Sewer	1/1/2017
2003 - Sewer Revenue Bonds	777,000	350,000	Sewer	4/1/2023
2013 - SRF Bonds	14,660,000	13,750,000	Sewer	1/1/2034
2014 - SRF Bonds	56,000,000	56,000,000	Sewer	7/1/2035
2014A SRF Bonds	28,585,000	28,585,000	Sewer	7/1/2035
2014B - Sewer Revenue Bonds	5,755,000	5,440,000	Sewer	7/1/2034
	<u>112,292,000</u>	<u>104,650,000</u>		
<i>Capital Lease Obligations</i>				
2012 - Hasler Folder/Inserter	13,869	902	Sewer	8/24/2016
2013 - Green/Fairway Mowers	68,582	14,197	Golf	6/5/2017
2013 - Golf Carts	209,000	141,991	Golf	2/15/2018
2015 - Office Copiers	135,828	90,552	General	6/30/2018
2015 - Avaya IP Phone	233,522	179,151	General	1/1/2020
	<u>660,801</u>	<u>426,794</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	1,260,000	General	3/1/2024
2005 - IDA A & B (Shoppes TIF)	42,985,000	31,955,000	Spec Alloc	6/30/2028
2007 - IDA (Mitchell Ave Project)	5,110,000	3,290,000	Spec Alloc	3/1/2029
2011 - MDFB A (Triumph) 2004 Refncd	6,685,000	4,415,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	19,580,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	6,405,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer)	8,825,000	6,485,000	Sewer	11/1/2024
2015 - IDA A (Sewer System)	10,255,000	9,875,000	Sewer	4/1/2034
2015 - IDA B (2007 Refncd)	19,215,000	19,215,000	Sewer	4/1/2027
	<u>126,460,000</u>	<u>102,480,000</u>		
<i>Total All Debt</i>	<u><u>239,412,801</u></u>	<u><u>207,556,794</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2016-2017	2017-2018	2018-2019	2020-2021	2021-2022	2023-2037	
General Fund										
2015 - Office Copiers Lease Obligations										
Principal	135,828	45,276	90,552	45,276	45,276	45,276	0	0	0	135,828
Interest		0		0	0	0	0	0	0	0
	135,828	45,276	90,552	45,276	45,276	45,276	0	0	0	135,828
2015 - Avaya IP Phone System										
Principal	233,522	54,371	179,151	42,472	47,921	54,069	34,689	0	0	179,151
Interest		33,315		19,424	13,975	7,827	1,417	0	0	42,643
	233,522	87,686	179,151	61,896	61,896	61,896	36,106	0	0	221,794
2004 - MDFB D (LEC Expansion)										
Principal	2,425,000	1,165,000	1,260,000	135,000	140,000	145,000	155,000	160,000	525,000	1,260,000
Interest		934,755		56,700	50,625	44,325	37,800	30,825	48,150	268,425
	2,425,000	2,099,755	1,260,000	191,700	190,625	189,325	192,800	190,825	573,150	1,528,425
Principal	2,794,350	1,264,647	1,529,703	222,748	233,197	244,345	189,689	160,000	525,000	1,574,979
Interest		968,070		76,124	64,600	52,152	39,217	30,825	48,150	311,068
Total GF Debt	2,794,350	2,232,717	1,529,703	236,976	235,901	234,601	192,800	190,825	573,150	1,886,047
Municipal Golf										
2013 Golf Carts Lease Obligations										
Principal	209,000	67,009	141,991	30,332	20,784	90,875	0	0	0	141,991
Interest		13,631		4,228	2,256	0	0	0	0	6,484
	209,000	80,640	141,991	34,560	23,040	90,875	0	0	0	148,475
2013 Golf Mowers Lease Obligations										
Principal	68,582	54,385	14,197	14,197	0	0	0	0	0	14,197
Interest		4,472		517	0	0	0	0	0	517
	68,582	58,857	14,197	14,714	0	0	0	0	0	14,714
Principal	277,582	121,393	156,189	44,530	20,784	90,875	0	0	0	156,189
Interest		18,103		4,744	2,256	0	0	0	0	7,000
Total Golf Debt	277,582	139,497	156,189	49,274	23,040	90,875	0	0	0	163,189
Special Allocation (TIF)										
2005 - IDA Series A (North Shoppes TIF)										
Principal	26,000,000	7,200,000	18,800,000	890,000	950,000	1,045,000	1,115,000	1,200,000	13,600,000	18,800,000
Interest		13,466,042		986,555	939,635	888,763	833,683	773,000	3,148,150	7,569,785
	26,000,000	20,666,042	18,800,000	1,876,555	1,889,635	1,933,763	1,948,683	1,973,000	16,748,150	26,369,785
2005 - IDA Series B (North Shoppes TIF)										
Principal	16,985,000	3,830,000	13,155,000	615,000	660,000	730,000	780,000	870,000	9,500,000	13,155,000
Interest		9,013,014		698,647	664,381	627,025	586,444	542,100	2,159,203	5,277,800
	16,985,000	12,843,014	13,155,000	1,313,647	1,324,381	1,357,025	1,366,444	1,412,100	11,659,203	18,432,800
2008 - IDA Mitchell Avenue										
Principal	5,110,000	1,820,000	3,290,000	180,000	190,000	200,000	215,000	220,000	2,285,000	3,290,000
Interest		1,876,090		180,950	171,050	160,600	149,600	137,775	600,875	1,400,850
	5,110,000	3,696,090	1,413,910	360,950	361,050	360,600	364,600	357,775	2,885,875	4,690,850

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining						Total Through Maturity
				2016-2017	2017-2018	2018-2019	2020-2021	2021-2022	2022-2036	
Special Allocation (TIF) - Continued										
2011 - MDFB Series A (Triumph Foods TIF)										
Principal	6,685,000	2,270,000	4,415,000	485,000	495,000	515,000	535,000	560,000	1,825,000	4,415,000
Interest*		930,676		174,913	160,363	144,894	126,869	106,806	171,588	885,431
	6,685,000	3,200,676	4,415,000	659,913	655,363	659,894	661,869	666,806	1,996,588	5,300,431
2012 - MDFB Series B (Triumph Foods TIF)										
Principal	8,685,000	2,280,000	6,405,000	665,000	680,000	695,000	720,000	745,000	2,900,000	6,405,000
Interest		870,526		223,832	208,131	189,751	168,880	144,918	269,454	1,204,965
	8,685,000	3,150,526	6,405,000	888,832	888,131	884,751	888,880	889,918	3,169,454	7,609,965
Principal	63,465,000	17,400,000	46,065,000	2,835,000	2,975,000	3,185,000	3,365,000	3,595,000	30,110,000	46,065,000
Interest		26,156,348		2,264,896	2,143,560	2,011,032	1,865,475	1,704,599	6,349,270	16,338,831
Total Spec Allocation	63,465,000	43,556,348	46,065,000	5,099,896	5,118,560	5,196,032	5,230,475	5,299,599	36,459,270	62,403,831
Sewer										
2012 - Hasleer Folder/Insertor										
Principal	13,869	12,966	903	902	0	0	0	0	0	902
Interest		636		5	0	0	0	0	0	5
	13,869	13,602	903	907	0	0	0	0	0	907
1997 - Sewerage System Revenue Bonds (1997D)										
Principal	6,515,000	5,990,000	525,000	525,000	0	0	0	0	0	525,000
Interest		4,209,298		13,781	0	0	0	0	0	13,781
	6,515,000	10,199,298	525,000	538,781	0	0	0	0	0	538,781
2003 - Sewerage System Revenue Bonds										
Principal	777,000	427,000	350,000	45,000	45,000	45,000	50,000	50,000	115,000	350,000
Interest		342,074		17,498	15,338	13,133	10,905	8,405	8,955	74,233
	777,000	769,074	350,000	62,498	60,338	58,133	60,905	58,405	123,955	424,233
2011 - Sewerage System MDFB Series E										
Principal	22,275,000	2,695,000	19,580,000	620,000	645,000	670,000	695,000	725,000	16,225,000	19,580,000
Interest		4,507,847		973,863	949,063	923,263	896,463	868,663	7,652,919	12,264,231
	22,275,000	7,202,847	19,580,000	1,593,863	1,594,063	1,593,263	1,591,463	1,593,663	23,877,919	31,844,231
2012 - MDFB C - WWT Plant Expansion - BUILD Bond Portion										
Principal	1,946,230	880,183	1,066,047	249,532	262,437	276,160	277,918	0	0	1,066,047
Interest		1,229,214		51,730	38,715	25,025	10,619	0	0	126,089
	1,946,230	2,109,397	1,066,047	301,262	301,152	301,185	288,537	0	0	1,192,136
2012 - MDFB C - WWT Plant Expansion - City Portion										
Principal	6,878,770	1,459,817	5,418,953	385,468	392,563	398,840	417,082	715,000	3,110,000	5,418,953
Interest		837,862		150,595	144,560	138,600	132,756	122,525	243,831	932,868
	6,878,770	2,297,679	5,418,953	536,063	537,123	537,440	549,838	837,525	3,353,831	6,351,821
2013 - State Revolving Loan Funds										
Principal	14,660,000	910,000	13,750,000	624,000	639,000	654,000	669,000	684,000	10,480,000	13,750,000
Int & Admin Fee		528,886		179,454	171,164	162,683	153,998	145,121	978,325	1,790,745
	14,660,000	1,438,886	13,750,000	803,454	810,164	816,683	822,998	829,121	11,458,325	15,540,745
2014 - State Revolving Loan Funds										
Principal	56,000,000	0	56,000,000	2,233,000	2,293,000	2,353,000	2,414,000	2,478,000	44,229,000	56,000,000
Int & Admin Fee		1,516,620		870,494	835,201	798,965	761,788	723,637	5,523,520	9,513,604
	56,000,000	1,516,620	56,000,000	3,103,494	3,128,201	3,151,965	3,175,788	3,201,637	49,752,520	65,513,604
2014A - State Revolving Loan Funds										
Principal	28,585,000	0	28,585,000	1,145,000	1,175,000	1,206,000	1,236,000	1,268,000	22,555,000	28,585,000
Int & Admin Fee		449,229		384,887	369,213	353,131	336,627	319,709	2,437,874	4,201,440
	28,585,000	449,229	28,585,000	1,529,887	1,544,213	1,559,131	1,572,627	1,587,709	24,992,874	32,786,440
2014B - Sewerage System Revenue Bonds										
Principal	5,755,000	315,000	5,440,000	200,000	205,000	210,000	220,000	225,000	4,380,000	5,440,000
Int & Admin Fee		281,939		178,738	174,738	170,638	166,438	162,038	1,378,163	2,230,750
	5,755,000	596,939	5,440,000	378,738	379,738	380,638	386,438	387,038	5,758,163	7,670,750
2015A - IDA - Sewerage System Revenue Bonds										
Principal	10,255,000	380,000	9,875,000	345,000	355,000	370,000	380,000	400,000	8,025,000	9,875,000
Int & Admin Fee		338,223		374,094	363,744	528,141	341,294	322,294	2,541,775	4,471,341
	10,255,000	718,223	9,875,000	719,094	718,744	898,141	721,294	722,294	10,566,775	14,346,341
2015B - IDA - Sewerage System Revenue Bonds										
Principal	19,215,000	0	19,215,000	610,000	1,190,000	1,240,000	1,290,000	1,355,000	13,530,000	19,215,000
Int & Admin Fee		818,988		924,250	905,950	858,350	808,750	744,250	2,857,500	7,099,050
	19,215,000	818,988	19,215,000	1,534,250	2,095,950	2,098,350	2,098,750	2,099,250	16,387,500	26,314,050
Principal	172,875,869	13,069,966	159,805,903	6,982,902	7,202,000	7,423,000	7,649,000	7,900,000	122,649,000	159,805,902
Interest		15,060,816	0	4,119,387	3,967,684	3,971,927	3,619,636	3,416,640	23,622,861	42,718,136
Total Sewer Debt	172,875,869	28,130,782	159,805,903	11,102,289	11,169,684	11,394,927	11,268,636	11,316,640	146,271,861	202,524,038
Total All Debt										
Principal	239,412,801	31,856,007	207,556,794	10,085,180	10,430,982	10,943,220	11,203,689	11,655,000	153,284,000	207,602,070
Interest		42,203,336		6,465,152	6,178,100	6,035,111	5,524,328	5,152,064	30,020,281	59,375,036
Total Debt Service	239,412,801	74,059,343	207,556,794	16,550,332	16,609,082	16,978,332	16,728,017	16,807,064	183,304,281	266,977,106



GLOSSARY

Accrual Accounting – A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used. *see also* **modified accrual accounting**

Acronym – An abbreviation used to stand for a phrase, compound word, name, etc. It is used to save space, to avoid repetition of long words and phrases, or simply to conform to conventional usage. The list of the most commonly used acronyms in the Budget Document includes:

CAP	Community Appearance Plan
CDBG	Community Development Block Grant (Fund)
CIP	Capital Improvement Plan (or Capital Improvement Project) depending on context
EATS	Economic Activity Taxes
FB	Fund Balance
FY	Fiscal Year
GASB	General Accounting Standards Board
GFOA	Government Finance Officer Association
G.O.	General Obligation (Bond)
HUD	(Department of) Housing and Urban Development
IDA	Industrial Development Authority
LINC	Linking Individuals, Neighborhoods & Community
MDFB	Missouri Development Finance Board
MDNR	Missouri Department of Natural Resources
MoDOT	Missouri Department of Transportation
PILOTS	Payment In Lieu of Taxes
SIMR	Street Improvement Maintenance & Repair (Fund)
TIF	Tax Increment Financing
TDD	Transportation Development District
WIC	Women, Infants and Children (federal grant program)
WP	Water Protection
WWT	Wastewater Treatment

Ad Valorem Taxes - General Property Taxes levied on the assessed valuation of real and personal property.

Annual Budget and Program of Services - The budget is a policy document, a financial plan, an operations guide, and a communications device covering a specified period of time. The City of St. Joseph prepares an annual operating budget matching planned revenues and expenditures to municipal services. The City's annual fiscal year budgeting period is from July 1 through June 30.

Annual Period - Unless otherwise stated refers to the twelve-month fiscal year commencing July 1 and concluding June 30. *see also* **fiscal year**

Appropriation - A legal authorization granted by the City Council permitting the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance - The official document adopted by the City Council establishing the legal authority to incur obligations and to make expenditures of resources.

Assessed Valuation - The basis for determining property taxes. Assessed valuation determines the value of real and personal property. Personal property located in Missouri is assessed at 33% of its fair market value. Real estate property is assessed at 19%, 32%, and 12% of fair market value for residential, commercial, and agricultural property, respectively.

GLOSSARY

Bonded Debt - A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as construction or repair of buildings, streets, and sewer infrastructure and purchase of high cost machinery and equipment.

Budget Message - The letter of transmittal from the City Manager which provides the City Council and the public with the general summary of the most important aspects of the budget, changes from previous fiscal years, and his views and recommendations.

Budgetary Control - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budgetary Units - Formal cost centers including programs, departments, and funds used for fiscal oversight, compliance, and control.

Capital Asset Capitalization Policy - A set of self-imposed conditions required to capitalize and /or depreciate fixed assets purchased or constructed by the City. The purpose of the policy is to provide a reasonable basis for identifying and qualifying assets based on asset cost, estimated economic useful life, and related factors. Generally, infrastructure, assets costing less than \$5,000, and assets having an estimated economic useful life of less than 1 year may not be capitalized because they do not warrant the effort of tracking and depreciating the asset.

Capital Improvement Program - The Capital Improvement Program is a five-year plan providing a summary of proposed capital projects including project costs and related financing plan. A Capital Improvement Program document is prepared and updated annually. The document serves as a planning tool identifying projects based on assigned priorities and providing for the coordinated implementation of selected projects. Capital Improvement Programs are adopted by Council Resolution with or without amendment after a public hearing, on or before the last day of the month six months prior to the beginning of the fiscal year.

Capital Lease Obligations - Capital Lease Obligations allow the City to acquire capital assets under fixed monthly payment arrangements over a specified lease term. Such lease Assets are considered City assets. Title to the assets transfers to the City at the end of the lease term and after payment of a one dollar (\$1.00) bargain purchase option. Leases between the Vendor and the City do not require voter approval and are subject to annual appropriation by the City Council.

Capital Outlay - Purchases of fixed assets having a value equal to or greater than five thousand dollars (\$5,000) and having an estimated economic useful life of more than one (1) year. Examples of capital outlay include, but are not necessarily limited to office furniture and equipment, computer hardware and software, vehicles, machinery and equipment, and communications equipment.

Capital Projects - Projects which are identified in the Capital Improvement Program document or the Annual Budget document and which are accounted for in either a Governmental or Proprietary Type Fund. The financial resources and expenditures of capital projects are generally kept separate from other municipal operations by coding such amounts to a CIP Project Program account in the appropriate fund.

Capital Projects Fund - A Governmental Type Fund utilized to account for current financial resources and expenditures related to the acquisition, construction, or repair of capital projects other than those financed by Proprietary Type (Enterprise) Funds.

GLOSSARY

Civic Facilities - Refers to City owned Civic Arena and Missouri Theater facilities the operations and capital improvements of which are accounted for in the Parks, Recreation & Civic Facilities Fund.

Community Development Block Grant (CDBG) - A Federal grant awarded to the City through the United States Department of Housing & Urban Development (HUD), whose objective is to provide decent housing, a suitable living environment and expanding economic opportunities for low to moderate income persons.

Debt Service - Total annual payments of principal and interest on bonded indebtedness.

Debt Service Fund - A Governmental Type Fund utilized to account for current property tax receipts the use of which is restricted for payment of the City's General Obligation (G.O.) Bond debt.

Department - A major budgetary unit of organization in the City, which has been assigned overall management responsibility for an operation or a group of related operations and activities within a functional area. Departments are often comprised of one or more program reporting entities in one or more funds.

Depreciation - A systematic adjustment to book value of a capital asset to recognize the decline in value of an asset due to usage, passage of time, and other similar factors. Depreciation, while required for generally accepted accounting purposes, is not a budgetary expenditure since it does not involve commitments for future expenditures of monies.

Economic Activity Taxes – Commonly referred to as EATS, this is the term used in TIF projects to refer to 50% of the total additional revenue from taxes that are imposed by the City or other taxing districts, which are generated by economic activities (e.g., sales taxes, utility taxes) within the Redevelopment Area designated by the TIF Commission and approved by City Council.

Encumbrance - Commitment related to an unperformed contract for goods and services. An encumbrance is evidenced by a purchase order and may not be used for any purpose other than that specified in the purchase order and/or related contract.

Enterprise Funds - A Proprietary Type Fund utilized to account for operations and activities financed and operated in a manner similar to private sector business organizations. The costs (including depreciation) of providing goods or services to the general public are intended to be financed or recovered primarily through user charges. Six enterprise funds have been established the City including Aviation, Public Parking, Water Protection, Municipal Golf, Mass Transit, and Landfill.

Expenditure/Expense - Funds paid or to be paid for acquisition of goods or services.

Expenditure/Expense Detail - The line item total for each expenditure/expense account within a department and/or program.

Fiscal Year - The twelve month period to which the operating budget applies. In St. Joseph, the fiscal year is from July 1 through June 30. *see also annual period*

Franchise Fees - A franchise fee assessed major utility companies for the privilege of using public rights-of-way and property within the City limits. The City currently assesses franchise fees to St. Joseph Light & Power, KPL Gas Company, Southwestern Bell, Missouri-American Water Company, St. Joseph Cable Vision.

GLOSSARY

Function/Functional Classification - A high level of summarization used in the City's Annual Budget and Program of Services. Functional classification represents a grouping of related operations and activities which may cross organizational and formal budgetary unit boundaries. Functional classification, while not a formal budgetary unit, is aimed at providing information on a broad range of financial and performance data for related City services.

Fund - A major budgetary unit with revenues and expenditures segregated to carrying-out specific activities. The City maintains fifteen funds for budgeting purposes which are broadly classified as either a government type fund or a proprietary type fund. The City's sixteen funds include General; Streets Maintenance; Parks Maintenance; Community Development Block Grant; Riverboat Gaming; Special Allocation; Museum Tax Initiatives; Debt Service; Aviation; Public Parking; Sewer; Municipal Golf; Mass Transit; Landfill; and Capital Project Funds.

Fund Accounting - The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance - The amount by which the reported value of City assets exceeds the reported value of its liabilities in a particular Fund. Fund balance is reduced for appropriated expenditures and increased for recorded revenues. GASB 54 dictates the components of fund balance. The four components involving actual cash are:

- *Restricted fund balance* – Monies which have an externally enforceable limitation on use imposed by grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- *Committed fund balance* – Monies which have self imposed limitations on use set in place by the City Council. Formal action by the Council is required to remove the limitation.
- *Assigned fund balance* – Monies with an intended use established by either the City Council or by the City Manager.
- *Unassigned fund balance* – formally referred to as “unrestricted”, this is the surplus of resources available in the general fund after any restricted, committed and/or assigned monies are deducted.

GASB 34 – A General Accounting Standards Board (GASB) standard issued in June 1999, requiring a new CAFR reporting model for all state and local entities. The model is designed to provide an analysis of government's functions more closely resembling the financial statements of private commerce and industry.

GASB 54 – See information under Fund Balance definition above.

General Fund - A Governmental Type Fund in which all revenues and expenditures are accounted for, if not specifically allocated by law or contractual agreement, to another specific fund. With the exception of subvention or grant revenues restricted for specific uses, the General Fund resources can be utilized for any legitimate governmental purpose. Departments accounted for within the General Fund are Mayor & City Council, City Clerk, Municipal Court, City Manager, Personnel & Risk Management, Legal, Community Development Services, Financial Services, Technology & Communications, Customer Assistance, Police, Fire, Public Works, Parks Recreation & Civic Facilities, and Public Health.

General Obligation (G.O.) Bonds - General Obligation bonds can be issued for any qualified "city purpose" in an amount not to exceed 20% of assessed value of taxable tangible property and are backed by the full faith and credit of the City. G.O. Bonds require voter approval of 2/3rds or 4/7ths majorities.

GLOSSARY

Goal – A long-term, continuing target of the organization. A broad statement of intended accomplishments and/or description of general conditions deemed desirable. Goal statements are specified at the fund, department and/or program level and communicated in the Annual Budget document.

Governmental Type Fund - A fund having a measurement focus on current financial resources thereby eliminating the need for revenue and expenditure accruals. The City has four categories of Governmental Type Funds including the General Fund, Special Revenue Funds, Proprietary (Enterprise) Funds, and Capital Project Fund.

Industrial Development Authority (IDA) – A board appointed by the City Council, it develops, advances, encourages and promotes, subject to the limitations imposed by the Industrial Development Authority Act, commercial, industrial, agricultural and manufacturing facilities in the City. The IDA provides the financial vehicle(s) through which businesses can obtain funding for expanding and/or establishing themselves in the community.

Infrastructure – Physical systems or structures that when installed become indistinguishable, inseparable, or otherwise part of surrounding appurtenant structures. Completed infrastructure and related depreciation are not recorded as assets in the financial records of the City. Examples of infrastructure include sewer lines; streetlights; streets, curbs, and gutters; retaining walls, etc.

Interest on Investments - Revenues derived from the investment earnings of unrestricted and restricted cash. The City invests primarily in repurchase agreements, full faith and credit obligations of the U.S. Government, and fully collateralized Certificates of Deposit. Interest on unrestricted cash investments is credited to respective fund accounts based on an average monthly pooled cash balance. Interest earned on restricted cash investments such as cash proceeds from bond issuances and cash reserves established by bond covenants, are tracked separately and credited to the appropriate fund.

Interfund Transfers - Amounts transferred from one fund to another.

Line-item Budget - A budget that reports budgeted amounts for individual detailed expenditure categories (salary, telephone, office supplies, etc...). The City of St. Joseph provides a line-item budget at the department and fund level. Program level revenues and expenditures are summarized and not reported in the budget on a line-item budget basis.

Long-term Debt - Debt with an original maturity in excess of one year from date of issuance.

Minor Equipment - Category of assets expensed for accounting and budgetary control purposes because they do not satisfy the City's capital asset capitalization policy.

Modified Accrual Accounting – A form of accrual accounting in which (1) expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period. *see also* **accrual accounting**.

Operating Budget - The portion of the budget that pertains to basic operations of the various municipal funds, departments, and programs.

Payment in Lieu of Taxes - Commonly referred to as PILOTs, this is the term used in TIF projects or in Chapter 100 Agreements to refer to those revenues from real property in the Redevelopment Area as designated by the TIF Commission (when linked to a TIF) and approved by City Council. These revenues

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are used to retire TIF Obligations and pay other reimbursable project costs which taxing districts would have received had the City not adopted the TIF or granted the Chapter 100 tax abatements.

Personnel Costs - Cost of wages, salaries, payroll taxes, retirement, and costs of other employee benefits for all City employees.

Program - The lowest budgetary unit reporting as practiced by the City of St. Joseph. Related programs are rolled forward and included in the appropriate department and fund. Programs are groupings of related activities organized to accomplish basic goals and objectives.

Program Summary - The Program Summary provides descriptions of program services and activities, program outcomes and indicators, program revenues, program expenditures, program capital outlay, and staffing levels. The Program Summary is designed to assist the user to better understand the nature, extent, costs, and benefits of program services and functions.

Proprietary Type Fund - A fund having a measurement focus on the flow of economic resources and determination of net income including current and non-current financial resources. Since non-current economic resources must be considered, revenue and expenditure accruals are considered. The City budgets one category of Proprietary Type Fund. (See **Enterprise Funds**).

Public Building Authority (PBA) Bonds/Leases - The PBA issues bonds to investors using the bond proceeds to purchase equipment or construct public improvements which are leased to the City under an arrangement where the lease payments to the PBA equal the bond payments to the investors. Leases between the PBA and the City do not require voter approval and are subject to annual appropriation.

Reimbursable Project Costs – refers to those costs incurred by the Developer and/or the City that, as approved in a Redevelopment Agreement, are to be funded or reimbursed from PILOTS, EATS, or other TIF-related revenue sources.

Revenue - Amounts the City of St. Joseph receives and/or earns as income including, but not limited to, such items as taxes, user fees, franchise fees, licenses, bond proceeds, rents, grants, fines, forfeitures, and interest earnings.

Revenue Bonds - Revenue bonds are sold to fund capital improvements when sufficient earnings can be generated from the improvements to repay the bond debt. Revenue bonds require voter approval of 2/3rds or 4/7ths majorities.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner. The City employs a full-time Risk Manager to coordinate this effort. The Risk Management Program is described in the Budget Document under the Human Resources Department in the General Fund.

Sales Tax - A tax remitted to the City by the State applied to the sales of goods and services within City limits.

Special Allocation Fund – the fund established by the City into which, as required by State Statute, all PILOTS, EATS, and other TIF revenues are deposited for the purpose of paying redevelopment project costs and TIF obligations.

Special Revenue Fund - A Governmental Type Fund utilized to account for the proceeds from specific revenue sources (other than from trusts or capital improvement projects) the expenditures of which are

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legally restricted for specific purposes. The City maintains six budgeted Special Revenue Funds including the Streets Maintenance; Parks Maintenance Fund; Special Allocation Fund; Gaming Initiatives Fund, Museum Tax Initiatives Fund; and the Community Development Block Grant Fund.

Subventions - Revenues collected by the State or other government entity which are allocated to the City on a formula basis. The major subventions received by the City from the State include motor vehicle sales tax, road and bridge tax, motor vehicle fee increases, and gasoline tax.

Tax Increment Financing – commonly known as a TIF project or TIF redevelopment project, a TIF is an economic development tool established by state statutes which provides a means for local governments to help finance the redevelopment of area that are blighted, substandard, or economically underutilized and that would not otherwise be developed without public assistance. TIF provides a mechanism to capture future increases in real property taxes and economic activity taxes (e.g., local sales taxes, utility taxes) associated with the redevelopment of the property in an established TIF district.

Transportation Development District – commonly known as a TDD, is a special purpose district authorized to finance, undertake and maintain transportation related public improvements benefiting the district. A TDD project includes any bridge, street, intersection, signing or signalization, parking lot, garage, etc., related to transportation needs of the district. The district can use one or more funding mechanisms to fund a project—special assessments, property tax, sales tax, tolls.

User Fees - Receipt of a fee for providing a direct and specifically identifiable service to a particular customer.

