

**CITY OF ST. JOSEPH
MISSOURI**



**ADOPTED BUDGET
FISCAL YEAR 2011 – 2012**



FY2011-2012

ANNUAL OPERATING BUDGET

AND

PROGRAM OF SERVICES

CITY OF ST. JOSEPH, MISSOURI

CITY COUNCIL



Front Row/Left to Right: Pat Jones, Joyce Starr, Mayor Bill Falkner, Barbara LaBass, Donna Jean Boyer

Back Row/Left to Right: Jeff Penland, Gary Roach, P J Kovac, Deputy Mayor Byron Myers, Sr.

**Christopher Connally
Interim City Manager**

Cover Photo: The iconic "Pony Express Motel" sign graced its location on Belt Highway until development demolished its namesake motel. The sign was saved and moved to the grounds of the Pony Express Museum. *Photo courtesy of Kitty Karr, Financial Services Department.*



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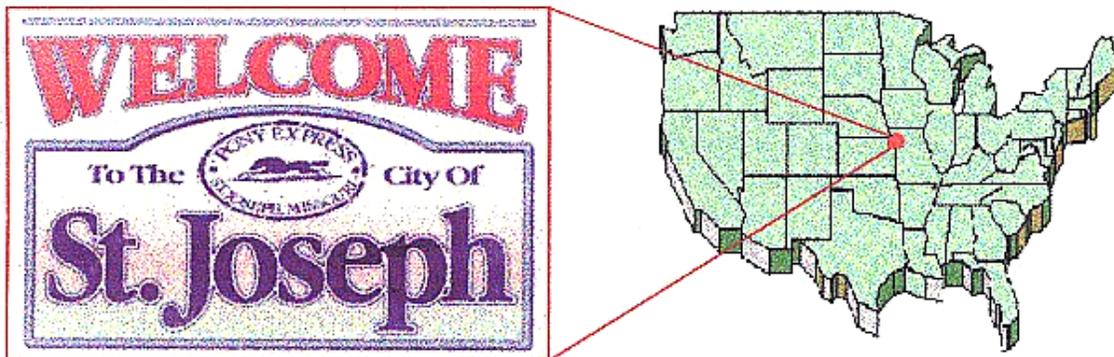
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CITY OF ST. JOSEPH

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



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

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

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

- City Council & Mayor
- City Clerk
- City Manager’s Office
- Customer Assistance
- Financial Services
- Fire
- Health
- Human Resources
- Law
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Public Works & Transportation
- Property Maintenance
- Technology Services

ST. JOSEPH

YESTERDAY

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

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

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

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

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

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



St. Joseph Police Department motorcycle officers, circa late 1930's, late 1940's. Taken at the old police station at 9th & Locus. Photo from SJPD files.

ST. JOSEPH

TODAY

The City of St. Joseph is the county seat of Buchanan County and the sixth largest city in Missouri with 76,780 residents as of the 2010 Census. St. Joseph is the central service provider for a seven county area of northwest Missouri and northeast Kansas with a combined population of over 163,400. The City's population represents 46.6% of that of the total service area.

St. Joseph MSA maintains an average civilian labor force of 72,326 with approximately 66,636 employed at July 1, 2010. The local economy has reflected the events of the last few months with the unemployment rate dropping from 8.7% in 2009 to 7.9% in 2010.

The City is less reliant today on the prominent industries operating during the late 1800's and early 1900's. The City's job base has become more diversified with the ten largest employers comprising ten different industries. The ten largest companies and organizations employ 19.4% of the total employed work force. The City's largest employer provides 4.8% of total jobs in the community.



Motorcycle officers today. Photo provided by the SJPD

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

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

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

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

MANAGEMENT TEAM AND ADVISORY BODIES

MANAGEMENT TEAM



Bottom row from left: Community Development & Planning Director Clint Thompson, Director of Property Maintenance/Technology Services Steve Hofferber, Director of Parks, Recreation & Civic Facilities Bill McKinney, Public Works Director J. Bruce Woody.

Middle row from left: City Clerk Paula Heyde, Public Health Director Debra Bradley, Human Resources Director Diana Slater, City Attorney Lisa Robertson, Financial Services Carolyn Harrison

Back row from left: Fire Chief Mike Dalsing, Police Chief Chris Connally, Director of Customer Assistance Sam Barber, City Manager Vincent Capell.

ADVISORY BODIES

ABCD Regional Planning Commission

Advisory Commission on Aging

Aviation Board

Building Code - Board of Appeals

Citizen Crime Commission

Community Development Housing

Rehabilitation Examining and Appeals Board

Disability Services Appeals Board

Downtown Design Review Board

Electrical Standards Examining Board

Emergency Medical Service Board

Fire & Emergency Services Advisory Board

Fire Prevention Code Board of Appeals

Housing Authority

Human Rights & Community Relations Commission

Industrial Development Authority

Landfill Clearance for Redevelopment Authority

Landmark Commission

Law Enforcement Center Commission

Library Board

Mechanical Standards Examining & Appeals Brd

Museum Oversight Board

National Trails Committee

Operating Engineers Board

Parks & Recreation Board

Personnel Board

Planning Commission

Plumbers Examining & Appeals Board

Port Authority

Senior Citizens Foundation, Inc. Board

Social Welfare Board of Buchanan Co.

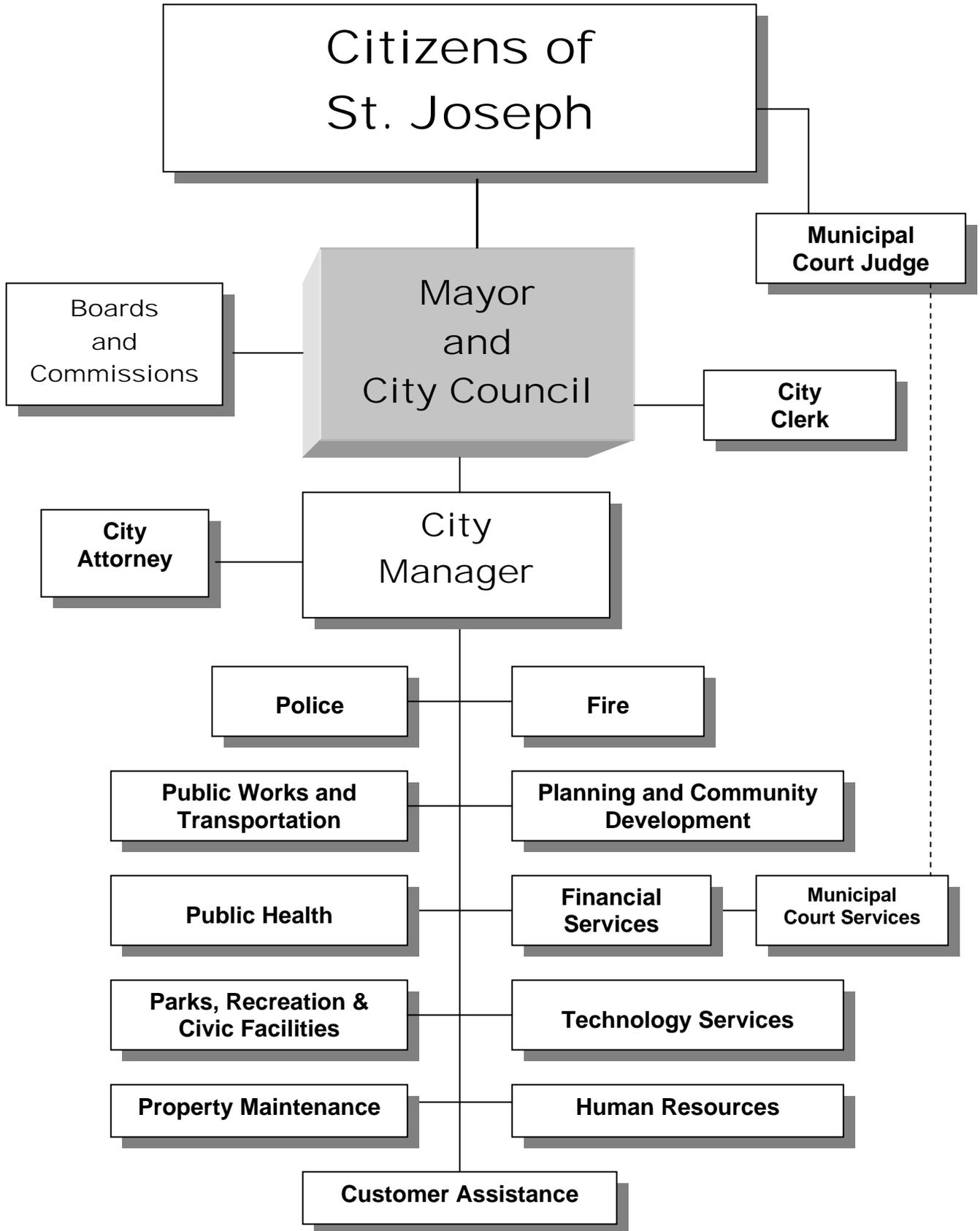
Special Business District Board

Tax Increment Financing Commission

Tree Board

Zoning Adjustment Board

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

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

i. **INTRODUCTION**

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

CITY MANAGER'S TRANSMITTAL LETTER & REVENUE DISCUSSION

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

CITY MISSION AND POLICIES

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

OVERVIEW

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

ii. **OPERATING DEPARTMENTS BUDGET DETAILS**

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

iii. **FUND SUMMARIES**

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

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

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

iv. **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

v. **SUPPLEMENTAL INFORMATION**

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

AN ORDINANCE ADOPTING THE FISCAL YEAR 2011-2012 BUDGET FOR THE CITY OF ST. JOSEPH, MISSOURI, AS SET FORTH IN EXHIBITS "A" & "B".

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

SECTION 1. That the City's budget for the Fiscal Year ending June 30, 2012, was duly prepared, filed with the City Clerk 60 days prior to the Fiscal Year beginning July 1, 2011, and was there available for the inspection by any member of the public.

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

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

SECTION 4. That the budget of the City of St. Joseph, Missouri, on file in the office of the City Clerk and Financial Services and marked Exhibit "A", for the Fiscal Year ending June 30, 2012, be, and the same is hereby, in all respects finally approved and adopted as so changed as marked Exhibit "B", and the same shall be, and is hereby filed with the City Clerk of said City.

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

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

Authenticated Copy
of Reso., G.O., (S.O.) 8226
By Paula Heyde, City Clerk
John R. Romine Deputy
Date 6-14-11

Approved as to form

City Attorney

Passed June 13, 2011

Attest:

(SEAL)

City Clerk

Mayor



CITY MANAGER'S BUDGET TRANSMITTAL

May 2, 2011

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

Dear Mayor Falkner and Members of City Council:

Last year the City Council was forced to make difficult decisions regarding program elimination and personnel reductions. As a result we are not one of the many political entities trying to eliminate a deficit in the fourth quarter of the current fiscal year. Since we are a city committed to its citizens, we recognize the uncertainties of revenues and resources should not reduce our obligation to provide quality municipal services or create a deviation from our financial responsibilities. It is with this in mind that we prepared a budget without significant cuts in services, or reductions in force. We hope this budget will carry us forward as we transition to a new City Manager, and allow the new Manager the opportunity to conduct a complete assessment of current city operations.

Given the transition in leadership and the challenges in preparing a responsible budget in the current environment we are delivering the Proposed Budget later than we have in the past few years. We will ensure you have the necessary support to make the best policy decisions for our City. Article VI, Section 6.3 of the City Charter requires the Proposed Budget be submitted to the City Council no later than 60 days prior to the beginning of the fiscal year which falls on May 2 this year. The City Council must adopt the City's Budget on or before June 13, 2011 unless a special session is called for the 3rd Monday, June 20, 2011.

Once passed by the City Council, the City's Adopted Annual Budget is the most significant public policy document, operations guide, financial plan, and communications device prepared by the City of St. Joseph for its residents. No other single document can compare to its importance or impact on our community and our organization. It affects everything from what employees do to how well they do it. It establishes the expectations for the City Council and sets the tone for City employees. It serves as a priority roadmap for staff and provides the fiscal resources for basic, ongoing City services as well as the policy direction needed to achieve the City Council's goals.

Please note that this FY2012 Proposed Annual Budget is complete except with respect to changes, if any, recommended 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 Monday, June 20, 2011.

NEW TECHNICAL PRONOUNCEMENTS AND BUDGET INITIATIVES

GASB Statement No. 54

As you know, a new and important technical pronouncement affecting the preparation of this year's (FY2011) budget for the general and special revenue funds went into effect July 1, 2010. Governmental Accounting Standards Board (GASB) Statement No. 54 requires that the City of

CITY MANAGER'S BUDGET TRANSMITTAL

St. Joseph reclassify or merge their unrestricted dollars and programs of the streets, parks, and public health departments/funds into the City's general fund. The general fund, which was limited to police, fire and city hall administration, was expanded to include these portions of additional departments.

The impact of GASB 54 on City budgets continues to be significant with respect to budgeted revenues, expenditures and fund balances. Perhaps most significant is the combination of separate smaller fund balances (used mostly in the event of unanticipated operating and capital expenditures and expenditures arising from emergencies) into one large fund balance that will serve as a shared resource for all of the general fund departments, new and old. This sharing also applies to annual operating revenues and expenditures. For example, unrestricted revenues formerly used for the parks department can now, in theory at least, be used for expenditures in the police department. GASB 54 has the potential to alter the budgeting psychology for department directors, the City Manager and City Council.

General Fund Budget Deficit Reduction Measures

Although anticipating another year during which the City expects flat or declining revenues, as we approached the budget, increases needed to be built in order to cover maintenance contract increases, equipment replacement, and some new initiatives necessary to continue to do business. After reviewing those increases we faced a significant deficit in the General Fund. Staff was asked to go back, review the budget, and come back with recommendations to reduce the projected deficit without cutting major programs or people. During the upcoming budget meetings you will hear some of the challenges facing directors. In some areas we have lower targets for overtime expenditures. As in the past we cannot always predict some events and mid year adjustments may be necessary. However, these reduction measures do not provide a permanent "fix" for the City's General Fund and its tax-dependent special revenue funds – Streets Maintenance and Parks Maintenance.

Often times we compare public administration with private sector businesses. While there are some similarities, there are also differences. In the private sector cuts usually occur because of lower demand for a product. In the public sector, cuts typically mean demand has outrun our ability to pay for services. In a struggling economy demands on local government typically grow even more. This creates the challenge for directors who work with their respective staff members to stretch the dollars for the delivery of services.

.BUDGET OVERVIEW

As city staff embarked on the preparation of the city proposed budget for FY2012, it became apparent that we were facing a projected operating deficit in the general fund of over \$1,800,000. Being familiar with the challenges facing public agencies I know you understand this situation is not much different than that faced by other governments in recent years. For several years now government revenues at every level have been flat or declining while government expenditures continue their upward trend.

The measures we took with our FY2011 budget – particularly the position reductions – allowed the City to go into the current fiscal year with a very small budget deficit in its General Fund. One which I'm sure we will overcome by anticipated savings in a few areas by the end of the year. But, even with the reduction in personnel and the lack of employee raises, upward pressures on expenditures remain. Some of these pressures are the result of factors mostly

CITY MANAGER'S BUDGET TRANSMITTAL

outside of the City's control. All point to the potential need for painful measures in FY2013 unless new sources of revenue can be gained.

Below are the departments', specific proposals for reducing the projected general fund deficit:

Description / Action	Budget Impact (Decrease)
Total Deficit to Overcome for FY2012 (Detailed in chart on page T-4)	(\$1,840,000)
<u>Actions Proposed to Overcome Deficit:</u>	
Increases to revenue:	
New Red Light Camera violation revenue	54,700
Increase to projections for Alcohol Server License revenue based on a full year's history	10,000
Plans developed to increase event & concession revenue at Civic Arena	107,000
Proposed increases to Aquatic Park entrance fees	44,000
Decreases in expenditures	
Moving expense of one-time payments to Enterprise Fund employees to those funds	118,600
Grant matches and vehicle/equipment purchases paid through Gaming Fund	125,000
Temporary reduction in capital outlays – elimination of three police patrol vehicles & related equipment packages	86,300
Built-in personnel savings for known upcoming vacancy – Fire Department	66,700
Built-in personnel savings resulting from holding vacancies open	5,700
Elimination of initial proposal to reinstate City contribution to employees' 457 plans	135,300
Decreased transfer to Streets Maintenance Fund with the Landfill Fund supporting the eight-month alley crew activities.	325,000
Decreased cost of legal research by going totally web-based.	5,600
One-year elimination of temporary help in the Customer Assistance Department during business license season	3,400
One-year decrease in use of temporary labor and related fuel, materials & supplies for property maintenance/nuisance abatement activities	17,500
Reduction in computer operations costs	20,000
Reduction for outside training in Building Inspections Division	3,000
Elimination of budgeted expense for building records' archiving (being completed in the current year with salary savings)	8,000
Reduction in projected cost of two elections (City Clerk)	20,000
Reduction in contract, M&R, office supplies, travel and training line items (Financial Services)	24,000
Remaining small reductions in all departments' operating budgets	27,200
Correction of error in Cell Phone program budget	200,000
City Manager Proposed General Fund Deficit Reduction for FY2012	\$1,407,000
Remaining General Fund Operating Deficit	(\$433,000)

CITY MANAGER'S BUDGET TRANSMITTAL

OPERATING BUDGET OVERVIEW – FY2012

The City of St. Joseph is a full-service municipal government. The proposed budget for FY2012 totals \$139,123,000 and compares to the adopted annual budget for FY2011, as follows:

Expenditure Component	Proposed Expenditure FY2012	Adopted Expenditure FY2011	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$92,707,000	\$91,957,000	\$750,000	0.8%
Capital Improvements	46,416,000	56,001,000	(\$9,585,000)	(17.1%)
Total	\$139,123,000	\$147,958,000	(\$8,835,000)	(5.97%)

Operating Revenues

The operating revenue component of the City's FY2012 Proposed Annual Budget can easily be described as "flat". Overall revenues, net of Capital Project receipts, transfers, bonds and grants, are projected to increase only by 0.07%, or \$61,000.

Operating Expenditures

After including the departments' deficit reduction proposals, the net operating expenditure component of the City's FY2012 Proposed Annual Budget is projected to increase by only 0.8% or \$750,000 above that adopted by the City Council for FY2011. The major elements leading to the initially projected \$1.84 million deficit in the General Fund were as follows:

Operating Budget Impacts	Increase (Decrease)
One-Time Impact on the Budget	
Use of cell phone revenues to provide one-time, non-base building payments to employees for work performed	500,000
Changes Resulting From Policy Decisions	
Increases to Police Uniform Allowance (in addition to \$34,252 inc in 2011)	17,400
Increases to Fire Uniform Allowance	53,300
Creation of a new Fire EMT Allowance	22,500
Retain expenditures as on-going, funded with one-time cell phone money in FY2011 (\$45,000 to maintain Mayor's Assistant as full time, \$20,000 for unspecified audit projects)	65,000
Changes due to Operational Mandates or Elements beyond City Control	
Increase in Employee Health Insurance Premiums (3%)	186,000
Increase in Fire Pension cost (2.7%)	10,700
Increase in General Employee Pension cost (16%)	115,200
Increase in cost of electric service for Street Lighting	198,000
Changes in Other Operational Items	
Based on current year projections, revenue reductions in user fees and other charges for services	213,000

CITY MANAGER'S BUDGET TRANSMITTAL

Decreases in general fund sales tax category revenues (includes retail sales, cigarette, hotel/motel, motor vehicle sales taxes)	500,000
Personnel reclassifications and position changes	73,400
Decrease in Police Pension Contributions	(97,500)
Reduction in copier lease costs with new contract	(17,000)
Net Increase to Operating Budget	<u>\$1,840,000</u>

Several personnel changes are recommended and included in the proposed budget. Some represent position reclassifications based on desk audits. Most have been pending for several years. The reclassifications were in progress at the departure of our previous City Manager; after coming late in the process I asked that justifications for personnel adjustments be presented in the budget process by the appropriate director.

The change in Municipal Court was recommended by the Financial Services Director after an analysis of the work load challenges in the nine months since two full time positions were cut to two part time positions. Excessive turnover in the part time staff leaves the division short-handed and in a constant state of looking for and training new personnel. This affects both the effectiveness and efficiencies in the court. The recommendation is for one part-time position be expanded to full time. Countering this is a reduction in the budget for Substitute Judges equivalent to .75 FTE. Reviewing the past few years' worth of experience, the division was able to reduce the number of hours budgeted for the substitutes significantly.

The Health Department recommendation moves two (2) part-time staff to full-time, and will allow time to follow the ever changing health care environment as well as position the City of St. Joseph Health Department to take action. These changes also afford the ability to dedicate staff time to grant research, application, and implementation.

This budget also recommends adding three (3) sewer maintenance personnel to address needs in sewer inlet construction. Given the significant backlog in maintaining sewer inlets, the cost to bid the work out exceeds the price of hiring staff and completing the work in house.

Personnel changes are detailed in the chart on the following page:

CITY MANAGER'S BUDGET TRANSMITTAL

NET CHANGE TO WORK FORCE				
General Fund		0.475		
Financial	Purchasing		Reclassify Compliance Technician	\$ 2,689
Services	Muni Court	(.75 FTE)	Reduce Substitute Judges Budget	\$ (16,598)
		(.625 FTE)	Eliminate one PT Court Services Rep	\$ (17,018)
		+ 1.0 FTE	Add one FT Court Services Rep	\$ 35,228
			Eliminate indigent attorney expenses	\$ (7,390)
			Net change to Financial Services	<u>\$ (3,089)</u>
Health	Health Admin	(1.15 FTE)	Eliminate (2) time-shared Admin Assist positions	\$ (55,742)
		+ 1.0 FTE	Add one FT Administrative Support Supervisor	\$ 57,894
		+ 1.0 FTE	Add one Health Educator position	\$ 53,894
			Net change to Health Department	<u>\$ 56,046</u>
Fire	Fire Maint.		Reclassify Bldg Mnt Tech to Maintenance Technician	\$ 6,753
HR	Risk Mgmt		Reclassify Risk Manager position to higher range	\$ 7,306
			Elimination of mediator expenses	\$ (2,500)
			Net change to HR Department	<u>\$ 4,806</u>
Water Protection Fund		3.0		
	Swr Mnt	+3.0 FTE	Equip Op 1 (1), Laborer (2) to form a second inlet repair unit	\$ 109,280
	Swr Mnt		Concrete, rebar, castings, ADA panel, lumber for repairs	\$ 17,000
	Swr Mnt		1-ton flatbed truck	\$ 30,000
			Department	<u>\$ 156,280</u>

Capital Improvements

Capital improvement expenditures are anticipated to decrease \$9,585,000 to \$46,416,000 for a decrease of 17.1% from the total FY2011 capital improvement expenditures of \$56,001,000. The decrease in FY2012 capital improvements relates primarily to the timing of EPA-mandated water quality projects for the City's Combined Sewer Overflow (CSO) Project and Long-Term Control. Many of the major capital projects approved in the 2008 CIP Sales Tax campaign have been completed or were underway as of FY2011. City's \$46,416,000 in projected capital projects spending for FY2012 consists of the following:

CITY MANAGER'S BUDGET TRANSMITTAL

Capital Projects Funding Sources	FY2012 Budget*	Project Description
General Fund – Cell Phone Revenues	\$120,000	Right-of-Way Acquisition Leonard Rd. and Karnes Road to Woodbine Road
“	368,000	5 th & Edmond St. Parking Lot Upgrade
Gaming Fund	50,000	Living History Preserve at the Nature Center Complex
CIP Sales Tax	50,000	Patee Hall Floor & Wall Repairs
“	\$106,000	City Portion of Missouri River Levee Design
“	160,000	Blacksnake Creek Stormwater Control Design
“	80,000	Fire Station Generators (4)
“	125,000	Local Matching Funds for Transit Bus Purchases
“	120,000	Local Matching Funds for Aviation Projects
“	150,000	Right-of-Way Acquisition SW Parkway Bridge at Garfield
“	1,910,000	SW Parkway Bridge at Garfield Construction
“	254,000	Missouri Theater Upgrades
“	43,000	City Hall Renovations
“	57,000	Krug Park Improvements
“	411,000	2011 Urban Trail – Genefield to Corby
“	120,000	Various Fire Station Upgrades
“	30,000	Playground Renovations
“	150,000	Local Sidewalk Matching Program
“	30,000	Urban Trail Signage
“	100,000	Urban Trail Pavement Replacement
Aviation Fund	300,000	Safety Area Grading
“	900,000	Airfield Pavement Maintenance
Water Protection Fund	31,768,000	Wastewater Disinfection and Ultra Violet Disinfection Facility
“	347,000	Stockyards Area SSES Design
“	3,341,000	Eastside Wastewater Improvement Facility - Design
“	46,000	Main Manhole Inspections
“	10,000	Engineering Inspection Services
(\$200K, General Fund)	465,000	CMOM Asset Management Software
Water Protection	76,000	Water Quality Education Program & Advertising
“	9,000	Air Filter Socks
“	160,000	Replacement 170 hp Tractor
“	35,000	CMOM GPS Equipment
“	110,000	Flotation Building Rehab
“	280,000	North Boundary Pump Station Construction
“	509,000	SCADA Backbone Installation
“	200,000	Green Demonstration Projects
“	276,000	Roughing Filters – Paint Support Structures
“	20,000	SSJID Wet Well Rehab Construction
“	1,640,000	CMOM Required Maintenance, Repairs, Upgrades
Golf Fund	10,000	Tees Mower
“	13,000	Installation of Zoysia Sod on Fairways

CITY MANAGER'S BUDGET TRANSMITTAL

Mass Transit Fund	15,000	Air Compressor
“	19,000	Backup Generator
“	17,000	Various equipment, facility, pavement repairs
“	680,000	Gillig Buses (2)
Landfill Fund	375,000	Horizontal Grinder
“	361,000	New Cell Construction – Area 3, Stage 6B
Total Capital Budget	<u>\$46,416,000</u>	

BUDGET SUMMARY

The Budget Transmittal is an overview of the City's \$139,123,000 proposed annual budget and related matters for FY2012. The Proposed Budget is based on conservative revenue assumptions set up in the GASB required fund structure. With conservative assumptions, adjusting the budget later in the year if revenues come in higher is far easier than cutting expenditures in the fourth quarter of the fiscal year. Proposed fee increases have been kept to a minimum; however, we hope to open some dialogue in the budget process on reviewing some of the fees in the future.

Our General Government Fund in the proposed budget now shows a beginning fund balance of \$5,410,196 and an ending fund balance of \$4,977,080, a difference of \$433,116. While the Proposed Budget dips into fund balance, in any given year we typically see 1% to 1.5% savings through salary and other expenditures which can make up the difference. Normally I would not advocate for a strategy that figures in savings; however, this preserves the current level of service and avoids a work force reduction. The ending general fund balance including the 27th payroll reserve is projected at \$5,967,327.

Finally, it has been publicly stated that our employees are our most valuable resource. A non base building stipend for each full time employee is built into our proposal.

I wish to acknowledge all the hard work and support from our directors and their staff in preparing this budget. Recognizing our challenges, we will continue to place more focus on our opportunities as we take on key initiatives and apply sound management principles that will take St. Joseph through the turbulent economic environment faced by our nation, state, and city. If you would like additional information about the budget or city operations in advance of the May budget meetings, please contact Carolyn Harrison or me.

Respectfully submitted,

Christopher Connally,
Interim City Manager

REVENUE DISCUSSION

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

Revenue Projection Techniques

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

Who Prepares Revenue Projections?

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

The large, \$32,400,000 bond issue anticipated in the Water Protection Fund, tended to distort the percentages other revenue sources provide to the operations of the City. Therefore the following discussions exclude that amount for purposes of establishing major revenue sources and providing the percentage of support provided.

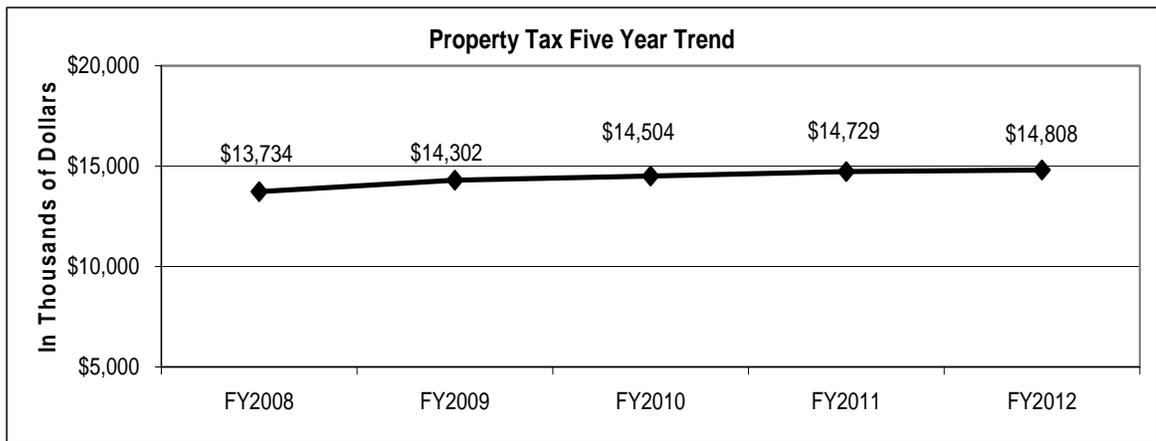
Revenue Sources

- **Property Tax** – Property taxes represent 14.0% of the City's budgeted resources. Property taxes include real, personal, public safety, railroad & utility, merchants & manufacturers', financial institutions', and payments in lieu of tax. Such taxes are assessed at the prescribed tax rate per \$100 of assessed value determined at 12%, 19%, and 32% of fair market value for agricultural, residential, and commercial property, respectively.

REVENUE DISCUSSION

Revenue Assumptions - Annual growth in property taxes for the past five years had fluctuated between less than 1% up to 2% in re-assessment years. Due to the Hancock Amendment, property tax growth is confined to the lower of 5% or the Consumer Price Index ceiling. New construction valuations and prior year tax collections are not restricted by the Hancock Amendment. The current economic slow-down and increased foreclosure rate through the region has resulted in low activity over the past year. The County Assessor has frozen residential assessments at the FY09 level and there has been little new construction. The biggest impact on the City was a change in the State Statutes requiring the City to permanently lower its 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 FY2012 they are projected to represent 11% of the City's total revenue.



- **Sales Tax** – Sales taxes represent 31% of the City's total revenue. Sales taxes include the local 1.5% sales tax, ½% CIP sales tax, .375% mass transit sales tax, 5% cigarette tax, 3% hotel/motel tax, and state fuel tax distributions.

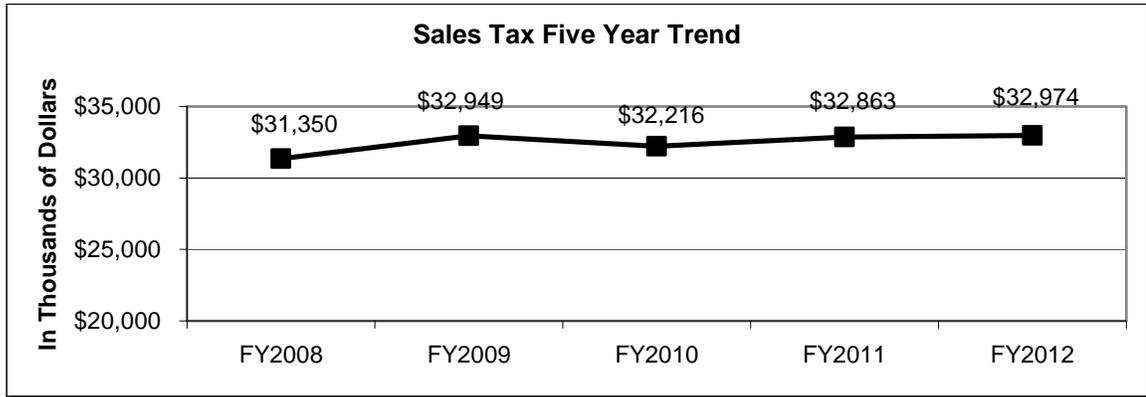
Revenue Assumptions – Beginning around FY2000 the annual growth in sales taxes slowed to an average of 1% to 1.5%. Staff had been cautiously optimistic that the local economy would continue to realize the positive effects of two, major economic boosts – the development of an up-scale shopping center in the northeast section of the City and the development of a major food processing plant just south of the downtown area. Both of these projects were completed and operational within FY06 fiscal year. And indeed tax revenues increased at 2.35% and 1.58% in FY05 and FY06 respectively. FY2007 actual revenues had a 6.5% increase over FY06 as a full year's worth of sales tax revenues were received from the new retail center. The increase of 3% on all sales tax revenues used for FY2008 was close to actual receipts. However, the economic climate led to a conservative estimate of a 2-2.6% increase depending on the sales category for FY2009.

However, as the financial world continued its meltdown and the general economy remained sluggish, FY2009 tax revenues (excluding those received from the increased transit sales levy) increased only 1%. FY2010 taxes were projected to increase only half

REVENUE DISCUSSION

of a percent. The year ended with the City receiving less revenue than the prior year for the first time in at least 15 years.

Projections for FY2011 retail sales taxes were adjusted downward and those for FY2012 used only .004 of an increase over current year projections. Projections for the revenues from fuel taxes and hotel/motel taxes were similarly conservative.



[What appears to be an uptick in revenues in FY2009 is a reflection of the voter approved increase in the sales tax devoted to the transit system.]

- **Franchise Fees** - Franchise fees represent 7.0% of total City revenue and are assessed by private utility companies on gross receipts collected from customers for collect the franchise fees and forward these amounts to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging from 6.5% to .5% depending on usage. Other franchise fees are fixed as percentage of gross receipts as follows: steam - ½%, telephone - 7%, cable - 5%, water - 6.5%, and gas - 6.5%. An additional franchise fee of 1% is assessed on water, gas, and electric receipts and is dedicated to mass transit operations.

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

A steady migration of the telecommunications business to wireless and data transmission had meant an 18% decrease in communications' franchise revenue over a five year period starting in FY2004. Settlements with most of the telecommunications companies brought in \$2.9 million in one-time payments for back taxes late in FY08. One-time settlements continue to trickle in as law suits are settled and have provided one-time boosts to the General Fund budget over the last four years. Going forward, cell phone franchise fees are estimated to come in at approximately \$1.8 million a year due to [long overdue] franchise payments on these phone services.

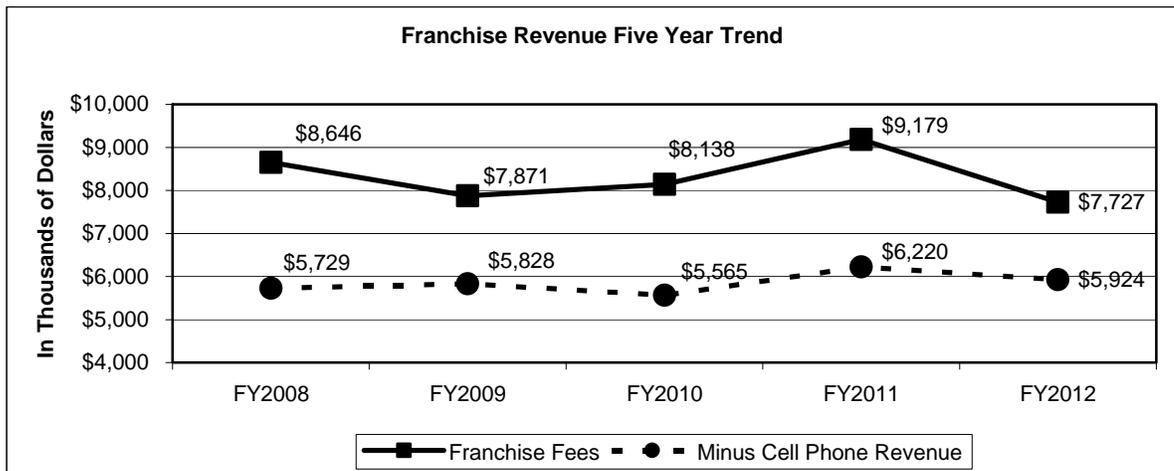
Because the legal settlements also included a five year time frame within which the phone companies agreed not to attempt to circumvent tax payments, there could be a time in which these revenues are once again threatened. As a result the great majority of the new revenues are being segregated within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

REVENUE DISCUSSION

With the opportunity to bring the Kansas City Chiefs' summer training camp to St. Joseph, the City pledged \$2.5 million toward public improvements at the Missouri Western State University campus which will host the camp. \$1.025 million of that pledge came from the City's General Fund Emergency Reserves in FY2009. A second payment of \$1.225 million was made in FY2010 from cell phone franchise taxes.

Historical revenue patterns are only marginally useful because they cannot predict future weather conditions or legislative impacts on utility revenues. For FY12, budgeted franchise revenue is estimated as follows: Gas, Electric, and Water revenues were based on three year averages. Telephone estimates, excluding cell phone revenues, were based on the prior year budget minus \$140,000 of cell phone monies to offset Council decisions made during budget workshops in fiscal 2011. The cell phone revenues, excluding the anticipated one-time settlements, are budgeted at \$1.8 million. Recent legislation has the potential of affecting cable revenue. That, along with the recent sale of the local cable company, has led us to leave cable revenue at the original FY11 budgeted level.

The chart below reflects the last five years' history of franchise revenue. The top line includes cell phone revenues and, with the end of the large one-time settlement amounts, projections drop to what may be the "new normal" for this category. 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 very flat.



- User Fees** - User fees represent 27.0% 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...), riverboat gaming taxes, bus fares, sewer user fees, landfill tipping fees, and various other fees for service.

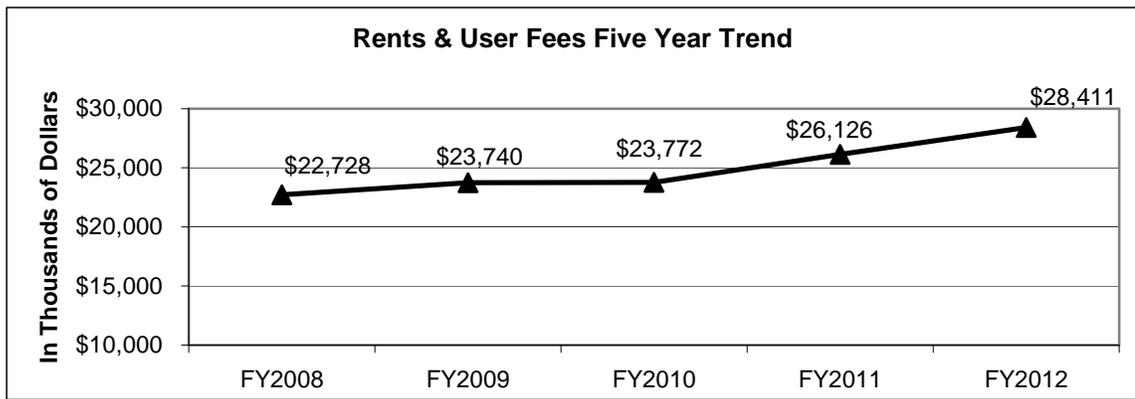
Revenue Assumptions - After the mid-FY2005 change in ownership of the casino, there was a dramatic turn around in gaming revenues. There was a 21% increase of FY06 revenues over FY05. FY07 increase slowed to 10.5%. Staff had projected a modest increase of 3% increase for FY08. However the state of the region's economy finally hit gaming too. Revenues flattened in FY08 and FY09. The 20 "lease Agreement" the City & County had with the casino ended 6/30/09

REVENUE DISCUSSION

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.

Sewer fees are determined by cost of service studies prepared by specialists. Increases in sewer discharge fees will take effect this coming year on July 1. The FY10 Cost Of Service sewer rate study (FY11 study is not available as yet) projected an 18% increase in fees as a result of expenditures related to several state and federal mandates. Virtually the entire increase in this category's revenues (\$2,285) can be traced to the increased projections for the sewer fees.

Although there have been recent decreases in tonnage taken to the Landfill, no rate increases are planned for that service at the development of the Proposed Budget. A tipping fee study has been undertaken, but the results have not been made available. No increases were built into the Proposed Budget.



- **Grants** - Grant revenues consist primarily of federal Community Development Block Grant (CDBG) funds for programs designed to assist low and moderate income individuals; of Federal Transit Administration (FTA) operating and capital outlay assistance for the city's public transit system; of Federal Aviation Administration support for Rosecrans Airport improvements; and of Federal Economic Development Administration (EDA) for qualified infrastructure improvements related to economic development initiatives. In FY2012 they are projected to represent 7% of City funding.

Revenue Assumptions - Historical revenue patterns and trends are only marginally useful when projecting future grant revenues. Federal funding for the CDBG programs dropped for four straight years, had a small increase for FY2009. FY2010 and FY2011 entitlement funds stayed between \$2.1 and \$2.2 million. *FY2012 Entitlement amounts are still unknown at this time. The Proposed Budget basically reflects the one adopted last year.* 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. Late FY2010 and FY2011 grant revenue was impacted a great deal by federal stimulus funds the City received.

- **Licenses/Permits/Fines** - Licenses and permits are charged to specific individuals based on the value of service provided. Licenses are issued for occupational

REVENUE DISCUSSION

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 2% of the City's revenues.

Revenue Assumptions – Fine revenue has a projected increase over current year estimates due only to the introduction of a new source of fine revenue for the City – red light cameras. The first camera should be in operation by the beginning of the fiscal year. Outside of that, fine revenue has actually decreased. All other license and permit revenues have remained fairly constant over the past few years. Revenue estimates are based largely on the experience and projections of the responsible departments. Given the economy, revenues for inspection fees and plan review have been lowered.

- **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. While no bond issues were budgeted in FY2008, \$20 million worth of bonds were issued by the St. Joseph Industrial Development Authority for sewer improvements. The amount of bond proceeds budgeted reflects the amount of capital improvement projects slated for the major Sewer Fund projects resulting from state & federal mandates. Another \$32,400,000 is scheduled to take place early in FY2012, boosting the overall revenue amount for the city.

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

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

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

Revenue Assumptions - Total inter-fund transfers often fluctuate dramatically from year-to-year due primarily to consolidation of capital project expenditures financed by multiple funds. Inter-fund administrative service transfers are fairly stable from year-to-year.

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

REVENUE DISCUSSION

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

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

The Museum Tax fund will be transferring monies to the city-run museum – the Nature Center.

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



City Mission and Policies

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

- **City of St. Joseph Vision, Mission Statement, Core Strategies (draft)**
- **City Council Action Plan**
- **Key Fiscal Policies**





VISION STATEMENT

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

Revised August 2010

MISSION STATEMENT

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

CITY COUNCIL CORE STRATEGIES (DRAFT)

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

1) Financial Viability & Economic Development

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

2) A Safe, Family-Friendly, Healthy Community

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

3) Customer-Involved Government

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

4) Qualified and Dedicated Internal Workforce.

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

5) Sound and Expanding Infrastructure Base

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

ACTION PLAN (2011)

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

1) Financial Viability & Economic Development

Downtown / Riverfront Revitalization

- Promote private enterprise (RV park, convenience store)
- Promote Riverfront Master Plan
- Promote Downtown Master Plan
- Implementation of the DREAM Initiative

Exploring new or expanded tax and revenue sources

- What are available grants ("shared" grant writer with Alliance partners?)
- Possibility of pursuing citizen approval of General Obligation Bonds, increased Hotel/Motel tax, Rental Car tax, Public Safety sales tax

2) A Safe, Family-Friendly, Healthy Community

Public Safety Concerns

- What is the appropriate level of police staffing? If an increase is recommended, how does the City pay for it?
- Where are the best locations for fire stations? What level of staffing is appropriate?

Expand Services

- What is the feasibility of expanding the City's roll in medical emergency response? (First Response, Full Blown EMS)

3) Customer-Involved Government

Communications and Public Relations

- Explore additional ways in which the Customer Assistance Department can be “user friendly”
- Continue to enhance external relations (business partnerships, other public entities, Community Alliance)
- Expand the Public Information/Communications Division
- Make sure Customer Service remains a high priority
- Look into methods of Branding / Marketing the City

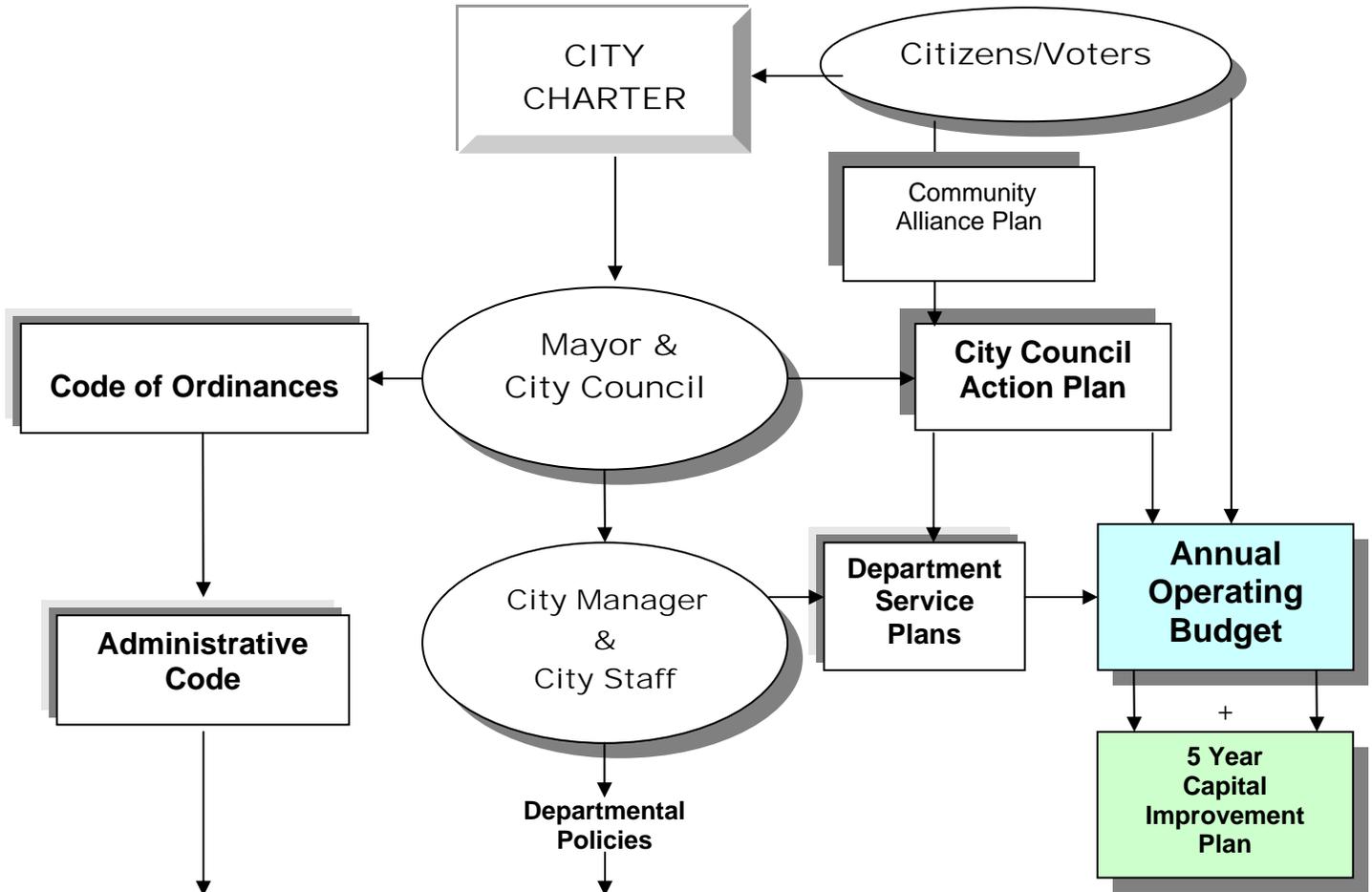
4) Qualified and Dedicated Internal Workforce

- Monitor internal relations with the various working groups (Local 77, IAFF, SEIU, general employees)
- Explore impact of making one-time, additional contributions to employee pension plans

5) Sound and Expanding Infrastructure Base

- Upgrade fire facilities
- Explore ways of improving/extending current City streets
- Keep Council apprised as to the progress made in meeting CSO and other environmental mandates for the City’s sewer system.
- Continue to upgrade curbs, gutters, sidewalks
- Maintain funding for parks’ and ball fields’ maintenance.

HOW OUR POLICY DOCUMENTS RELATE



➤ Personnel Code

- Employee Performance Appraisal System
- Affirmative Action Plan
- Loss Prevention Policy
- Labor Contracts
- FOP Local 77, IAFF, SEIU

Human Resources

- Budget Transfer Ordinance
- Investment Policy
- Procurement Policy

- Capital Asset Policy
- Procurement Card Policy
- Travel and Other Business Expense Policy
- Fund Balance Policy

Financial Services

- Financial Disclosure Requirements for Municipal Officials

- Media Policy
- Resident Request System

General Administrative

- Zoning Ordinance
- Downtown Master Plan
- Precise Plan

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

*Planning & Zoning/
Economic Development*

- Code Ordinances
- Health Ordinances

- Emergency Operations Plan
- Stormwater Management Policy

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

- Park Maintenance Policy

Recreation

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

*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 5%.

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 Financial 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)

Budget Summary

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

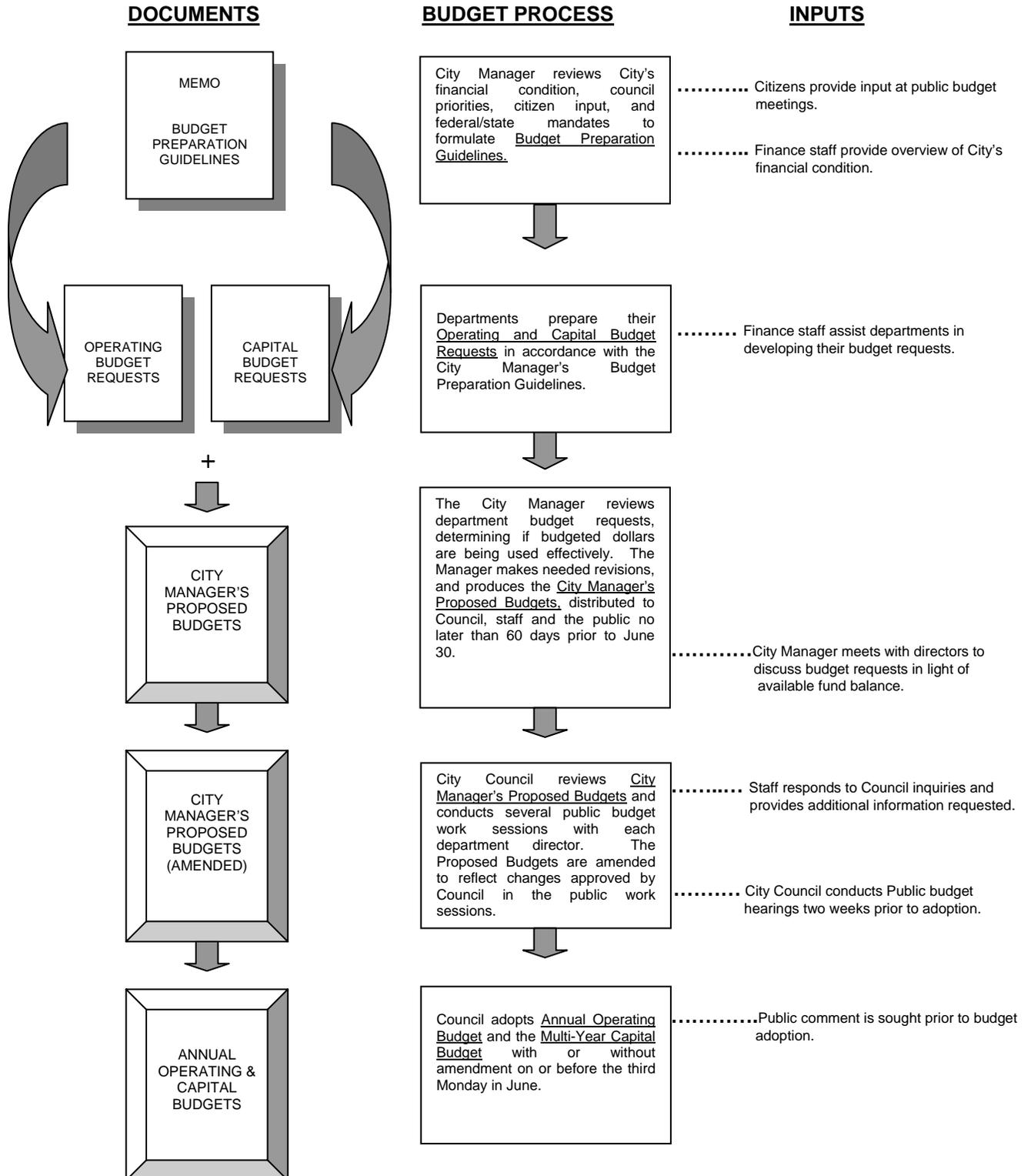
- **Budget Process**
- **Budget Calendar**
- **Budget Overview / Fund Balance**
- **Where the Money Comes From**
- **Where the Money Goes - by Department / Program**
- **Where the Money Goes - by Expenditure Type**
- **Full Time Employment - by Department**
- **Full Time Employment - by Fund**
- **Departmental / Fund Combinations**
- **All Funds Combined – Sources & Uses**



BUDGET PROCESS

Annual Budget & Program of Services

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



BUDGET CALENDAR

Fiscal Year 2011/2012

January	12	Discussion of budget process at Staff meeting; personnel listings to departments to check
	19 - 21	FSD Director out of office
	24	Personnel Listing Returned to FSD
February	early	Council Finance/Audit Committee - Staff budget overview Council budget priorities
	18	Base Budgets to Departments for review
March	11	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to FS
	11	Final FY10 Fund Balance Reconciliations due to FSDirector
	14 - 16	Instructions for re-instituted performance/workload measures distributed
	18	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests built in
	18-25	Departments review preliminary proposals. Department mtgs with CM if required.
	25	Final changes to budget due to FS
	20-25	Third quarter sales tax revenues (minus TIF disbursements) should be available
April	4	"Final" operating budget submitted to City Manager
	5 - 6	Washington Fly In dates
	4 - 8	CIP Budgets reviewed with department directors, capital projects coord
	11	Department Performance Measures due to FS
	11 - 28	Final document preparation
	25	City Manager Budget Transmittal due to FS Revenue and Expenditure projections continue to be reviewed
May	2	City Manager's Proposed Budget to Council (60 days prior to fiscal year start)
	5	Council Finance/Audit Committee - Department Budget Hearings
	9	Council Finance/Audit Committee - Department Budget Hearings
	10	Council Finance/Audit Committee - Department Budget Hearings
	11	Council Finance/Audit Committee - Department Budget Hearings
	12	Council Finance/Audit Committee - Department Budget Hearings
	20 - 27	FSD Director out of office
	20	Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
	31	Public Budget Hearing - regular City Council meeting 7:00 p.m.
June	13	Budget Adoption - regular City Council meeting 7:00 p.m. (could call special session for the 20th which is the 3rd Monday if necessary)
July	1	FY 2011/2012 Budget goes into effect.

BUDGET OVERVIEW

(in thousands of dollars)

Fund	Revenue		Expenditure		Net Revenue/ (Expenditure)	Estimated Beginning Unassigned Fund Balance*	Estimated Ending Unassigned Fund Balance
							Unassigned Fund Balance
General Governmental	\$	43,937	\$	44,425	\$ (488)	\$ 4,337	\$ 3,849
Cell Phone Settlement	\$	1,803	\$	2,447	\$ (644)	\$ 1,228	\$ 584
Special Revenue						Restricted or Assigned	Restricted or Assigned
Community Development		3,035		2,964	71	0	71
Special Allocation (TIF)		8,331		7,714	617	5,077	5,694
Gaming Initiatives		1,141		1,244	(103)	376	273
Museum		484		375	109	153	262
Streets Maintenance		7,496		7,544	(48)	147	99
Parks Maintenance		1,943		1,985	(42)	168	126
Enterprise (inc. CIP Programs)							
Municipal Golf		694		690	4	(3)	1
Aviation		1,811		1,851	(40)	107	67
Public Parking		424		468	(44)	254	210
Water Protection		51,188		52,826	(1,638)	16,406	14,768
Mass Transit		7,340		6,261	1,079	9,873	10,952
Landfill		4,064		3,983	81	10,143	10,224
Capital Projects Fund		6,225		4,370	1,855	5,942	7,797
Total	\$	139,916	\$	139,147	\$ 769	\$ 54,208	\$ 54,977

Unassigned Fund Balance Comparison
(in thousands of dollars)

***Designated Fund Balances:**

Amounts below are not reflected in the unassigned fund balances above for the GF:

FY2016 27th Payroll Reserve

General Fund: \$1,255,660
 CDBG: \$11,700
 Aviation: \$8,360
 Parking: \$6,360
 Sewer: \$83,740
 Golf: \$5,320
 Landfill: \$24,320

Computer Replacement Reserve

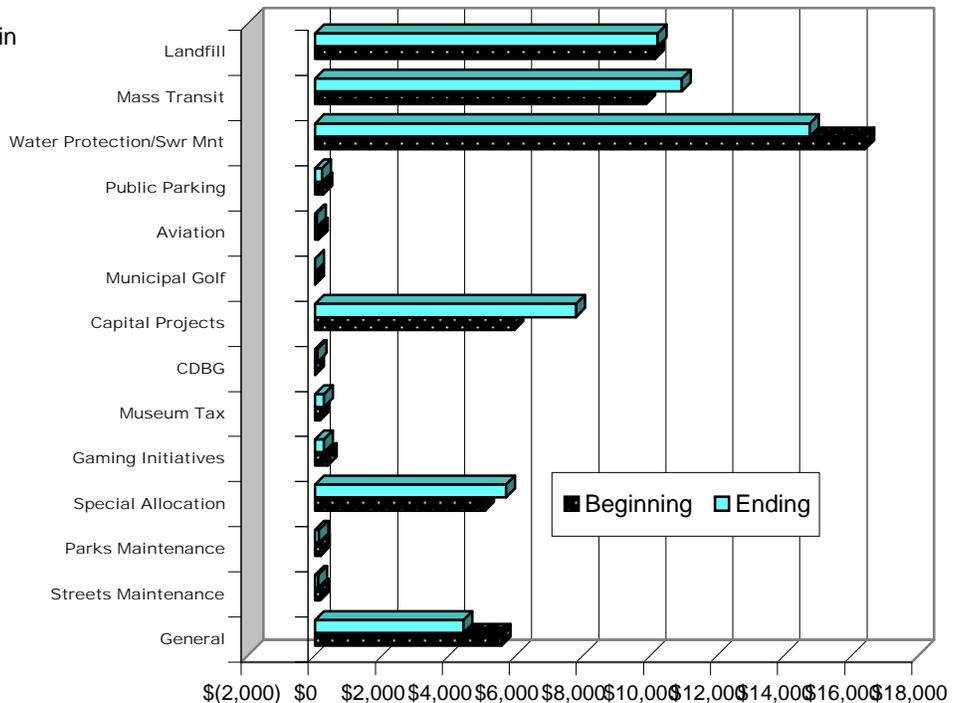
General Fund: \$ 216,860

Match for FTA Bus Grants

Transit: \$468,000

Landfill Closure/Postclosure

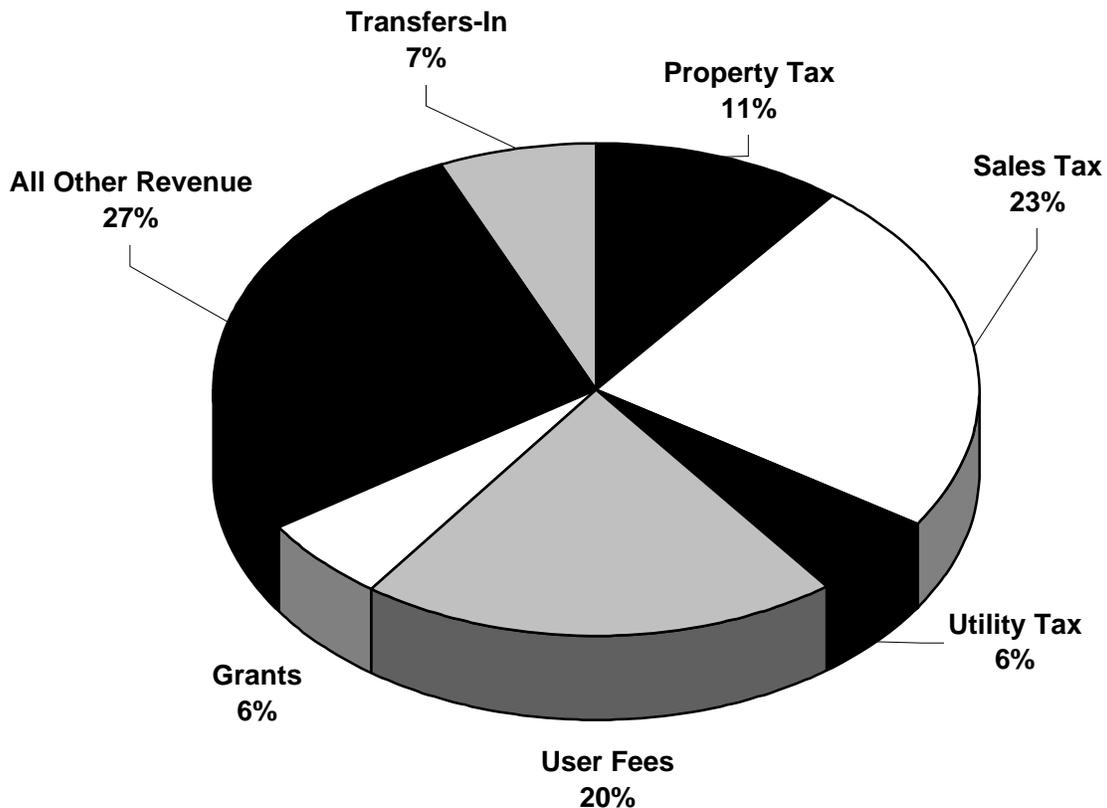
Landfill: \$4,645,045



WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2010 Actual	FY2011		FY2012		% of change from FY2011 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$14,504	\$14,892	\$14,729	\$14,808	11%	(0.56)%
Sales Tax	32,216	33,713	32,863	32,974	24%	(2.19)%
Utility Fee	8,138	8,771	9,179	7,726	6%	(11.91)%
User Fees & Gaming	21,242	25,952	26,154	28,451	20%	9.63 %
Grants	9,734	6,816	17,593	7,928	6%	16.31 %
	<u>85,834</u>	<u>90,144</u>	<u>100,518</u>	<u>91,887</u>	<u>66%</u>	<u>1.93 %</u>
Other Revenue						
Licenses & Permits	1,619	1,586	1,614	1,584	1%	(0.13)%
Fines	1,237	1,493	1,255	1,384	1%	(7.30)%
Interest	1,078	1,156	444	681	0%	(41.09)%
Bond Proceeds	3,767	50,000	6,026	32,400	23%	0.00 %
Other	2,529	2,563	3,383	2,473	2%	(3.51)%
	<u>10,230</u>	<u>56,798</u>	<u>12,722</u>	<u>38,522</u>	<u>28%</u>	<u>(32.18)%</u>
Operating Revenue	96,064	146,942	113,240	130,409	94%	(11.25)%
Interfund Transfers-In	7,421	9,115	10,597	9,507	7%	4.30 %
From (to) Fund Balance	8,657	(8,099)	(2,630)	(769)	-1%	(90.51)%
Total Revenue	\$ 112,142	\$ 147,958	\$ 121,207	\$ 139,147	100%	(5.96)%

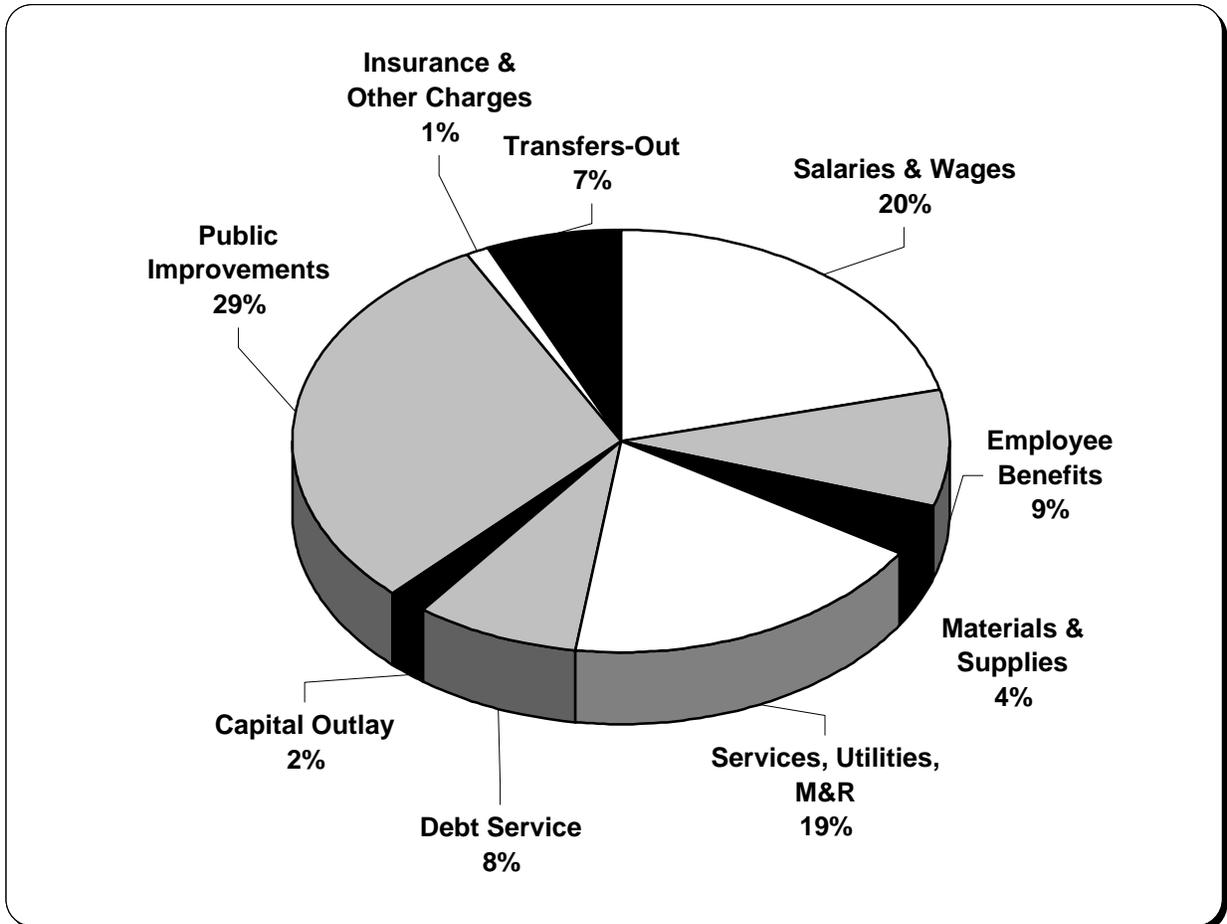


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2010 Actual	FY2011		FY2012		% of change from FY2011 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$29,028	\$29,299	\$28,465	\$29,702	21%	1%
Employee Benefits*	11,907	12,007	11,717	12,379	9%	3%
Materials & Supplies	4,465	4,980	4,926	5,137	4%	3%
Services & Utilities	28,307	29,011	30,174	25,939	19%	(11%)
Debt Service	11,217	9,957	11,302	11,286	8%	13%
Capital Outlay	4,490	3,236	3,282	2,671	2%	(17%)
Public Improvements	15,333	48,168	20,082	41,775	30%	(13%)
Insurance & Other Charges	741	2,195	751	751	1%	(66%)
	105,488	138,853	110,699	129,640	94%	(7%)
Interfund Transfers-Out	6,654	9,105	10,508	9,507	7%	4%
Total Expenditures	\$112,142	\$147,958	\$121,207	\$139,147	100%	(6%)

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

by Department and Fund Type
(in thousands of dollars)

Fund Type	Department	FY2010 Actual	FY2011		FY2012		% change from FY2011 Budget
			Adopted Budget	Estimated Actual	Budget	% of Operating Total	
G	City Council & Mayor	\$174	\$216	\$216	\$218	0.23 %	0.93 %
G	City Clerk	242	185	219	205	0.22 %	10.81 %
G	Municipal Court	437	444	428	445	0.48 %	0.23 %
G	City Manager	543	506	458	507	0.55 %	0.20 %
G	Human Resources	419	373	372	396	0.43 %	6.17 %
G	Legal	711	642	642	645	0.70 %	0.47 %
	Planning & CD Department	4,163	2,910	6,315	2,902	3.13 %	(0.27)%
G	Planning & Dvlpmnt Admin	397	349	359	353	0.38 %	1.15 %
SR	CDBG Programs (exc. Demo)	3,766	2,561	5,956	2,549	2.75 %	(0.47)%
G	Financial Services	1,259	1,293	1,287	1,295	1.40 %	0.15 %
G	Technology Services	567	544	531	522	0.56 %	(4.04)%
G	Customer Assistance	943	938	907	954	1.03 %	1.71 %
	Property Maintenance	910	1,248	1,237	1,236	1.33 %	(0.96)%
G	Property Maintenance	682	824	828	821	0.88 %	(0.36)%
SR	Demolitions	228	424	409	415	0.45 %	(2.12)%
G	Police	13,930	13,178	13,457	13,132	14.15 %	(0.35)%
G	Fire	10,456	10,339	10,186	10,345	11.15 %	0.06 %
	Public Works Department	44,448	84,306	53,386	79,608	85.79 %	(5.57)%
G	PW Admin, Eng, & Support Srv	3,662	6,953	7,100	6,657	7.17 %	(4.26)%
SR	Streets Maintenance	6,765	7,317	7,567	7,544	8.13 %	3.10 %
E	Municipal Airport	623	626	622	651	0.70 %	3.99 %
	Airport CIP	1,241	0	8,294	1,200	1.29 %	100.00 %
E	Parking Maintenance	452	466	394	468	0.50 %	0.43 %
E	Water Protection/Sewer Mnt	12,875	12,907	13,007	13,534	14.58 %	4.86 %
	WP CIP	8,503	46,253	6,981	39,291	42.34 %	(15.05)%
E	Transit Operations	4,613	5,235	5,245	5,530	5.96 %	5.64 %
	Transit CIP	1,637	1,256	665	731	0.79 %	(41.80)%
E	Landfill/Recycling Operations	2,710	3,293	3,511	3,247	3.50 %	(1.40)%
	Landfill CIP	1,367	0	0	736	0.79 %	100.00 %
	Parks, Recreation Department	6,062	6,638	6,615	6,683	7.20 %	0.68 %
G	Parks, Recreation & Civic Fac.	3,441	4,043	4,008	4,007	4.32 %	(0.89)%
SR	Parks Maintenance	2,100	1,958	1,937	1,985	2.14 %	1.38 %
E	Municipal Golf Course	498	614	647	667	0.72 %	8.63 %
	Golf CIP	23	23	23	24	0.03 %	4.35 %
G	Public Health Department	3,874	3,158	3,383	3,264	3.52 %	3.36 %
CAP	Capital Proj (Non-Enterprise)	9,098	8,469	7,960	4,370	4.71 %	(48.40)%
	Other Programs						
SR	Special Allocation (TIF & ED)	7,647	7,867	7,757	7,714	8.31 %	(1.94)%
SR	Municipal Museum Tax	479	654	669	375	0.40 %	(42.66)%
G	Non Department Specific Exp	4,858	3,072	4,096	3,106	3.35 %	1.11 %
SR	Gaming Financed Initiatives	922	978	1,086	1,244	1.34 %	27.20 %
Total Operating		90,273	91,957	97,284	92,795	67%	0.91 %
Total Capital Projects		21,869	56,001	23,923	46,352	33%	(17.23)%
Total Expenditures		\$112,142	\$147,958	\$121,207	\$139,147	100%	(5.96)%

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

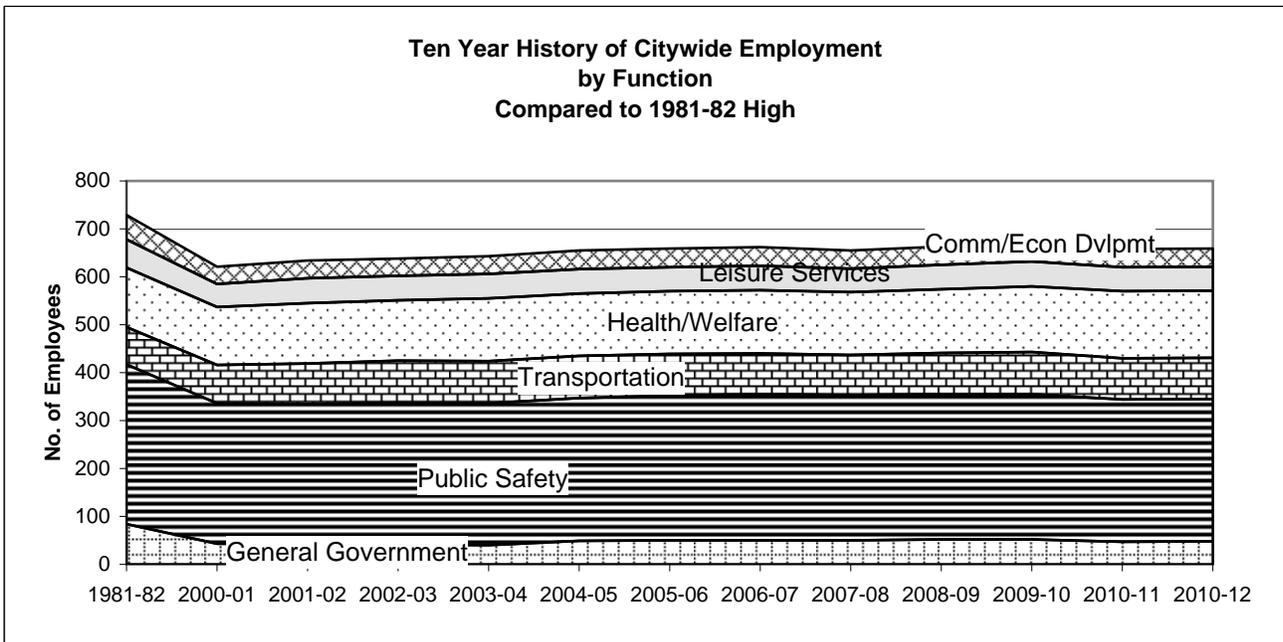
Full Time Employment by Service/Program

Includes Regular, Part Time Employees

	FY2011		FY2012 Budget	Change from FY2011	
	Adopted	Current		Adopted	Current
General Government & Administrative Services					
Mayor's Office/City Clerk*	3.5	3.5	3.5	0.0	0.0
City Manager	5.0	5.0	5.0	0.0	0.0
Legal	6.0	6.0	6.0	0.0	0.0
Financial Services	13.0	13.0	13.0	0.0	0.0
Building Maintenance	2.8	2.8	2.8	0.0	0.0
Technology & Communications	4.0	4.0	4.0	0.0	0.0
Human Rscrs/Rsk Mgmt	5.0	5.0	5.0	0.0	0.0
*Exc. 9 part-time elected officials	39.3	39.3	39.3	0.0	0.0
Community & Economic Development					
Planning & Community Dvlpmnt	3.0	3.0	3.0	0.0	0.0
CDBG Hsng & Public Srvc Funds	7.0	7.0	7.0	0.0	0.0
Property Maintenance	8.0	8.0	8.0	0.0	0.0
Demolition	2.0	2.0	2.0	0.0	0.0
Building Regulations	8.0	8.0	8.0	0.0	0.0
Customer Assistance	7.0	7.0	7.0	0.0	0.0
	35.0	35.0	35.0	0.0	0.0
Public Health					
Health Administration	10.0	10.0	10.0	0.00	0.00
Health Clinics	16.0	16.0	16.0	0.0	0.0
Env. Health & Food Safety	3.0	3.0	3.0	0.0	0.0
Animal Control & Rescue	13.0	13.0	13.0	0.0	0.0
	42.0	42.0	42.0	0.00	0.00
Leisure & Recreation					
Parks & Rec Administration	4.0	4.0	4.0	0.0	0.0
Parks Maintenance	25.0	25.0	25.0	0.0	0.0
Rec Activities & Cultural Facilities	20.0	20.0	20.0	0.0	0.0
Golf Operations	3.0	3.0	3.0	0.0	0.0
	52.0	52.0	52.0	0.0	0.0
Public Safety & Judiciary					
Police	161.5	161.5	161.5	0.0	0.0
Fire	130.0	130.0	130.0	0.0	0.0
Municipal Court*	6.20	6.20	6.58	(0.4)	(0.4)
*Inc. 1 FT elected official	297.70	297.70	298.08	(0.4)	(0.4)
Public Works					
Public Works Admin/MPO	5.0	5.0	5.0	0.0	0.0
Engineering	9.0	9.0	9.0	0.0	0.0
Street & Sewer Support Srvc	16.0	16.0	16.0	0.0	0.0
Streets Maintenance	55.0	55.0	55.0	0.0	0.0
Aviation	6.0	6.0	6.0	0.0	0.0
Landfill/Recycling Ops	20.0	20.0	20.0	0.0	0.0
Water Protection/Sewer Mnt	71.0	71.0	74.0	3.0	3.0
Parking Operations	6.0	6.0	6.0	0.0	0.0
	188.0	188.0	191.0	3.0	3.0
Total Full Time Equivalents	654.0	654.0	657.4	2.60	2.60

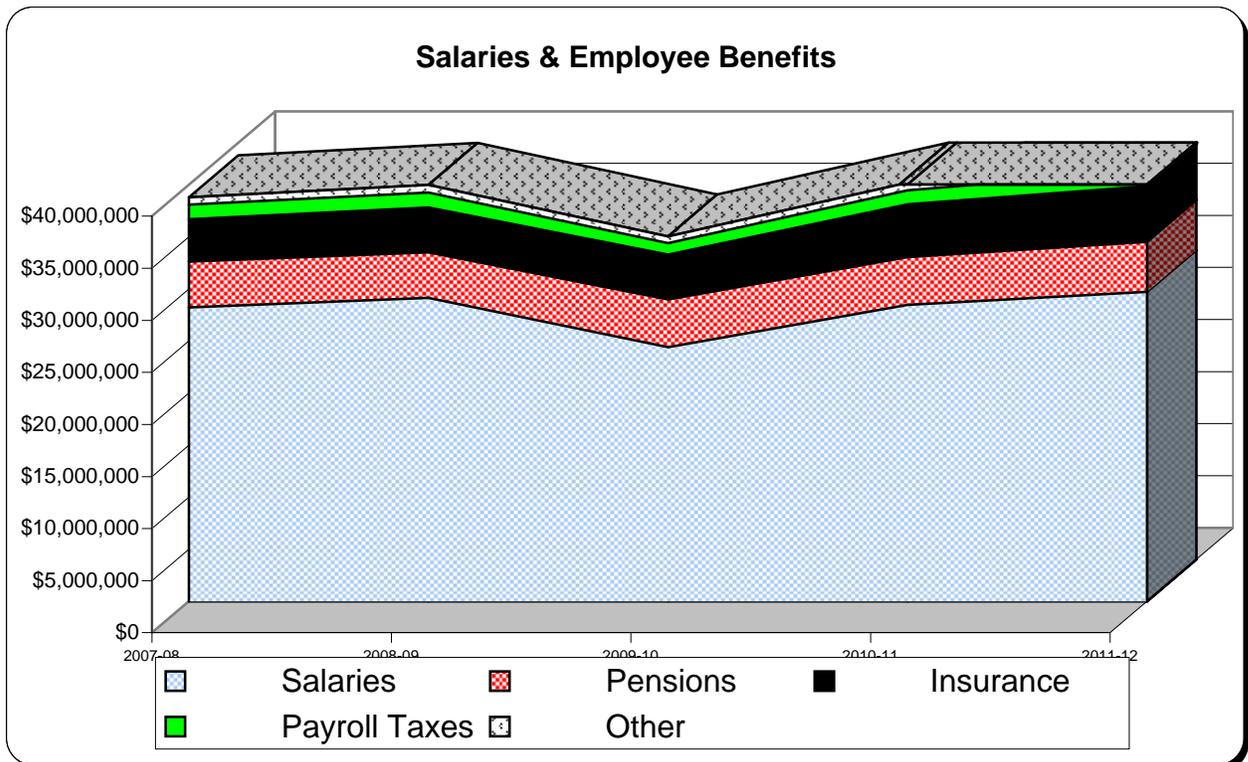
Employment by Fund

Fund	FY2011		FY2012 Budget
	Adopted	Current	
General Governmental	459	459	459
Community Development	9	9	9
Streets Maintenance	55	55	55
Parks Maintenance	25	25	25
Municipal Golf	3	3	3
Aviation	6	6	6
Public Parking	6	6	6
Water Protection	71	71	74
Landfill	20	20	20
	654	654	657



SALARIES & BENEFITS

	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>Estimated 2010-11</u>	<u>Budget 2011-12</u>
Salary & Wages	25,524,648	26,589,013	22,557,062	25,833,841	27,071,809
Overtime	1,437,918	1,209,905	1,058,375	1,190,476	1,234,443
FLSA OT (Firefighters)	145,100	157,220	143,768	151,200	140,000
Temporary/Part-Time Wages	762,163	843,384	312,628	949,062	925,509
Out-of-Title	153,011	143,071	138,399	145,560	136,700
Sick Buy-Back	17,156	15,247	9,742	18,367	17,705
Retired Firefighter Consultants	162,284	174,262	187,063	176,085	176,385
Total Salaries	28,202,280	29,132,102	24,407,037	28,464,591	29,702,551
Police Pension	1,467,293	1,531,380	1,987,009	1,739,311	1,704,516
Lagers Pension	2,943,859	2,854,212	2,575,732	2,846,080	3,094,826
FICA	973,309	1,075,130	797,233	995,052	1,093,619
FIM	421,198	376,091	312,966	353,671	380,972
ICMA Deferred Compensation	182,714	188,397	169,228	38,616	27,354
Health	3,153,230	3,176,470	3,220,277	3,853,547	4,130,122
Dental	168,649	157,461	140,009	160,616	167,281
Life	86,535	105,917	89,669	105,875	106,123
Unemployment	11,424	34,572	45,919	15,200	6,200
Long Term Disability	74,241	63,299	53,974	63,140	62,904
Workers Compensation	573,666	743,649	757,742	867,102	872,320
Uniform Allowance	222,467	221,471	221,739	256,040	326,700
Fire EMT Allowance	0	0	0	0	22,500
Car/Mileage Allowance	54,555	59,009	44,111	65,205	61,675
Conference/Training	249,430	275,149	220,798	348,653	315,346
Total Benefits	10,582,570	10,862,207	10,636,406	11,708,108	12,372,458

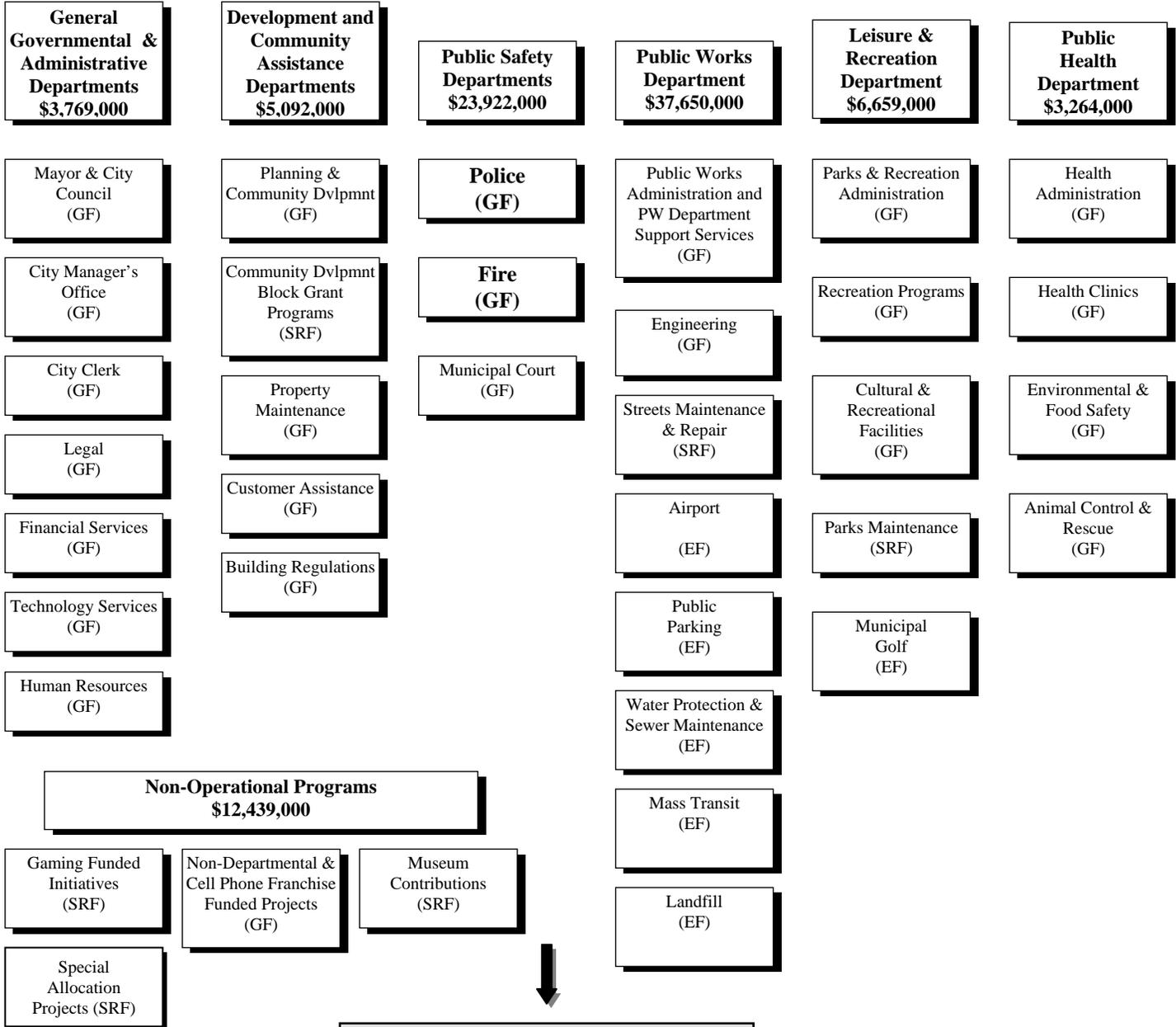


DEPARTMENT & FUNCTION OVERVIEW

**FY2012
Total Budget
\$139,147,000**



**FY2012 Operating Budget
\$92,795,000**



**FY2012 Capital Budget
\$46,352,000**

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

DEPARTMENT/FUND COMBINATIONS

OPERATING DEPARTMENTS

FUND TOTALS

TRANSFER TO CAPITAL FUND

Mayor & Council	\$218,000	GENERAL	
City Clerk	205,000		
Municipal Court	445,000		
City Manager's Office	507,000		
Human Resources	396,000		
Legal Services	645,000		
Financial Services	1,295,000		
Technology Services	522,000		
Customer Assistance	954,000		
Property Maintenance	821,000		
Planning & Community Development	353,000		
Police	13,132,000		
Fire	10,345,000		
Public Works Admin/Engineering	6,657,000		
Public Health	3,264,000		
Parks & Recreation	4,007,000		
Non-Departmental	3,106,000		
		\$46,872,000	[\$500,000] Street Projects

Amounts in [brackets] are transfers from the operating department and are included in the amount under that column

SPECIAL REVENUE

Planning & Community Development	\$2,964,000	C.D.B.G \$2,964,000	
Public Works – Street Maintenance, Traffic, Snow/Ice	\$7,544,000	STREETS MAINTENANCE \$7,544,000	
Parks & Recreation – Parks Maintenance	\$1,985,000	PARKS MAINTENANCE \$1,985,000	
Museum Tax Distribution	\$375,000	MUSEUM - \$375,000	Museum Projects
Gaming Proceeds Distribution	\$1,244,000	GAMING INITIATIVES \$1,244,000	[\$50,000] Gaming Funded Projects
TIF & Econ Development Districts	\$7,714,000	SPECIAL ALLOCATION \$7,714,000	

ENTERPRISE

Parks & Recreation – Municipal Golf Course	\$667,000	MUNICIPAL GOLF \$690,000	\$24,000 Golf Projects
Public Works – Airport Operations	\$651,000	AIRPORT \$1,851,000	\$1,200,000 Airport Projects
Public Works – Parking Operations	\$468,000	PUBLIC PARKING \$468,000	
Public Works – Water Projection/Sewer Maintenance	\$13,534,000	WATER PROJECTION \$52,826,000	\$39,291,000 Sewer Projects
Public Works – Mass Transit	\$5,530,000	MASS TRANSIT \$6,261,000	\$731,000 Mass Transit Projects
Public Works – Landfill/Recycling Operations	\$3,247,000	LANDFILL \$3,983,000	\$736,000 Landfill Projects
CIP Sales Tax + [Trf From Op Funds]		CAPITAL \$4,370,000	\$4,370,000 All Other Capital Projects

\$92,795,000

\$139,147,000

\$46,352,000

ALL FUNDS --COMBINED--

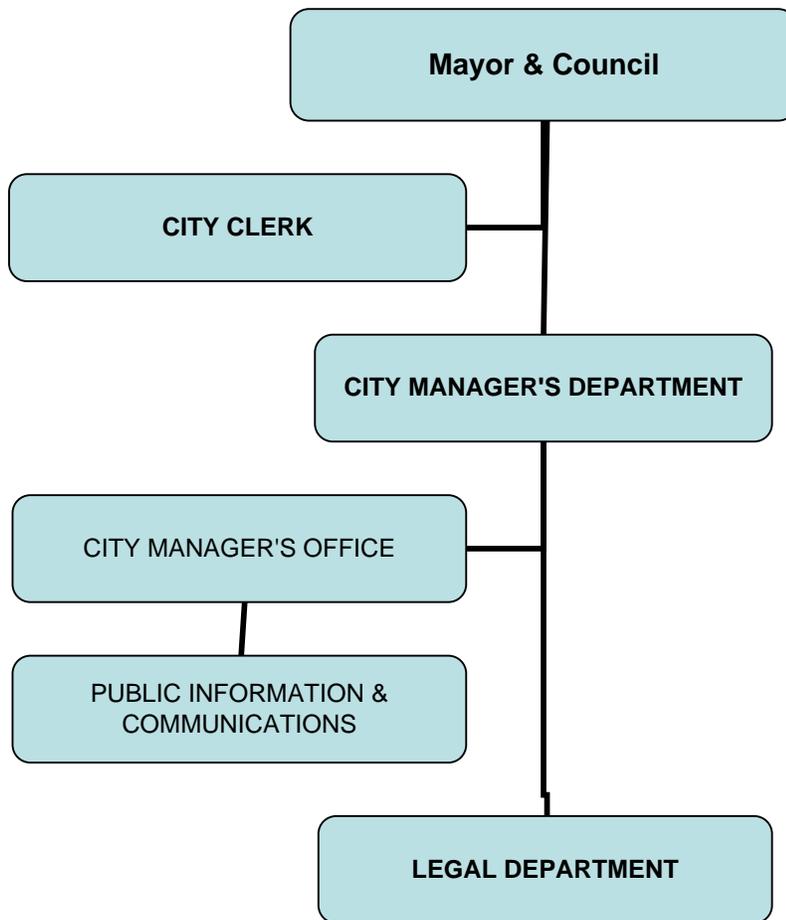
Description	2009-10 Actual	2010-11		2011-2012
		Adopted Budget	Estimated Actual	Budget
Revenues				
Real Property Tax	\$7,753,599	\$7,779,080	\$7,841,206	\$7,765,640
Personal Property Tax	3,804,001	3,824,807	3,676,471	3,701,740
Other Personal Property Tax	2,945,665	3,288,277	3,211,247	3,339,508
Utility Based Franchise Tax	8,138,100	8,770,551	9,179,252	7,726,510
Sales Taxes	32,216,393	33,712,626	32,862,782	32,974,010
Licenses & Permits	1,618,524	1,585,890	1,613,825	1,583,675
Fines	1,236,698	1,493,285	1,255,720	1,383,650
Rents & Gaming Revenue	1,671,982	1,558,209	1,689,486	1,712,436
Parking Fees	127,839	138,300	118,600	119,800
Building Inspection Fees	374,412	434,160	428,200	383,200
Health User Fees	404,099	442,400	444,600	441,400
Parks/Civic/Bode/NC Facility Fees	1,366,668	1,450,755	1,262,337	1,452,991
Municipal Golf User Fees	527,739	633,100	617,650	690,800
Transit Fees	303,694	283,300	293,525	312,600
Sanitary Sewer User Fees	13,630,007	15,337,510	15,626,500	17,626,500
Landfill User Fees	3,950,854	3,900,000	3,900,000	4,000,000
Other Service Fees	1,414,061	1,774,511	1,744,617	1,674,696
Sale of Bonds/Donations/Othr Rev.	7,142,719	52,562,842	9,408,377	34,873,347
Interest Earnings	477,996	1,156,650	472,987	709,157
Grants & Entitlements (Intergovmntl)	9,733,675	6,815,514	17,593,109	7,927,966
Interfund Transfers-Cmptr Network	178,600	51,230	51,230	59,950
Interfund Transfers - In	7,242,478	9,063,727	10,545,692	9,456,569
	106,259,803	156,056,724	123,837,413	139,916,145
From (To) Fund Balance	6,164,115	(7,778,983)	(2,630,572)	(768,898)
Total Revenues	\$112,423,918	\$148,277,741	\$121,206,841	\$139,147,247
Expenditures				
Salaries & Wages	\$29,028,136	\$29,164,103	\$28,464,591	\$29,702,550
Employee Benefits	11,907,424	12,141,854	11,717,008	12,379,358
Materials & Supplies	4,465,331	4,979,828	4,926,236	5,136,914
Services/Utilities	28,307,300	29,011,258	30,173,438	25,939,158
Capital Outlay	4,489,803	3,235,940	3,282,269	2,671,505
Public Improvements	15,333,026	48,167,855	20,082,027	41,774,598
Debt Service	11,216,439	11,381,198	11,302,361	11,285,624
Insurance & Other	741,109	770,583	750,939	750,751
Interfund Transfers-Out	6,653,396	9,105,142	10,507,972	9,506,789
Total Expenditures	\$112,141,964	\$147,957,761	\$121,206,841	\$139,147,247

GENERAL GOVERNMENT DEPARTMENTS

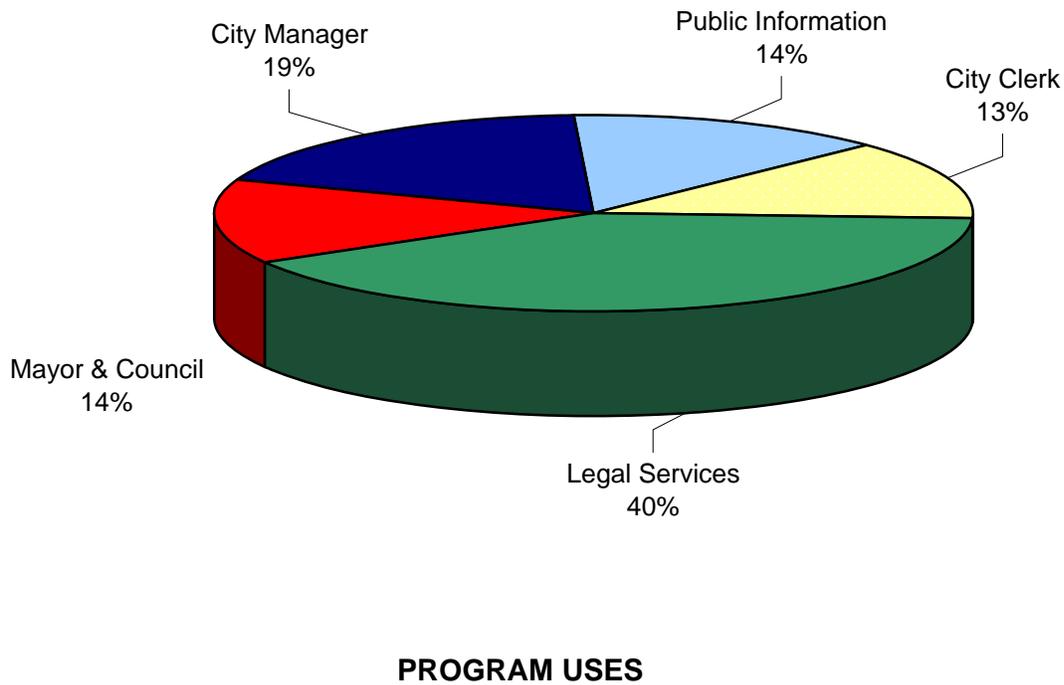
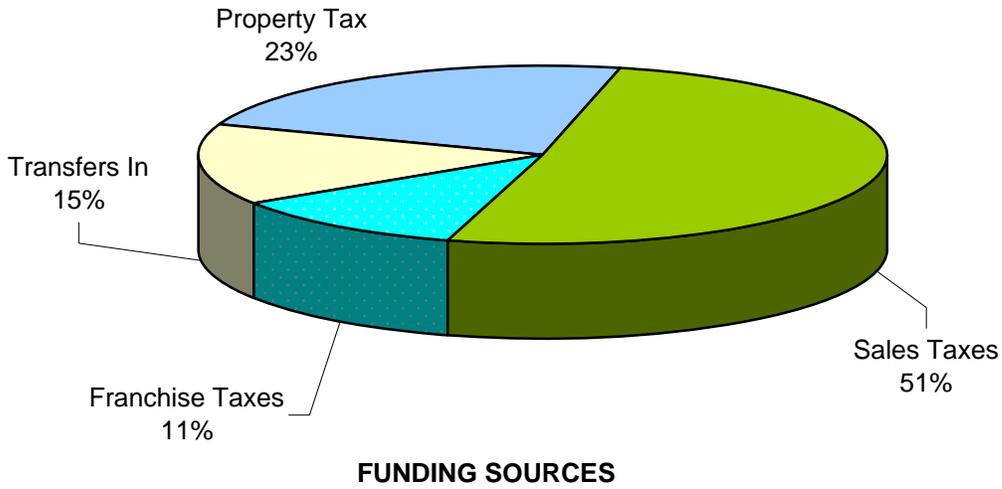
The General Governmental Departments provides the legislative and managerial services for city government.

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

TOTAL BUDGETED RESOURCES: \$ 1,575,000



GENERAL GOVERNMENT SOURCES & USES

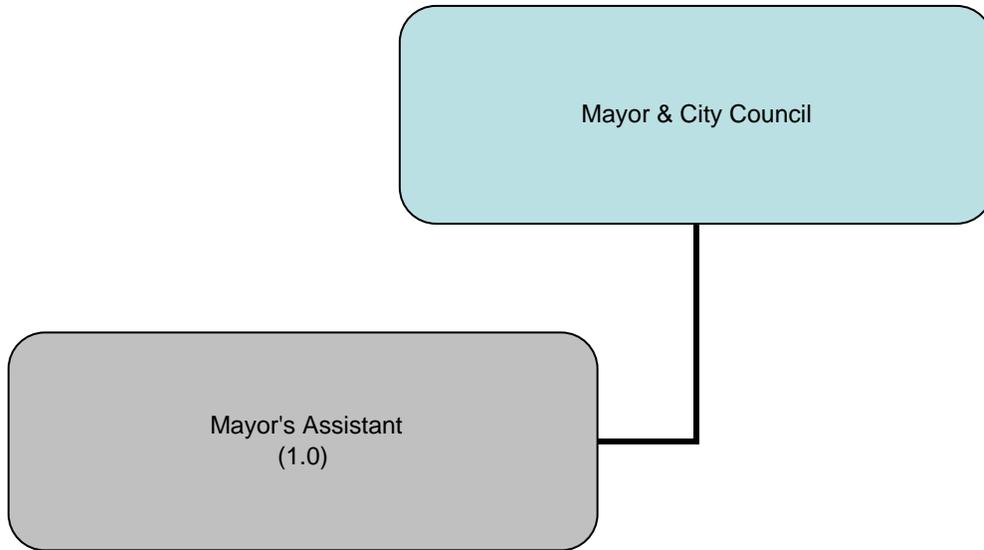


GENERAL GOVERNMENT DEPARTMENTS SUMMARY

	FY2010	FY2011		FY2012	
	Actual	Adopted Budget	Estimated Actual	Budget	
ACCOUNT TYPE					
Salaries & Wages	885,834	793,325	754,042	805,046	
Payroll Expenses & Benefits	348,308	350,646	343,435	348,392	
Materials & Supplies	21,392	13,925	13,525	13,225	
Utilities & Other Contracted Services	353,444	350,714	350,354	348,627	
Elections	60,601	40,000	72,850	60,000	
	<u>1,669,579</u>	<u>1,548,610</u>	<u>1,534,206</u>	<u>1,575,290</u>	
USES BY PROGRAM					
	DEPARTMENT				
Mayor & City Council	Mayor & Council	173,698	216,379	216,379	218,315
City Clerk	City Clerk	241,960	184,730	218,744	204,881
City Manager's Office	City Manager	298,553	303,705	256,932	292,814
Public Information	City Manager	244,148	202,189	200,544	214,212
Legal Services	Legal	711,220	641,607	641,607	645,068
		<u>1,669,579</u>	<u>1,548,610</u>	<u>1,534,206</u>	<u>1,575,290</u>
FUNDING SOURCES					
General Fund	1,549,476	1,434,299	1,420,585	1,459,702	
CDBG Fund	57,820	56,541	56,389	56,823	
Water Protection Fund	30,585	28,369	28,105	28,858	
Mass Transit Fund	10,263	9,520	9,431	9,684	
Airport Fund	5,297	4,913	4,868	4,998	
Landfill Fund	10,084	9,353	9,266	9,515	
Parking Fund	6,053	5,615	5,562	5,711	
	<u>1,669,579</u>	<u>1,548,610</u>	<u>1,534,206</u>	<u>1,575,290</u>	
STAFFING SUMMARY					
Mayor & City Council	4	4	4	4	
City Clerk	3	2	2	2	
City Manager	3	3	3	3	
Public Information	3	2	2	2	
Legal Services	8	7	7	7	
	<u>21</u>	<u>18</u>	<u>18</u>	<u>18</u>	



Mayor & Council



Mayor & City Council

Mission

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

Core Services

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

Current Year Activity/Achievements

- Held approximately 83 public Council meetings and work sessions to discuss pending issues.
- Conducted four (4) City Talk meetings throughout the city limits.
- Partnered with Missouri State, Buchanan County, Missouri Western State University and others, to bring the KC Chiefs' Summer Training Camp to St. Joseph.
- St. Joseph hosted the 2010 Sound of Speed Airshow.
- Conducting a city manager search.
- Renovated/Upgraded three (3) City facilities (Fairview Golf, St. Joseph Avenue Fire Station #12 and the St. Joseph Recycling Center).
- Passed the Sewer Bond Initiative.
- Helped two (2) local businesses expand (Boehringer Ingelheim Vetmedica and National Beef Leather).
- Partnered with KCP&L on the St. Joseph Landfill Generating Station, which includes 52 new wells that condense and collect methane gas.

Budget Challenges/Planned Initiatives

- Having Council Districts redrawn according to the 2010 Census.
- Attracting new businesses.
- Continuing Downtown and Riverfront development.
- Improve streets and infrastructure.

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

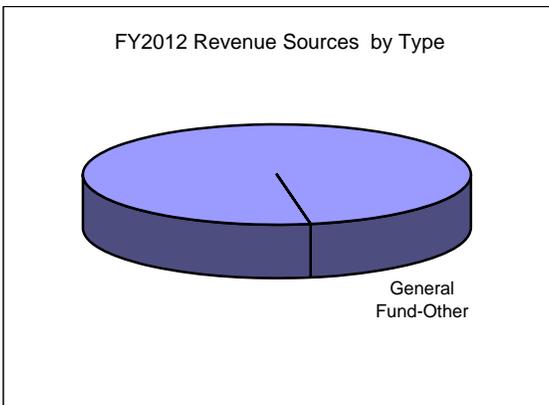
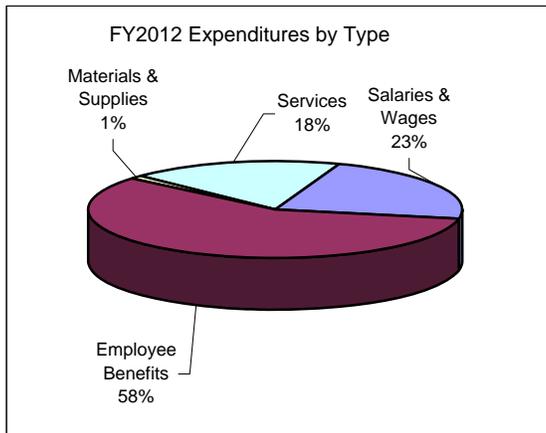
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
8	8	8	8
1	1	1	1
FTE: 1	1	1	1

Major Budgetary Changes & Program Highlights

~The City Manager's proposal for this department in FY2011 was to decrease the hours for the full time position to part time. In order to restore that position to full-time, Council used one-time cell phone revenue to help keep the General Fund balanced. The FY2012 budget retains the full time position, but without the cell phone subsidy.

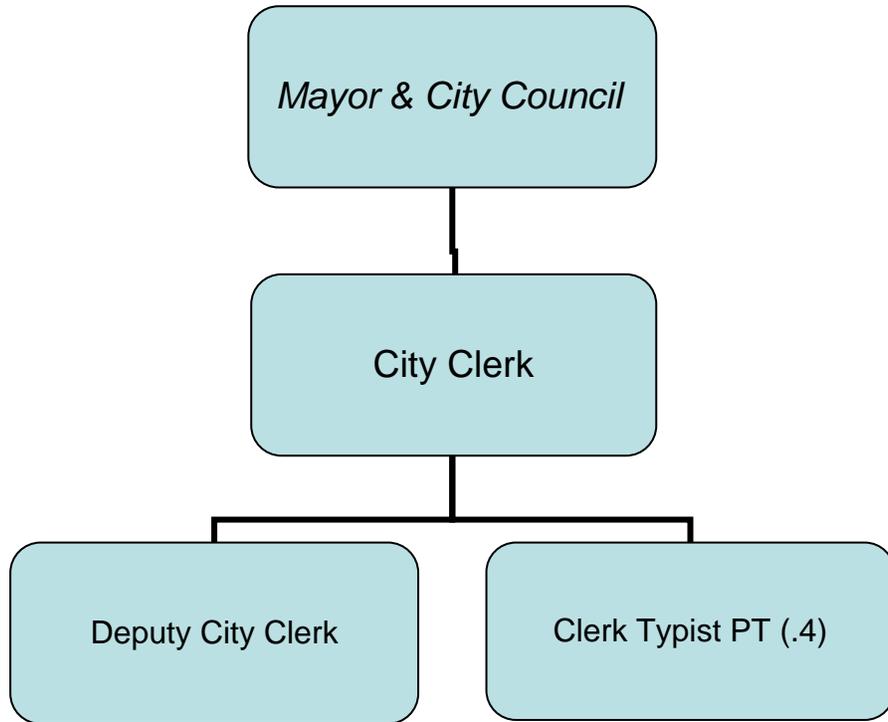
~Cell phone revenues were also used to budget \$20,000 for possible audits by an outside auditor in FY2011. As above, the budget amount remains, but without the cell phone subsidy.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	48,229	49,167	49,167	49,167
Employee Benefits	104,070	125,347	125,347	126,928
Materials & Supplies	1,354	2,500	2,500	2,000
Services	20,045	39,365	39,365	40,220
Total	173,698	216,379	216,379	218,315
Revenue Sources:				
General Fund-Other	173,698	216,379	216,379	218,315
Total	173,698	216,379	216,379	218,315

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 agenda process, working toward the Council goal of fostering a "paperless environment".
- Oversee City Council agenda process which includes creation of biweekly agendas, coordination of ordinances and resolutions, duplication and distribution of agenda materials to interested parties
- Prepare Council meeting and work session minutes in a timely manner.
- Maintain list of boards and commissions.
- Post meeting notices/agendas pursuant to Missouri law.
- Process requests for copies of public documents in a timely manner.

Current Year Activity/Achievements

• Performance Statistics:

Respond to more than 780 customer requests for information annually

Number of ordinances and resolutions processed through the Council annually - 374

Number of Council meetings and work sessions held annually - 83

Supplements to the code processed and distributed - 4

Budget Challenges/Planned Initiatives

Goal is for the Council to go paperless beginning January 1, 2012.

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

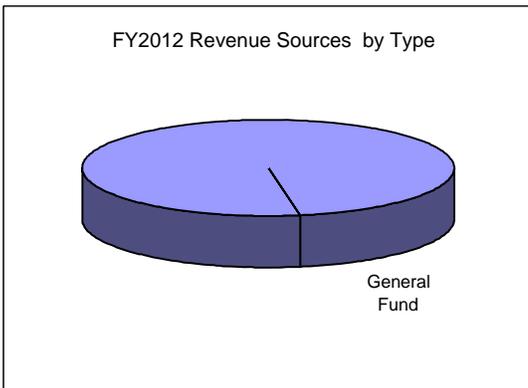
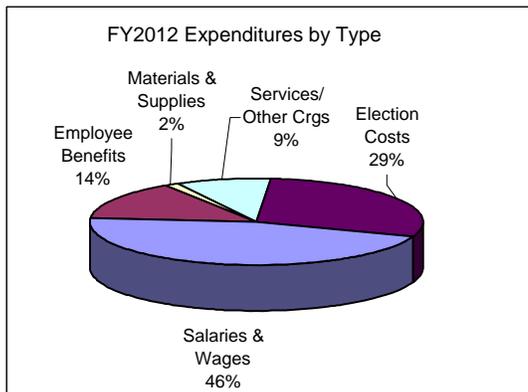
City Clerk
 Deputy City Clerk
 Senior Account Clerk
 Clerk (PT)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	0	0	0
0.4	0.4	0.4	0.4
3.4	2.4	2.4	2.4

Major Budgetary Changes & Program Highlights

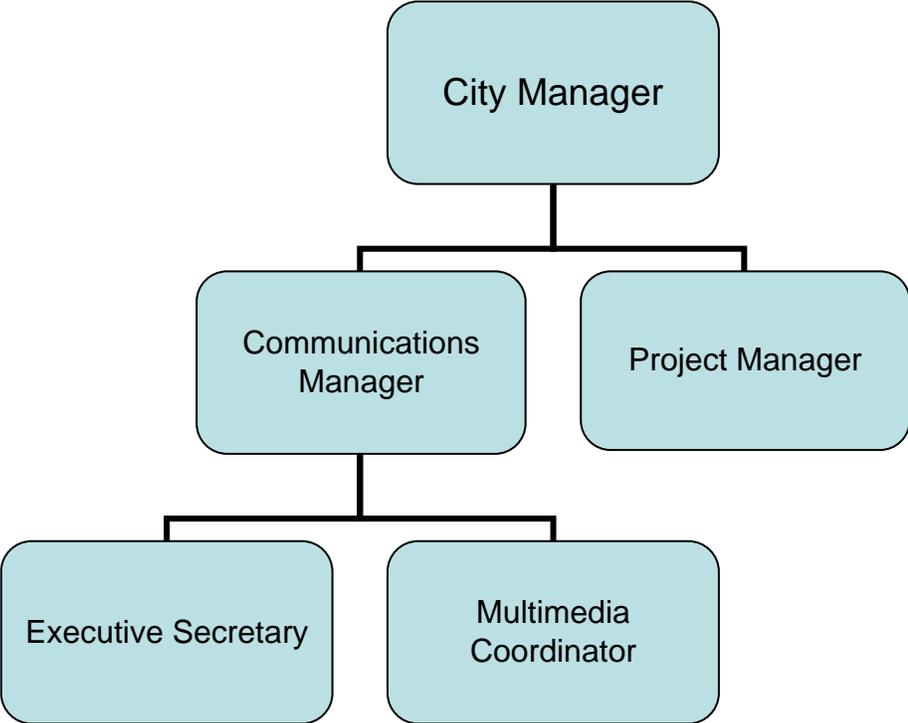
~\$60,000 budgeted in anticipation of two elections.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	119,286	93,371	93,895	93,901
Employee Benefits	36,051	27,864	27,864	29,425
Materials & Supplies	2,633	3,600	3,600	3,300
Services/ Other Crgs	23,389	19,895	20,535	18,255
Election Costs	60,601	40,000	72,850	60,000
Total	241,960	184,730	218,744	204,881
Revenue Sources:				
General Fund-Other	241,960	184,730	218,744	204,881
Total	241,960	184,730	218,744	204,881

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.

Core Services

- Utilizes the Communications Manager, Directors and other City staff to provide timely follow-up to Council inquiries.
- Provides professional leadership and support on organizational issues to all City Departments.
- Implements Council policies and goals by assigning initiatives to department directors.
- Acts as the communication link between staff and Council, as well as creating and maintaining relationships between the City and other public and community entities.

Current Year Activity/Achievements

- Passage of the Sewer Revenue Bond ballot initiative.
- Completion of the MWSU indoor sports facility and successful inaugural year of Chiefs Training Camp.
- Strengthening the relationship with the Community Alliance.
- Providing staff coordination for several active Council appointing citizens committees.

Budget Challenges/Planned Initiatives

Even with the FY2011 reductions in personnel and the FY2012 actions to reduce a pending budget deficit, upward pressures on expenditures remain, pointing to the need for painful measures in FY2013 unless new sources of revenue can be gained.

At the time the FY2012 Proposed Budget was being prepared, the City Manager's Office was in transition. Until a new City Manager is named, it isn't possible to list "planned initiatives" beyond those current in process. (See below)

- Development and implementation of a City brand.
- Expansion of communications and public relations functions.
- Promote Downtown Master Plan.
- Promote Riverfront Master Plan.
- Explore revenue sources to maintain City services.
- Pursue extension of the 5-year CIP sales tax.

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
 Project Manager
 Executive Secretary

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

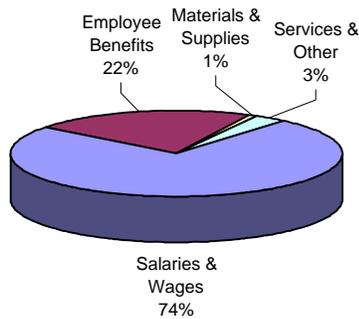
Major Budgetary Changes & Program Highlights

~FY11 budget savings the result of a majority of the Project Manager position being paid from the Recreation Program while the individual was acting as the Interim Recreation Manager. The departure of the City Manager and three months of an Interim Manager working at a lower salary also resulted in personnel savings.

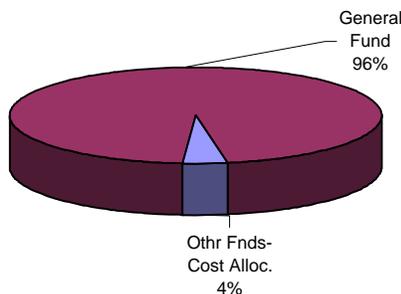
~Lower benefit costs in FY12 is probably temporary. The Proposed Budget eliminated several items negotiated by the former City Manager which may not necessarily occur when a new Manager is hired.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	217,538	217,546	179,224	218,347
Employee Benefits	69,428	74,109	67,058	62,992
Materials & Supplies	1,818	2,450	2,050	2,550
Services & Other	9,769	9,600	8,600	8,925
Total	298,553	303,705	256,932	292,814
Revenue Sources:				
Othr Fnds-Cost Alloc.	11,942	12,148	12,155	11,713
General Func	286,611	291,557	244,777	281,101
Total	298,553	303,705	256,932	292,814

Public Information Office

Mission

Eliminate the perceived “disconnect” between city government and the community through improved communications and responsive customer services.

Core Services

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

Current Year Activity/Achievements

- Provided staff support to a number of Citizen Committees - Geiger Mansion Use, Hotel/Motel Tax Initiative, Sewer Revenue Bond Initiative, CIP Oversight.
- Provided staff support for Downtown revitalization.
- Coordinated City Council City Talk meetings.
- Implemented social media as a method of communications.
- Developed original programming for the City's Government Access Channel 19.

Performance Statistics:

- Issued 49 City Weekly and Mayor & Council communications to a network of 1,200 subscribers.
- Issued 50 press releases.
- Televised 24 regular City Council meetings, 2 special meetings, and numerous public meetings.
- Produced 17 educational and updated 16 video spots for the City's TV channel and cable line-ups.
- Provided multimedia production for 14 special events to include the Mayor's State of the City Address, Kids • Tour of St. Joseph, Chiefs Training Camp, United Way, and the Landfill to Gas Energy groundbreaking.
- Produced 78,611 color and 10,877 black/white copies for departments.

Budget Challenges/Planned Initiatives

- Create a brand for the City of St. Joseph in partnership with the Community Alliance.
- Expand the utilization of social media as a method of communications.
- Redesign of the City's website in cooperation with Technology Services.
- Creating new / expanding existing methods of effective communications with limited staffing.
- Enabling live video streaming with limited technological capabilities.

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

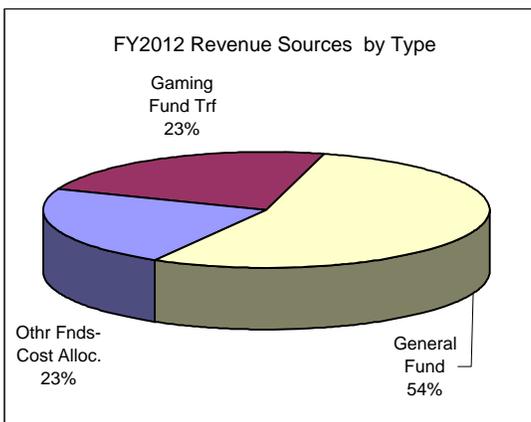
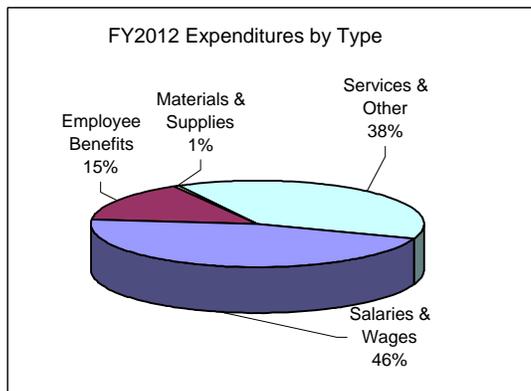
Communications Manager
 Multi-Media Coordinator
 Communications Coordinator

FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	0	0	0
3	2	2	2

Major Budgetary Changes & Program Highlights

~No major changes

Operating Budget Summary



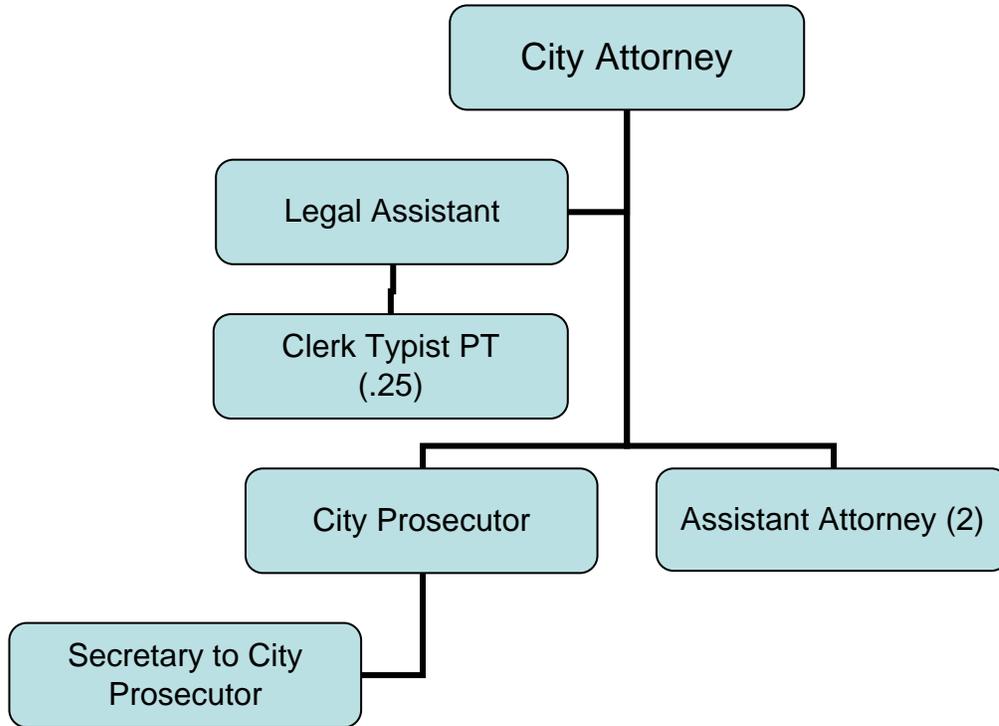
Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	124,346	88,236	86,751	98,626
Employee Benefits	40,389	30,943	30,783	32,231
Materials & Supplies	11,767	1,475	1,475	1,475
Services & Other	67,646	81,535	81,535	81,880
Total	244,148	202,189	200,544	214,212

Revenue Sources:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Othr Fnds-Cost Alloc.	54,933	45,493	57,553	48,198
Gaming Fund Trf	50,000	50,000	50,000	50,000
General Func	139,215	106,696	92,991	116,014
Total	244,148	202,189	200,544	214,212

LEGAL SERVICES





Legal Services

Mission

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

Core Services

- Represent the City Council, City Administration, operating departments and all assigned 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 both State and Federal litigation; and/or monitor the activities of outside counsel retained to assist with litigation.
- Prosecute Municipal Court violations through the City Prosecutor, who files charges and makes recommendations, as necessary and appropriate under the applicable facts and circumstances.
- Attend regular City Council meetings.
- Attend special City Council meetings and/or work sessions, as required.
- Maintain up-to-date information on legal issues facing municipalities and ensure that the City is in compliance with newly enacted legislation, both State and Federal, if applicable.
- Assist with development of the City's official position on certain proposed legislation at the State and Federal level.
- Monitor legislation being proposed during the legislative session for purposes of keeping apprised of any legislation that might have an affect -- either positively or negatively -- on the City; advise department directors accordingly.
- Assist with the annual review and update of the City's Personnel Manual.
- Act as a member of the City's Labor Negotiation Team.

Current Year Activity/Achievements

- Participated in lengthy contract negotiations with representatives of the various labor unions, which ultimately resulted in the adoption of the City's first labor contracts.
- Provided quarterly litigation reports to the City Council and Administration.
- Won favorable verdicts in several key trials, including:

Local 77 Firefighters v. City of St. Joseph: Local 77 Firefighters filed a lawsuit against the City alleging that the City had failed to negotiate in good faith in accordance with collective bargaining requirements. The City prevailed in this case, as the Court held that the City collectively bargained in accordance with the current state law that applies to public sector collective bargaining and accepted the City's definition of "good faith bargaining."

City of St. Joseph v. Oak Mill, Inc.: This litigation involved the collection of past-due waste water sewer charges. The Settlement Agreement requires Oak Mill, Inc. to pay \$100,000.00 to the City at the rate of \$3,200.00 per month over the course of about four and one-half years, or until paid in full. Also, the Legal Department is working with the Federal Court Probation Office to use their power to assist in collection of these funds.

Collection Cases: Approximately \$20,000.00 was collected on rental space delinquencies for Civic Facilities and demolition and weed abatement suits for Property Maintenance.

Performance Statistics:

Monitor over 50 contracts.

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

Participate in regularly scheduled weekly conference calls with the City's lobbyists.

Consistently reduced the number of pending lawsuits over the course of the past decade from the range of 16-18, to the range of 4-6.

Budget Challenges/Planned Initiatives

Loss of one full-time Legal Assistant during previous fiscal year has strained department operations.

LEGAL SERVICES

Program 8390

Program Description

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

Staffing Detail

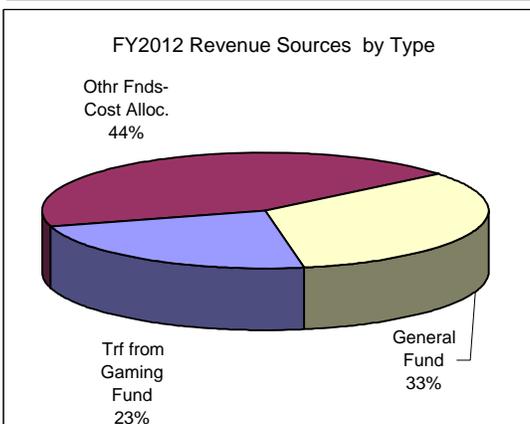
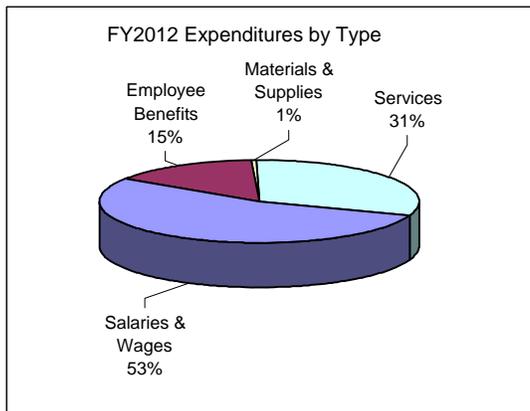
City Attorney
 Assistant City Attorney
 City Prosecutor
 Legal Assistant
 Secretary to City Prosecutor
 Clerk (PT)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
1	1	1	1
2	1	1	1
1	1	1	1
0.02	0.02	0.02	0.02
7.02	6.02	6.02	6.02

Major Budgetary Changes & Program Highlights

~Implemented a totally web-based legal research protocol. While this increased the cost of on-line Westlaw access, it eliminated \$5,000 worth of book purchases. Rent for the Prosecutor's Office at the County Courthouse was reduced slightly as well.

Operating Budget Summary



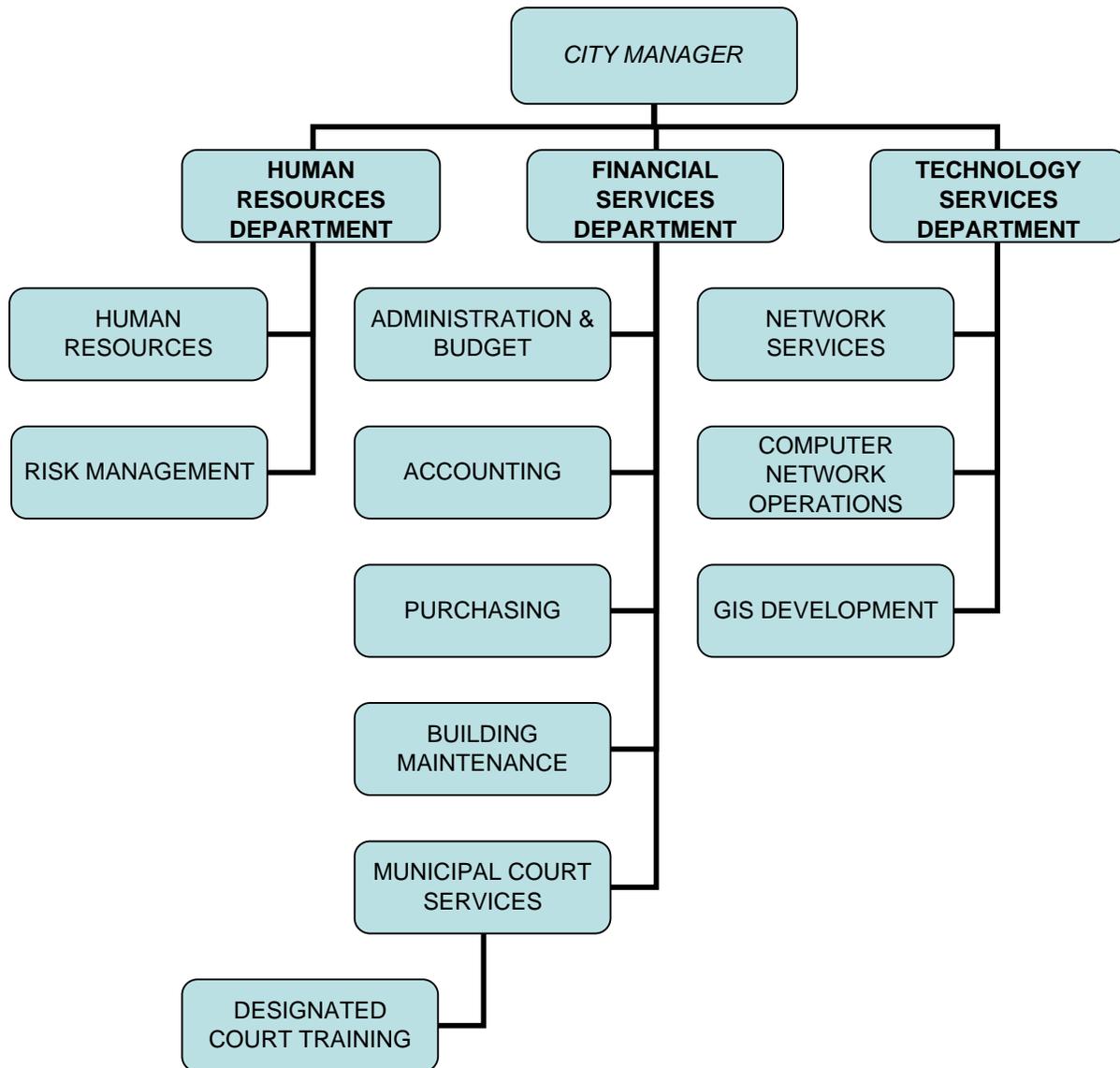
	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	376,435	345,005	345,005	345,005
Employee Benefits	98,370	92,383	92,383	96,816
Materials & Supplies	3,820	3,900	3,900	3,900
Services	232,595	200,319	200,319	199,347
Total	711,220	641,607	641,607	645,068
Revenue Sources:				
Trf from Gaming Fund	150,000	150,000	150,000	150,000
Othr Fnds-Cost Alloc.	298,612	298,783	298,783	281,250
General Func	262,608	192,824	192,824	213,818
Total	711,220	641,607	641,607	645,068

ADMINISTRATIVE SERVICES DEPARTMENTS

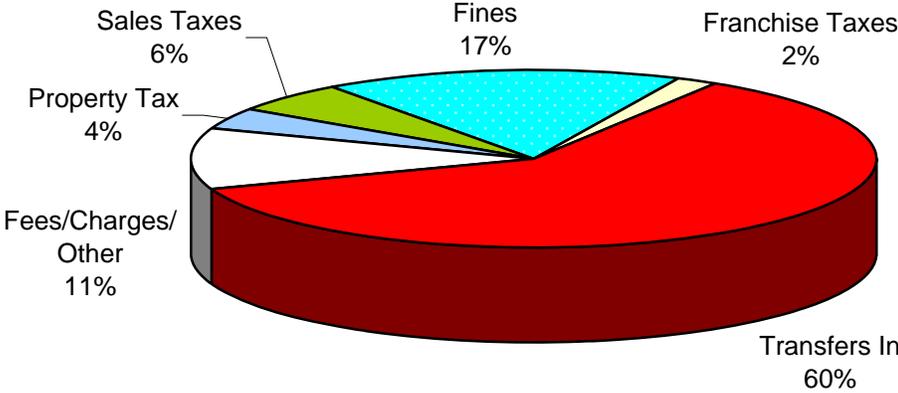
The Administrative Services Departments provide staff support to other City services relating to personnel matters, financial services and analysis, technology support.

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.

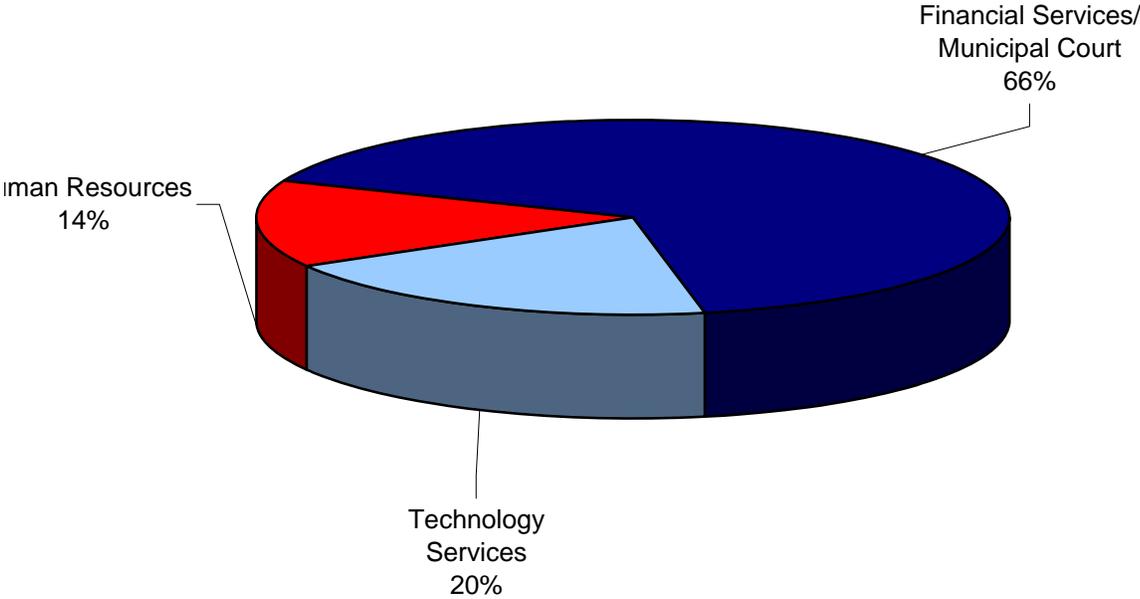
TOTAL BUDGETED RESOURCES: \$ 2,658,000



ADMINISTRATIVE SERVICES SOURCES & USES



FUNDING SOURCES



DEPARTMENT USES

ADMINISTRATIVE SERVICES DEPARTMENTS SUMMARY

	FY2010 Actual	FY2011		FY2012 Budget	
		Adopted Budget	Estimated Actual		
ACCOUNT TYPE					
Salaries & Wages	1,498,527	1,398,132	1,384,798	1,406,168	
Payroll Expenses & Benefits	452,681	441,279	435,344	470,803	
Materials & Supplies	161,455	214,170	176,437	176,370	
Utilities & Other Contracted Services	569,045	600,639	621,983	588,674	
Capital Outlay	0	0	0	16,000	
	<u>2,681,708</u>	<u>2,654,220</u>	<u>2,618,562</u>	<u>2,658,015</u>	
USES BY PROGRAM DEPARTMENT					
Human Resources	Human Resources	306,412	251,236	252,971	266,818
Risk Management	Human Resources	112,252	121,940	119,155	129,444
Administration & Budget	Financial Services	318,339	327,884	325,025	324,730
Accounting	Financial Services	478,348	510,166	505,778	502,495
Purchasing	Financial Services	178,082	183,721	182,221	186,904
Building Maintenance	Financial Services	277,223	263,349	261,316	264,473
Municipal Court Services	Financial Services	437,424	444,392	427,852	444,672
Designated Court Training	Financial Services	6,482	7,350	13,000	16,000
Network Services	Technology Svcs	248,154	253,917	253,917	256,839
GIS	Technology Svcs	88,276	30,914	17,862	25,800
Computer Network Operations	Technology Svcs	230,716	259,351	259,465	239,840
		<u>2,681,708</u>	<u>2,654,220</u>	<u>2,618,562</u>	<u>2,658,015</u>
FUNDING SOURCES					
General Fund	1,727,631	1,778,448	1,742,790	1,745,577	
CDBG Fund	269,170	219,170	219,170	179,032	
Golf Fund	29,812	21,575	21,575	34,960	
Water Protection Fund	340,690	330,687	330,687	382,313	
Mass Transit Fund	115,400	110,470	110,470	106,937	
Airport Fund	54,175	45,175	45,175	52,275	
Landfill Fund	90,625	89,535	89,535	97,651	
Parking Fund	54,205	59,160	59,160	59,270	
	<u>2,681,708</u>	<u>2,654,220</u>	<u>2,618,562</u>	<u>2,658,015</u>	
STAFFING SUMMARY					
Human Resources	4	3	3	3	
Risk Management	2	2	2	2	
Administration & Budget	4	4	4	4	
Accounting	6	6	6	6	
Purchasing	3	3	3	3	
Building Maintenance	2.5	2.5	2.5	2.5	
Municipal Court Services*	6.80	6.25	6.25	6.62	
Network Services	4	4	4	4	
GIS	1	0	0	0	
Computer Network Operations	0	0	0	0	
Full Time Equivalents:	<u>33.3</u>	<u>30.8</u>	<u>30.8</u>	<u>31.12</u>	

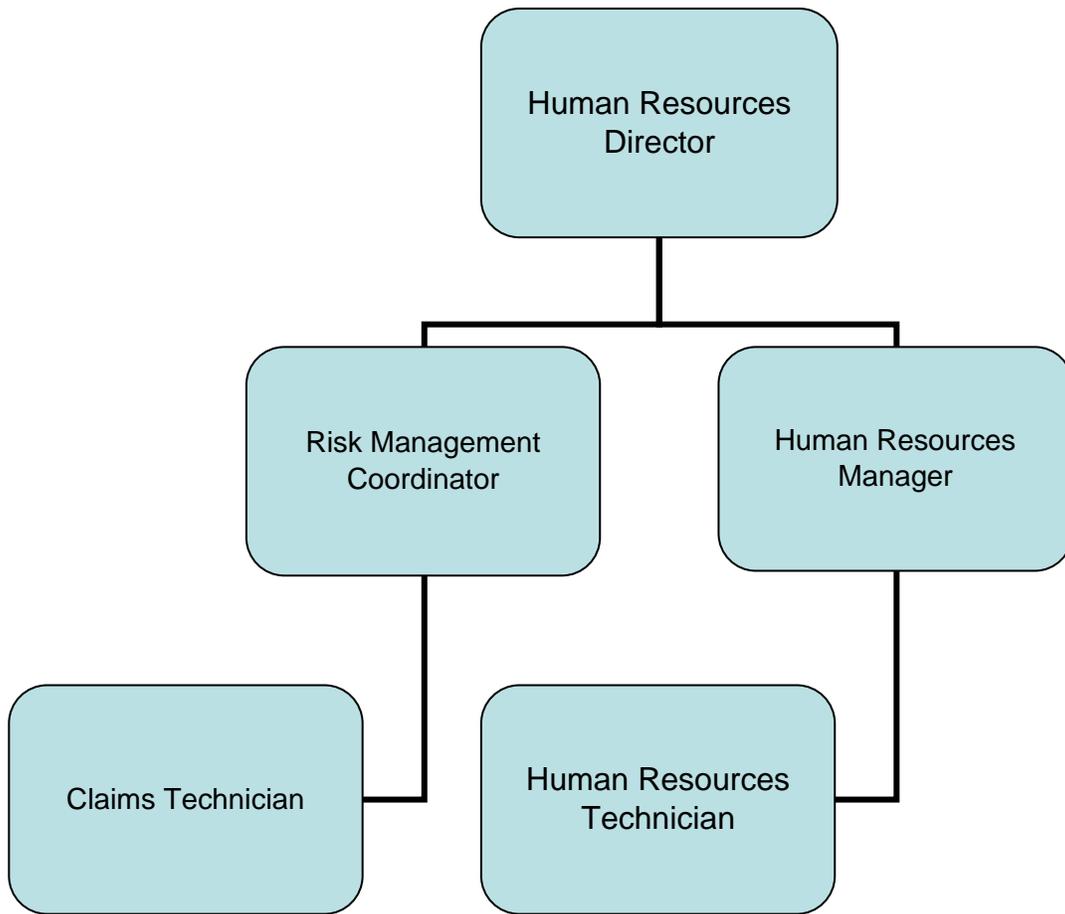
*Includes 1 elected official - Municipal Judge

PROPOSED CAPITAL OUTLAY FY2012

- Replacement vehicle - Risk Management \$16,000 (from Gaming Fund)



HUMAN RESOURCES





Human Resources

Mission

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

Core Services

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

Current Year Activity/Achievements

- Contributed as part of the Labor Negotiating Teams and completed two initial labor contracts.
- Conducted police entry level written and physical agility tests and fire entry level written test.
- Conducted police and fire promotional level testing.
- Performed annual Personnel Manual review and revisions, adopted by Council in September 2010.
- Worked with CBIZ insurance broker to rebid dental, group life and accidental death, and disability plans and place coverage effective 7/1/10.
- Produced RFP and re-bid employee benefits consulting services.
- Began participating in new Early Retiree and Reinsurance Program (ERRP) offered by federal government.
- Renewed health insurance with Blue Cross Blue Shield and negotiated wellness funds for FY12.
- Made changes to health insurance group plan to voluntarily comply with upcoming regulatory requirements.
- Implemented new Points to Blue wellness incentive program offered by Blue Cross Blue Shield.
- Provided annual wellness events to employees including Health/Benefit Fair and flu shot clinics.
- Arranged presentations and employee meetings with benefit vendors (457 and MOST plans).
- Staff participated throughout the year in educational forums to keep abreast of employment law changes.
- Advised employees and supervisors on policies, procedures, & benefit inquiries.
- Advise retirees on benefit options.
- Assisted supervisors with employee issues.

Performance Statistics:

- Processed ~ 4,000 applications
- Administered nine entry level and promotional tests.
- In-processed 42 full time new hires and 251 part-time new hires.
- Reviewed 657 performance appraisals
- Facilitated 17 retirement applications.
- Processed 147 requests for FMLA.
- Processed 610 personnel actions.

Budget Challenges/Planned Initiatives

- Accomplish increased work requirements with decreased staffing level.
- Employee compensation plan and technology solution for administering same.
- Increased regulatory compliance in light of heightened government enforcement.
- Sustain current level of employee benefits while complying with health care reform.
- Continue to be a quality employer during tough economic times.

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

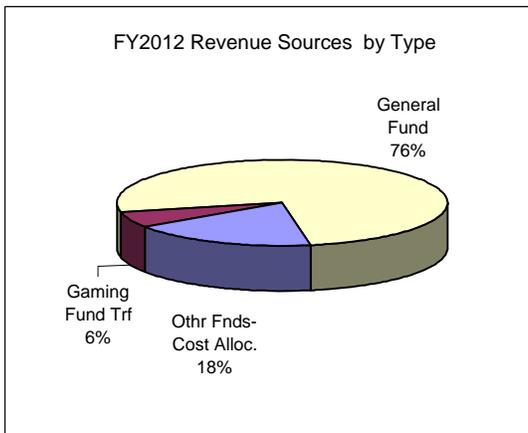
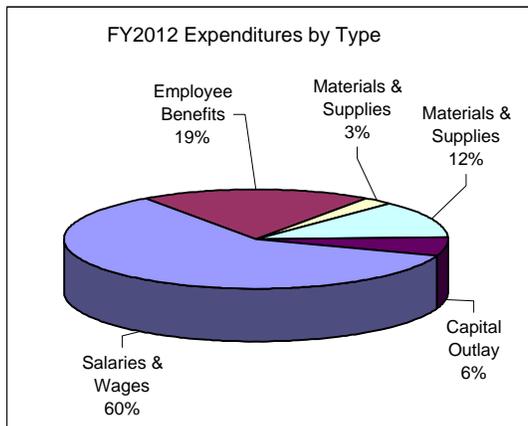
Director of Human Resources
 HR Manager
 HR Technician
 Training Coordinator

FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	0	0	0
4	3	3	3

Major Budgetary Changes & Program Highlights

- ~Reductions in the Professional Services line item include elimination of funds for Mediator training and a lower lease price for the copier.
- ~\$16,000 included from Gaming funds to purchase an on-line applicant tracking system to assist with increased workload and to streamline workflow and tracking in light of increased enforcement efforts at the state and federal levels.

Operating Budget Summary



Expenditures:

	FY10	FY11		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	209,638	159,401	160,951	159,401
Employee Benefits	61,261	49,405	49,590	51,632
Materials & Supplies	5,119	6,600	6,600	6,900
Services	30,394	35,830	35,830	32,885
Capital Outlay	0	0	0	16,000
Total	306,412	251,236	252,971	266,818

Revenue Sources:

	FY10	FY11		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Othr Fnds-Cost Alloc.	163,913	50,003	50,003	48,558
Gaming Fund Trf	0	0	0	16,000
General Func	142,499	201,233	202,968	202,260
Total	306,412	251,236	252,971	266,818



Risk Management

Mission

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

Core Services

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

Current Year Activity/Achievements

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

Performance Statistics:

- Responded to 109 liability claims.
- 5% reduction in liability insurance premiums.
- Processed 216 employee injury reports (FY11 YTD).

Budget Challenges/Planned Initiatives

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

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

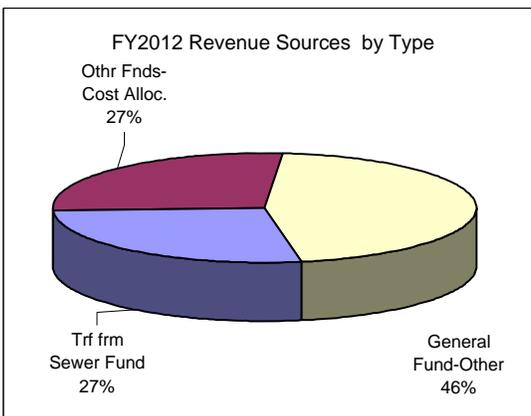
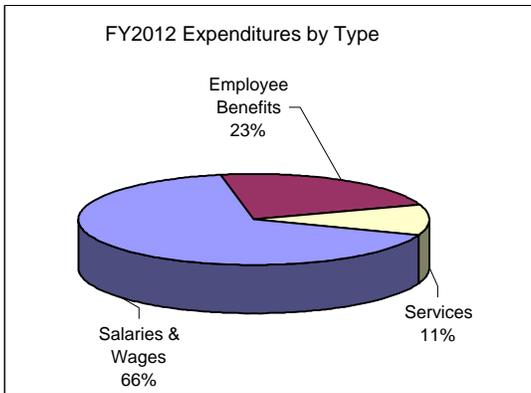
Risk Management Coordinator
 Claims Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

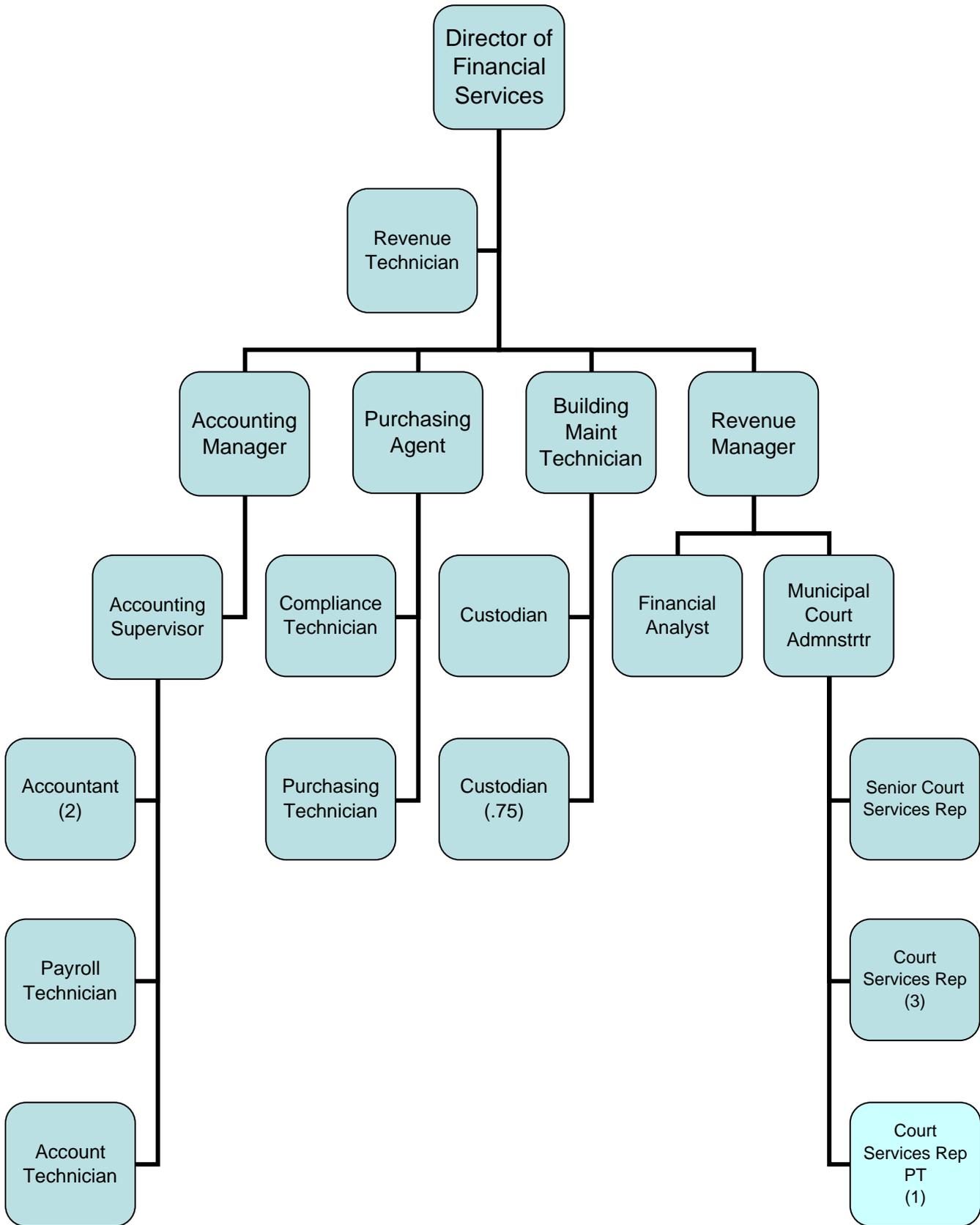
~Through a desk audit, and approval of the City Manager, the Risk Manager position was reclassified to a higher range.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	78,589	80,439	77,939	85,868
Employee Benefits	17,800	27,341	27,056	29,441
Materials & Supplies	0	0	0	0
Services	15,863	14,160	14,160	14,135
Total	112,252	121,940	119,155	129,444
Revenue Sources:				
Trf frm Sewer Fund	24,044	34,830	34,830	34,830
Othr Fnds-Cost Alloc.	81,497	46,150	46,150	35,149
General Fund-Other	6,711	40,960	38,175	59,465
Total	112,252	121,940	119,155	129,444

FINANCIAL SERVICES





Administration & Budget

Mission

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

Core Services

- Expand and enhance the information provided in the Annual Budget Document.
- 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.
- Provide oversight and direction to the Financial Services Department and the Municipal Court Services personnel.
- Act as part of the City's Labor Relations Negotiating Team.
- Management and control of City revenues and accounts receivable, including the financial requirements related to the City's Special Allocation Fund (TIF, TDD, CID, and EDC programs).
- Work with the Buchanan County Assessor's office to ensure compliance with Enterprise Zone, Chapter 100, Chapter 353 tax abatements
- Track and review Buchanan County annual tax billing and monthly collection reports and disbursements.
- Track and review Missouri American sewer monthly billing and collection reports and disbursements.
- Citizens' contact for issues with Missouri American sewer billings. Research possible account adjustments.
- Maintain the data base for the parking ticket program and manage the collection process, including issuance of summons to Municipal Court.
- Reconcile accounts receivable, Municipal Court (INCODE), and parking citation subsystems to the general ledger.
- Track, review and monitor TIF reimburseable expenses to Developers per Redevelopment Agreements and prepare and file TIF Reports with the Missouri Department of Economic Development.
- Review and certify reimbursement requests for CIP and Sewer bond projects.
- Conduct Cash Handling training for city employees and supervisors to ensure safekeeping of city assets and employee safety.
- Coordinate Budget transfer process.
- Monitor daily revenue deposits of departments outside of City Hall and perform data entry of revenues into the general ledger.

Current Year Activity/Achievements

- Prepared annual indirect cost plan and two additional cost-of-services plans.
- Prepared Annual Budget document to more clearly reflect department core services and accomplishments.
- Included 5-Year forecasts for each operating fund.
- Worked on negotiating team for two, first-time labor contracts.
- Redesigned the Revenue Manual to reflect changes in fund structure for FY11.
- Revenue Technician certification in MULES system to research parking ownership records to further enhance the parking fine collection process.
- Addition of Downtown TIF District and the Center Building to reimbursable projects.

Budget Challenges/Planned Initiatives

- Careful monitoring of city revenues & expenditures; preparing for the challenges facing the City in FY13.
- Oversee implementation of the updated financial software system - ONEsolution.
- Redesign and rebuild the Indirect Cost Plan to reflect changes in fund structure for FY11.
- Projected addition of Cooks Crossing Redevelopment Project, Cooks Crossing CID District and North County Hotel TIF.
- Oversee implementation of Red Light Camera billing, collection and reporting process.

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 Financial Services Department and the Municipal Court Services personnel.

Staffing Detail

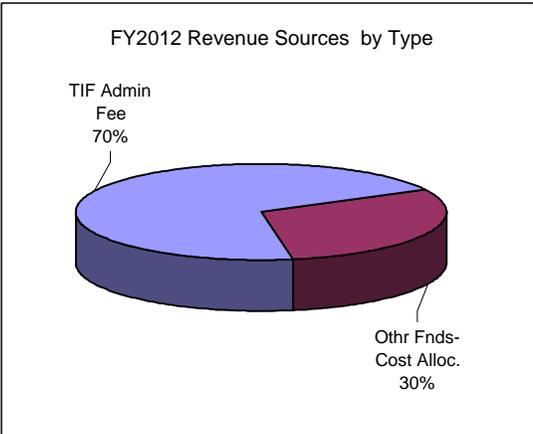
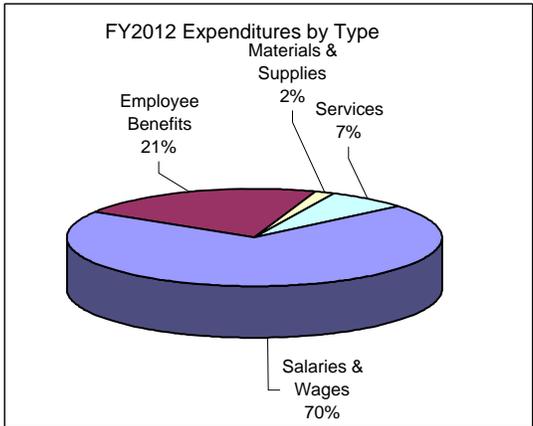
- Director of Financial Services
- Revenue Manager
- Financial Analyst
- Revenue Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

~Reductions were made in budgeted expenditures for communication devices, printing, and copier rental for the department.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	227,758	226,232	226,998	227,031
Employee Benefits	61,892	67,032	65,932	69,264
Materials & Supplies	5,212	5,450	5,400	5,400
Services	23,240	28,920	26,445	22,785
Other Charges	237	250	250	250
Total	318,339	327,884	325,025	324,730
Revenue Sources:				
TIF Admin Fee	207,559	276,700	276,700	276,700
Othr Fnds-Cost Alloc.	149,187	149,187	149,187	119,173
General Func	(38,407)	(98,003)	(100,862)	(71,143)
Total	318,339	327,884	325,025	324,730

Accounting

Mission

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

Core Services

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

Current Year Activity/Achievements

- Received an unqualified (clean) audit opinion on the City's CAFR and received the GFOA distinguished CAFR Reporting award for the 20th consecutive year.
- Reconcile 27 funds including the General fund, nine (9) special revenue funds, 1 capital project fund, six (6) enterprise funds, 1 internal service fund, five (5) trust and agency funds.
- Working with the city's financial software vendor to enhance and improve the City's financial software.
- Two financial policies (Capital Asset Policy and Investment Policy) were revised, submitted to City Council, and were approved.
- Selected an outside auditing firm for recommendation to City Council for the next five (5) year external audit contract.
- Selected a bond counsel for recommendation to City Council for the next five (5) year bond counsel contract

Performance Statistics:

Monitor police pension's \$23,150,892 investment portfolio.
Reconciled 47 federal grants totaling \$9,565,478 with 8 major programs.
Diversified up to a \$40,000,000 investment portfolio.
Inventoried 1,990 capital assets.
Debt compliance with total debt service requirements of \$161,195,685
Control 230 procurement cards and accounts.
Process 84 community development loans.
Calculate payroll for 633 full time employees and 26 part time employees.

Budget Challenges/Planned Initiatives

- Established the Local Business policy and the Fund Balance policy - pending Council review.
- More monitoring will be required for ARRA monies resulting in extensive audit costs to the Accounting division.
- Investigating using Positive Pay at the city's financial institution for fraud prevention.
- Upcoming CAFR will require compliance with GASB issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.
- Upcoming CAFR will require compliance with GASB issued Statement No. 59, Financial Instruments Omnibus.
- Making the migration to the updated ONE Solution software financial system a smooth one.

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

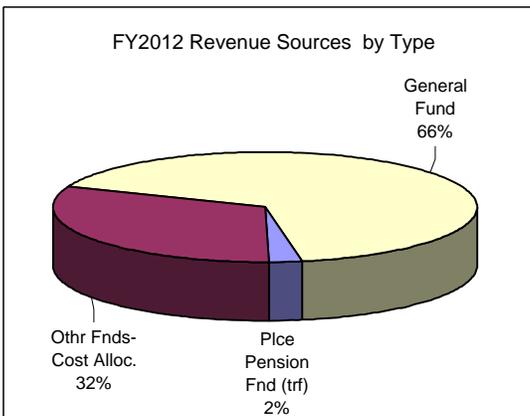
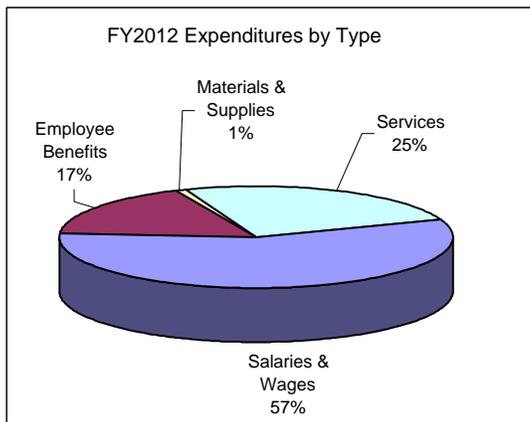
Accounting Manager
 Accounting Supervisor
 Accountant
 Account Technician
 Payroll Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
6	6	6	6

Major Budgetary Changes & Program Highlights

- ~Cost of the annual audit projected to remain fairly steady. Although a new audit contract has not been signed as of the date of the Proposed Budget, the leading candidate offers lower fees.
- ~Reductions in the Services category were also the result of lower M&R budgets.
- ~The Police Pension Fund will reimburse the General Fund approximately \$12,000 for the costs of its annual audit.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	282,768	282,789	282,769	284,414
Employee Benefits	79,128	82,622	82,662	86,716
Materials & Supplies	5,161	6,000	4,517	5,000
Services	111,291	138,755	135,830	126,365
Total	478,348	510,166	505,778	502,495
Revenue Sources:				
Plce Pension Fnd (trf)	5,305	12,170	12,170	12,170
Othr Fnds-Cost Alloc.	345,660	158,407	158,407	158,407
General Func	127,383	339,589	335,201	331,918
Total	478,348	510,166	505,778	502,495

Purchasing Division

Mission

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

Core Services

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

Current Year Activity/Achievements

- Processed 218 bids and contract awards within three working days
- Processed over 24,775 accounts payable transactions
- Developed "front end" documents for 40 projects.
- Use of city procurement card for payment of large vendor invoices generated \$14,700 of revenue in the prior fiscal year.
- Performed payroll audits and on-site visits on 44 on-going projects to ensure compliance with Federal and State prevailing guidelines on projects involving city and federal funds.
- 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.

Budget Challenges/Planned Initiatives

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

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

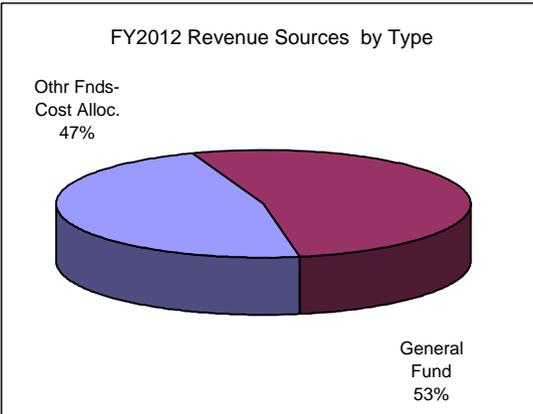
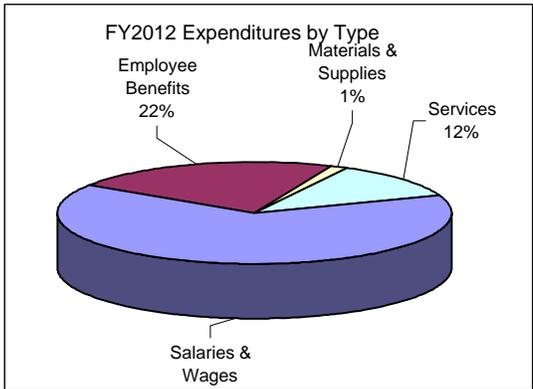
Purchasing Agent
 Compliance Technician
 Account Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

~Through a desk audit and approval of the City Manager, the Compliance Technician position was restored to the range it occupied prior to the reclassification exercise six years ago when the position was actually placed in a lower range despite additional duties assigned to it.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	118,293	118,498	118,498	120,814
Employee Benefits	37,658	40,633	39,433	41,825
Materials & Supplies	2,309	2,400	2,400	2,400
Services	19,722	22,090	21,790	21,765
Other Charges	100	100	100	100
Total	178,082	183,721	182,221	186,904
Revenue Sources:				
Othr Fnds-Cost Alloc.	149,094	85,000	85,000	88,221
General Func	28,988	98,721	97,221	98,683
Total	178,082	183,721	182,221	186,904

Building Maintenance

Mission

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

Core Services

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

Current Year Activity/Achievements

- Developed bid specs for 4th floor ceiling tile and painting project.
- Annual inspections for boiler, air conditioning system, and elevator system passed.
- No accident reports filed or workers compensation claims upheld for City Hall building related injuries.

• Performance Statistics:

Number of work orders completed: 150

98% of building maintenance work orders completed within 5 working days.

Budget Challenges/Planned Initiatives

Mayor's Office walls to be sanded and laquered

New carpet to be installed in mayor's assistant's office

Remodel 2nd floor break room, new flooring, cabinets, paint

Re-landscape fountain area on northside city hall

Reseal joints on steps on northside city hall

All windows cleaned inside and out on city hall

Install new carpeting through out Property Maintenance Department, 4th floor City Hall

BUILDING MAINTENANCE

Program 8710

Program Description

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

Staffing Detail

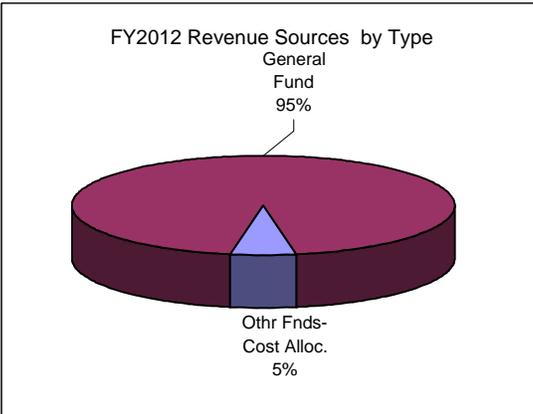
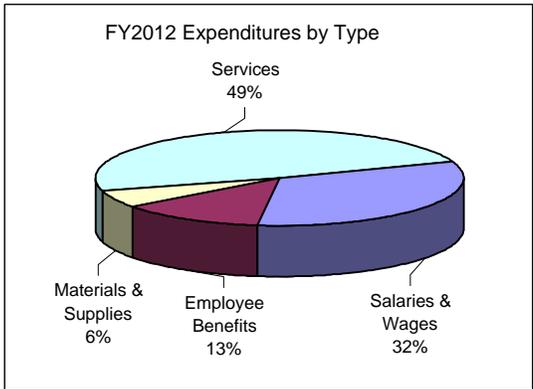
Building Maintenance Technician
 Custodian
 PT Custodian

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.75	0.75	0.75	0.75
2.75	2.75	2.75	2.75

Major Budgetary Changes & Program Highlights

~As in FY11, \$4,000 is budgeted in M&R of Buildings & Facilities to take care of the minor repairs to stairs, sidewalks, porch areas directly around City Hall.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	82,500	85,593	85,593	85,593
Employee Benefits	30,425	32,319	32,414	33,808
Materials & Supplies	15,306	15,415	15,415	15,415
Services	148,992	130,022	127,894	129,657
Capital Outlay	0	0	0	0
Total	277,223	263,349	261,316	264,473
Revenue Sources:				
Othr Fnds-Cost Alloc.	31,260	33,562	33,562	14,456
General Func	245,963	229,787	227,754	250,017
Total	277,223	263,349	261,316	264,473

Municipal Court Services

Mission

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

Core Services

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

Current Year Activity/Achievements

- Implemented revised Court calendar to provide defendants, attorneys and Court staff with the ability to process cases in a more efficient manner.
- Successful implementation of online citation payment process and internet processing of credit card payments at the Court Clerk window.
- Provided laptop and TV monitor in the courtroom for Prosecutor, Animal Control, and Property Maintenance to utilize during Court hearings.
- Minimized budget necessary for paper by combining information on defendant forms.

Budget Challenges/Planned Initiatives

- Research and implement solution for storage of citation data as required by State Statute.
- Advertise for collection agency services to increase collection of delinquent defendant pay orders, reducing the number of warrants for SJPd to try to serve. Develop procedures for monitoring those outside collections.
- Develop procedures for processing of proposed hearings for Red Light Camera citations.
- 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.

MUNICIPAL COURT

Program 2710

Program Description

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

Staffing Detail

- Municipal Court Judge (elected)
- Municipal Court Administrator
- Senior Court Srvcs Representative
- Court Services Representative
- Substitute Judges (PT) less than 100 hours per year
- Court Services Rep (25hr/wk)

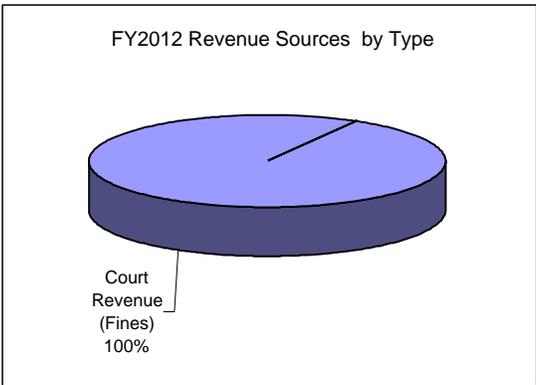
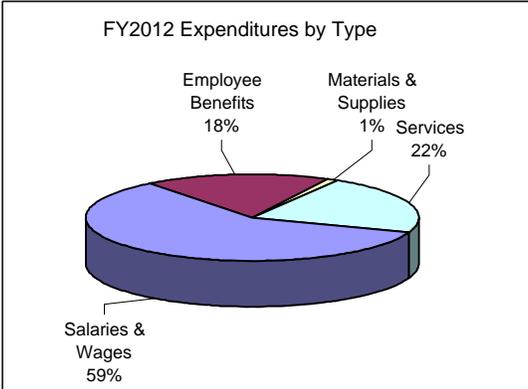
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	2	2	3
0	0	0	0
0.8	1.25	1.25	0.62
6.8	6.25	6.25	6.62

Major Budgetary Changes & Program Highlights

~ Last year's Reduction In Force = Elimination of 1 FT Court Services Representative. Elimination of 1 PT, 30 hr/wk position. Above cuts substituted with two 25 hr/wk positions with a combined FTE of 1.25. The result was a revolving door of employees resulting in time lost to recruiting, training, repeating the process over the next several months. It is proposed one of the PT positions be eliminated and a FT position reinstated. To balance this increase in cost it was found that the time budgeted for Substitute Judges could be substantially reduced. Overall impact to wages is a \$2,400 reduction.

~Other cost reduction measures: reduced amount needed to jail prisoners and moved cost of providing attorneys to indigent defendants to the Designated program. New State law allows this expenditure from court cost revenue

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	268,186	264,237	250,837	261,828
Employee Benefits	83,054	68,823	67,923	79,817
Materials & Supplies	2,787	5,880	5,880	5,880
Services	83,397	105,452	103,212	97,147
Total	437,424	444,392	427,852	444,672
Revenue Sources:				
Interest & Other	583	1,000	600	1,000
Court Revenue (Fines)	436,841	443,392	427,252	443,672
Total	437,424	444,392	427,852	444,672

MUNICIPAL COURT DESIGNATED

Program 8580

Program Description

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

Staffing Detail

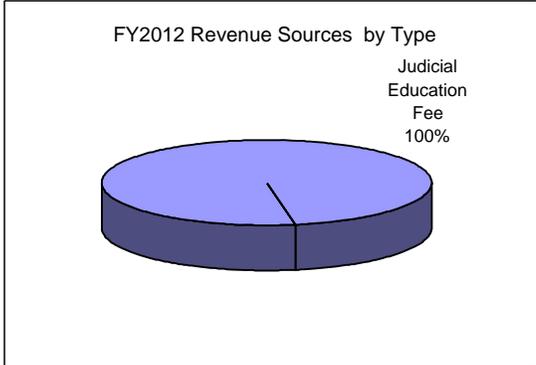
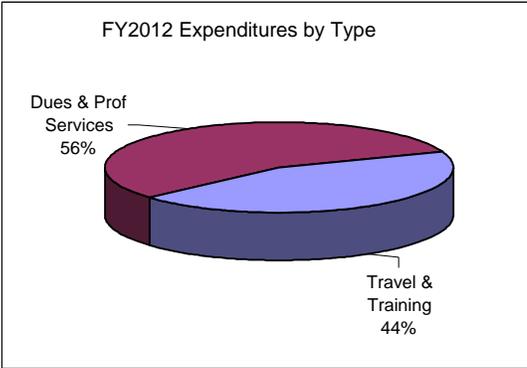
N/A

FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Major Budgetary Changes & Program Highlights

~ Last year a change in state law allowed prisoner costs to be charged to this account. This year another change will allow a portion of the fund be set aside to supply a public defender to an indigent defendant if so requested. Exact amount of the dollar split has not been determined by the Municipal Judge.

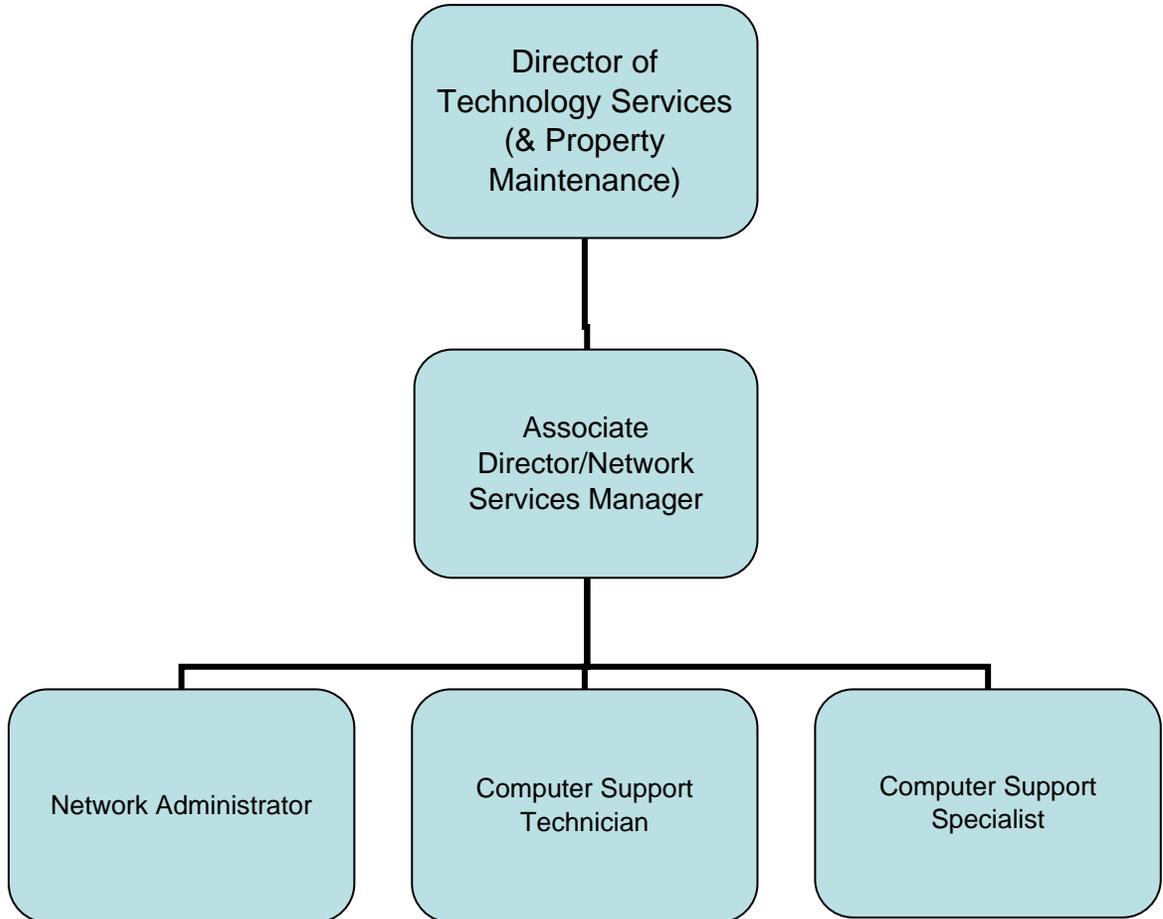
Operating Budget Summary



	FY10	FY11		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Travel & Training	6,482	7,000	7,000	7,000
Dues & Prof Services	0	350	6,000	9,000
Total	6,482	7,350	13,000	16,000
Revenue Sources:				
Judicial Education Fee	14,105	16,000	13,000	16,000
Total	14,105	16,000	13,000	16,000



TECHNOLOGY SERVICES





TECHNOLOGY SERVICES

Network Services/GIS/Network Operations

Mission

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

Core Services

Network Services

- Provide data services to over 600 staff at 29 locations.
- Maintain the data network, establishing and maintaining minimum standards for desktop hardware and a standardized software environment.
- Elements of the data network consist of computing platforms, local area networks (LAN) and Internet access.
- Maintain the City's web page.
- Plan, manage, and maintain the production environment to maintain and enhance security, reliability, availability and performance.
- Provide "on demand" service and support for system and security administration; problem resolution or coordination; research into possible software/hardware acquisitions; and information requests regarding the same.
- Provide timely assistance and/or information in response to requests.

Network Operations

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

GIS Development

- Maintain GIS data for access by City employees.

Current Year Activity/Achievements

- Upgraded to Microsoft Exchange Server 2010.
- Developed and implemented a better disaster recovery plan, with data replication and offsite storage at fire station 12.
- Finished upgrading our network switches so they have Power Over Ethernet, which will enable us to implement more advanced technology solutions.
- Upgraded our GIS server to ArcGIS Server 2010.
- Brought the new Recycling Center/Sewer Maintenance location online.
- Consolidated several servers.

• Performance Statistics:

Maintain a data network consisting of more than 450 desktop and laptop computers that can access a full suite of

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Will be upgrading the financial software, IFAS.
- Will be implementing Microsoft Office 2010 throughout the network.
- Will be assisting in implementation of new asset management, permitting software.

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

[Director of Information Technology]*

Assoc Director/Network Svcs Mgr

Network Administrator

Computer Support Technician

Computer Support Specialist

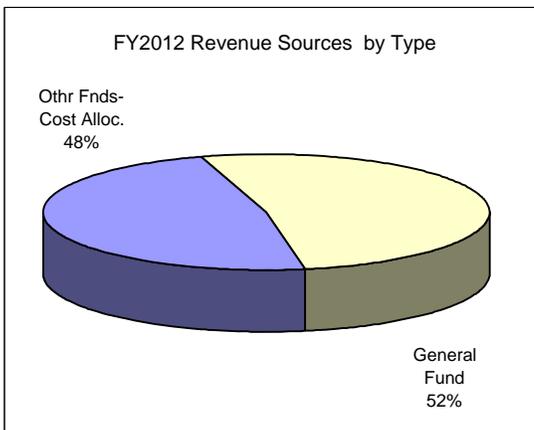
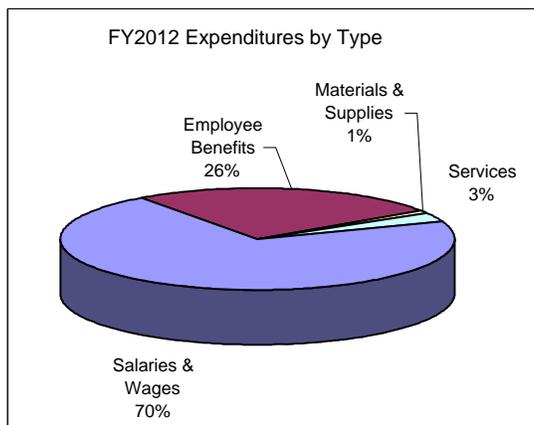
*Position is funded in the Property Maintenance Department

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

~No major budget changes.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	182,490	180,943	181,213	181,219
Employee Benefits	57,362	63,104	62,834	65,800
Materials & Supplies	1,343	1,975	1,975	1,975
Services	6,959	7,895	7,895	7,845
Total	248,154	253,917	253,917	256,839
Revenue Sources:				
Othr Fnds-Cost Alloc.	121,313	121,880	122,645	123,283
Insurance Proceeds	7,010	0	0	0
General Func	126,841	132,037	131,272	133,556
Total	255,164	253,917	253,917	256,839

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

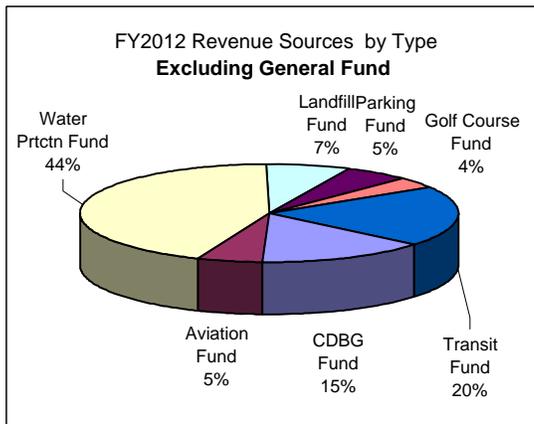
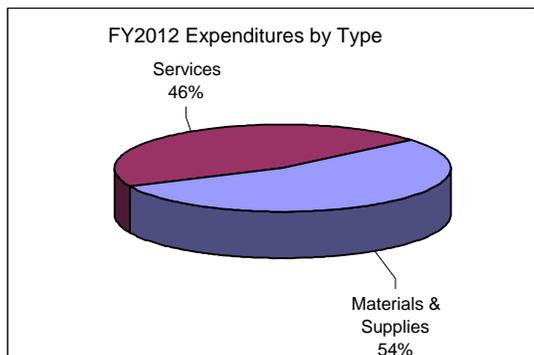
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0
0	0	0	0

Major Budgetary Changes & Program Highlights

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

~Transfers In from Streets, Parks and Health funds were eliminated as they were melded into the General Fund.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Materials & Supplies	118,462	160,950	133,150	130,000
Services	112,254	98,401	126,315	109,840
Capital Outlay	0	0	0	0
Total	230,716	259,351	259,465	239,840
Revenue Sources:				
General Fund	78,116	208,121	208,235	179,890
SIM&R Fund	47,850	0	0	0
Parks & Rec Fund	19,600	0	0	0
Health Fund	33,900	0	0	0
CDBG Fund	7,200	7,630	7,630	8,720
Aviation Fund	3,000	3,270	3,270	3,270
Water Prtctn Fund	20,750	18,530	18,530	26,160
Landfill Fund	3,600	4,360	4,360	4,360
Parking Fund	3,400	3,270	3,270	3,270
Golf Course Fund	900	2,180	2,180	2,180
Transit Fund	12,400	11,990	11,990	11,990
Total	230,716	259,351	259,465	239,840

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

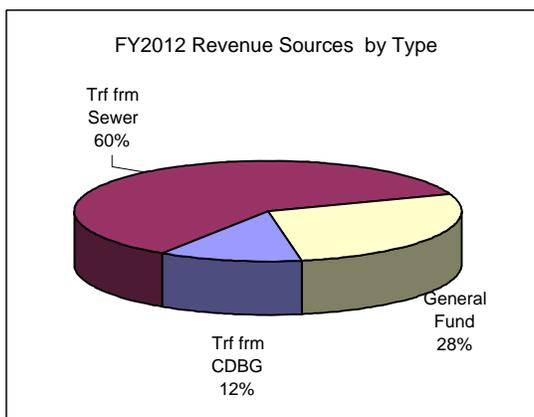
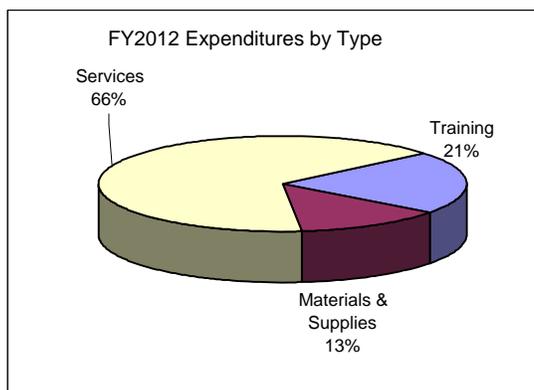
GIS Coordinator

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	0	0	0
1	0	0	0

Major Budgetary Changes & Program Highlights

~ A reduction in the number of user licenses resulted in lower Services & Supplies costs.

Operating Budget Summary



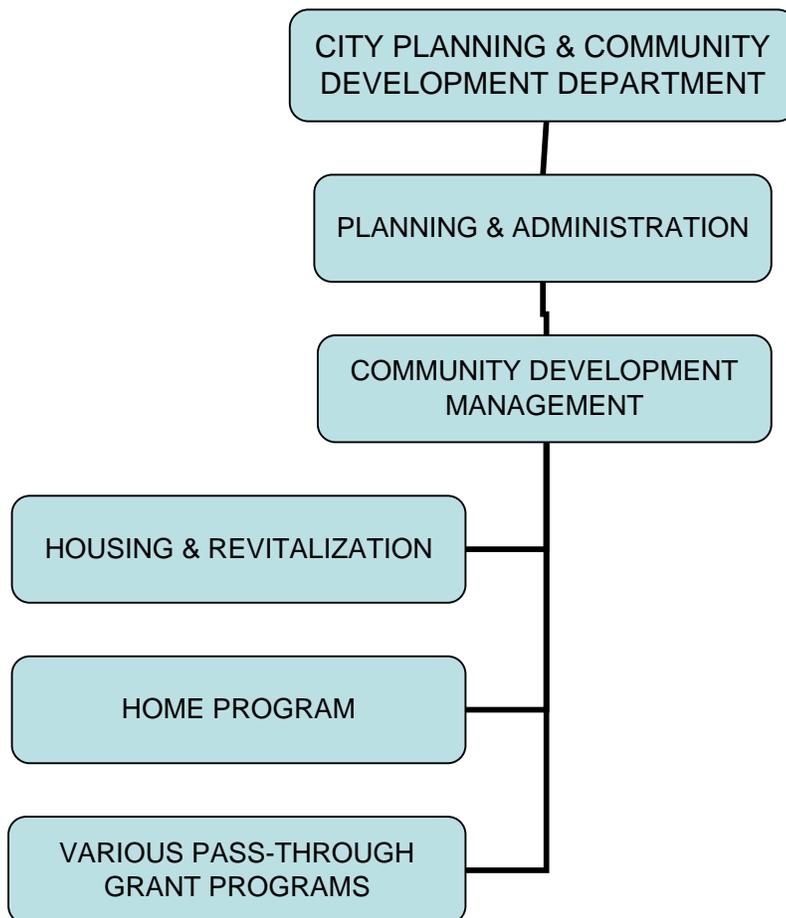
	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	48,305	0	0	0
Employee Benefits	17,619	3,000	500	5,500
Materials & Supplies	5,756	9,500	1,100	3,400
Services	16,596	18,414	16,262	16,900
Capital Outlay	0	0	0	0
Total	88,276	30,914	17,862	25,800
Revenue Sources:				
Trf frm SIM&R	20,900	0	0	0
Trf frm P&R	6,965	0	0	0
Trf frm Health	27,860	0	0	0
Trf frm CDBG	6,985	6,985	6,985	6,985
Trf frm Sewer	34,830	34,830	34,830	34,830
General Func	(2,279)	(10,901)	(23,953)	(16,015)
Total	95,261	30,914	17,862	25,800

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

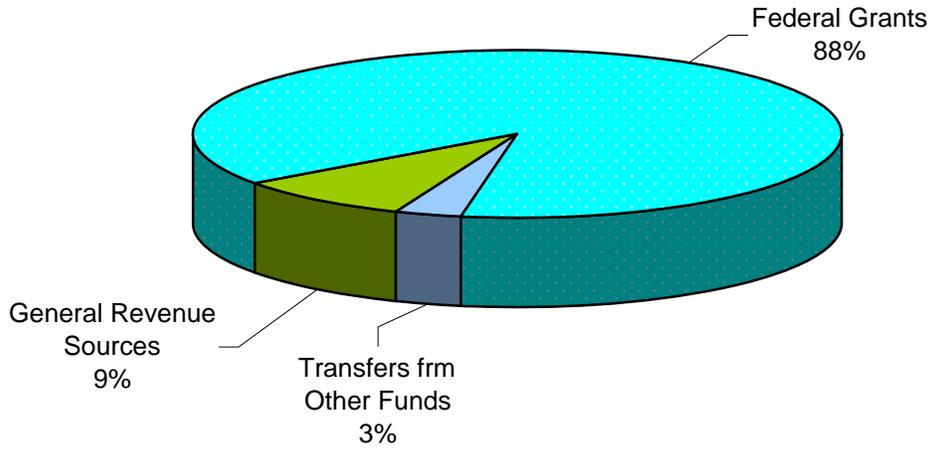
The City of St. Joseph's planning and economic department provides economic planning and public/private sector cooperation in order to diversify the economic base of the community. Planning ensures that development within the city follows adopted city plans and policies through review and consultation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

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

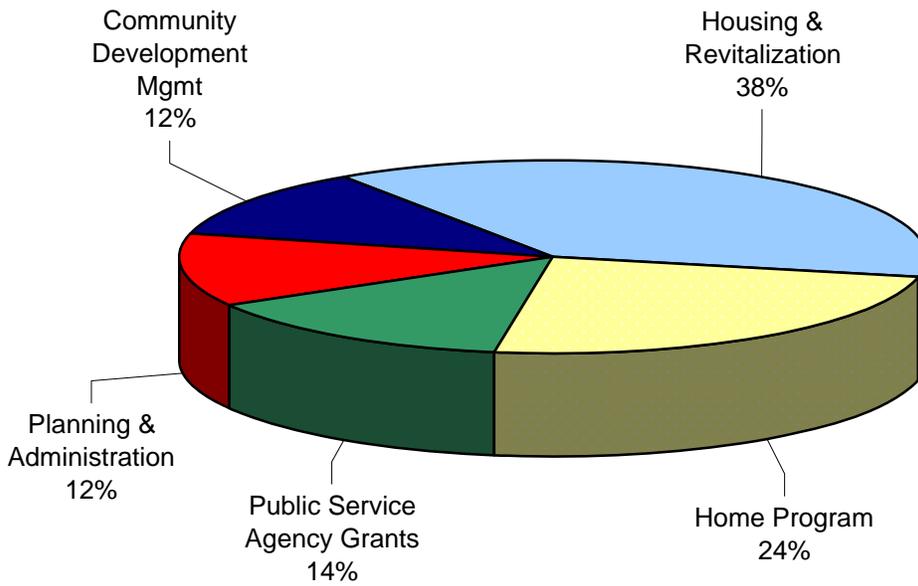
TOTAL BUDGETED RESOURCES: \$ 2,902,000



ECONOMIC & COMMUNITY DEVELOPMENT SOURCES & USES

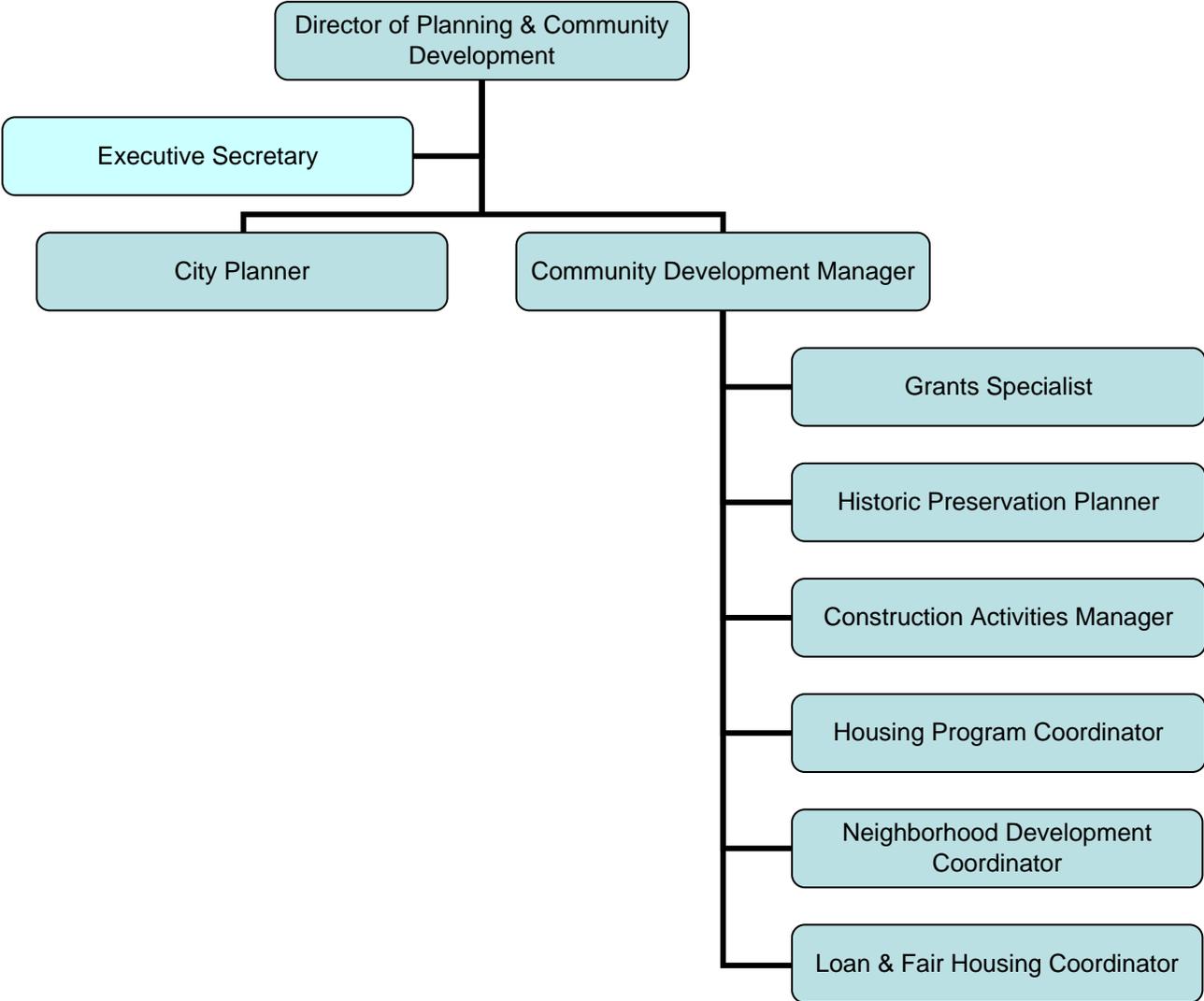


FUNDING SOURCES



PROGRAM USES

PLANNING & COMMUNITY DEVELOPMENT



ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

	FY2010	FY2011		FY2012
		Actual	Adopted Budget	
ACCOUNT TYPE				
Salaries & Wages	483,709	460,622	425,122	453,995
Payroll Expenses & Benefits	147,714	170,010	161,808	177,233
Materials & Supplies	8,333	13,835	12,953	14,553
Utilities & Other Contracted Services	3,238,604	2,026,453	5,475,864	2,022,859
Claims/Insurance/Fund Transfers	283,807	238,597	238,948	233,823
	<u>4,162,167</u>	<u>2,909,517</u>	<u>6,314,695</u>	<u>2,902,463</u>
USES BY PROGRAM DEPARTMENT				
Planning & Administration	396,861	348,891	358,891	353,110
CDBG Management	374,641	350,894	338,419	341,635
Housing & Revitalization	1,251,551	1,094,422	1,213,648	1,095,665
Home Program	80,401	705,310	952,589	702,053
Public Service Agencies	408,000	410,000	410,000	410,000
Historic Preservation	210,000	0	0	0
Federal Emergency Srv Grnt	48,780	0	0	0
Slum/Blight Activity	91,500	0	23,500	0
HeRO Program	0	0	0	0
Restricted ARRA Program	1,300,433	0	3,017,648	0
	<u>4,162,167</u>	<u>2,909,517</u>	<u>6,314,695</u>	<u>2,902,463</u>
FUNDING SOURCES				
General Fund	396,861	348,891	358,891	353,110
CDBG Fund	3,765,306	2,560,626	5,955,804	2,549,353
	<u>4,162,167</u>	<u>2,909,517</u>	<u>6,314,695</u>	<u>2,902,463</u>
STAFFING SUMMARY				
Planning & Administration	4	3	3	3
CDBG Management	1.6	1.6	1.6	1.6
Housing & Revitalization	4.4	4.4	4.4	4.4
Home Program	0.05	0.05	0.05	0.05
	<u>10.05</u>	<u>9.05</u>	<u>9.05</u>	<u>9.05</u>

Community Services Administration/Planning

Mission

Administration is committed to careful 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.

Core Services

C.S. Administration

- Managerial oversight of planning & zoning, neighborhood services and federally funded project administration including the historic preservation functions of the City.
- Implementation of the Downtown Master Plan and DREAM Initiative goals.
- Facilitate in-house meetings of the Economic Development Team to ensure continuity and project coordination.
- Coordinate the Brownfields Economic Development Initiative
- Represent the City in economic development initiatives through the Chamber of Commerce

Planning

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

- Economic Development - Representatives from Financial Services, Public Works, Legal Customer Assistance, and Planning, as well as involvement of the Chamber of Commerce, work in collaboration to achieve a comprehensive approach to economic development efforts. A number of economic programs are available for businesses wanted to locate or expand in St. Joseph: Chapter 100 Bonds, Chapter 353 Tax Abatement, Neighborhood Improvement Districts & Community Improvement Districts, Enhanced Enterprise Zone, Sales Tax Improvement Agreements, Tax Increment Financing

Current Year Activity/Achievements

- Midtown Reinvestment Plan
- Downtown Redevelopment
- Boulevard System Master Plan Implementation
- New Business Park Development
- Stockyards Development
- Job Creation/Retention

Budget Challenges/Planned Initiatives

Work to meet customers needs with less help in Planning Services. A staff position was eliminated in the current year's budget and now share an employee part time with Property Maintenance.

Planning Division is a service related department, to cut additional costs from this budget would be difficult.

Promote economic development initiatives through various incentive programs.

Continued downtown redevelopment efforts.

Mid-town Strategic Plan

PLANNING & ADMINISTRATION

Program 5110

Program Description

Two different programs are contained within this cost center. The administrative office provides managerial oversight of planning and zoning, economic development coordination and federally funded project administration including the historic preservation functions of the City. Planning ensures that development within the city follows adopted city plans and policies through review and consultation with private developers.

Staffing Detail

Director of Planning & Comm Dev
 City Planner
 Assistant City Planner
 Executive Secretary

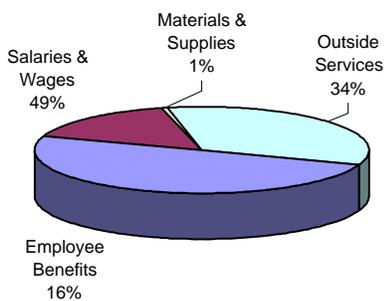
FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	0	0	0
1	1	1	1
4	3	3	3

Major Budgetary Changes & Program Highlights

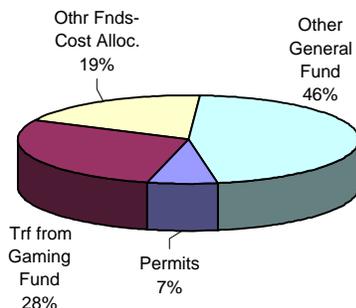
- ~\$100,000 of Gaming funds transferred to this department to provide grants relating to Historic Preservation projects not eligible for CDBG monies.
- ~Except for the increase in health premium and pension costs, no major change in the budget.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	213,673	175,525	175,525	175,525
Employee Benefits	62,837	52,081	52,081	55,721
Materials & Supplies	1,898	2,000	2,000	2,000
Outside Services	118,453	119,285	129,285	119,864
Total	396,861	348,891	358,891	353,110

Revenue Sources:

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Permits	29,671	20,000	22,000	24,000
Trf from Gaming Fund	86,594	100,000	104,500	100,000
Othr Fnds-Cost Alloc.	67,859	56,869	56,869	66,145
General Fund-Other	212,737	172,022	175,522	162,965
Total	396,861	348,891	358,891	353,110

Community Development Block Grant Program

Mission

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

Core Services

Community Development Administration

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

Housing and Revitalization & HOME Programs

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

Historic Preservation

- Assist in the stabilization and marketing of vacant, abandoned, or deteriorating buildings as an alternative to demolitions when possible.
- Provide low-interest loans and/or grants to preserve historically valuable buildings and resources to reduce neighborhood blight.

Demolition

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

Current Year Activity/Achievements

- Underwent audits by city auditor and received clean opinions.

• Performance Statistics:

19 - number of home improvement loans provided.

\$25,000.00 - Award funds available for slum/blight/redevelopment activities.

No slum/blight construction activities were undertaken given lack of federal funding for the activity.

\$410,000.00 - available to support programs addressing issues such as child care, public health, drug & alcohol abuse, domestic violence and treatment of children with physical and developmental disabilities.

15 - sub-grantee programs approved & monitored

29 - building rehabs per year for 8+ years

Budget Challenges/Planned Initiatives

Uncertainty over level of federal funding for FY2012 prevented the department from providing accurate budget figures at the time the Proposed Budget document was being prepared.

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

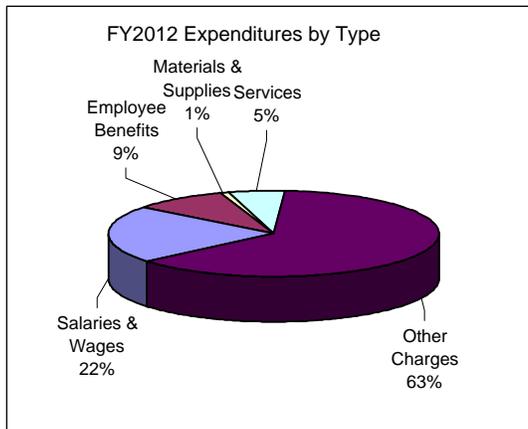
Community Development Manager
Grants Specialist

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0.6	0.6	0.6	0.6
1	1	1	1
1.6	1.6	1.6	1.6

Major Budgetary Changes & Program Highlights

~Even with the increase in per PC costs and GIS program expenses, a decrease in the amount of transfer per the Annual A-87 Indirect Cost Plan resulted in a decrease in the total transfer to the General Fund.

Operating Budget Summary

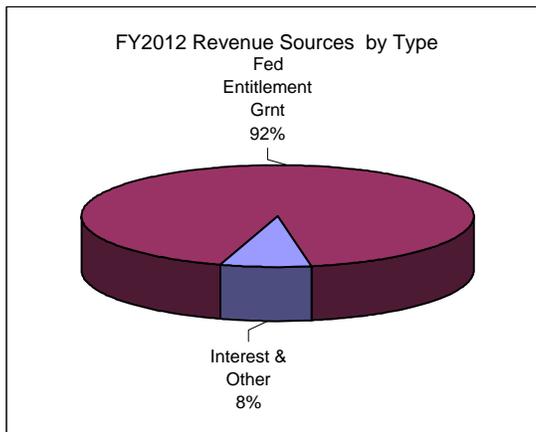


Expenditures:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Salaries & Wages	78,081	81,238	72,238	73,995
Employee Benefits	22,396	33,564	29,564	31,485
Materials & Supplies	202	3,050	3,050	3,050
Services	13,107	17,605	17,605	18,192
Other Charges	260,855	215,437	215,962	214,913
Total	374,641	350,894	338,419	341,635

Revenue Sources:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Interest & Other	40,877	25,629	25,629	25,629
Fed Entitlement Grnt	333,764	325,265	312,790	316,006
Total	374,641	350,894	338,419	341,635



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
 Neighborhood Development Coord
 Loan & Fair Housing Coordinator
 Historic Preservation Planne

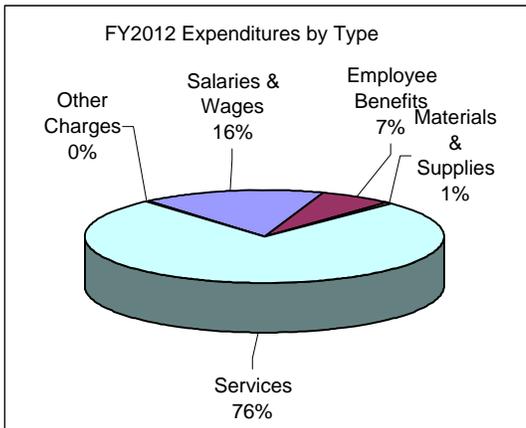
FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0.4	0.4	0.4	0.4
4.4	4.4	4.4	4.4

Major Budgetary Changes & Program Highlights

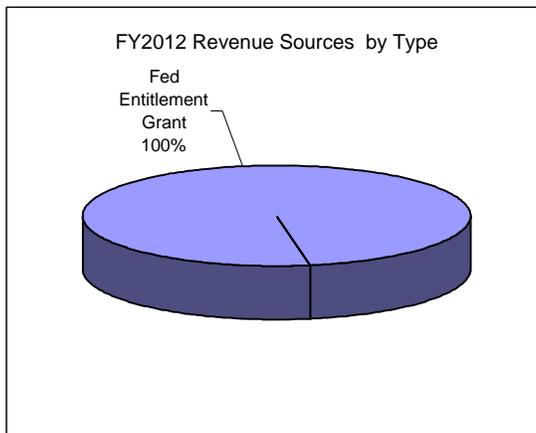
Housing Loans \$692,261
 Emergency Assistance \$75,000

The program no longer offers Rental Rehabs

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	168,422	178,187	155,187	178,187
Employee Benefits	55,935	70,969	64,969	74,134
Materials & Supplies	6,233	6,717	5,117	6,717
Services	1,017,489	835,049	985,049	833,127
Other Charges	3,472	3,500	3,326	3,500
Total	1,251,551	1,094,422	1,213,648	1,095,665
Revenue Sources:				
Fed Entitlement Grant	605,774	1,094,422	1,213,648	1,095,665
Reprogrammed Fnds	645,777	0	0	0
Total	1,251,551	1,094,422	1,213,648	1,095,665



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

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	1,300,433	0	3,017,648	0
Total	1,300,433	0	3,017,648	0
Revenue Sources:				
Other Grants		0	0	0
ARRA Grants	972,712	0	3,017,648	0
Total	972,712	0	3,017,648	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 NPSA

Staffing Detail

Community Development Manager
Historic Preservation Planne

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0.4	0.4	0.4	0.4
0.1	0.1	0.1	0.1
0.5	0.5	0.5	0.5

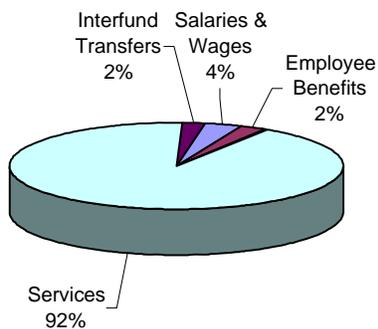
Major Budgetary Changes & Program Highlights

~Project fund allocations: \$637,528

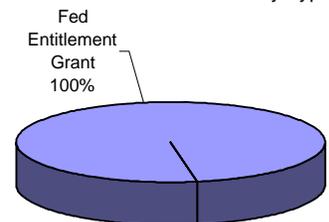
- CHDO Reserve CAP
- Habitat for Humanity-Scattered Hsing
-
-

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	23,533	25,672	22,172	26,288
Employee Benefits	6,546	13,396	15,194	15,893
Materials & Supplies	0	2,068	2,786	2,786
Services	30,842	644,514	892,777	641,676
Interfund Transfers	19,480	19,660	19,660	15,410
Total	80,401	705,310	952,589	702,053
Revenue Sources:				
Fed Entitlement Grant	(40,906)	705,310	890,374	702,053
Other Revenue	9,323	0	0	0
Reprogrammed Fnds	111,984	0	62,215	0
Total	80,401	705,310	952,589	702,053

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, Demolitions and Home programs.

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues anticipated.

Operating Budget Summary

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	210,000	0	0	0
Total	210,000	0	0	0
Revenue Sources:				
Fed Entitlement Grnt	143,157	0	0	0
Total	143,157	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

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	48,780	0	0	0
Total	48,780	0	0	0
Revenue Sources:				
ECG	47,919	0	10,060	0
Reprogrammend Fnds	861	0	(10,060)	0
Total	48,780	0	0	0

SLUM/BLIGHT/REDEVELOPMENT ACTIVITIES

Program 8840

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

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	91,500	0	23,500	0
Interfund Transfers	0	0	0	0
Total	91,500	0	23,500	0
Revenue Sources:				
Fed Entitlement Grant	0	0	215,000	0
Weed & Seed Grant	0	0	(191,500)	0
Total	0	0	23,500	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

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Grant Disbursement

~See below.

Operating Budget Summary

~Entitlement amount and distribution:

- Catholic Charities Mental Hlth Counseling
- Amer 2nd Harvest Emergency Food Assist
- Interfaith Com. Srv-Youth Latchkey
- Bartlett Center - Family Resource Program
- Northtown Com. Cntr Recreation
- Samaritan Counseling-Client Assistance
- Social Welfare Brd-Dental Care Program
- United Cerebral Palsy-Integration & Advocacy
- YWCA-Women & Children's Shelter
- Catholic Charities Teen Commun. Awareness
- NWMO Children's Advocacy-Abuse Cnslng

Expenditures:

Services

Total

Revenue Sources:

Fed Entitlement Grant

Total

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
408,000	410,000	410,000	410,000
408,000	410,000	410,000	410,000
408,000	410,000	410,000	410,000
408,000	410,000	410,000	410,000

\$0

HeRO GRANT

Program 8870

Program Description

HeRO program utilizes HOME funds to provide forgivable loans to income qualified homeowners for up to \$20,000. It is mainly used in conjunction with the Community Development Owner Occupied Rehabilitation program for projects that have overall costs of at least \$30,000. Since the program is a forgivable loan, it helps alleviate some of the financial burden on the homeowner. The federally funded program provides funds to income qualified homeowners for repairs, rehabilitation or reconstruction of certain owner-occupied, single family units.

Staffing Detail

None

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Grant Disbursement

~No grant revenues projected.

Operating Budget Summary

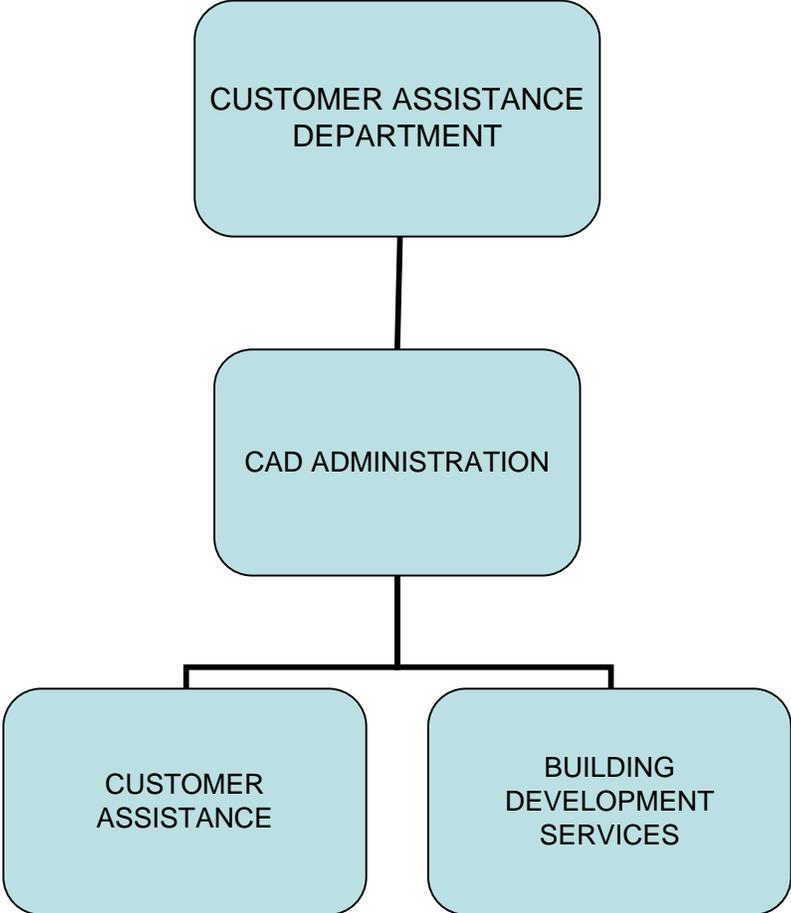
	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	0	0	0	0
Total	0	0	0	0
Revenue Sources:				
Other Grants		0	0	0
HeRO Grant	22,000	0	0	0
Total	22,000	0	0	0

CUSTOMER ASSISTANCE DEPARTMENT

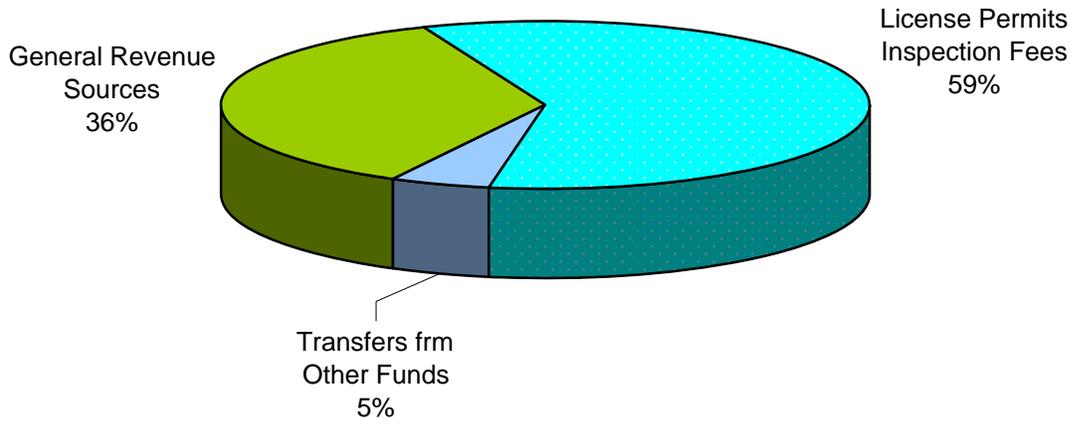
The City of St. Joseph's Customer Assistance Department provides review and approval of code compliant construction and development. The department issues building permits, business licenses, parking tickets, bus passes and is one of the main revenue collection sites for all City departments.

These operations are funded through licenses, permits, inspection fees, transfers from other funds for administrative support and through other general revenue sources.

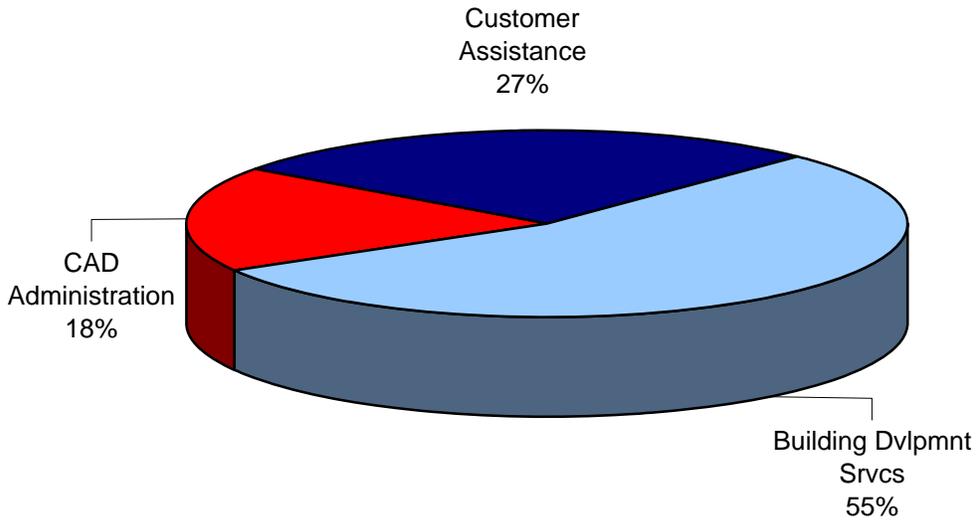
TOTAL BUDGETED RESOURCES: \$953,000



CUSTOMER ASSISTANCE DEPARTMENT SOURCES & USES



FUNDING SOURCES



PROGRAM USES

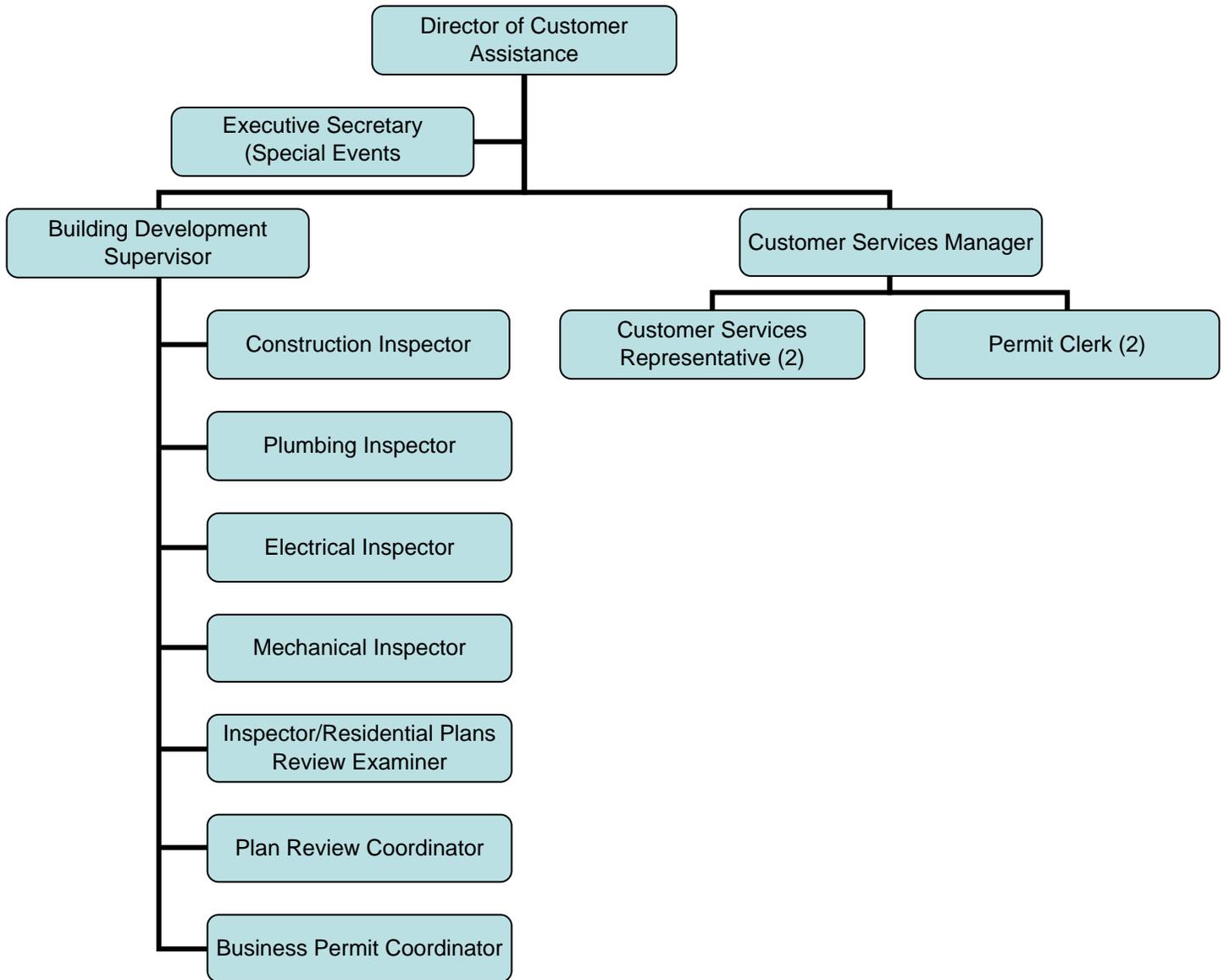
CUSTOMER ASSISTANCE DEPARTMENT SUMMARY

	FY2010 Actual	FY2011		FY2012 Budget	
		Adopted Budget	Estimated Actual		
ACCOUNT TYPE					
Salaries & Wages	650,008	616,540	598,260	618,163	
Payroll Expenses & Benefits	212,059	212,093	201,183	214,140	
Materials & Supplies	13,611	15,560	15,760	16,050	
Utilities & Other Contracted Services	67,667	93,347	92,147	84,132	
Capital Outlay	0	0	0	21,000	
	<u>943,345</u>	<u>937,540</u>	<u>907,350</u>	<u>953,485</u>	
USES BY PROGRAM DEPARTMENT					
CAD Administration	CAD	212,010	171,069	171,069	177,310
Customer Assistance	CAD	258,434	258,586	260,496	256,789
Building Development Srvcs	CAD	472,901	507,885	475,785	519,386
		<u>943,345</u>	<u>937,540</u>	<u>907,350</u>	<u>953,485</u>
FUNDING SOURCES					
General Fund	896,178	890,663	861,982	905,902	
Otr Funds (Parking, WP, Aviation, Landfill, CDB)	47,167	46,877	45,368	47,674	
	<u>943,345</u>	<u>937,540</u>	<u>907,350</u>	<u>953,576</u>	
STAFFING SUMMARY					
CAD Administration	3	2	2	2	
Customer Assistance	5	5	5	5	
Building Development Services	8	8	8	8	
	<u>16</u>	<u>15</u>	<u>15</u>	<u>15</u>	

PROPOSED CAPITAL OUTLAY FY2012

~Replacement vehicle for Building Development Services inspectors - \$21,000 (from Gaming)

CUSTOMER ASSISTANCE



Customer Services Administration

Mission

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

Core Services

- Development and establishment of policies and procedures for:
 - The integrated review, approval and inspection of buildings and developments.
 - The management of floodplains.
 - The enforcement of assigned city ordinances and adopted codes.
 - The coordination, approval and permitting of special events such as parades and festivals which are sponsored by a variety of individuals or groups in the community.
- The review and evaluation of various city ordinances and building codes to ensure compliance with changing national, state and local laws, statutes and regulations.

Current Year Activities/Achievements

- Planned, coordinated and lead 5 public meetings at local high schools where FEMA's proposed floodplain maps were presented and discussed. Submitted 24 comments and 7 appeals of FEMA's proposed floodplain maps.
- Obtained certifications for Residential Building Inspector and Building Energy Assessment Professional.
- Maintained Certifications as a Floodplain Manager, Certified Building Official, and Commercial Plan Reviewer
- Developed, coordinated and processed over six different taxicab, liquor license and building code ordinance amendments.

• Performance Statistics

Processed and coordinated 125 different special events.

Processed over 190 walk through inspections for new businesses that were starting new businesses or taking over existing businesses in existing buildings.

Budget Challenges/Planned Initiatives

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

- **2012 BUILDING CODES:** Our current codes were published in 2006. Since then the 2009 edition has been published, but we decided to forgo adopting them. The 2012 codes will be published next spring and will need to be reviewed, amended and adopted or our ISO insurance rating may be affected. The review process will be financially burdensome as will the staff and advisory board labor.

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CUSTOMER ASSISTANCE ADMINISTRATION

Program 8380

Program Description

The Customer Assistance Administration staff oversees permitting, licensing, building inspection, and development review and coordination. The Executive Secretary also serves City's primary point of contact for all liquor licensing issues and serves as the Special Events Coordinator, making 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.

Staffing Detail

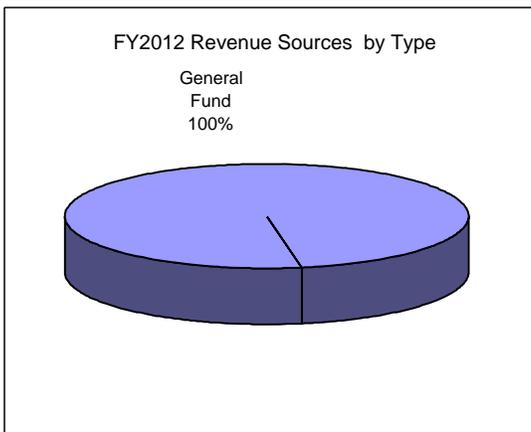
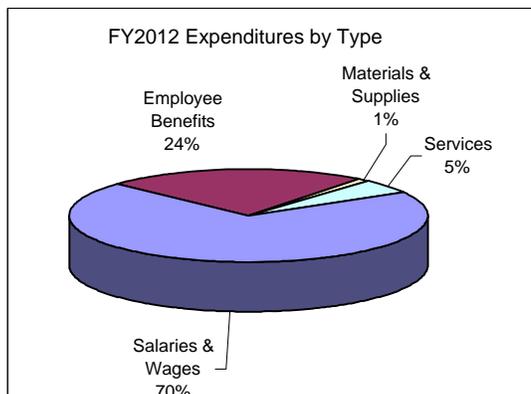
Director of Customer Assistance
 Executive Secretary
 Receptionist

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	0	0	0
3	2	2	2

Major Budgetary Changes & Program Highlights

~The City will be updating to the 2012 Building Codes and will be required to purchase new code books for staff and for the appropriate boards, a \$3,700 budget impact.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	157,021	122,966	122,966	124,591
Employee Benefits	49,737	39,555	41,055	41,799
Materials & Supplies	1,280	2,675	2,375	2,150
Services	3,972	5,873	4,673	8,770
Total	212,010	171,069	171,069	177,310
Revenue Sources:				
General Func	212,010	171,069	171,069	177,310
Total	212,010	171,069	171,069	177,310

Building Development Services

Mission

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

Core Services

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

Current Year Activities/Achievements

- All but one inspector is certified by the International Code Council in their respective area of expertise.

• Performance Statistics

- Building inspections: 287 commercial and 555 residential
 - Mechanical inspections: 276 commercial and 435 residential
 - Electrical inspections: 429 commercial and 701 residential
 - Plumbing inspections: 299 commercial and 649 residential
 - Number of plan reviews: 199 commercial and 266 residential
- Percent of plans reviewed within 10 working days of submission: 100%

Budget Challenges/Planned Initiatives

- **WORK MANAGEMENT SOFTWARE:** The continued funding and implementation of our work management and information system is essential to the expansion of services we provide our customer. The on-line permit application and approval module will be invaluable in improving the communication and support of customer's needs. Customers will also be able to request work inspections and receive immediate feedback as to its approval or disapproval with an alternate time and date proposed.
- **TRAINING:** Training shortfalls will delay inspector certifications in their secondary areas but will allow them to maintain their current certifications.
- **2012 BUILDING CODES:** The 2012 International Code books will be published and with our current adopted codes being the 2006 editions, significant effort will be spent on reviewing the 2012 editions and developing recommendations for the advisory boards and city council on whether to adopt these codes or not. Funding will be required to purchase these new code books for our inspectors and advisory boards.

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

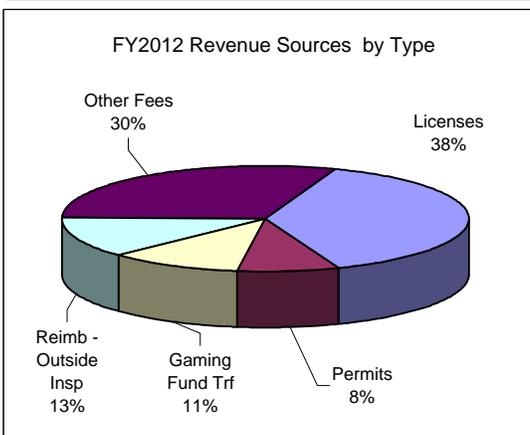
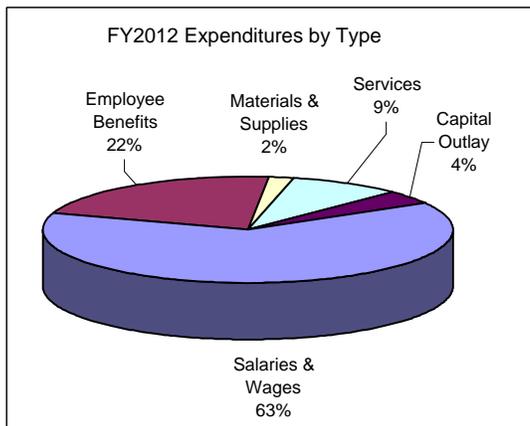
Building Development Supervisor
 Construction Inspector
 Combo Insp/Res Plns Rev Examiner
 Plumbing Inspector
 Electrical Inspector
 Mechanical Inspector
 Plan Review Coordinator
 Business Permit Coordinato

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
8	8	8	8

Major Budgetary Changes & Program Highlights

- ~A replacement vehicle is provided via a transfer of Gaming funds.
- ~Reductions in Services the result of eliminating the archiving process in FY12 and the decrease in copier lease rates.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	321,694	329,099	309,099	329,099
Employee Benefits	104,501	114,468	101,868	112,572
Materials & Supplies	9,876	9,285	9,785	10,300
Services	36,830	55,033	55,033	46,415
Capital Outlay	0	0	0	21,000
Total	472,901	507,885	475,785	519,386
Revenue Sources:				
Licenses	72,923	76,245	77,000	77,000
Permits	16,627	19,800	15,900	16,000
Gaming Fund Trf	0	0	0	21,000
Reimb - Outside Insp	0	25,000	25,000	25,000
Other Fees	58,731	98,000	77,000	60,000
Inspections	324,620	288,840	280,885	320,386
Total	472,901	507,885	475,785	519,386

Customer Assistance

Mission

Provide excellent customer service in the issuance of building permits, business licenses, 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, permits, 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 fees and providing proper information regarding their programs and policies.

Current Year Activities/Achievements

- Completed 1st full year of issuing alcohol servers licenses.
- Performed an audit of business licensing, checking for correct type of licenses.
- Did 218 walk thru inspections for new businesses.
- Completed 1st full fiscal year of Mechanical and Operating Engineers trade licenses.

• Performance Statistics:

- Issued 7,300 business, health and liquor licenses in FY10.
- Issued 584 new business licenses in FY10.
- Issued 1,207 building permits in FY10.
- Generated \$454,000 in FY10 for business licenses.

Budget Challenges/Planned Initiatives

- WORK MANAGEMENT SOFTWARE: Implementation of a new, integrated work management program
 - May transition to a paperless, on-line customer service center.
 - May allow customers to apply and pay for permits, business licenses, garage sale permits, etc. on-line.
 - Project approvals and scheduling status may be available on-line.
 - Email notifications may be sent out to customers when a status changes or a request is approved.
 - Activities and/or concerns throughout the city may be available to all city departments and customers.
- BUSINESS LICENSING UPDATE: Our business licensing ordinance is severely outdated. Many of the work classifications are no longer appropriate and many new ones do not fit very well in the old scheme. Serious consideration must be given to revising the fee schedules as business practices have changed. For example: Drive throughs were not common when last updated and are now essential to our fast food industry. Considerable effort and a possible vote of the people may be required to update this ordinance.

CUSTOMER ASSISTANCE

Program 5420

Program Mission

The Customer Assistance staff issues business licenses, liquor license, health permits as well as building permits. They schedule all the building and construction inspections, provide cash receipting services and perform collections for special billings. Staff also issues garage sale permits, bus and parking passes and electrical and plumbing trade license while managing the city's sidewalk grant program.

Staffing Detail

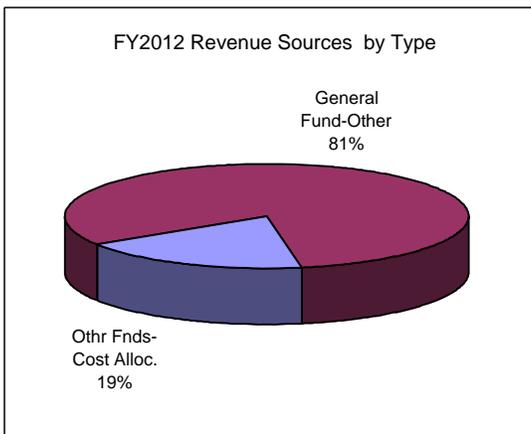
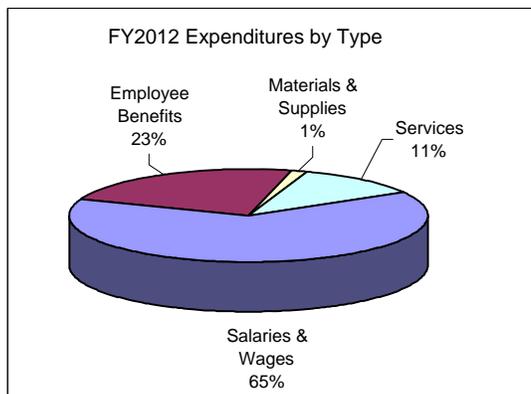
Customer Services Manager
 Customer Services Representative
 Permit Clerk

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
2	2	2	2
5	5	5	5

Major Budgetary Changes & Program Highlights

~Budget reduction was achieved by eliminating funding for the temporary assistance during the business license season in the spring. Will most likely result in a slower turn-around getting new or updated licenses back to businesses.

Operating Budget Summary



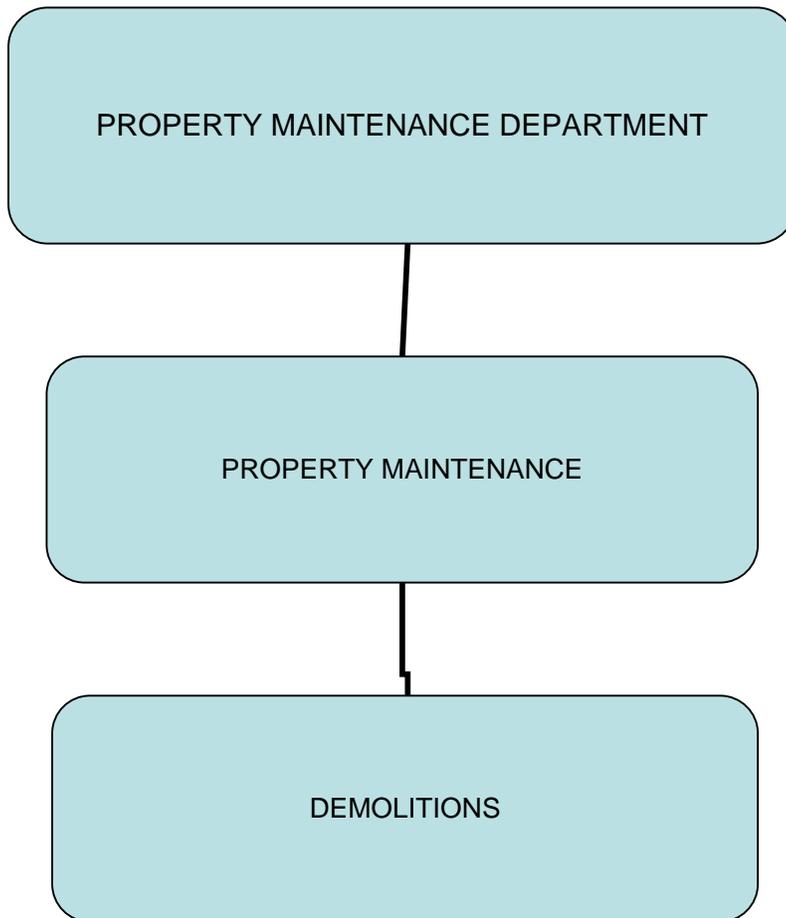
	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	171,293	164,475	166,195	164,473
Employee Benefits	57,821	58,070	58,260	59,769
Materials & Supplies	2,455	3,600	3,600	3,600
Services	26,865	32,441	32,441	28,947
Total	258,434	258,586	260,496	256,789
Revenue Sources:				
Othr Fnds-Cost Alloc.	48,497	47,838	50,310	47,506
General Fund-Other	209,937	210,748	210,186	209,283
Total	258,434	258,586	260,496	256,789

PROPERTY MAINTENANCE DEPARTMENT

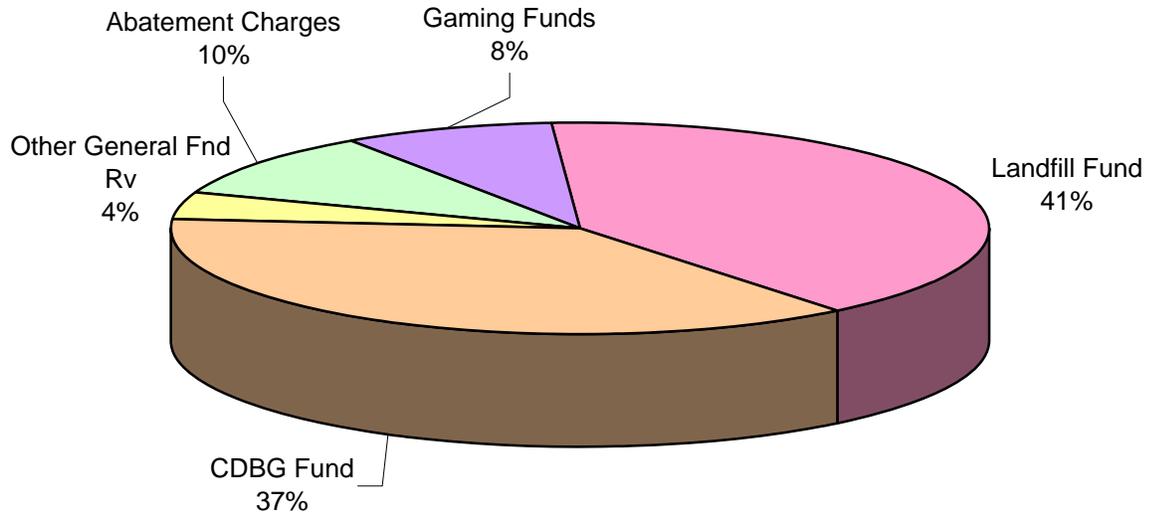
The City of St. Joseph's Property Maintenance Department works with citizens in an effort to eliminate the amount of trash, debris and overgrown weeds, hazardous trees and junk vehicles on private property. Staff investigate complaints of violations of minimum housing standards and interior housing conditions; removes nuisance conditions on private and public property; and enforces code compliance ordinances in order to curtail further blight.

These operations are funded through abatement charges, transfers from the Gaming and Landfill funds and through HUD funds earmarked for the elimination of blight in eligible areas.

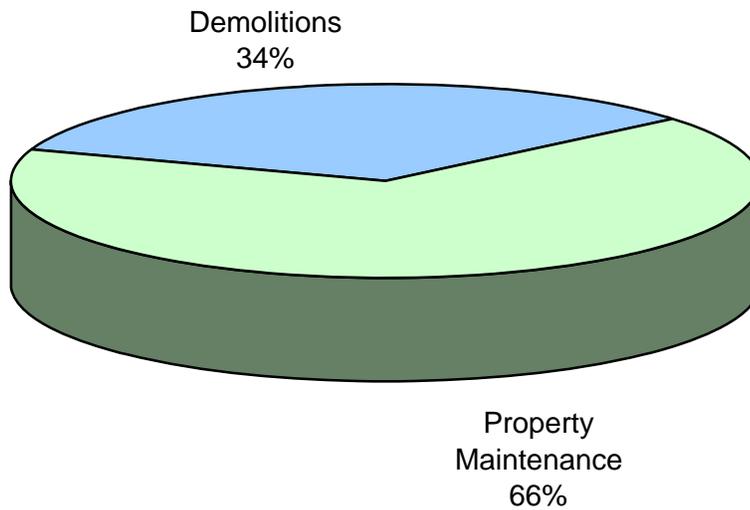
TOTAL BUDGETED RESOURCES: \$ 1,236,000



PROPERTY MAINTENANCE DEPARTMENT SOURCES & USES



FUNDING SOURCES

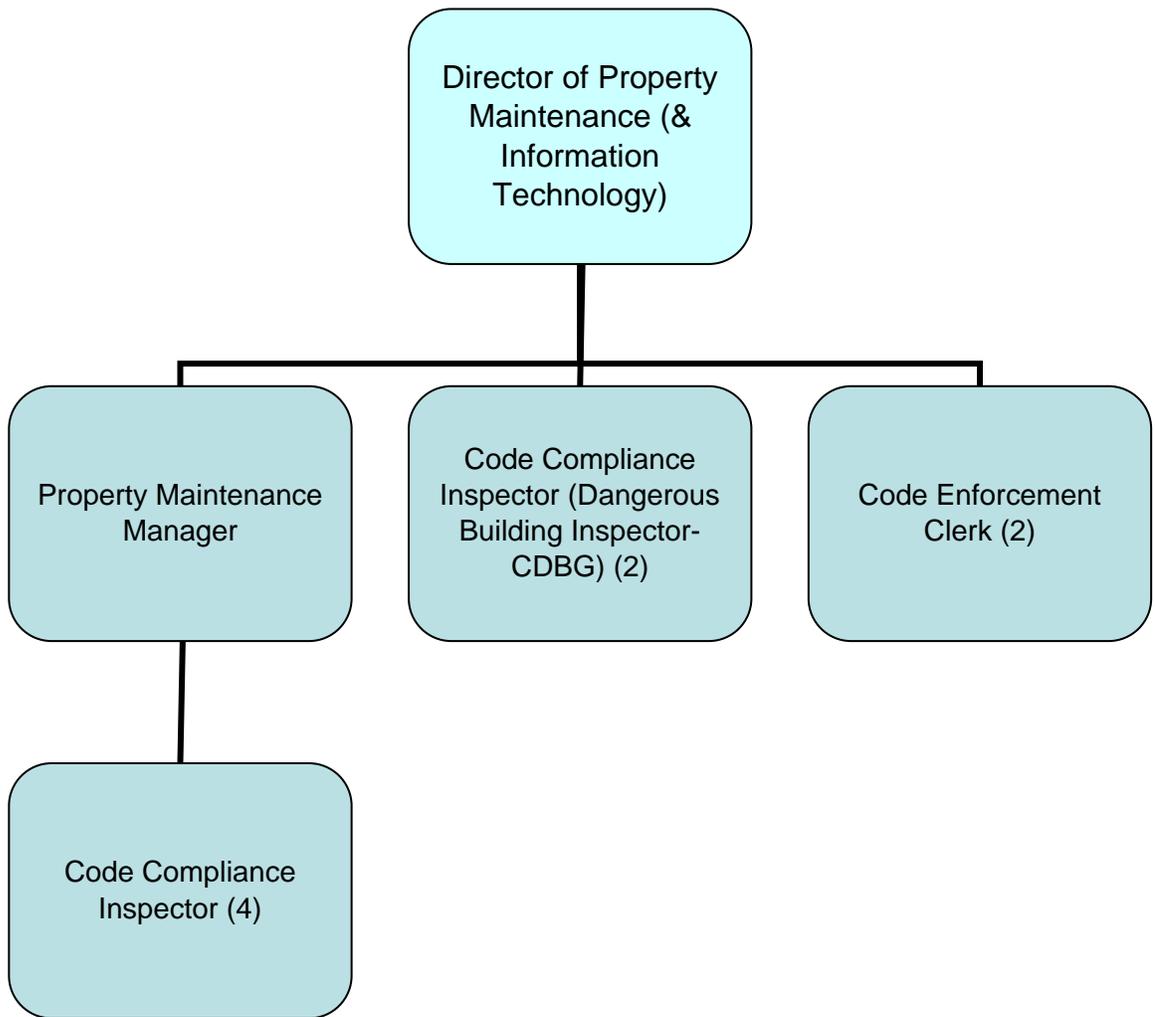


PROGRAM USES

PROPERTY MAINTENANCE DEPARTMENT SUMMARY

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	403,217	422,885	422,385	435,331
Payroll Expenses & Benefits	124,678	139,931	135,771	149,294
Materials & Supplies	34,686	49,255	40,255	40,755
Utilities & Other Contracted Services	347,651	592,357	594,372	566,179
Claims/Insurance/Fund Transfers	209	44,135	44,135	44,635
	<u>910,441</u>	<u>1,248,563</u>	<u>1,236,918</u>	<u>1,236,194</u>
USES BY PROGRAM				
Property Maintenance	681,916	824,101	827,856	821,498
Demolitions	228,525	424,462	409,062	414,696
	<u>910,441</u>	<u>1,248,563</u>	<u>1,236,918</u>	<u>1,236,194</u>
FUNDING SOURCE				
General Fund	466,798	180,466	184,221	177,863
Landfill Fund	150,000	500,000	500,000	500,000
Gaming Initiatives Fund	65,118	100,000	100,000	100,000
CDBG Fund	228,525	468,097	452,697	458,331
	<u>910,441</u>	<u>1,248,563</u>	<u>1,236,918</u>	<u>1,236,194</u>
STAFFING SUMMARY				
Director of TS & Property Maintenance	1	1	1	1
Work Crew Supervisor	1	1	1	1
Senior Commun. Compliance Insp	1	1	1	1
Community Compliance Inspector	5	5	5	5
Code Enforcement Clerk	2	2	2	2
Code Compliance Manager	1	0	0	0
Historic Preservation Planner	0.5	0.5	0.5	0.5
	<u>11.5</u>	<u>10.5</u>	<u>10.5</u>	<u>10.5</u>

PROPERTY MAINTENANCE



Property Maintenance

Property Maintenance, Demolitions

Mission

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

Core Services

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

Current Year Activity/Achievements

- Seeking legislative change to grant authority to levy administrative citations to more effectively address chronic property maintenance violations by owners not subject to jurisdiction of Municipal Court.
- Participated in selection process for new software to replace Permits Plus and provide more interactive resources for residents.

•Performance statistics:

Number of nuisances abated by the City - 1,150
Number of summons issued to property owners - 517
Number of initial violation investigations 7,326
Number of violation notices sent 4,479
Current dangerous building cases 278
Number of structures demolished by the City 15
Number of structures demolished by the owners 19

Budget Challenges/Planned Initiatives

- If enabling legislation is adopted by State, will initiate an administrative adjudication system to address chronic property maintenance violations.
- Working closely with neighborhood associations in the midtown area to address concerns.
- Plan to initiate random inspection of rental property.

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

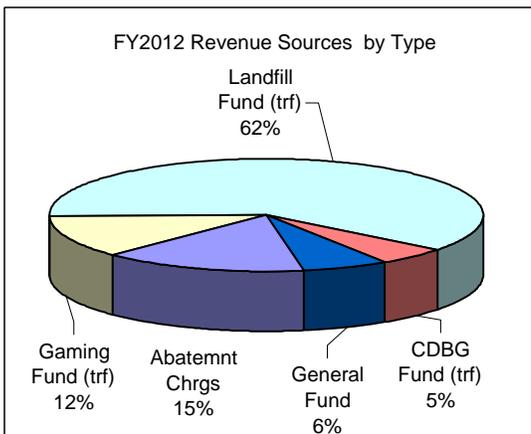
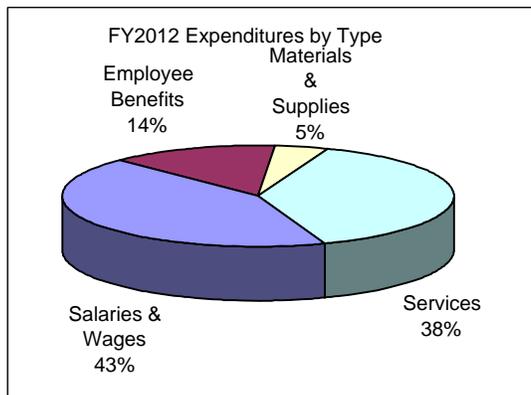
Director of IT & Property Maintenance
 Work Crew Supervisor
 Senior Commun. Compliance Insp
 Community Compliance Inspector
 Code Enforcement Clerk
 Code Compliance Manager

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3
2	2	2	2
1	0	0	0
9	8	8	8

Major Budgetary Changes & Program Highlights

~Budget reductions in most of the items under materials & supplies. In Services the largest reduction was a cut of \$10,000 used for the temporary work crew. Will shorten the amount of time worked for the City by about two weeks.
 ~Budgeted expenses for outside contracted abatements and clean-up (\$100,000 transferred from Gaming Fund).
 *Funds are budgeted for reimbursement from the CDBG Demolitions program as General Fund employees document activity applicable to HUD guidelines.

Operating Budget Summary



Expenditures:

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	310,589	331,040	341,540	353,068
Employee Benefits	92,821	105,871	106,111	114,160
Materials & Supplies	32,251	45,700	36,700	37,200
Services	246,046	340,990	343,005	316,070
Insurance Claims	209	500	500	1,000
Capital Outlay	0	0	0	0
Total	681,916	824,101	827,856	821,498

Revenue Sources:

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Abatemnt Chrgs	83,932	125,000	125,000	125,000
Insurance Proceeds	0	0	1,775	0
Gaming Fund (trf)	44,389	100,000	100,000	100,000
Landfill Fund (trf)	150,000	500,000	500,000	500,000
Health Fund (trf)	385,000	0	0	0
CDBG Fund (trf)	0	43,635	43,635	43,635
General Func	18,595	55,466	57,446	52,863
Total	681,916	824,101	827,856	821,498

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

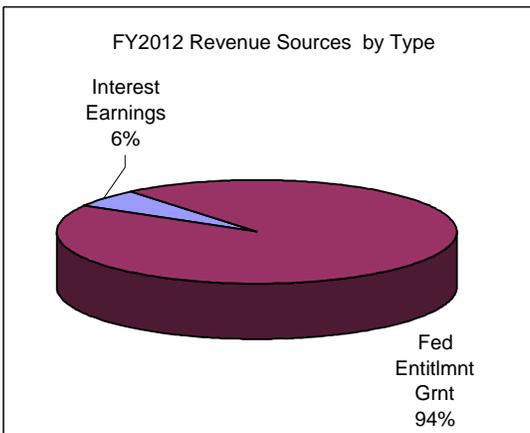
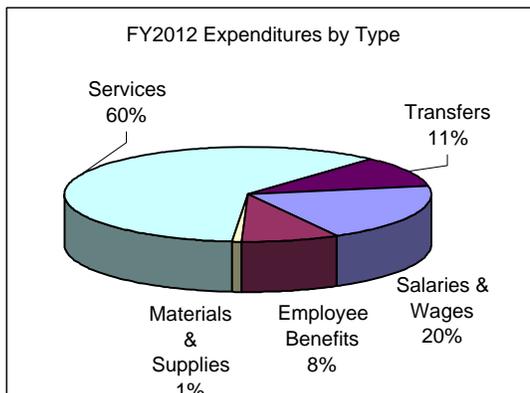
Property Maintenance Inspector
Historic Preservation Planner

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
2	2	2	2
0.5	0.5	0.5	0.5
2.5	2.5	2.5	2.5

Major Budgetary Changes & Program Highlights

- Different Property Maintenance staff assigned to this program, changing the dollar amounts of the wages & benefits.
- Funds are budgeted for possible transfers to the Property Maintenance Department should documented efforts in HUD-eligible areas are documented.
- At the time of the Proposed Budget, entitlement amounts from the federal government were unknown. Major changes could take place in this budget

Operating Budget Summary



Expenditures:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Salaries & Wages	92,628	91,845	80,845	82,263
Employee Benefits	31,857	34,060	29,660	35,134
Materials & Supplies	2,435	3,555	3,555	3,555
Services	101,605	251,367	251,367	250,109
Transfers	0	43,635	43,635	43,635
Total	228,525	424,462	409,062	414,696

Revenue Sources:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Interest Earnings	17,647	24,000	24,000	24,000
Fed Entitlement Grnt	210,878	400,462	385,062	390,696
Total	228,525	424,462	409,062	414,696

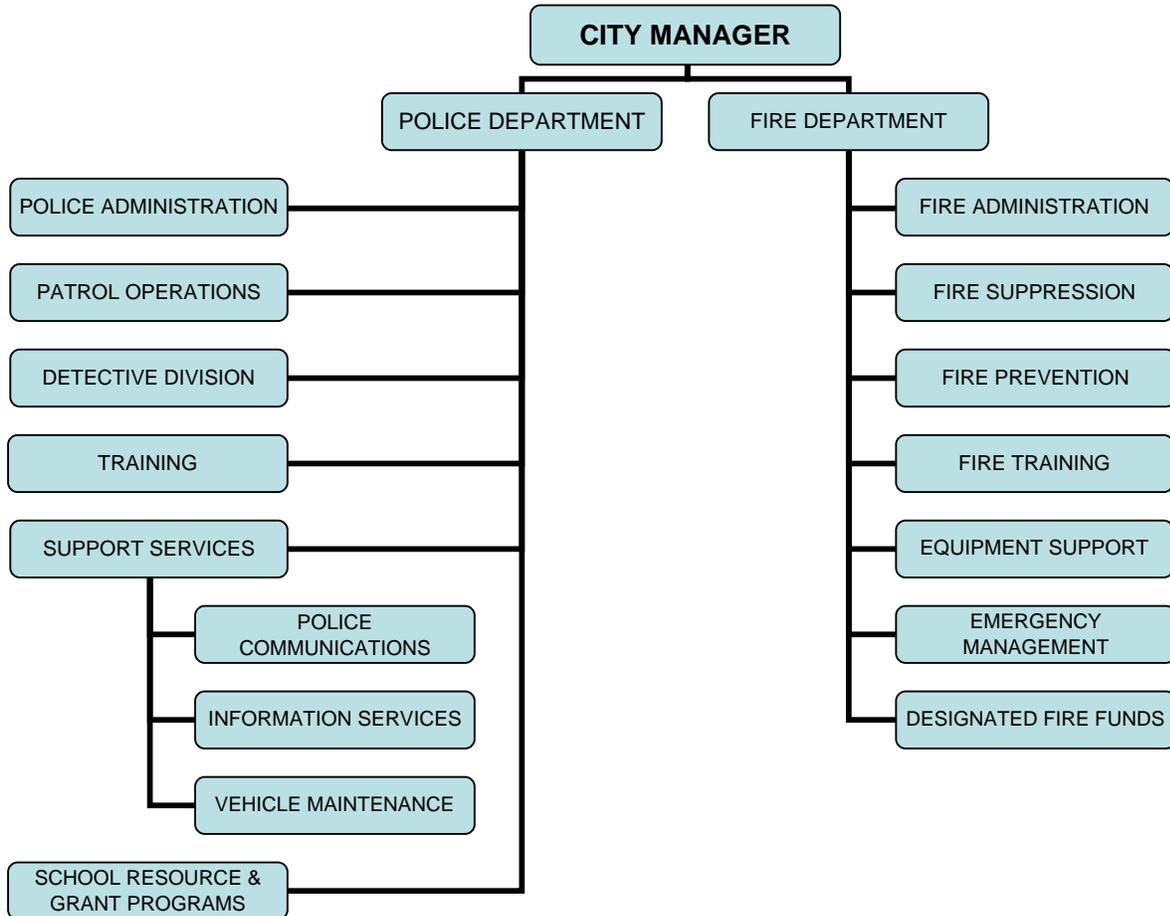


PUBLIC SAFETY DEPARTMENTS

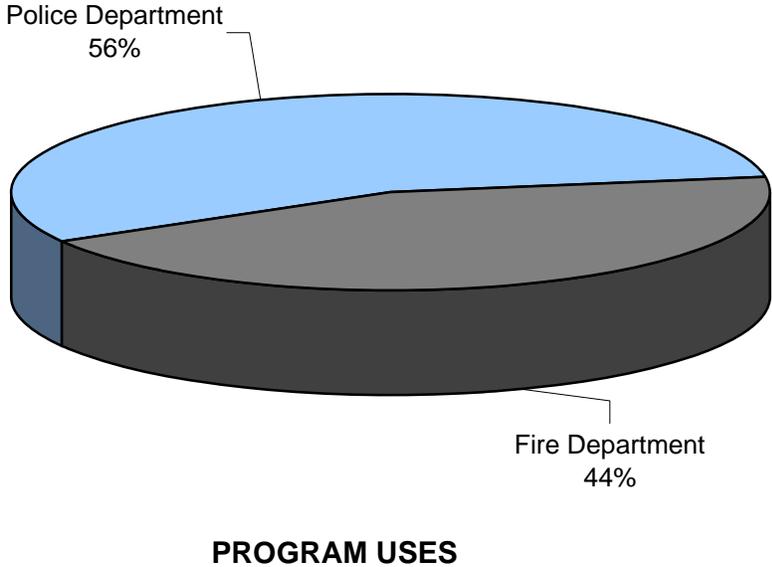
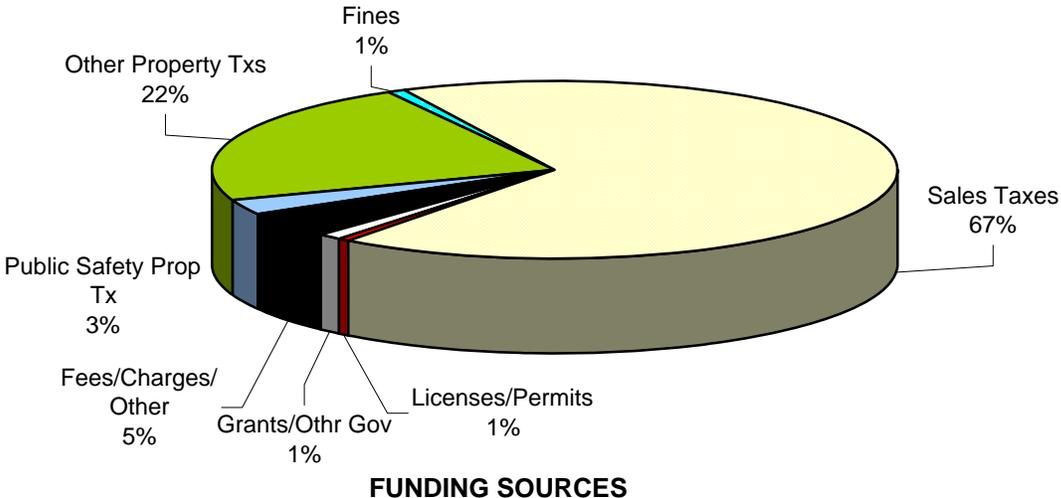
The Public Safety Departments - the St. Joseph Police Department and St. Joseph Fire Department - provide a wide range of public safety services, detailed in the following pages.

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

TOTAL BUDGETED RESOURCES: \$ 23,476,000



PUBLIC SAFETY SOURCES & USES



PUBLIC SAFETY DEPARTMENTS SUMMARY

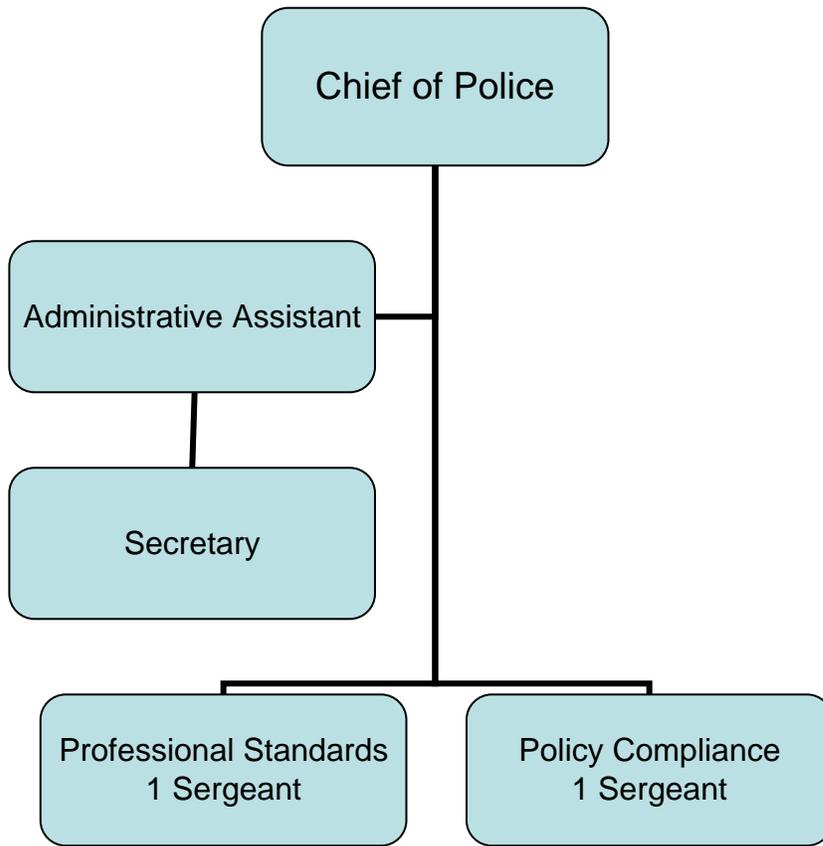
ACCOUNT TYPE	FY2010	FY2011		FY2012	
	Actual	Adopted Budget	Estimated Actual	Budget	
Salaries & Wages	13,258,612	13,321,668	12,977,153	13,240,521	
Retired Fire "Consultant" Pay	187,603	176,385	176,085	176,385	
Payroll Expenses & Benefits	7,176,502	7,079,489	6,954,061	7,149,765	
Materials & Supplies	725,741	623,864	683,654	699,589	
Utilities & Other Contracted Services	1,957,161	1,887,547	1,962,570	1,980,072	
Capital Outlay	1,079,872	428,656	889,146	229,870	
	<u>24,385,491</u>	<u>23,517,609</u>	<u>23,642,669</u>	<u>23,476,202</u>	
USES BY PROGRAM	DEPARTMENT				
Police Administration	Police	768,578	752,736	808,548	834,040
Patrol Operations	Police	5,687,641	5,682,654	5,462,599	5,766,617
Detective Division	Police	1,871,722	1,797,530	1,805,942	1,837,673
Training	Police	155,803	163,288	157,138	158,048
Support Services	Police	994,561	1,079,516	1,018,224	927,344
Police Communications	Police	2,110,884	2,166,038	2,148,783	2,207,522
Information Services	Police	609,830	584,365	576,080	585,986
Police Maintenance	Police	422,707	421,733	413,085	422,858
School Resource/Grants	Police	1,307,773	530,359	1,066,200	391,570
Fire Administration	Fire	484,412	478,346	478,346	478,771
Fire Suppression	Fire	9,054,239	9,024,596	8,819,346	8,987,821
Fire Prevention	Fire	368,743	353,638	349,288	356,058
Fire Training	Fire	186,116	184,933	184,933	215,889
Equipment Support	Fire	299,718	275,733	277,958	283,626
Emergency Management	Fire	0	22,144	22,144	22,379
Designated Fire Funds	Fire	62,764	0	54,055	0
		<u>24,385,491</u>	<u>23,517,609</u>	<u>23,642,669</u>	<u>23,476,202</u>
FUNDING SOURCES					
General Fund		24,385,491	23,517,609	23,642,669	23,382,877
Gaming Fund		0	0	0	93,325
		<u>24,385,491</u>	<u>23,517,609</u>	<u>23,642,669</u>	<u>23,476,202</u>
STAFFING SUMMARY					
Police - Sworn		118	117	117	117
Police - Civilian		45	44	44	44
Fire Service Personnel		131	127	127	127
Fire - Civilian		3	3	3	3
		<u>297</u>	<u>291</u>	<u>291</u>	<u>291</u>

PROPOSED CAPITAL OUTLAY FY2012

- ~ Police Department, Support Services - 5 patrol vehicles, 3 program cars, police package for 5 patrol - \$203,870
- ~ Fire Department, Training - replacement training van - \$26,000 (from Gaming Fund)



POLICE ADMINISTRATION





Police Administration

Mission

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

Core Services

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

Current Year Activity/Achievements

- Conducted annual Citizen Police Academy.
- Collectively bargained labor contract with the FOP
- Implement crime reduction strategy Informed Response through Intelligence and Statistics (IRIS).
- Maintain CALEA standards for performance and administration of the police department.
- Overcame staff reduction of 1 sergeant and 1 civilian employee while continuing to meet or exceed the level of services provided in the past.

Performance Statistics:

- Attended weekly public meetings and provided presentations to citizen groups including Neighborhood Watch, NAACP, Community Police Advisory Committee, Rotary, Lions Club, Optimist, etc.
- Conducted background investigations for new hires.
- Reviewed 301 use of force incidents (52 less than 2009)
- Reviewed 5 pursuits (18 less than 2009)
- Investigated 53 documented complaints (4 less than 2009)
- Part I crimes were down by 7% in 2010, violent crimes were down 32%.

Budget Challenges/Planned Initiatives

- Current staffing levels limit our ability to meet and exceed the expectations of our citizens in the delivery of services.
- Increase shootings and the nature of the shift in violent crime strain resources, manage overtime to ensure adequate services are provided for the most serious crimes, while continuing to address other crime and quality of life issues in the community.
- Coordinate the achievement of goals and objectives established in the multiyear strategic plan.
- Monitor monthly activity reports and progress on long term and short term goals and objectives.
- Enhance relationships with citizens and partner agencies.
- Ensure consistent compliance with department policies, procedures, as well as state and federal laws.
- Continue to investigate allegations of misconduct.
- Identify areas we can improve services
- Respond to every complaint filed by a citizen.

POLICE ADMINISTRATION

Program 8340

Program Description

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

Staffing Detail

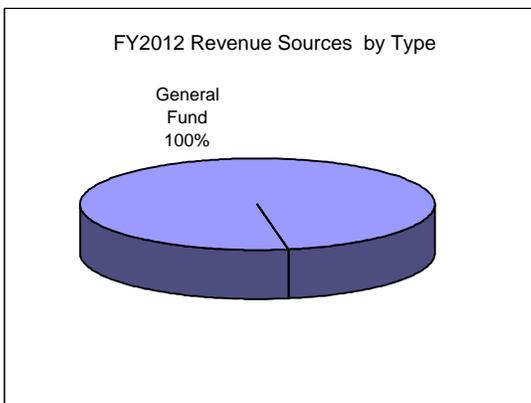
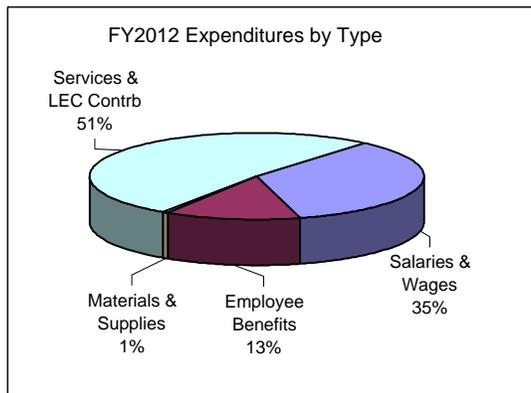
Police Chief
 Police Sergeant
 Administrative Asst to the Chief
 Secretary

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

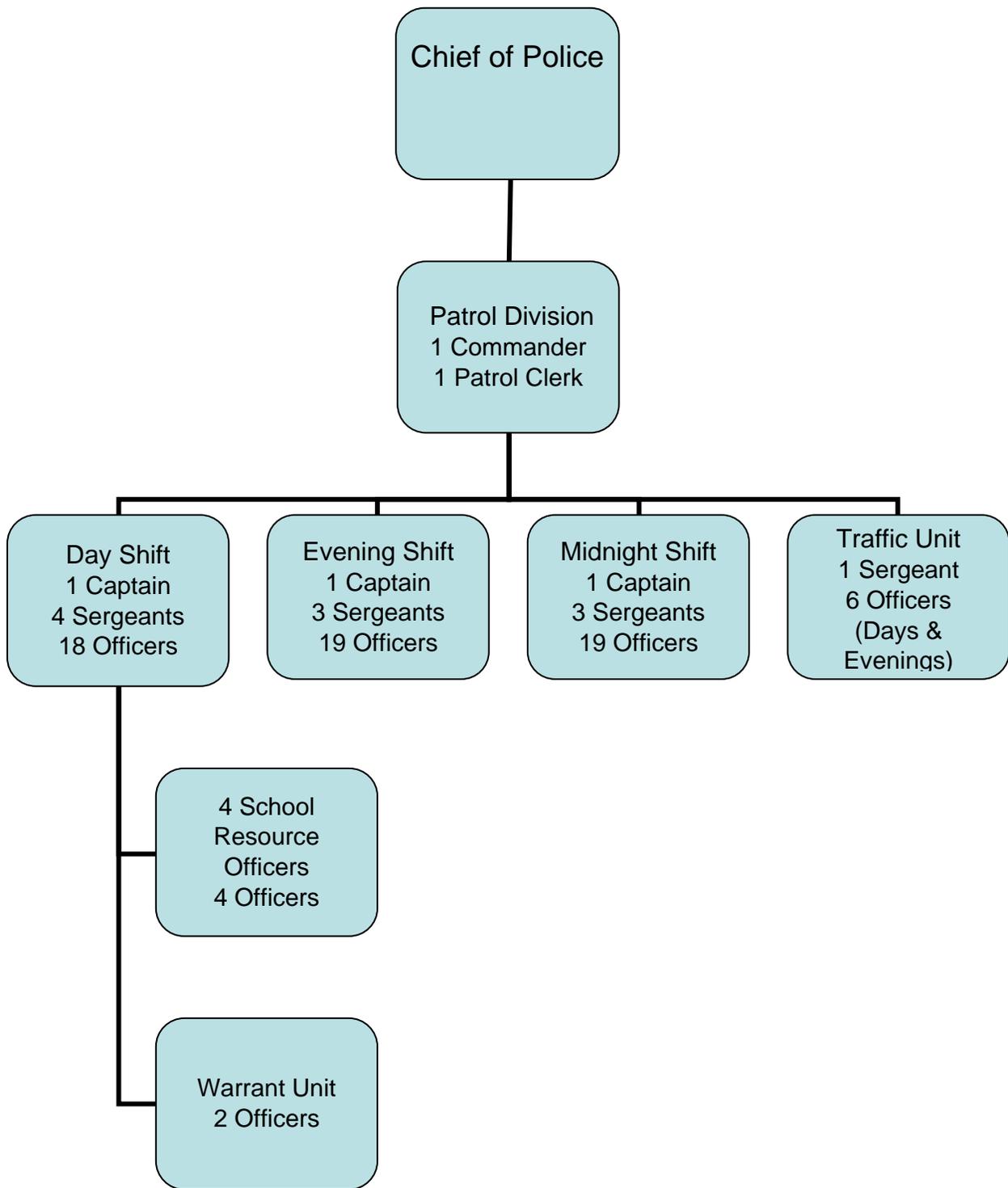
- ~At the time this budget version was developed, FY12 cost for the City's portion of LEC expenses was unknown. It is anticipated to be at, or lower, than the FY11 amount.
- ~Small reductions in the budgets for recruitment and for potential employee medical exams lowered the Services category somewhat.
- ~Increases in the Wages category reflects the individuals assigned to the division.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	227,396	228,579	234,275	289,171
Employee Benefits	87,721	83,962	100,779	108,309
Materials & Supplies	7,423	4,600	4,600	4,600
Services & LEC Contr	446,038	435,595	468,894	431,960
Total	768,578	752,736	808,548	834,040
Revenue Sources:				
Donations & Interest	22	100	2,999	100
General Func	768,556	752,636	805,549	833,940
Total	768,578	752,736	808,548	834,040

POLICE PATROL





Police Patrol/School Resource Officers

Mission

The Patrol Division is a 24 hour operation responsible for responding to calls for service and initiating enforcement activities within the 46.5 square miles of the city of St. Joseph. In addition, the division participates in planning and provides manpower for the security needs of the many special events held within the city. The division is comprised of 83 commissioned and one civilian clerk, divided into three shifts; each 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, such as;
 - Special Response Team
 - Warrants Unit
 - K-9 Unit
 - School Resource Officers
 - Public Information Officer
- 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

- In FY 11 the Kansas City Chiefs held their first training camp on the campus of Missouri Western State University. The planning and coordination for this extended event resulted in the formation of an excellent working partnership between the department, the University Police, and the K. C. Chiefs organization.
- There was an increase in the number of special events requiring the department's services in 2010 compared to the previous year. The total impact of special events for 2010 was;
 - Man Hours 2,163
 - Costs \$ 82,977 (Hourly wage + benefits)
- 2010 was the first year the the Informed Response through Intelligence and Statistics (IRIS) was implemented. This strategy was enhanced by applying Data Driven Approach to Crime and Traffic Safety (DDACTS) methodology. The result has been an expanded problem solving effort by officers in the field to address ongoing problems in their assigned areas.

Performance Statistics

- | | |
|--|---------------|
| • 2010 Calls for service (dispatched) | 43,197 |
| • 2010 Self-initiated activities | 35,118 |
| • Traffic summons issued | 17,036 |
| • Warrants Unit arrests | 650 |
| • School Resource Officer cases | 532 |
| • Adult arrests | 6,137 |
| • Average response time (priority calls) | 9 min. 59 sec |

Budget Challenges/Planned Initiatives

Budget Challenges

- Current staffing levels limit our problem solving efforts and attempts towards a more proactive policing approach.
- With reduced or stagnant account balances the focus shifts from equipment replacement to utilizing the funds to ensure proper maintenance to extend the useful life of the equipment.

Planned initiatives

- Conduct a comprehensive study of existing district boundaries to determine if adjustments are in order based upon shifts in population and numbers of calls for service.
- Continue with the effort to accomplish patrol related objectives in the department's multi-year Strategic Plan.

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

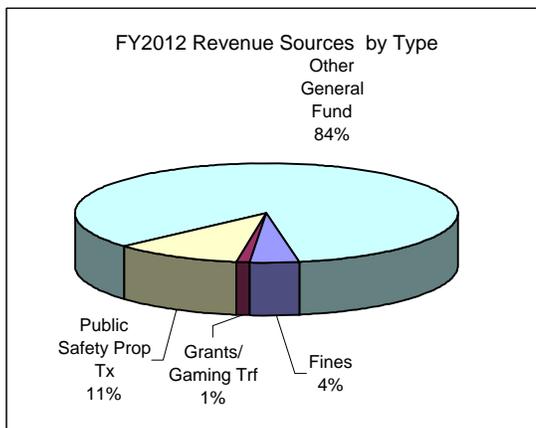
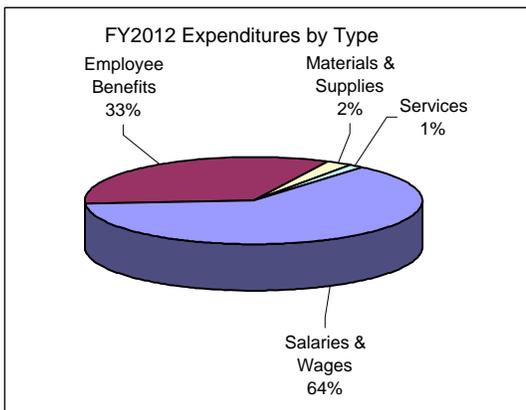
Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Patrol Clerk

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
11	11	11	11
64	64	64	64
1.5	1	1	1
80.5	80	80	80

Major Budgetary Changes & Program Highlights

- The police pension contribution rate decreased by 2.1 percentage points.
- The above decrease was tempered by the increase to the uniform/communications allowance to \$1,350 per officer per the union contract with the FOP and a 3% increase in the cost of health premiums..
- A little over \$51,000 budgeted in Safety Equipment for replacement bullet proof and heavy armored vests. Half of the funding comes from DOJ grants and the other half from the Gaming Fund.
- A \$60,000 bump in Services reflects the City's reimbursement to the company managing our red light camera(s). It is offset by an estimated \$115,200 in revenues giving the City net revenues of \$55,000.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	3,520,901	3,622,633	3,470,978	3,619,374
Employee Benefits	2,033,124	1,947,401	1,877,501	1,925,913
Materials & Supplies	98,395	95,300	96,800	142,075
Services	21,788	17,320	17,320	79,255
Insurance/Claims	13,433	0	0	0
Capital Outlay	0	0	0	0
Total	5,687,641	5,682,654	5,462,599	5,766,617
Revenue Sources:				
Fines	130,287	132,800	132,800	248,000
Grants/ Gaming Trf	13,122	6,400	15,805	51,000
Public Safety Prop Tx	641,091	643,900	631,300	631,300
Other General Func	4,903,141	4,899,554	4,682,694	4,836,317
Total	5,687,641	5,682,654	5,462,599	5,766,617

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 students.

Staffing Detail

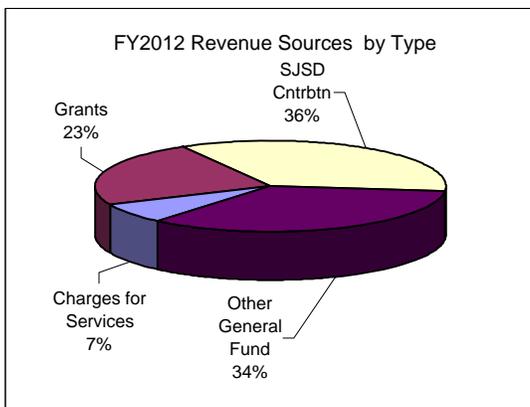
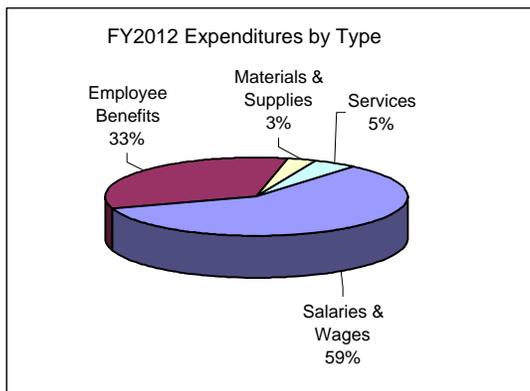
School Resource Officers (Patrol)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
4	4	4	4

Major Budgetary Changes & Program Highlights

- The St. Joseph School District contributes one-half of the former grant money for the Cops In Schools program - \$138,496.
- Grant programs budgeted for FY2011:
Overtime for State DWI, Cops in Shops, HMV and Saturation programs (\$47,552),
POST training funds (\$18,100)
- Grants received mid-year will be recognized and added to the budget. A drop in budgeted grant funds for special program OT is responsible for the drop in Salaries category.
- ARRA grants funds (\$138,496) and Youth Alliance grant funds (\$14,200) are estimated to roll over/be received in FY11.
- Supply category was increased to accommodate costs of Livescan supplies.

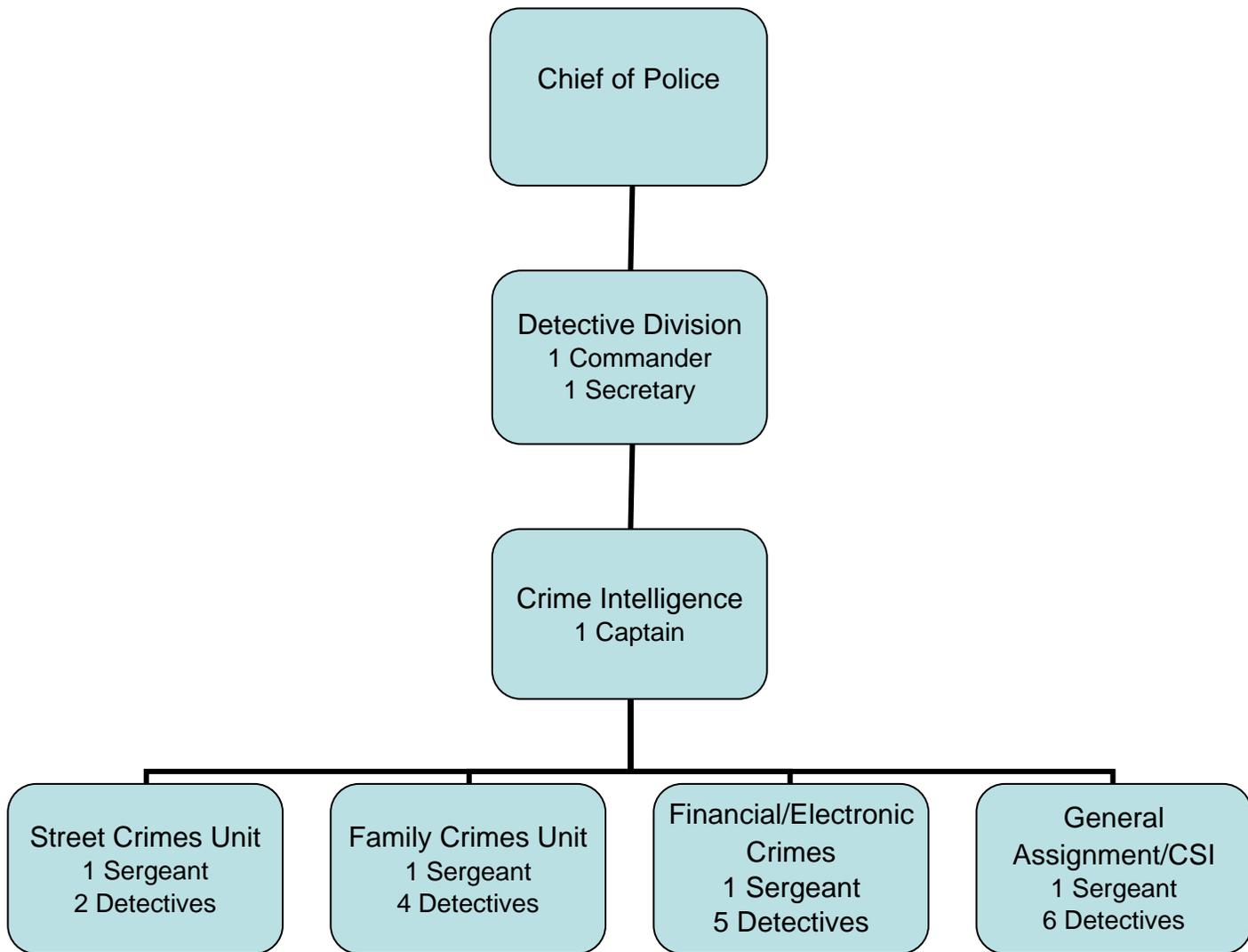
Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	217,727	223,948	228,692	230,299
Employee Benefits	142,345	135,265	167,669	130,571
Materials & Supplies	131,714	18,850	40,500	12,500
Services	34,864	13,800	28,800	18,200
Capital	781,123	138,496	600,539	0
Total	1,307,773	530,359	1,066,200	391,570
Revenue Sources:				
Charges for Services	28,299	38,750	38,750	28,300
Grants	976,792	102,635	776,141	90,847
SJSD Cntrbtn	138,260	138,496	138,496	137,807
Interest & Other	1,114	200	541	200
Other General Fund	163,308	250,278	112,272	134,416
Total	1,307,773	530,359	1,066,200	391,570



POLICE DETECTIVES





Detectives

Mission

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

Core Services

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

Current Year Activity/Achievements

- The working hours were restructured to better mirror the average working conditions and reduce overtime, detectives are now working a 10 hour shift.
- 2010 was busy with a high number of homicides and accidental deaths. With the increased work load the division was able to accomplish the necessary tasks by priority redistribution.
- The increased electronic crime demand has forced the division to restructure personnel to cover the increase. A detective was reassigned from general assignment to the electronic crimes unit.
- Created a multi-jurisdictional unit to investigate violent crimes.

Case Status and Disposition 2010:

Total Crimes Reported	9,876
- Opened	680
-Closed by Arrest	915
-Unfounded	34
-Exceptional	878
Referred to State Prosecutor	252
Referred to City Prosecutor	63

Budget Challenges/Planned Initiatives

- Current staffing levels limit our ability to follow up on some crimes that may otherwise be solvable, and limit our ability to provide more proactive intervention.
- Seek training for officers to learn new skills so anticipated vacancies can be filled without a loss of service to the public.
- Continue with the effort to accomplish Detective related objectives in the multiyear strategic plan.
- Explore the use of social media to increase interaction with the citizens.
- Continue work in Family Crimes to implement CART program with agencies throughout the City to enhance our ability to deal with missing/endangered children.
- Increase the use of letters to crime victims letting them know the status of their cases.
- Improve customer service through the use of volunteers to keep citizens up to date on the status of their case.

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

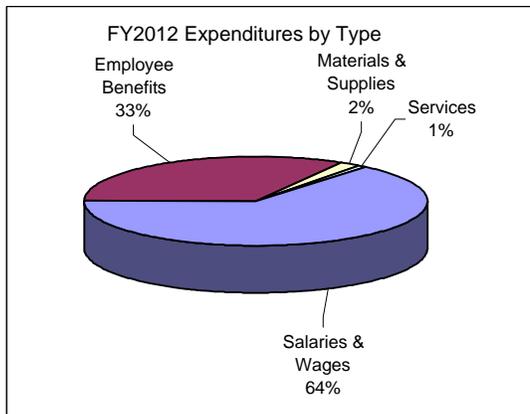
Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
24	24	24	24

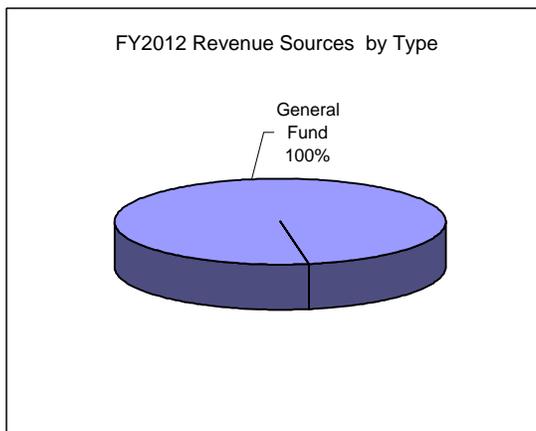
Major Budgetary Changes & Program Highlights

- ~Overtime was increased \$44,000 to match actual use over the past two years.
- ~Material & Supplies category reflects a \$16,000 expenditure for a required software upgrade for the Electronic Crimes Unit. It is funded through a Gaming transfer.

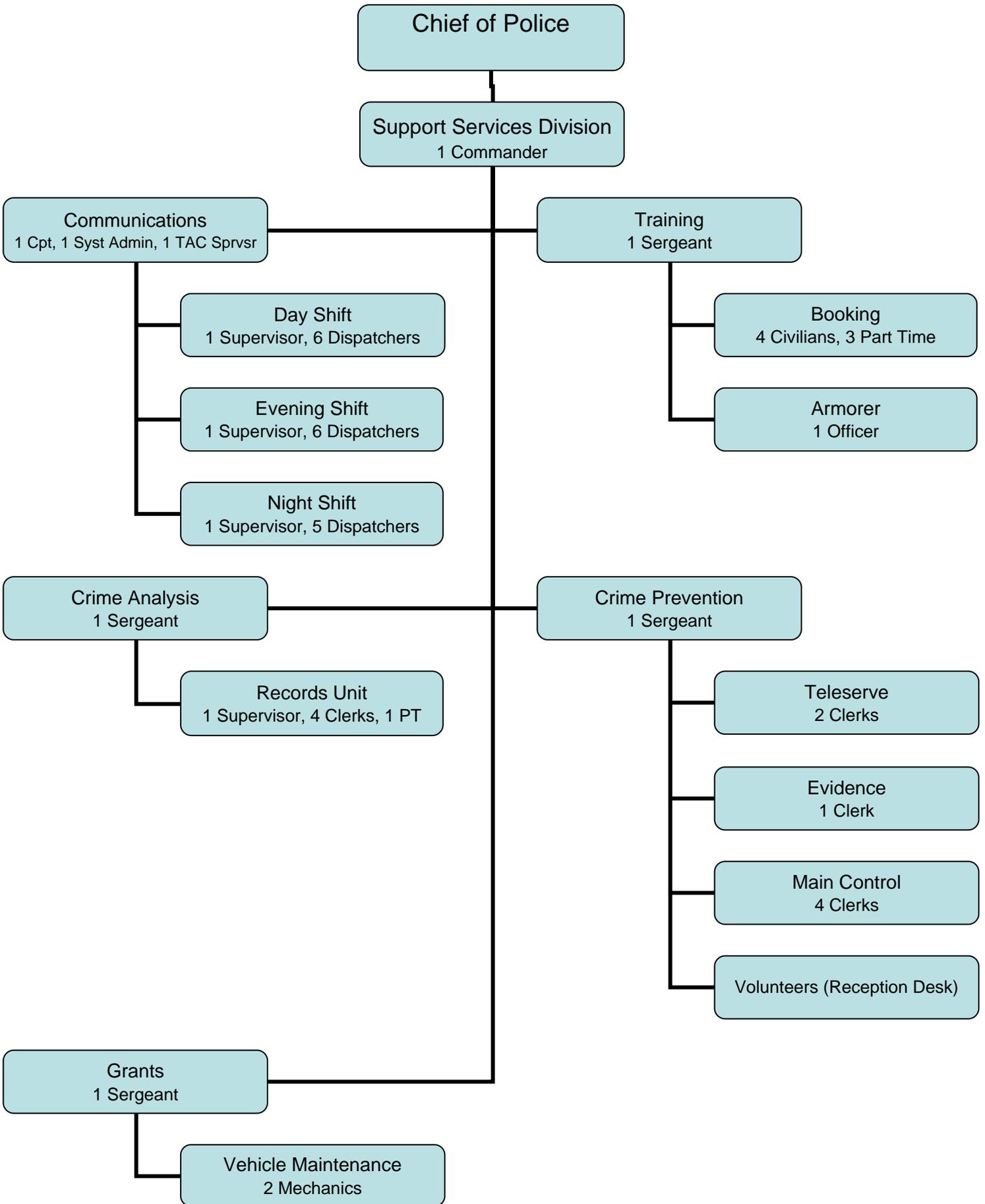
Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	1,181,402	1,149,937	1,161,337	1,177,964
Employee Benefits	651,841	609,247	606,259	607,187
Materials & Supplies	22,616	22,757	21,155	38,457
Services	15,863	15,589	17,191	14,065
Capital Outlay	0	0	0	0
Total	1,871,722	1,797,530	1,805,942	1,837,673
Revenue Sources:				
General Func	1,871,722	1,797,530	1,805,942	1,837,673
Total	1,871,722	1,797,530	1,805,942	1,837,673



POLICE SUPPORT SERVICES





Police Support Services

Support Services Training/Communications/Information Services/Vehicle Maintenance

Mission

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

Core Services

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

Current Year Activity/Achievements

- 911 for Kids program reached out to 1,758 children.
- Communications staff members completed 804 hours of continuing education.
- Incident analysis reports and arrest reports for previous shifts are available at the beginning of each shift.
- Interoperable multi agency data communication project funded by a 1.19 million dollar COPS grant near completion.
- Completed the basic implementation of Informed Response through Intelligence and Statistics.
- Co hosted joint citizens academy with the Buchanan County Sheriff's Department.

Performance statistics:

- 8 new grants were received at a value of \$135,516.
- 36 speaking engagements undertaken by the Crime Prevention.
- 32 Neighborhood Watch meetings attended by the Crime Prevention.
- Teleserve handled 1,903 calls for service (4%), and 1,217 reports (9%)
- Records Unit merged 24,529 reports, 14,062 case reports, 8,977 were supplemental reports, 1,490 accident reports.
- Communications dispatched 160,399 combined calls for service.
- Over 9000 records were entered, maintained, validated and /or purged in the MULES system.
- 586 alcohol compliance checks in Buchanan County, 63 cited for selling to a minor.
- Booked 5047 prisoners
- 973,312 miles driven in the fleet, 1,243 work orders, 82,042 gallons of fuel.

Budget Challenges/Planned Initiatives

- Continue to maintain the fleet with a "flat budget" with less replacement vehicles.
- Change over from Impala's to a new vehicle with a different set up configuration.
- Anticipate lower grant overtime availability, and less supplemental equipment through grant money.
- Continue with the effort to accomplish Support Services related objectives in the multiyear strategic plan.
- Increase the use of volunteers to support Trail Watch as well as administrative functions within the police department.
- Explore the use of voice recognition software to reduce time spent transcribing throughout the department.
- Complete implementation of the interoperable records management mobile data project.
- Implement electronic ticketing, which will reduce work load and allow officers to spend less time on traffic stops.
- increase community interaction in neighborhood watch and crime prevention programs

SUPPORT SERVICES

Program 2250

Program Description

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

Staffing Detail

Police Commander
 Police Sergeant
 Police Officer
 Booking Officer
 Booking Officer PT (2)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
4	3	3	3
1	1	1	1
4	4	4	4
1.0	1.0	1.0	1.0
11	10	10	10

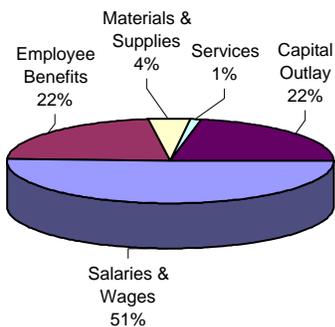
Major Budgetary Changes & Program Highlights

~Major budget reduction was in the Capital Equipment area. For one year the department will reduce the number of marked vehicles by 3, (from 8 squad cars to 5) which also reduces the budget for the police packages. 3 program cars remain budgeted..

~The City now requires individuals who serve alcohol receive training for an Alcohol Server's license. The revenue is being recorded in Support Services to off-set the costs of materials and overtime incurred by the division in providing this training.

Operating Budget Summary

FY2012 Expenditures by Type



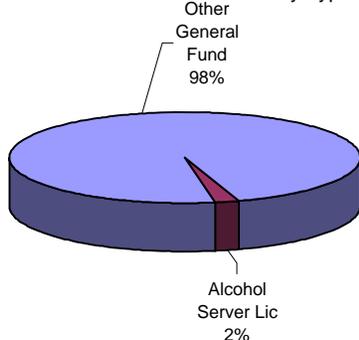
Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Salaries & Wages	477,879	508,411	464,011	471,286
Employee Benefits	224,965	227,398	203,642	203,731
Materials & Supplies	31,802	39,432	48,249	38,232
Services	8,744	14,115	13,715	10,225
Capital Outlay	251,171	290,160	288,607	203,870
Total	994,561	1,079,516	1,018,224	927,344

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Alcohol Server Lic	10,910	10,000	34,000	20,000
Other General Func	983,651	1,069,516	984,224	907,344
Total	994,561	1,079,516	1,018,224	927,344

FY2012 Revenue Sources by Type



POLICE TRAINING

Program 2260

Program Description

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

Staffing Detail

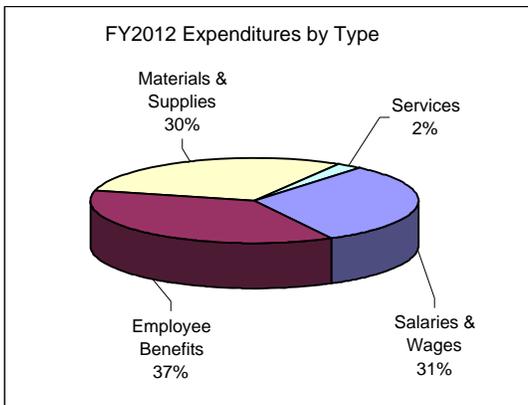
Police Sergeant

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1

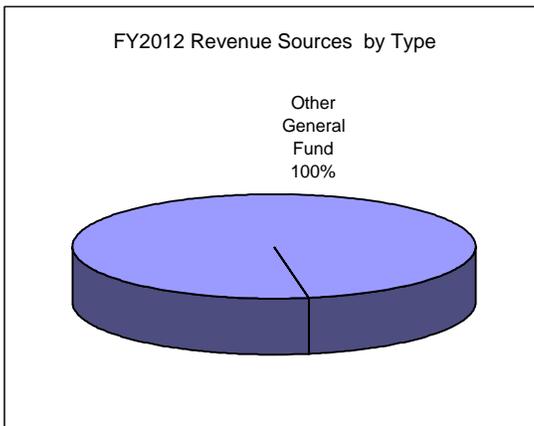
Major Budgetary Changes & Program Highlights

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

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	54,269	54,950	50,350	49,139
Employee Benefits	56,834	60,948	59,398	58,024
Materials & Supplies	42,281	43,510	43,510	47,010
Services	2,419	3,880	3,880	3,875
Total	155,803	163,288	157,138	158,048
Revenue Sources:				
Other General Func	155,803	163,288	157,138	158,048
Total	155,803	163,288	157,138	158,048



POLICE VEHICLE MAINTENANCE

Program 2290

Program Description

Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance check. Currently the fleets consists of 30 marked and 29 unmarked vehicles, 9 trucks and vans, 4 motorcycles and 2 trailers.

Staffing Detail

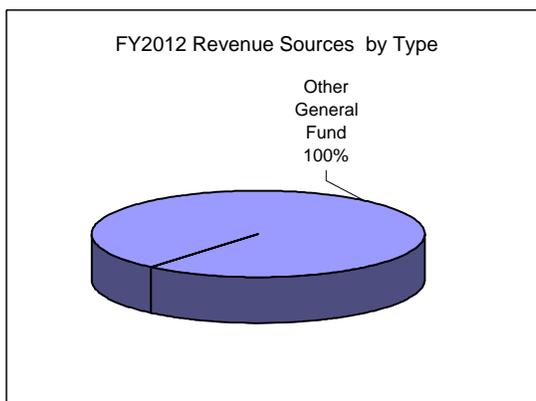
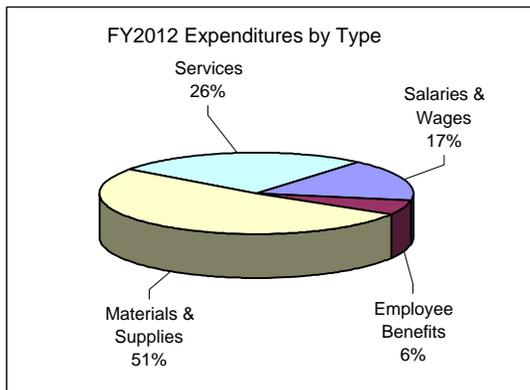
Master Mechanic
Auto Mechanic

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~No major changes.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	69,875	70,395	70,595	70,395
Employee Benefits	22,727	23,518	23,518	24,643
Materials & Supplies	192,964	217,120	196,000	217,120
Services	137,141	110,700	122,972	110,700
Total	422,707	421,733	413,085	422,858
Revenue Sources:				
Insurance Proceeds	5,644	0	465	0
Other General Func	417,063	421,733	412,620	422,858
Total	422,707	421,733	413,085	422,858

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

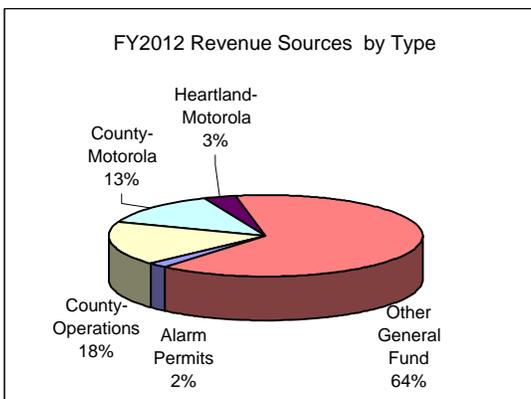
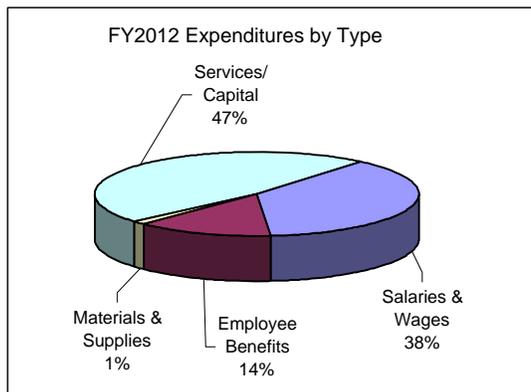
Police Captain	1
Senior Communications Operator	4
Communications Operator	17
Public Safety Network Administrator	1

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
4	4	4	4
17	17	17	17
1	1	1	1
23	23	23	23

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	811,256	830,932	808,932	830,538
Employee Benefits	277,008	292,208	283,453	300,121
Materials & Supplies	30,647	29,910	30,160	27,910
Services/ Capital	991,973	1,012,988	1,026,238	1,048,953
Total	2,110,884	2,166,038	2,148,783	2,207,522
Revenue Sources:				
Alarm Permits	41,015	40,000	40,000	40,000
Tower Rents/Other	18,455	2,305	11,672	0
County-Operations	270,420	391,457	391,457	391,457
County-Motorola	385,673	288,988	288,988	288,988
Heartland-Motorola	67,630	72,250	72,250	72,250
Other General Func	1,327,691	1,371,038	1,344,416	1,414,827
Total	2,110,884	2,166,038	2,148,783	2,207,522

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

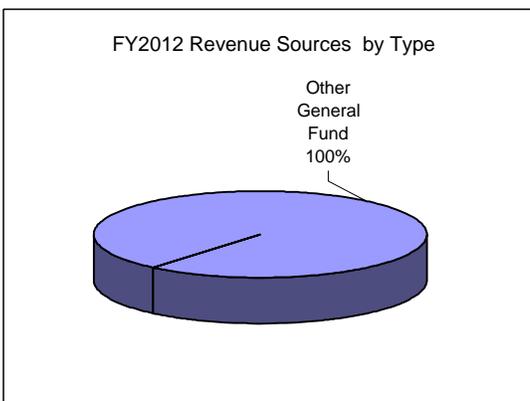
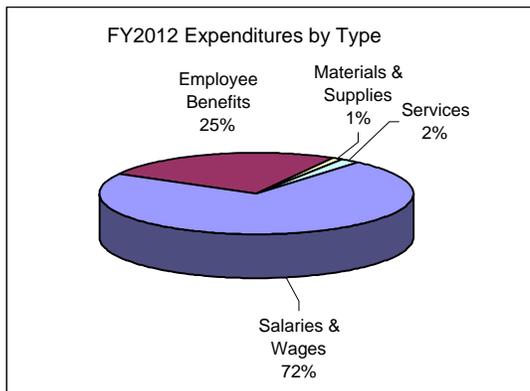
Police Records Supervisor
 Police Report Specialist
 Main Control Technician
 Evidence Control Technician
 Data Entry Operator
 Data Entry Operator (PT)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
5	4	4	4
1	1	1	1
4	4	4	4
0.62	0.62	0.62	0.62
13.62	12.62	12.62	12.62

Major Budgetary Changes & Program Highlights

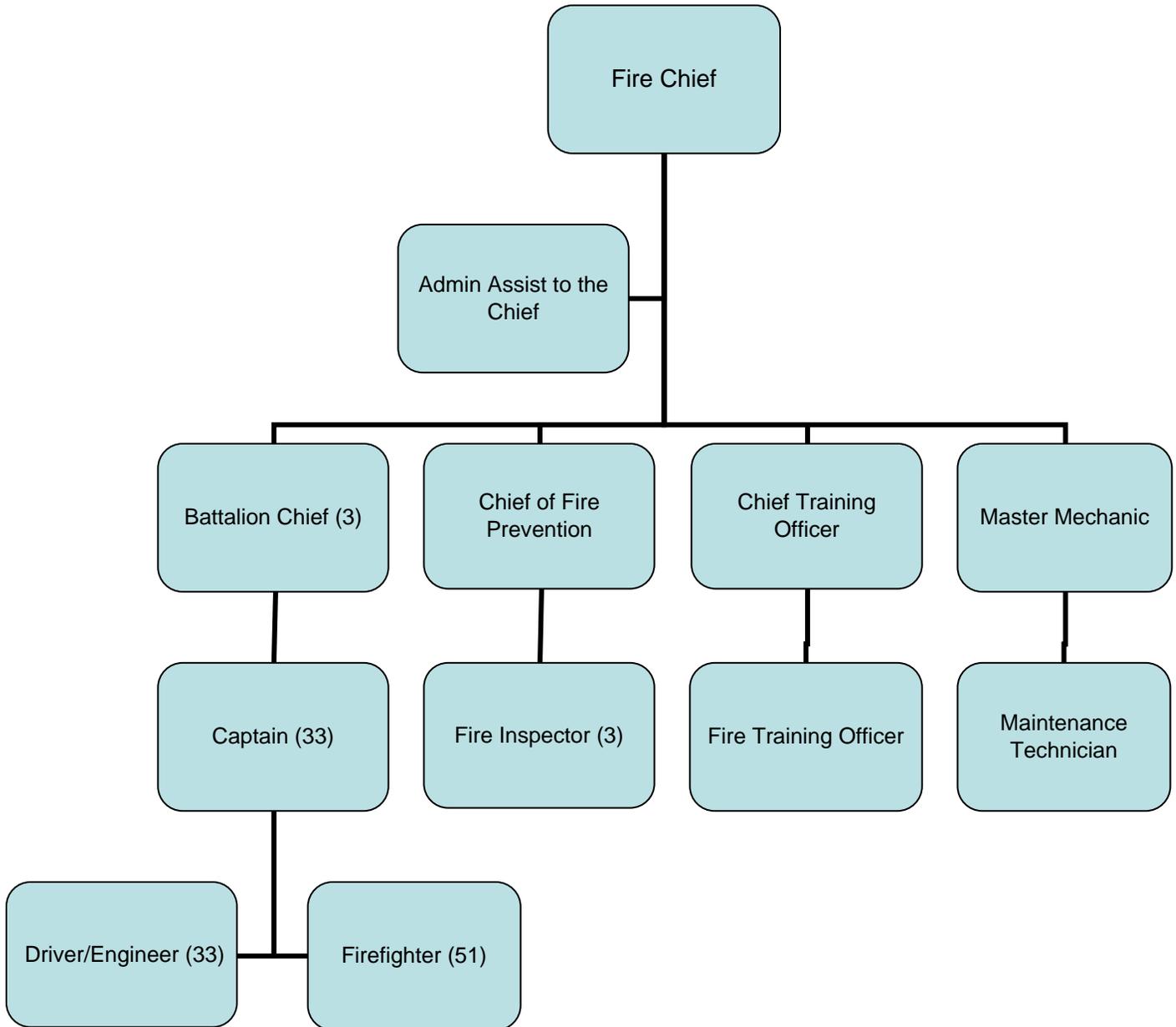
~No major changes.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	447,232	424,914	417,314	421,341
Employee Benefits	146,642	140,756	140,071	146,570
Materials & Supplies	4,342	7,200	7,200	6,500
Services	11,614	11,495	11,495	11,575
Total	609,830	584,365	576,080	585,986
Revenues:				
Other General Func	609,830	584,365	576,080	585,986
Total	609,830	584,365	576,080	585,986

FIRE DEPARTMENT





Fire Administration

Mission

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

Core Services

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

Current Year Activity/Achievements

- Negotiated and completed the first labor contract with the fire union - IAFF.
- Oversaw the completion of phase one of the Station 12 renovation/addition.
- Directly assisted in the selection and ordering of furniture, fixtures and equipment for the Station 12 renovation/addition.
- Oversaw the completion and installation of Smoke Extraction Systems in all fire stations.
- Completed the specification and bid process for the installation of generators for stations 4, 5 and 10 with installation scheduled for late in the fiscal year.
- Finished the Rescue 9 CIP project which included the refurbishing of the rescue truck with a new chassis and the remount of the old box and the purchase of a new set of extrication equipment. The old chassis was refitted with a Knapheide workbox for building maintenance use.
- Completed specifications and bid process for Engine 6's new telesquirt, scheduled for construction in fiscal year 2011/2012.
- Signed new mutual aid agreement with Air National Guard FD.
- Worked out an agreement with EHFPD for the installation of fire hydrants and to continue providing Fire and EMS to the district.

Budget Challenges/Planned Initiatives

- Current lack of one-time money for overtime to keep a company open. 4 positions were eliminated last year in hopes of obtaining a SAFER grant, which did not happen.
- Development of company inspection program to replace safety surveys. Captains would be trained as inspectors to help eliminate the backlog of inspections. They would be responsible for inspections of churches, apartment buildings, and smaller businesses, allowing inspectors to inspect target hazards and major industries.
- Development of maintenance tracking program to track purchases by truck or station, as well as identifying recurring expenses and possible reasons.
- Obtain building sites for future fire stations and develop CIP presentations for upcoming renewal campaign.

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

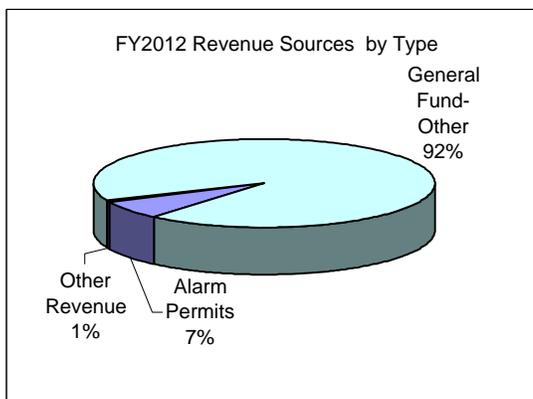
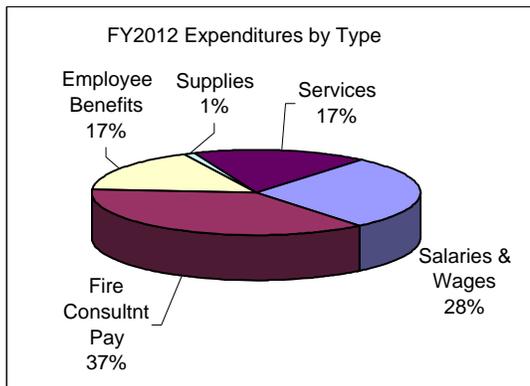
Fire Chief
 Administrative Asst to Fire Chief

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~Fire "Consultant" pay increase was not adjusted, however the total amount budgeted was revised as beneficiaries were changed.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	134,528	134,337	134,637	134,337
Fire Consultant Pay	187,603	176,385	176,085	176,385
Employee Benefits	78,431	78,239	78,239	80,434
Supplies	4,260	4,750	4,750	4,750
Services	79,590	84,635	84,635	82,865
Capital Outlay	0	0	0	0
Total	484,412	478,346	478,346	478,771
Revenue Sources:				
Alarm Permits	29,546	33,000	33,000	33,000
Other Revenue	5,060	3,000	3,000	3,000
Grants	6,258	0	0	0
General Fund-Other	443,548	442,346	442,346	442,771
Total	484,412	478,346	478,346	478,771

Fire Suppression

Mission

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

Core Services

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

Current Year Activity/Achievements

- All Firefighters renewed CPR cards.
- 12 Firefighter received EMT certification.
- 70 Firefighters maintained EMT licensure.
- Rescued several elderly victims from Danford Hall in a fire that claimed two lives.
- Extinguished a large fire in the Missouri Theater complex that required the efforts of over 60 firefighters.
- Rescued an elderly man from his home in South end under heavy smoke and fire conditions.
- Trained all EMT's to insert airways in non breathing patients, how to check blood glucose levels and the application of a new tourniquet.
- Maintained a 6 minute response on medical calls in over 80% of the responses.
- Increased the number of trucks responding to fire calls to allow for the establishment of a dedicated Rapid Intervention Team at every incident.
- Responded to a projected total number of calls of just over 9000 with about 65 % being medical calls.
- All firefighters tested and passed protocol test administered by ambulance dept personnel for the Medical Director.

Budget Challenges/Planned Initiatives

- Maintaining current level of service with cuts to overtime budget and loss of 4 firefighters last year will be a challenge
- Have all Firefighters trained to the level of FF 1 and 2. This requires training, a written test and an outside evaluator to conduct practical testing
- Development of a respiratory program for all departments in the city, with anyone using any type of respiratory equipment. Testing will include fit and function testing for those individuals. Testing will be performed by Fire Department air techs.

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

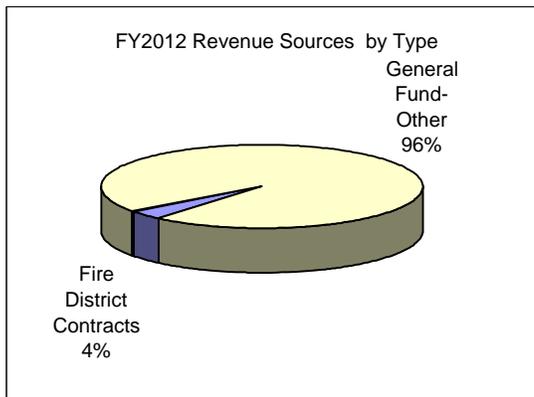
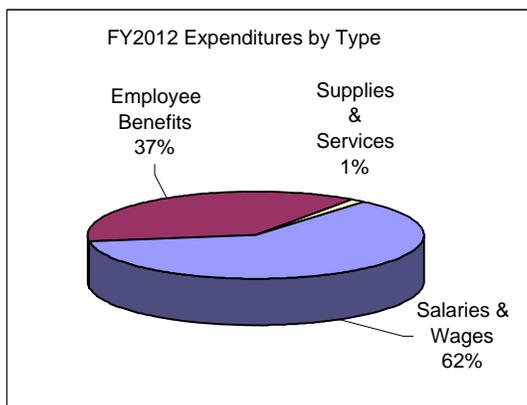
Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
3	3	3	3
33	33	33	33
33	33	33	33
55	51	51	51
124	120	120	120

Major Budgetary Changes & Program Highlights

- City Council provided a one-year \$75,000 increase to overtime from cell phone funds in FY11. Without the cell phone subsidy in FY12, overtime was reduced but not by the entire \$75,000. It was budgeted at the level of actual expenditures in FY10.
- Per the union contract, uniform allowance was increased \$430 per person resulting in a \$50,250 increase in this budget line item. The contract also provides an EMT allowance, increasing the budget by \$22,500.
- \$20,000 provided in the Supplies category to begin replacement of hand unit radios, 5 per year. Given the current budget deficit, the initial set of units is being funded through a transfer from the Gaming Fund.
- To offset some of the above increases to the budget (including the 3% increase in health costs and 16% increase in LAGERS budget) savings for the equivalent of one firefighter position (approximately \$65,000) was built in for an individual who will be leaving for military duty.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	5,716,632	5,662,892	5,527,092	5,530,545
Employee Benefits	3,225,937	3,266,504	3,197,054	3,341,626
Materials & Supplies	62,387	70,735	70,735	90,735
Services & Ins Claims	31,165	24,465	24,465	24,915
Capital Outlay	18,118	0	0	0
Total	9,054,239	9,024,596	8,819,346	8,987,821
Revenue Sources:				
Fire District Contracts	321,556	331,200	368,097	331,200
Grants &/or Gaming	29,361	0	2,569	22,500
General Fund-Other	8,703,322	8,693,396	8,448,680	8,634,121
Total	9,054,239	9,024,596	8,819,346	8,987,821

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 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

- Juvenile Fire Setter program for at-risk youth re-established
- Provided fire safety educational materials for elementary schools
- Projected Incident Totals of over 9,000
- Changed the Building Code to make it easier for those with acreage to construct outbuildings.

Performance Statistics:

- 128 Residential fires (loss of \$3,858,691)
- 41 Commercial fires (loss of \$416,901)
- 53 Vehicle fires (loss of \$77,039)
- 160 Other fires (loss of \$1,730)
- 5,816 EMS responses
- 2,852 Other responses
- 28 Fire Safety Trailer demonstrations
- 226 new business and change of ownership inspections
- 9 School safety fairs with Patches & Pumper (robotic dog/firetruck)
- 28 Fire extinguisher training classes for business
- 20 Public speaking engagements for civic groups and organizations

Budget Challenges/Planned Initiatives

Personnel limitations because of AEGIS system, special projects and plans review limits amount of hours available for business inspections and review.

Teach basic inspection class to captains to give them the training necessary to do inspections on churches, small businesses, etc., allowing Fire Prevention Inspectors to concentrate on new construction, large businesses, industries and target hazards.

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

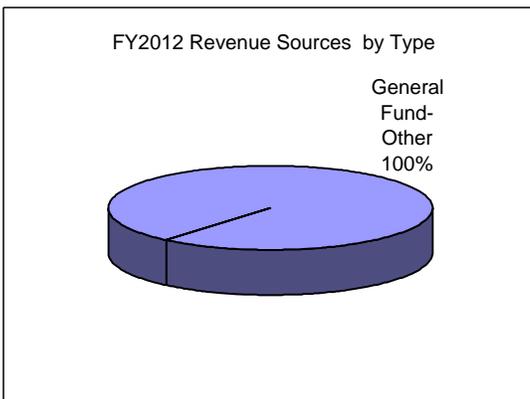
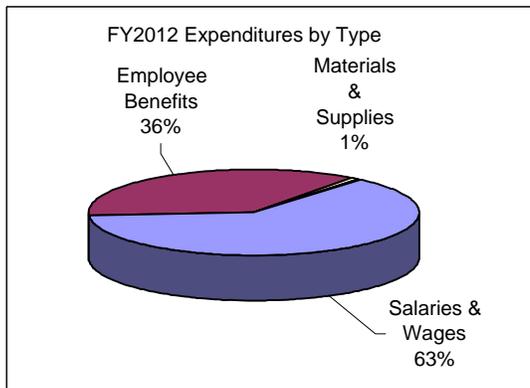
Chief of Fire Prevention
Fire Inspector

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
4	4	4	4

Major Budgetary Changes & Program Highlights

-No major changes beyond the increases in benefits previously discussed.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	220,774	224,459	221,659	223,459
Employee Benefits	121,842	125,079	123,529	128,499
Materials & Supplies	2,656	2,700	2,700	2,700
Services	580	1,400	1,400	1,400
Capital Outlay	22,891	0	0	0
Total	368,743	353,638	349,288	356,058
Revenue Sources:				
General Fund-Other	368,743	353,638	349,288	356,058
Total	368,743	353,638	349,288	356,058

Emergency Management

Mission

The Emergency Management Coordinator's three 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 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 programs 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

- Completed 3 local exercises.
- Replaced one existing severe weather siren and installed additional siren in previously uncovered area.
- Provided CERT training to the St. Joseph School District.
- Taught hazardous materials courses, conducted NIMS 300 and 400 training, and completed presentations for the general public.
- Attended regional and state meetings.
- Reviewed City's Emergency Operations Plan.
- Reviewed local business Tier II reports and emergency plans.

Budget Challenges/Planned Initiatives

- Complete one emergency drill and one emergency exercise.
- Replace one existing severe weather siren and review plan for updating warning system.
- Initiate volunteer and CERT program for the City.
- Update and revise City's Emergency Operations Plan.
- Improve St. Joseph's portion of the HSRRS Team for Region H.
- Put in place a full-time Emergency Management Coordinator.

EMERGENCY MANAGEMENT

Program 2540

Program Description

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

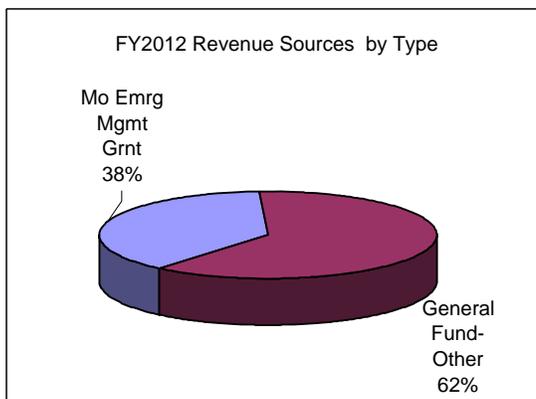
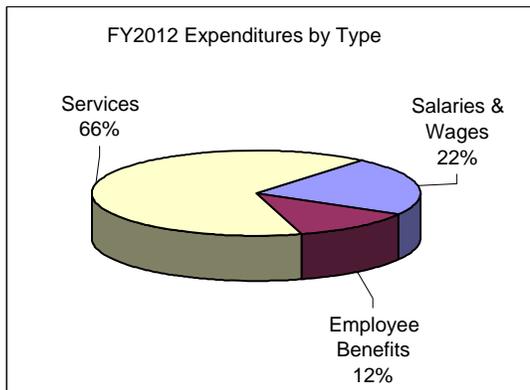
Staffing Detail

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Emergency Mgmt grant revenues & expenses moved to this division in FY11. A portion of the Emergency Management Coordinator's salary is paid by the Missouri Emergency Management Grant program.
- ~The Department has applied for a grant to create a full time Emergency Management position.

Operating Budget Summary



Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Salaries & Wages	0	5,000	5,000	5,000
Employee Benefits	0	2,639	2,639	2,689
Services	0	14,505	14,505	14,690
Total	0	22,144	22,144	22,379

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Mo Emrg Mgmt Grnt	0	8,500	8,500	8,500
General Fund-Other	0	13,644	13,644	13,879
Total	0	22,144	22,144	22,379

Fire Maintenance

Mission

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

Core Services

- Reduce downtime for all first-line fire equipment by:
 - Immediate repair of first-line fire apparatus failures;
 - Monthly preventive maintenance checks;
 - Manufacturer's recommended oil changes;
 - Conduct engine oil analysis.
- Provide a maintenance tracking and prioritization system.
- Complete building maintenance/repairs, as needed.

Current Year Activity/Achievements

- Maintained a fleet of 11 front line Fire trucks including 2 ladder trucks, 2 telesquirts, 2 heavy duty rescue trucks and 5 pumpers. Reserve fleet consists of 2 reserve pumpers.
- Maintained fleet of 11 light duty trucks and cars and 2 rescue boats.
- Maintained 9 fire stations.
- Achievements include the installment of new dishwashers at several stations and new cabinets at HQ.
- Gear racks were built for two stations.
- New ceiling tile and air grids for station 10 after the mold removal.
- New building maintenance vehicle.

Budget Challenges/Planned Initiatives

- Age and condition of the fleet continues to be a problem. With the purchase of the new telesquirt we are hoping to be able to refurbish the old truck which will be moved to Station 12. Station 12's truck could be used as a reserve truck for aerials or telesquirts that need servicing or repair.
- A maintenance tracking system tied to the procurement cards and PO's is being designed with the help of technology services.
- Reclassify the Building Maintenance Technician position to bring the salary in line with the position's scope of duties.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

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

Staffing Detail

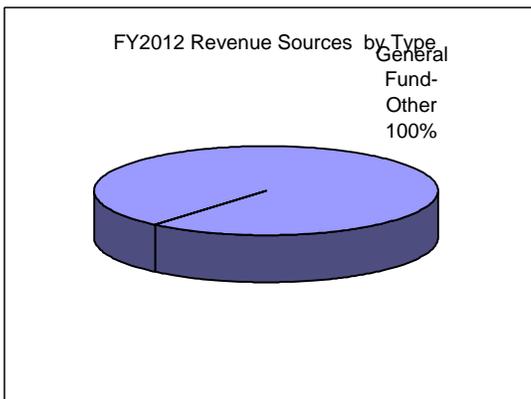
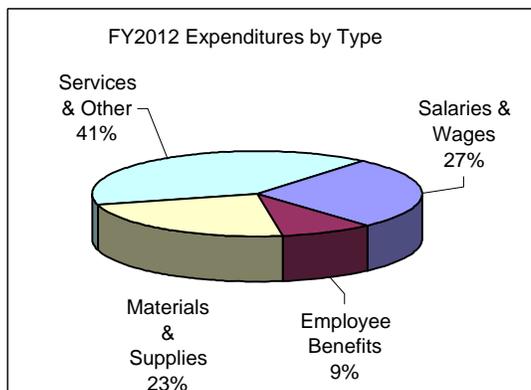
Master Mechanic
Building Maintenance Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~As a result of a desk audit and approval by the City Manager, the Building Maintenance Technician position was reclassified to Maintenance Technician.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	70,070	71,755	73,755	77,572
Employee Benefits	20,350	23,718	23,943	25,794
Materials & Supplies	56,391	66,000	66,000	66,000
Services & Other	146,338	114,260	114,260	114,260
Capital Improvments	6,569	0	0	0
Total	299,718	275,733	277,958	283,626
Revenue Sources:				
General Fund-Other	299,718	275,733	277,958	283,626
Total	299,718	275,733	277,958	283,626

Fire Training

Mission

To preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel through fire protection training and education.

Core Services

- Increase the efficiency and effectiveness of the City's fire protection and EMS services through integration of new strategies and old practices, better equipment and increased awareness of new dangers as they evolve.
- Improve firefighter safety and maximize the department's performance and operational readiness through performance-based training and certification programs.
- Provide departmental and cross-city/agency departmental training for all newly hired personnel.

Current Year Activity/Achievements

- Trained and certified 12 personnel as Emergency Medical Technicians (in cooperation with Heartland Health System and Hillyard Technical Center.)
- All EMT and EMT-P level personnel have completed training on King Airway and Israeli Battle Dressing.
- Completed refresher training for all First Responder personnel.
- Completed Rapid Intervention Training for all suppression personnel.
- Completed annual refresher training for Basic Life Support and American Heart Association CPR.

Budget Challenges/Planned Initiatives

- Update training for water safety and rescue boat operation.
- Confined space training.
- Roof ventilation training.
- Automobile extrication training.
- Hazardous materials operations and awareness training.
- Rapid Intervention Training.
- Refresher for AED training and other EMS skills.
- Firefighter I and II (nationally recognized courses) training for all personnel not currently certified .

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

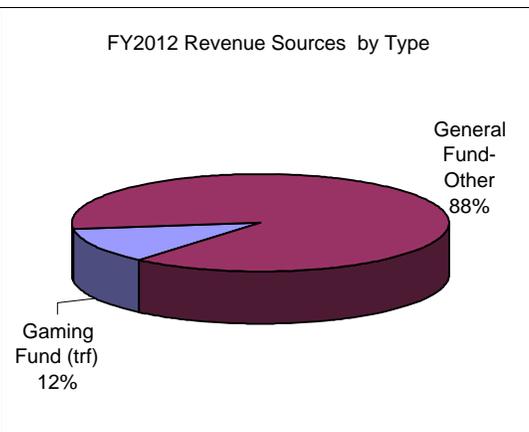
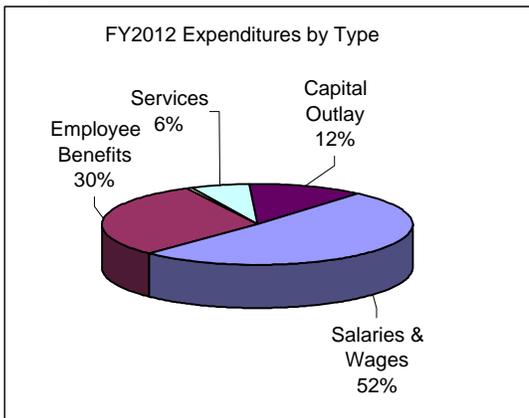
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~There are a number of activities now mandated as a part of the Department's respiratory program. None of the related expenditures had been specifically budgeted for in the past and were charged to various existing line items. It was decided to provide \$5,900 in funding specifically for this activity and to consolidate the expense in the Training Division as follows:

- OT for Fire fit testing, not only for Fire Department but also for Health, Police, and Water Protection departments
 - Function fit calibration to test air pack functionality
 - Fit Test calibration on the machine to ensure it is working within set limits
 - Breathing Air Analysis, done quarterly
 - Air compressor M&R
 - Hydrostatic testing of air bottles every five years
 - Air pack replacement parts
- ~A replacement training van was budgeted with \$26,000 from Gaming Fund.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	108,671	108,526	108,526	110,101
Employee Benefits	61,520	62,607	62,607	65,654
Materials & Supplies	314	1,000	1,000	1,000
Services	15,611	12,800	12,800	13,134
Capital Outlay	0	0	0	26,000
Total	186,116	184,933	184,933	215,889
Revenue Sources:				
Gaming Fund (trf)	0	0	0	26,000
General Fund-Other	186,116	184,933	184,933	189,889
Total	186,116	184,933	184,933	215,889

FIRE DESIGNATED FUNDS

Program 2580

Program Description

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

Staffing Detail

FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- SEMA grants were received for the purchase of safety gear and equipment in FY11.
- No funding was anticipated for FY12.

Operating Budget Summary

	FY10	FY11		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Travel/Training	25,215	0	3,760	0
Materials & Supplies	37,549	0	50,295	0
Capital Equipment	0	0	0	0
Total	62,764	0	54,055	0
Revenue Sources:				
Grants	62,152	0	50,295	0
Reimbursements	0	0	0	0
General Fund-Other	612	0	3,760	0
Total	62,764	0	54,055	0



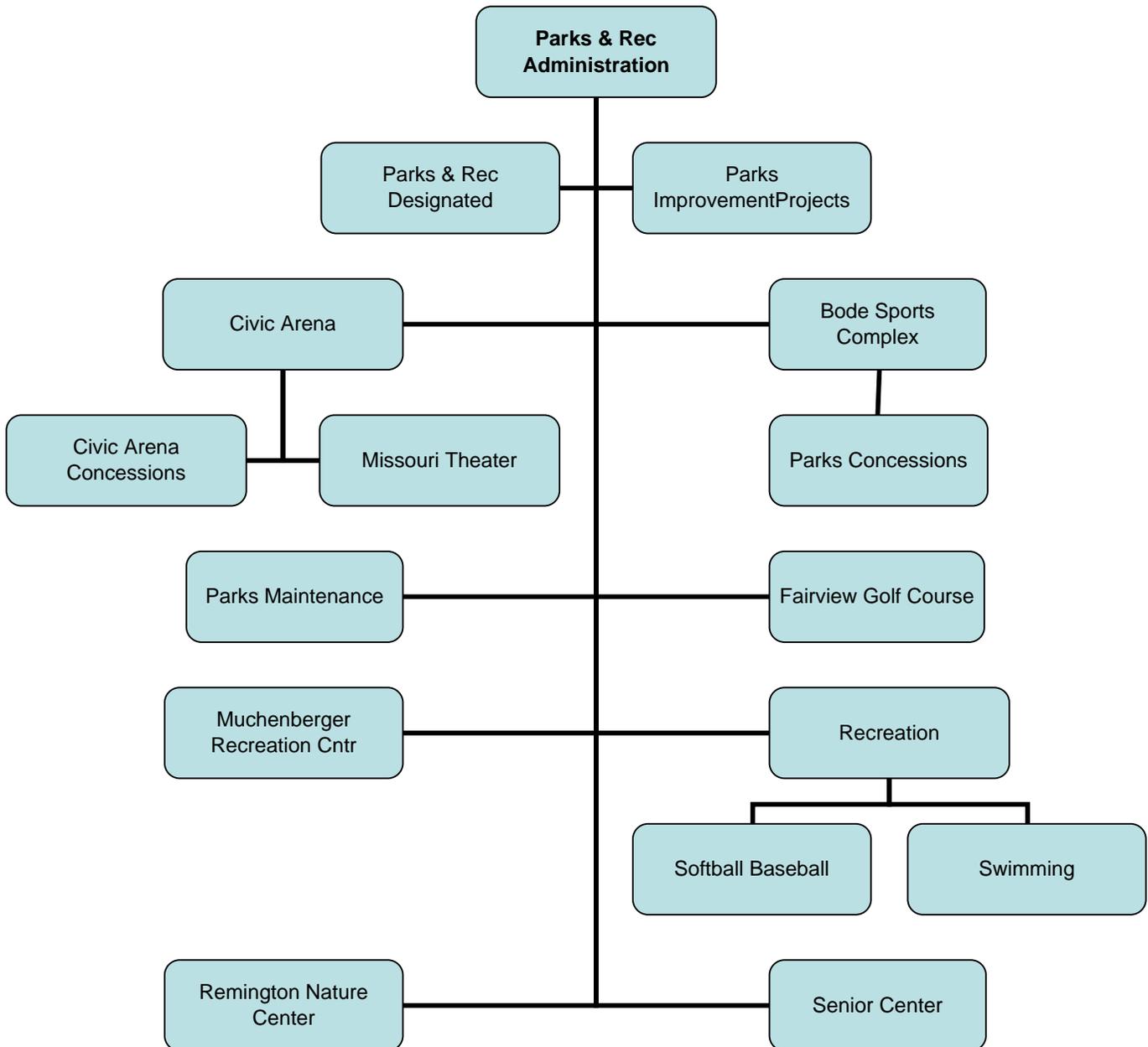
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

The Parks, Recreation & Civic Facilities Department accounts for most parks and recreation activities including swimming, softball, baseball, recreation, Muchenberger 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.

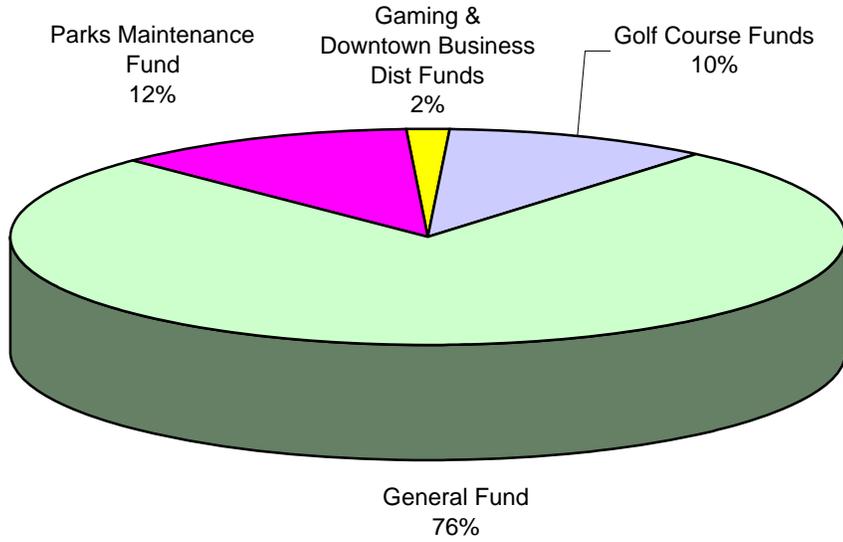
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel 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: \$ 6,683,000

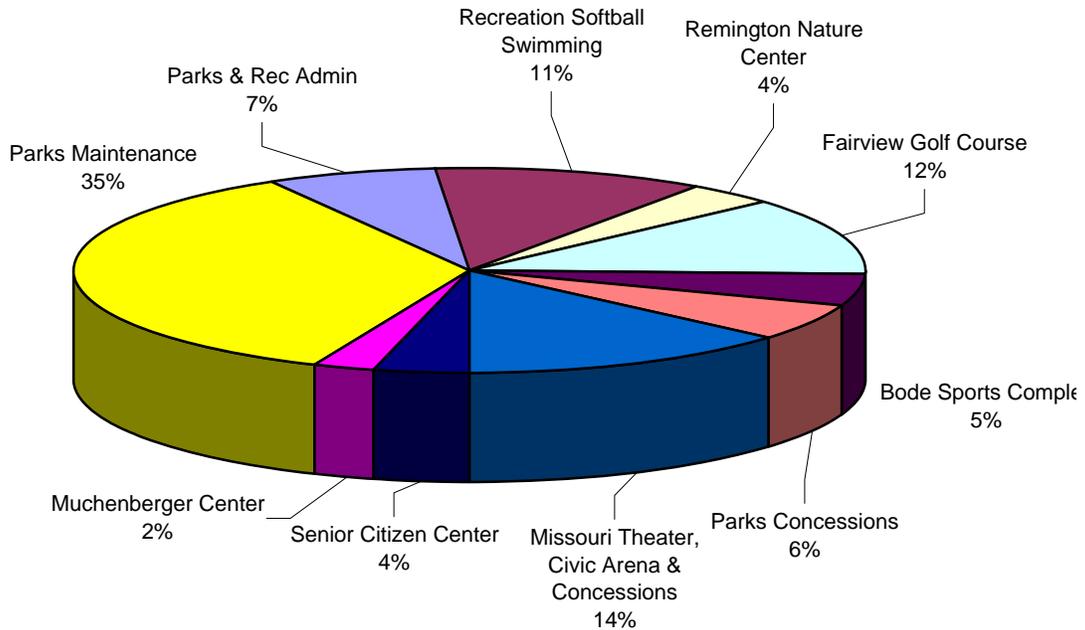
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



PROGRAM USES Excluding Transfer to Parks Mnt

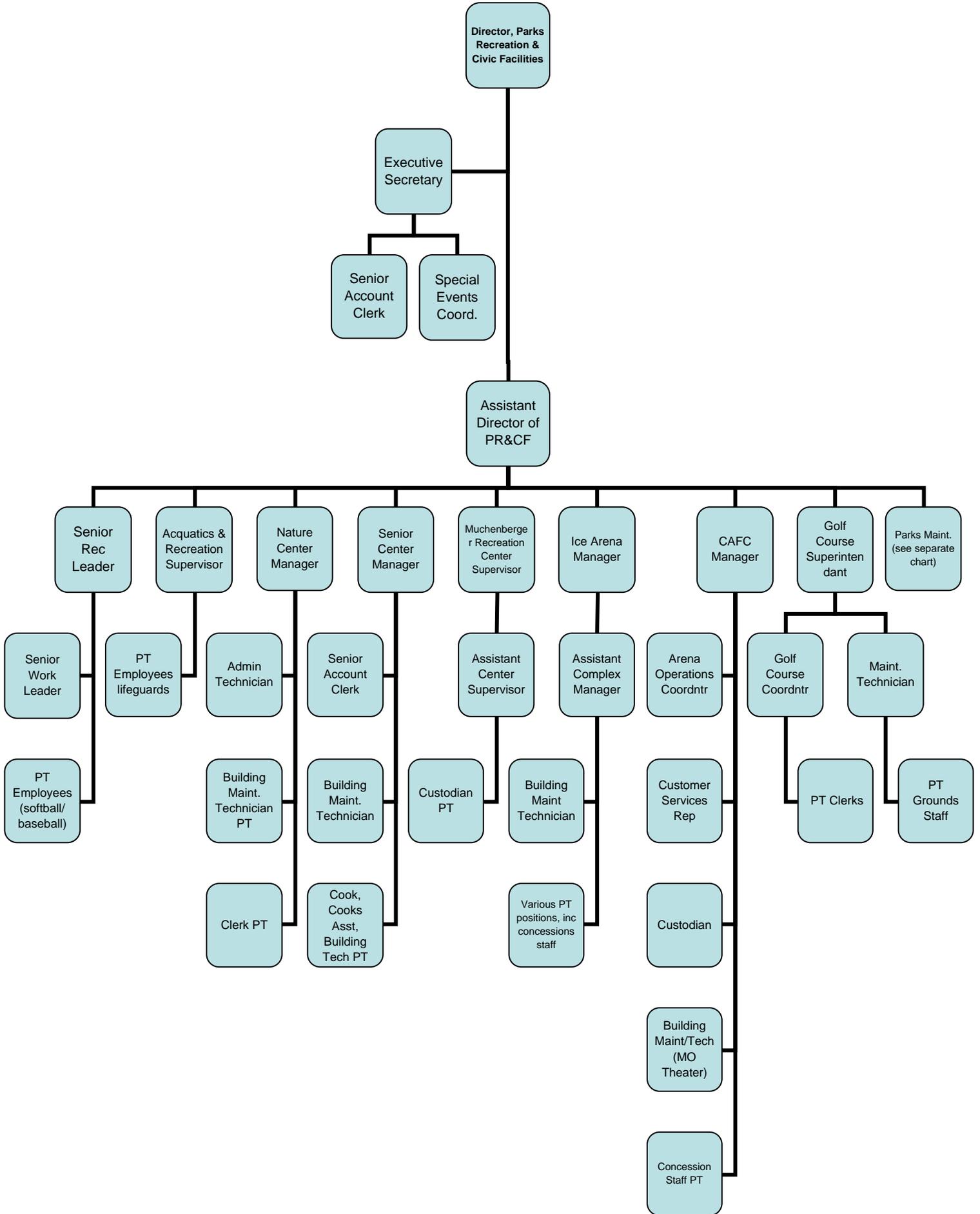
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

ACCOUNT TYPE	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	2,749,243	2,699,407	2,698,911	2,770,895
Payroll Expenses & Benefits	704,220	702,204	619,932	732,594
Materials & Supplies	608,095	615,698	627,988	607,123
Utilities & Other Contracted Services	1,281,491	1,277,456	1,352,867	1,412,317
Debt Service/Claims/Insurance/Fund Transfers	462,079	1,183,328	1,137,971	1,109,371
Capital Outlay	244,216	159,500	176,548	50,500
	<u>6,049,344</u>	<u>6,637,593</u>	<u>6,614,217</u>	<u>6,682,800</u>
USES BY PROGRAM				
Parks, Recreation & Civic Facilities Admin	768,807	1,488,100	1,433,146	1,402,953
Recreation	114,284	108,747	114,227	111,314
Softball/Baseball	199,972	183,810	200,775	190,301
Swimming	320,390	315,390	304,765	315,977
Remington Nature Center	226,043	204,461	214,781	209,951
Senior Citizen Center	213,075	200,041	203,036	227,114
Muchenberger Recreation Center	127,324	138,040	148,040	138,975
Fairview Golf Course	487,701	613,869	647,058	666,879
Golf Course CIP	22,442	23,000	23,000	23,500
Bode Sports Complex	290,652	271,470	277,470	274,458
Parks Concessions	392,096	334,621	334,621	334,572
Parks Designated Expenses	29,600	40,475	26,340	40,475
Parks Maintenance	2,099,542	1,957,413	1,936,476	1,985,225
Civic Arena & Civic Concessions	645,041	654,367	645,484	656,706
Missouri Theater	112,375	103,789	104,998	104,400
	<u>6,049,344</u>	<u>6,637,593</u>	<u>6,614,217</u>	<u>6,682,800</u>
FUNDING SOURCES				0
General Fund	4,727,039	5,194,127	5,041,174	5,101,334
Parks Maintenance Fund	792,762	790,197	867,046	789,687
Gaming Fund	9,700	6,700	26,239	91,700
Golf Fund	510,143	636,869	670,058	690,379
Downtown Business District Fund	9,700	9,700	9,700	9,700
	<u>6,049,344</u>	<u>6,637,593</u>	<u>6,614,217</u>	<u>6,682,800</u>
STAFFING SUMMARY				
Parks, Recreation & Civic Facilities Admin	4	4	4	4
Recreation	1	1	1	1
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	1	1	1	1
Fairview Golf Course	1	1	1	1
Bode Sports Complex	1	1	1	1
Parks Concessions	1	1	1	1
Parks Maintenance	1	1	1	1
Civic Arena & Civic Concessions	1	1	1	1
	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>

PROPOSED CAPITAL OUTLAY FY2012

Fairview Golf Course:
 Golf Cart Lease - \$32,120
 Tees' Mower - \$10,000
 Installation of Zoysia Sod - \$13,000
 Softbal/Baseball - Final Payment, Jacobsen mower - \$3,690
 Civic Arena - Final Payment, Sweeper/Scrubber - \$12,650

PARKS, RECREATION & CIVIC FACILITIES



Parks & Recreation Administration

Mission

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

Core Services

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

Current Year Activity/Achievements

- Developed, bid specifications and began work for construction of the new Community Center
- Began work on the Fort Smith site
- Installed two new playgrounds (one replacement-Hyde & one additional-Hochman)
- Began work on third playground (replacement at Krug)
- Replaced four shelters at Hyde Park
- Purchased 5 acres to be included in Krug Park
- Completed Fairview Golf Course Clubhouse renovations
- Secured over \$500,000 in grants and donations for improvements
- Applied for at least ten grants or foundation funding for various programs & facilities
- Joined in initiatives to help our residents be active and combat obesity
- Developed and installed directional parkway signage
- Received funding for and installed nine benches along Hike & Bike Trails

Budget Challenges/Planned Initiatives

- Continue evaluating properties as to practicality of maintaining and actual usage
- Expansion of Hike & Bike Trails
- Increased use of parks, parkways and facilities for events
- Evaluate and revise some fees to help augment revenue
- Collaborate with other sources to assist in passage of the Motel/Hotel Tax

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 of adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department services and coordinate activities and events using parks and park facilities.

Staffing Detail

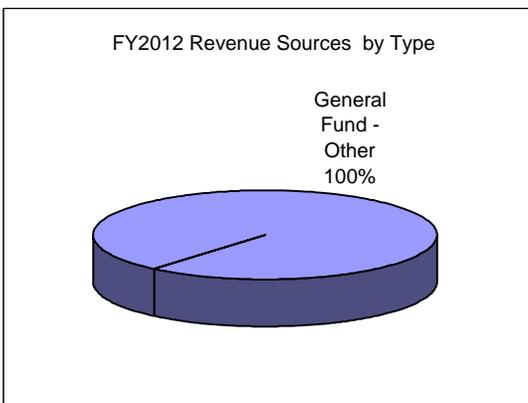
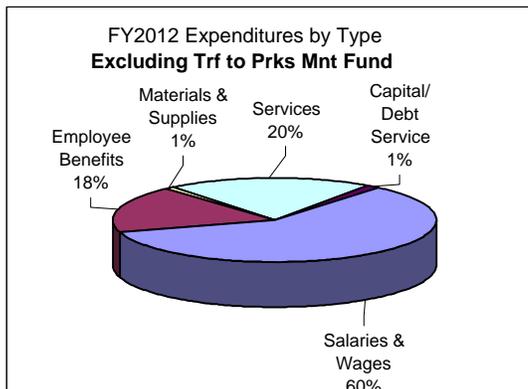
Director, Parks, Rec & Civic Facilities
 Special Events Coordinator
 Executive Secretary
 Senior Account Clerk

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

~Major increase in the Other Charges category comes from the necessary transfer to the Parks Maintenance Special Revenue Fund in order to support the expenditures in that division.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	208,215	208,248	208,248	207,197
Employee Benefits	60,954	60,715	60,715	63,479
Materials & Supplies	2,691	3,600	3,600	3,600
Services	75,478	72,330	72,695	71,825
Trf to Parks Mnt Fund	381,365	1,138,447	1,083,128	1,052,080
Capital/ Debt Service	40,104	4,760	4,760	4,772
Total	768,807	1,488,100	1,433,146	1,402,953
Revenue Sources:				
General Fund - Other	768,807	1,488,100	1,433,146	1,402,953
Total	768,807	1,488,100	1,433,146	1,402,953

Recreation Programs

Recreation, Softball/Baseball

Mission

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

Core Services

- Administer the financial, operational budgets of the recreation, softball/baseball divisions.
- Provide professional leadership and guidance to all recreational programs.
- Programs include Youth Basketball, Youth Track and Field, tennis facilities, youth and adult softball and baseball programs, and Parkway runs.
- Market the City's facilities for adult & youth National and State Softball tournaments as well as regional and qualifying tournaments.
- Provide a venue for the USTA tournament play annually.
- Provide a quality, affordable facility for local teams, high school, and benefit tournaments.

Current Year Activity/Achievements

- Hosted multiple high school invitational softball tournaments and two high school softball district tournaments.
- Hosted one ASA national tournament, involving 24 teams and approximately 335 participants from seven states.
- Received the ASA James Farrell Award of Excellence for the 2010 ASA 18U Northern Nationals.
- Hosted the annual Youth Classic girl's fastpitch softball national qualifier tournament and the inaugural Joe Town Show Down "C" level machine pitch and 10U invitational tournament.
- Facilitate adult recreation softball and kickball leagues that serve 114 teams in summer and 71 teams in fall league.
- Facilitated youth basketball league in partnership with St. Joseph School District, consisting of 21 different leagues, with 178 teams, over 1,700 children and nearly 75 seasonal employees at 14 different locations.
- Operated girls' volleyball league, consisting of 12 teams, playing in two gyms.
- Held 33rd Annual Parkway Run with over 300 participants.
- In conjunction with the St. Joseph School District, we hosted the St. Joseph grade school track meet at Noyes Field.
- There were nearly 700 participants, representing 16 schools, participating in 7 different events.
- Developed and hosted adaptive sports program for people with disabilities.
- Developed television ads promoting recreation activities sponsored by the parks and recreation department.
- Maintain eleven ball fields, which are used for both softball and baseball league and tournament play.
- Work in conjunction with high school baseball teams, an adult wood bat baseball league and American Legion baseball team for field scheduling and use.

Budget Challenges/Planned Initiatives

- Budget shortfalls in revenue for recreation and softball programs. This past year, revenues for league entries have fallen short of the budgeted amount. To correct the issue, an increase is recommended for all league entry fees, while at the same time, attempting to increase participation through improved marketing of available opportunities. The recommended increases are below with existing entry fees.

League	Current	Recommended
Recreation Basketball	\$160/\$180	\$175/\$200
Summer League Slow Pitch Softball	\$230	\$260
Summer League Fast Pitch Softball	\$225	\$255
Fall League Slow Pitch Softball	\$225	\$255
Fall League Kickball	\$165	\$185

Rental Option	Current	Recommended
One field prep per day with \$1 gate	\$70	\$100
Two field preps per day with \$1 gate	\$100	\$130
One field prep per day with no gate	\$100	\$130
Two field preps per day with no gate	\$130	\$160

RECREATION

Program 3010

Program Description

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

Staffing Detail

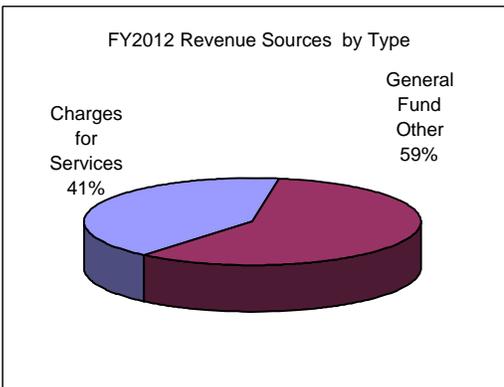
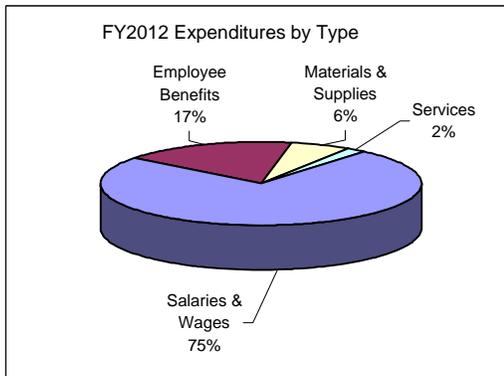
Senior Recreation Leader

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

No major changes or issues

Operating Budget Summary



Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	88,560	81,437	86,527	82,937
Employee Benefits	19,338	18,680	19,070	19,452
Materials & Supplies	4,271	6,800	6,800	6,800
Services	2,115	1,830	1,830	2,125
Total	114,284	108,747	114,227	111,314

Revenue Sources:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	49,570	48,300	48,300	46,000
General Fund Other	64,714	60,447	65,927	65,314
Total	114,284	108,747	114,227	111,314

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

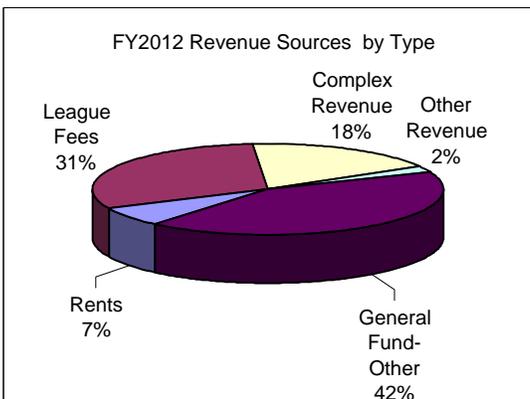
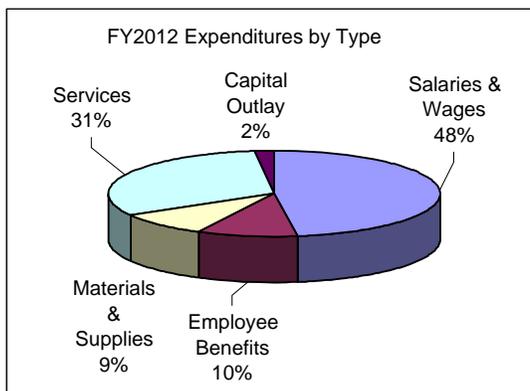
Senior Work Leader
PT Temporary Employees

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

-In mid-FY08 the division leased a mower to replace an aging piece of equipment used to maintain the softball and baseball fields. Annual lease amount, \$3,690 with the final payment in FY12.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	96,659	85,670	88,880	90,990
Employee Benefits	18,998	17,380	17,600	18,581
Materials & Supplies	20,171	17,250	17,608	17,250
Services	60,455	59,820	72,997	59,790
Capital Outlay	3,689	3,690	3,690	3,690
Total	199,972	183,810	200,775	190,301
Revenue Sources:				
Rents	15,029	13,000	16,000	13,000
League Fees	59,738	63,300	58,231	58,231
Complex Revenue	25,710	34,500	33,247	34,500
Other Revenue	4,000	4,000	4,005	4,005
General Fund-Other	95,495	69,010	89,292	80,565
Total	199,972	183,810	200,775	190,301



Swimming

Mission

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

Core Services

- Water recreation opportunities through the Aquatic Park and two neighborhood swimming pools.
- Provide a safe environment for family recreational and organized swimming use of pools.
- Provide swim lessons to all ages.

Current Year Activity/Achievements

- Maintain three pools for approximately 65,000 participants and visitors a year.
- Performance Statistics:
 - 26 private pool rentals
 - 313 participants enrolled for swim lessons
 - 80 trained & certified lifeguards
 - 219 pool & Aquatic park passes sold

Budget Challenges/Planned Initiatives

- Raise Aquatic Park, Krug and Hyde Pools admission by \$1, realize approximately \$33,000 additional revenue for the season.
- Increase swim lesson fees \$5, approximately \$1,500
- Discuss closing one pool 1 day per week, savings would be about \$7,100 for the season in personnel costs
Aquatic Park 7 days per week

SWIMMING

Program 3030

Program Description

The swimming program provides daily water recreation opportunities for all area residents through administration of the City 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, swim team, swim meets, rental for pool parties, and events such as triathlons and swimathons.

Staffing Detail

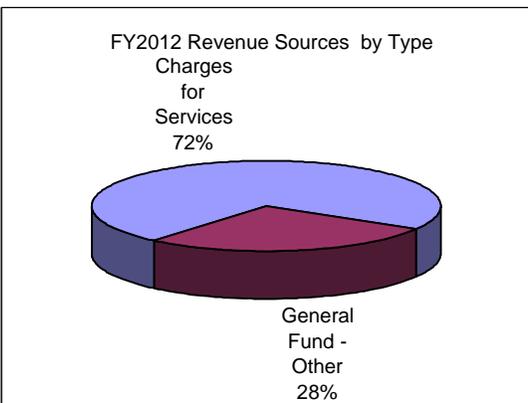
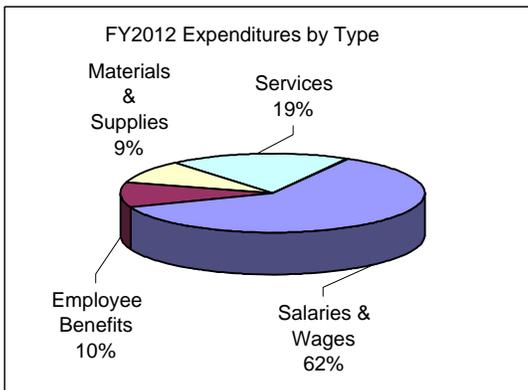
Aquatics/Recreation Supervisor
 PT Temporary Employees

FY10	FY11		FY2012
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~Program has not yet reached the point where the pools pay for themselves due to lower than proposed fees since the Aquatic Park opened. The department is proposing slight increases in fees to bring the program closer to break-even.

Operating Budget Summary



	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	204,008	192,122	182,122	192,122
Employee Benefits	33,064	31,693	31,068	32,305
Materials & Supplies	32,919	29,800	29,800	29,800
Services	50,399	60,775	60,775	60,750
Insurance & Other	0	1,000	1,000	1,000
Total	320,390	315,390	304,765	315,977
Revenue Sources:				
Charges for Services	214,025	209,000	155,400	228,865
General Fund - Other	106,365	106,390	149,365	87,112
Total	320,390	315,390	304,765	315,977

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

- A 13,000 square foot facility located on the Missouri River.
- Provide programs targeting K-4th grade - nature crafts, animal education and cultural history.
- Exhibits telling about nature and its relationship to our changing civilizations.
- Inside are exhibits (including a life-sized adult & baby Woolly Mammoth) presentations, programs, classes and workshops aimed at both children and adults.
- A 7,000 gallon aquarium containing 12 species of local fish.
- Meeting space for lectures, presentations, business meetings, etc.
- On-site concessions with indoor and outdoor dining areas
- Gift shop
- Cultural history programming
- Animal Education
- Special events: second saturday story time, last saturday craft event, yearly Native American artifact show and annual membership presentation.
- Publish a quarterly newsletter

Current Year Activity/Achievements

- Hosted 6 special presentations by local historians and craftsmen
- Added 5 new displays in 2010-2011 - Barbed wire, Columbian Mammoth tooth/partial jawbone, Osage Orange bow/arrows, Civil War, Rock/Fossil display
- Provided a meeting room for the City, Buchanan County, US Census Bureau, Missouri Dept of Conservation and St. Joseph School District - as well rentals for local businesses/organizations, i.e. Boehringer Ingelheim, Nestle Purina and Progressive Community Services
- Implemented new programming: "Lewis & Clark" and "Civil War in Missouri"
- Created a birthday party package

• Performance Statistics:

75,370 visitors to date since opening in November 2008.
22 exhibits throughout the facility

Budget Challenges/Planned Initiatives

- Keeping attendance steady - no longer a "new" attraction.
- More advertising through signs, TV, radio/print ads and billboards.
- Upgrade grounds/beautify landscape
- Work on acquiring new memberships and endowments/trusts

Comments from our guests:

- I love this! Love, Acen
- I'm from Las Vegas! I love this place! It's fun.
- I love your crafts and story time days
- Kelsey & Katey had an awesome time
- Better than the others museums!
- Best place in town!
- I love going to your place!

REMINGTON NATURE CENTER

Program 3030

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 and the Living History Preserve to the south. 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	1
Exhibits/Events Coordinator	0
Administrative Technician	1
PT Building Mnt Tech (20 hrs/wk)	0.5
PT Clerk (25 hrs/wk)	0.625

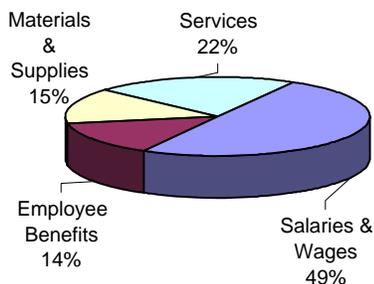
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	0	1	1
1	1	0	0
1	1	1	1
0.5	0.5	0.5	0.5
0.625	0.625	0.625	0.625
4.125	3.125	3.125	3.125

Major Budgetary Changes & Program Highlights

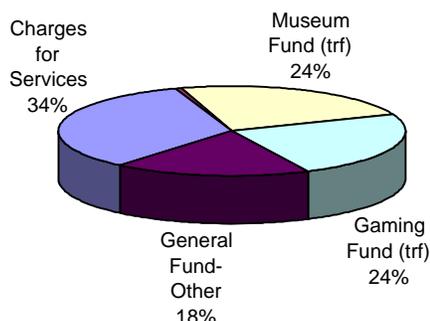
- ~Exhibit/Events Coordinator promoted to Nature Center Manager and the E/E Coordinator position eliminated.
- ~Transfers from Museum and Gaming funds continue to support operations.
- ~ Department will be proposing some fee increases to bridge the gap between revenues & expenditures.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	104,677	98,351	107,851	104,502
Employee Benefits	36,292	27,614	28,434	29,653
Materials & Supplies	28,096	30,540	27,540	30,540
Services	56,978	47,956	50,956	45,256
Computer Ntwrk Trf	0	0	0	0
Total	226,043	204,461	214,781	209,951
Revenue Sources:				
Charges for Services	89,508	91,000	65,500	70,500
Donations	569	5,000	1,000	1,000
Museum Fund (trf)	50,000	50,000	50,000	50,000
Gaming Fund (trf)	50,000	50,000	50,000	50,000
General Fund-Other	85,966	8,461	48,281	38,451
Total	276,043	204,461	214,781	209,951

Joyce Raye Patterson Senior Center

Mission

Provide a variety of services to persons age 50 and over, and to the disabled in a well maintained, clean, cheerful and healthful environment in order to increase the overall health status of persons 50+ and to enhance the quality of life for our citizens.

Core Services

- Administer the financial, operational budgets of the Center.
- Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab.
- Provide a full service fitness center and manage the "Forever Strong" health/fitness program, emphasizing strength and cardiovascular training for persons age 50 and over.
- Provide a cafeteria, offering lunches open to the public.

Current Year Activity/Achievements

- Expanded Fitness Center for a 2,100 square feet to the area. Paid for by the Senior Center Foundation
- Established an agreement with the Shape Shoppe to provide training for the fitness center.
- Installed a new surveillance system donated
- Increased fitness center members from \$25 to \$50 - increased amount placed in a fund to provide ungraded equipment as needed.

• Performance Statistics:

Computer Users Group, blood pressure monitoring and other special groups attendance: 3,500

Attendance at dance sessions: 8,720

Total attendance at the Center: 70,000

Fitness Center memberships 695

Number of volunteer hours annually: 2,500 with 700 volunteers

* ages of the center participants range from 50 years to 102 years.

Budget Challenges/Planned Initiatives

- The Senior Center Foundation now provides financing for a multitude of activities and renovations.
- Keep abreast of need to raise program fees.
- Need to keep enhancing the programs and creating new ones for the benefit of all persons 50 and over.

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

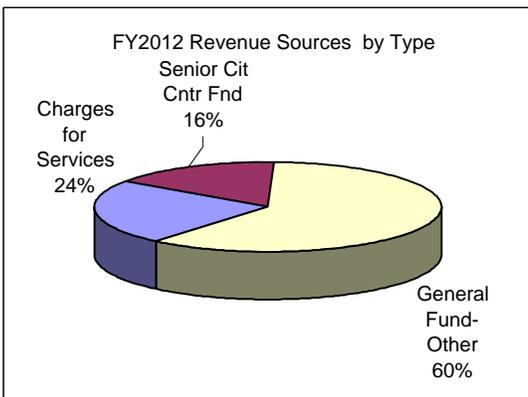
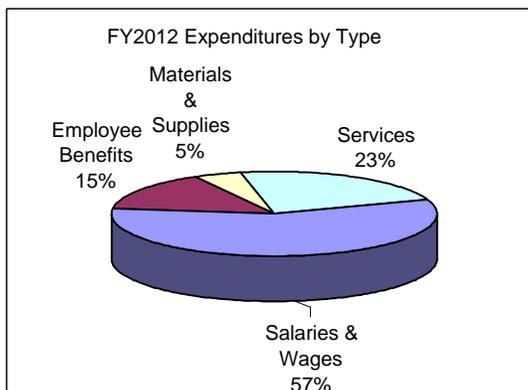
Senior Center Manager	1
Senior Account Clerk	1
Building Maintenance Technician	1

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

- ~Increase in Wages category is the result of an increase in the cost for the part-time personnel at the Center.
- ~The large increase in Services reflects the contract with The Shape Shoppe for supervision of the Fitness Center. The contract is being reimbursed by the Senior Foundation, as shown in the revenues below.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	129,364	125,230	128,045	130,743
Employee Benefits	31,833	32,051	32,231	34,101
Materials & Supplies	11,337	10,300	10,300	10,300
Services	40,541	32,460	32,460	51,970
Public Imprvmnts	0	0	0	0
Total	213,075	200,041	203,036	227,114
Revenue Sources:				
Charges for Services	46,211	56,000	50,100	53,700
Senior Cit Cntr Fnd	27,140	26,000	26,000	35,700
General Fund-Other	139,724	118,041	126,936	137,714
Total	213,075	200,041	203,036	227,114

Muchenberger Recreation Center

Mission

To provide safe, supervised recreation opportunities through both adult week-night activity programs for the whole community and to offer children's activities targeted at low to moderate income families.

Core Services

For children:

- Skill development for indoor and outdoor sports through the Lifetime Sports program.
- Development of arts, crafts, music and drama programs.
- Development of social interaction and foreign language skills through activities in the Youth Enrichment Summer program.
- A nutritionally balanced lunch for participants in the summer programs.
- Field trips for roller skating, swimming, miniature golf, bowling, movies and museums.
- Continued co-sponsoring with Young Olympians on their program.
- Partnered program with the Boy Scouts of America.
- Partnered summer school program with Hosea elementary.
- Open gym time.
- Development of summer youth fitness classes.

For adults:

- Adult co-ed volleyball league play
- Zumba classes
- Adult self defense classes
- Adult open gym time

Current Year Activity/Achievements

- Finalized design for the new Recreation Center.
- Addition of new programs and expanding existing for the new recreation center.
- Generated new revenue through the addition of Zumba classes.
- Performance Statistics:
 - 123 adult volleyball teams
 - Average of 40 children per day in the Youth Enrichment Program.
 - One day a week rental (48 weeks) for Young Olympians karate
 - 20 rentals for birthday parties and sports practices

Budget Challenges/Planned Initiatives

- Limited programming due to size and location of current building
- New recreation center will allow for expansion of current programs and development of new programs which will generate more revenue and provide St. Joseph with a greater enhanced leisure time activities.

MUCHENBERGER RECREATION CENTER

Program 3060

Program Description

The staff at the Center provide safe, supervised recreation opportunities through both adult activity programs for the whole community and children's activities targeted at low to moderate income families. The Center also initiates summer playground and Life Skills programs.

Staffing Detail

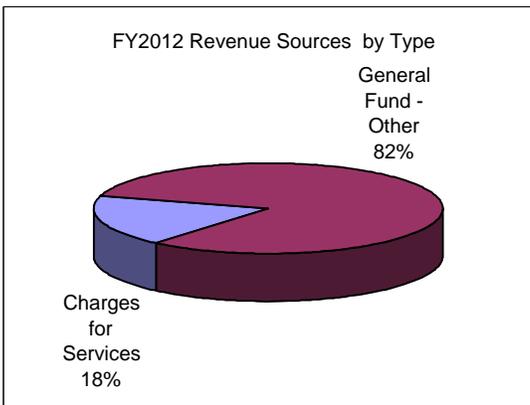
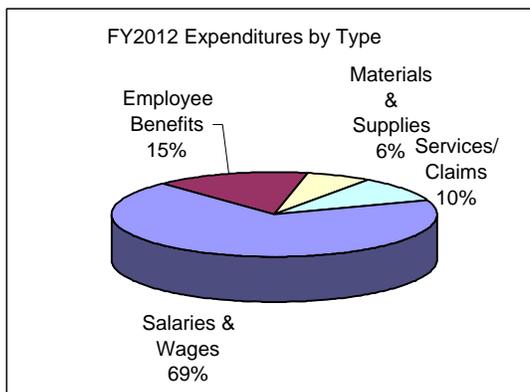
Recreation Center Supervisor
 Assistant Center Supervisor
 Custodian (PT 15 hours)

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.375	0.375	0.375	0.375
2.375	2.375	2.375	2.375

Major Budgetary Changes & Program Highlights

~No major change from the FY11 Budget. Once the new Recreation Center is completed and ready for operations, a revised budget will be presented to Council for adoption.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	89,780	95,378	95,378	95,448
Employee Benefits	20,007	20,389	20,389	21,289
Materials & Supplies	4,527	8,638	8,638	8,638
Services/ Claims	13,010	13,635	23,635	13,600
Total	127,324	138,040	148,040	138,975
Revenue Sources:				
Charges for Services	23,980	26,500	24,800	25,300
General Fund - Other	103,344	111,540	123,240	113,675
Total	127,324	138,040	148,040	138,975

Bode Sports Complex

Mission

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

Core Services

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

Current Year Activity/Achievements

- Number of facility attendees – 100,000 people annually
- Available sessions of recreational skating – 6 – 10 public sessions weekly depending on schedule of events
- Number of hours of league play – Mon – Thurs, 6pm – 10pm / Four to six hours on Saturday and four hours on Sunday for hockey practices and games.
- Hosted 3 Midwest Hockey tournaments this season.
- Added an additional FULL team to the hockey association out of hockey development
- Hosting an adult hockey tournament the last weekend of April with teams from the tri-state area here for three days
- Started the New Era Hockey Clinic coached under the direction of Taylor Kennedy
- Have hosted over three hundred birthday parties this season
- Synchronized skating program that is a Bode sponsored program has started competing and placed 2nd in St. Louis Winter Classic and 2nd in Jefferson City at the Capital City Classic
- Pony Express Figure Skating Championship in September had over 200 competitors in the three day event
- Two ice shows by the SJFSC one in December the other in May
- Special Olympic figure and speed skating program
- Fort Leavenworth adult hockey team is using Bode as their home rink
- Russell Stover triple 'A' hockey team is using Bode one night a week for KC practices
- Summer Jam continue to use the basketball courts
- Bode Sports Complex hosted 2 Adventure League activities for special needs individuals' ages 4 through adults this season. Basketball, ice skating, hand cycling, hockey, soccer, golf, tennis, Wii and bowling were included in the day. We plan to expand the Adventure League activities throughout the season.

Budget Challenges/Planned Initiatives

- Look into all avenues of marketing to attract additional events as well as private parties.

BODE SPORTS COMPLEX

Program 3080

Program Description

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

Staffing Detail

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

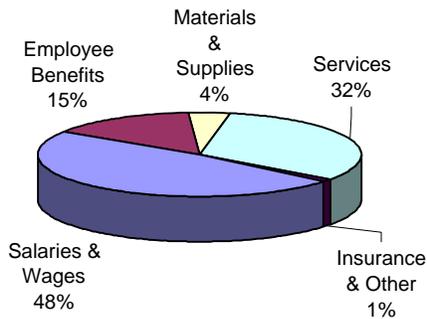
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

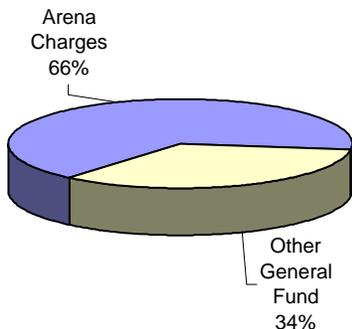
~No major budget changes.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Salaries & Wages	127,717	130,471	130,471	132,250
Employee Benefits	37,117	38,244	38,244	40,028
Materials & Supplies	9,542	11,400	16,900	11,400
Services	100,465	88,355	91,855	87,780
Insurance & Other	8,573	3,000	0	3,000
Capital Imprvmnts	7,238	0	0	0
Total	290,652	271,470	277,470	274,458

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Arena Charges	186,364	175,400	180,900	181,400
Grants/ Other Revenue	7,238	0	11,011	0
Other General Fund	104,288	96,070	96,570	93,058
Total	297,890	271,470	288,481	274,458

Parks Concessions

Mission

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

Core Services

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

Current Year Activity/Achievements

- Sold over 18,000 hot dogs and 8,000 hamburgers
- Operated 7 days a week from 11am – 11pm Monday – Friday and 6am – midnight weekend and tournaments
- With the help from the Sysco corporation we were able to piggy back on the Royals Stadium agreement for their Nacho Cheese distributor and are now using the same product
- Workforce included children ages 14 – adult
- Hosted the NCAA Women's Division Softball tournament in May at Heritage Park
- Hosted the 10 & under and 18 & under State softball at Heritage
- Hosted the Northern National 18 & under at Heritage

Budget Challenges/Planned Initiatives

- Continue to research the lowest possible companies for the concession product - Rising cost is affecting the prices we have to charge customers
- Working with the Convention & Visitors Bureau and Softball Supervisor in developing attractive incentives for tournaments to utilize our services instead of booking non-city facilities.
- Decrease number of personnel to alleviate some of the expenses, however this will cause customers a longer wait in line for service.

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

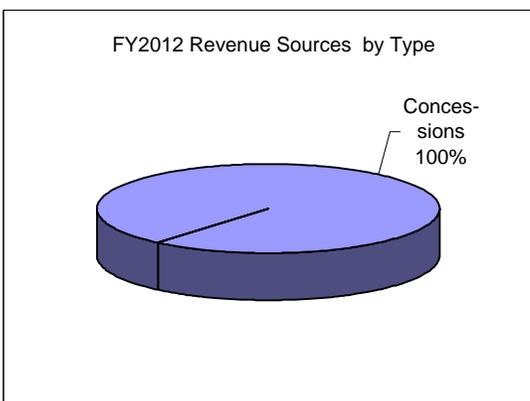
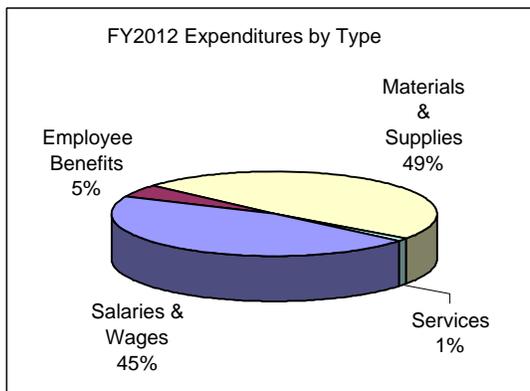
Part time concession staff only

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
N/A	N/A	N/A	N/A

Major Budgetary Changes & Program Highlights

~No major budget changes.

Operating Budget Summary



Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Salaries & Wages	194,270	152,235	152,235	152,200
Employee Benefits	19,560	16,656	16,656	16,642
Materials & Supplies	174,166	161,995	161,995	161,995
Services	4,100	3,735	3,735	3,735
Total	392,096	334,621	334,621	334,572

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Concessions	361,444	376,500	377,300	377,500
From (to) FB	30,652	(41,879)	(42,679)	(42,928)
Total	392,096	334,621	334,621	334,572

Civic Center Arena and Concessions

Mission

To enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment by providing a downtown facility that hosts concerts, trade shows, sporting events, conventions, graduations and other special events.

Core Services

- 40,000 sq feet of exhibition space
- Provides a venue for basketball tournaments - high school games - NCAA Women's Elite Eight Championships
- Provides meeting rooms for receptions - parties - meetings - training seminars
- Concessions provided to event visitors and participating groups
- Family entertainment facility

Current Year Activity/Achievements

- Hosted the NCAA Division II Women's Elite Eight Basketball Championships, shown on ESPN2
- National Federation of Professional Bullriders Championships
- Various tradeshow which include dog show - antique show - farm show - home & garden - sport show
- UCP Chili Challenge
- Several youth wrestling tournaments including MOUSA Rookie State
- Annual Chamber of Commerce Banquet
- Concerts that featured Puddle of Mudd & Saliva - Jerrod Nieman - Trailor Choir - Lee Brice
- MO ANG Awards ceremony
- Moila Shrine Circus

• Performance Statistics:

- 8 trade shows
- 83 days booked for revenue generating events
- 22 days including set up/event days - provided to public and/or non-profit groups at a reduced or no-cost rate

Budget Challenges/Planned Initiatives

- Continue to add additional events to FY12 anticipating an uprise over our economic downturn.
- Working with promoter to bring new events and/or to revitalize previously produced events.
- Work with Convention & Visitors Bureau to market the Civic Arena.
- Compile a package deal to assist promoters, companies, etc. to bring their event to the Civic Arena in more favorable circumstances.
- Upgrade trade shows with the possibility of self promotion.
- Develop new events such as WWE Wrestling, State Dart Tournament, Dodge Ball league.

CIVIC ARENA

Program 5510

Program Description

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

Staffing Detail

Assit Dir Parks, Rec & CFAC
 CFAC Manager
 Arena Operations Coordinator
 Customer Services Rep
 Custodian

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Major Budgetary Changes & Program Highlights

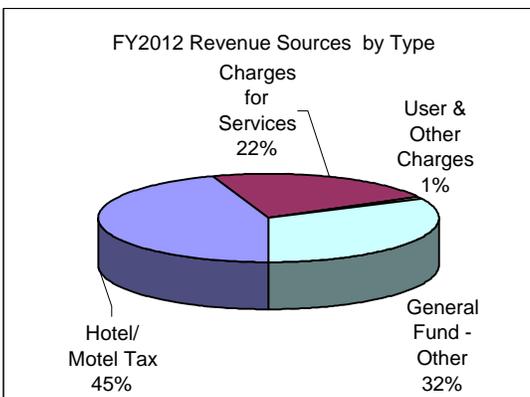
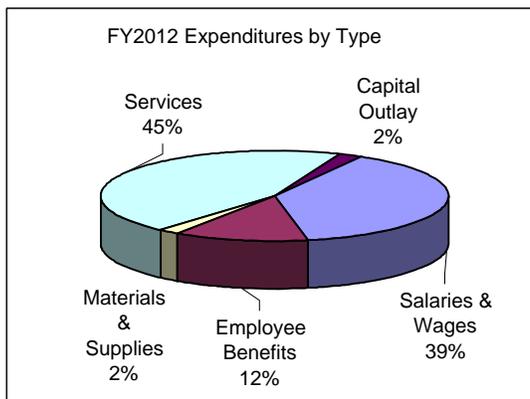
~The Department has taken steps to bring new and/or returning events to the Arena and projects increased revenues.

~Applications for subsidized events were reviewed. The following organizations' events approved for Arena use:

~FY12 has the final lease payment for the sweeper/scrubber

- Regional Career Fair (Employee Coalition)
- Women of Excellence (YWCA)
- High School Graduations (SJS District)
- High School Jamboree (SJS District)
- Science Fair (SJS District)
- Basketball Sectionals (Mo St HS Athletic Assoc)
- Healthy Summit (Heartland Foundation)
- Youth Summit/Recognition (SJ Youth Alliance)
- Children's Fair (St. Joseph Youth Alliance)
- ✓ The following City sponsored event receives subsidized use: Mayor's Thanksgiving Dinner

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	205,599	214,341	214,341	214,345
Employee Benefits	60,482	65,541	65,541	68,730
Materials & Supplies	12,756	11,650	9,150	11,650
Services	252,089	248,555	248,555	247,701
Capital Outlay	15,180	12,650	12,650	12,650
Total	546,106	552,737	550,237	555,076
Revenue Sources:				
Hotel/ Motel Tax	425,537	549,600	438,300	447,100
Charges for Services	176,513	219,400	162,869	223,300
User & Other Charges	18,373	6,800	10,959	9,000
General Fund - Other	351,220	326,537	376,409	322,776
Total	546,106	552,737	550,237	555,076

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

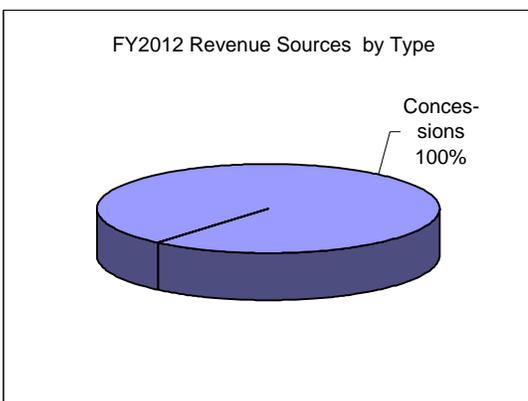
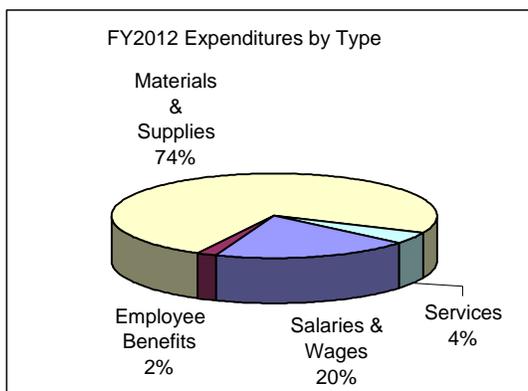
Part time concession staff only

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
N/A	N/A	N/A	N/A

Major Budgetary Changes & Program Highlights

- ~No major budget changes.
- ~Another Recreation program that pays for itself.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	17,734	20,000	14,000	20,000
Employee Benefits	1,957	2,130	1,747	2,130
Materials & Supplies	75,504	75,000	75,000	75,000
Services	3,740	4,500	4,500	4,500
Total	98,935	101,630	95,247	101,630
Revenue Sources:				
Concessions	100,830	125,000	75,095	125,000
From (to) FB	(1,895)	(23,370)	20,152	(23,370)
Total	98,935	101,630	95,247	101,630



Missouri Theater

Mission

To provide a home to many of the City's arts associations and to serve as a venue for a wide variety of cultural events.

Core Services

- The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph.
- Available for local theatrical productions, touring groups, concerts, group event rentals.
- Provide 10 sq feet of office space for local arts associations and other businesses
- Maintain the beauty and integrity of the historic building (National Registry of Historic Buildings)

Current Year Activity/Achievements

- Improvements
- Touring company featuring Ron White - Church Basement Ladies - Drum Line - Menopause the Musical
- Local company productions of The Sound of Music - Seven Brides for Seven Brothers - Hairspray
- Concerts by Larry Gatlin & the Gatlin Brothers

Budget Challenges/Planned Initiatives

- Recovery from the February 18, 2011 fire that caused extensive damage to the upper level art studio, A to Z FreshAir Fare and Espresso Shop and the other office complex spaces as well as smoke related damages to the Missouri Theater.
- Market the Missouri Theater for increased patronage and usage of facility through the Convention & Visitors Bureau, Allied Arts Council as well as the calendar of events, city website and various email blasts.

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

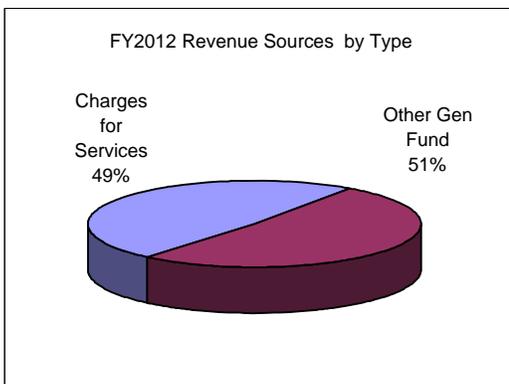
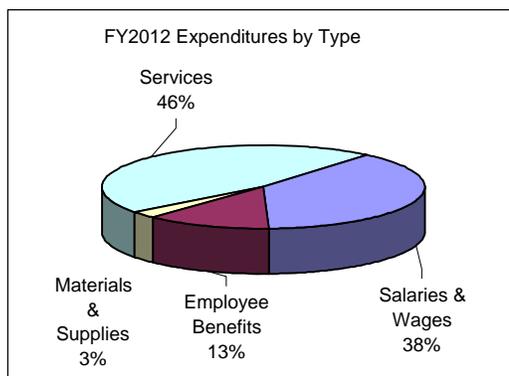
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~No major changes or issues
 ~Applications for subsidized events were reviewed and the following organization(s)' event was approved for Missouri Theater use:

- Teachers Opening Session - SJSD/Chamber

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	40,002	40,002	40,002	40,002
Employee Benefits	11,655	12,487	12,487	13,098
Materials & Supplies	3,254	3,000	3,000	3,000
Services	57,464	48,300	49,509	48,300
Total	112,375	103,789	104,998	104,400
Revenue Sources:				
Charges for Services	57,776	50,855	55,050	50,855
Other Gen Fund	54,599	52,934	49,948	53,545
Total	112,375	103,789	104,998	104,400

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

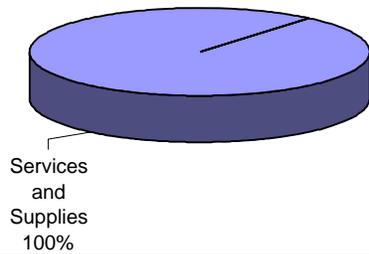
FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Major Budgetary Changes & Program Highlights

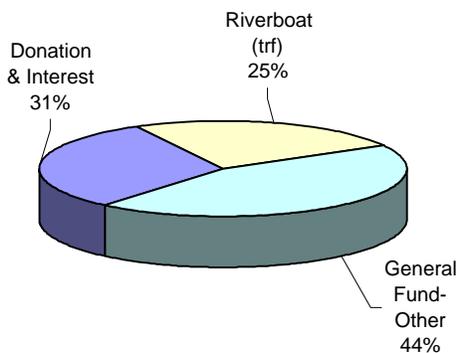
- ~ \$10,000 budgeted for a memorial garden at 22nd & Messanie (carried over from FY11)
- ~ Both the expenditures (\$2,750) and revenues (\$5,000) for the annual holiday ornament sale are budgeted.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10	FY11		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services and Supplies	29,600	40,475	26,340	40,475
Total	29,600	40,475	26,340	40,475
Revenue Sources:				
Donation & Interest	7,640	12,650	9,110	12,610
Grants	2,161	0	10,095	0
Riverboat (trf)	10,000	10,000	0	10,000
General Fund-Other	9,799	17,825	7,135	17,865
Total	29,600	40,475	26,340	40,475



Fairview Municipal Golf Course

Mission

To offer a competitive and enjoyable 18-hole golf environment and practice facility for St. Joseph citizens as well as visitors. To offer an attractive room rental option useable by the community for banquet or meeting needs.

Core Services

- The City's only public golf course
- Offers clubs and league play for men, women, junior, senior or corporate golfers.
- On-site golf pro and pro-shop with lessons and merchandise available
- Meeting room(s) and banquet space, and three outdoor patios available
- On-site concessions and catering services
- Properly manicured golf course made consistent by adhering to daily, weekly, and other scheduled routines.
- Maintain optimum turf performance through proper fertilization to greens, tees and fairways; control and prevention of disease; aeration and seeding practices
- Provide a clean and attractive clubhouse area with knowledgeable, courteous staff and concessions and catering for a full service experience.
- Provide quality food service with a clean and up-to-date facility and kitchen with properly trained staff

Current Year Activity/Achievements

- Renovation and expansion of the Golf Clubhouse completed.
- The City took over management of the golf course, cart rentals, driving range, banquet room/catering and concessions, which will allow us to make improvements to the course itself.
- Banquet/meeting room surpassed initial revenue estimates by over \$8,000.

Budget Challenges/Planned Initiatives

- Reevaluate banquet/meeting room costs in order to properly increase rates to cover cost of goods and service.
- Establish a bundle deal for a golf event to fully utilize the clubhouse and course to its fullest.
- Continue to host 40-50 corporate golf outings
- Increase rounds through recruiting new members and new events
- Finish renovations to the north parking lot for more usable space allowing the course to be utilized to capacity
- Look into establishing a cart path improvement program, reinvesting in equipment through lease options and used cart purchase program to eliminate costly rental fees for large tournaments
- Research possibility of obtaining permanent outdoor restroom facility in order to eliminate rental costs
- Possibly establishing a Zoysia grass nursery and warm season grass areas, both programs would lower costs of replacement of grass, weather conditions, vandalism and chemicals.

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

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

Staffing Detail

Golf Course Superintendent	1
Golf Course Coordinator	1
Maintenance Technician	1
Part-time	3.25

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1.75	1.75	2	3.25
4.75	4.75	5	6.25

Major Budgetary Changes & Program Highlights

~Increases the result of the Parks & Rec department taking over all of the day-to-day operations of the Golf Course except the Pro Shop. This resulted in a large increase in PT/Temp wages and benefits for office staff, concessions staff, grounds staff. No FT positions were added.

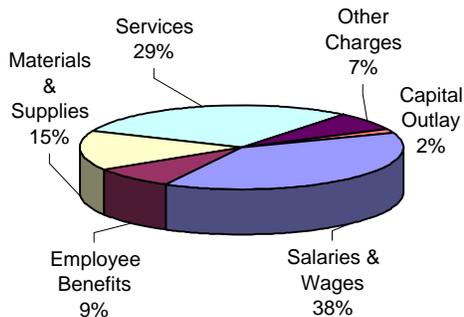
~With not quite a year of experience managing the course as yet, the department is still trying to get a feel for revenues & expenditures.

~Capital Outlay:

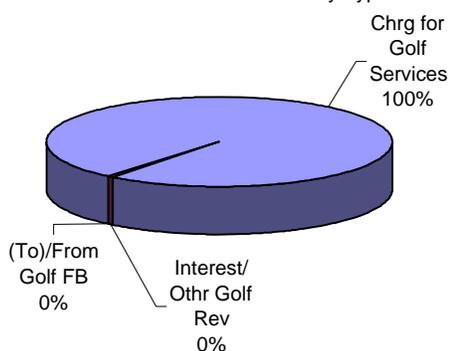
Mower, 5th year of a 5 year lease - \$32,120

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	191,901	226,801	223,721	255,011
Employee Benefits	42,725	51,407	51,782	56,689
Materials & Supplies	100,387	109,575	124,007	101,000
Services	116,184	180,805	206,105	196,500
Other Charges	25,344	34,121	30,283	46,519
Capital Outlay	11,160	11,160	11,160	11,160
Total	487,701	613,869	647,058	666,879
Revenue Sources:				
Chrg for Golf Services	503,485	607,100	591,650	664,800
Interest/ Othr Golf Rev	5,520	83,200	11,933	2,475
(To)/From Golf FB	(21,304)	(76,431)	43,475	(396)
Total	487,701	613,869	647,058	666,879

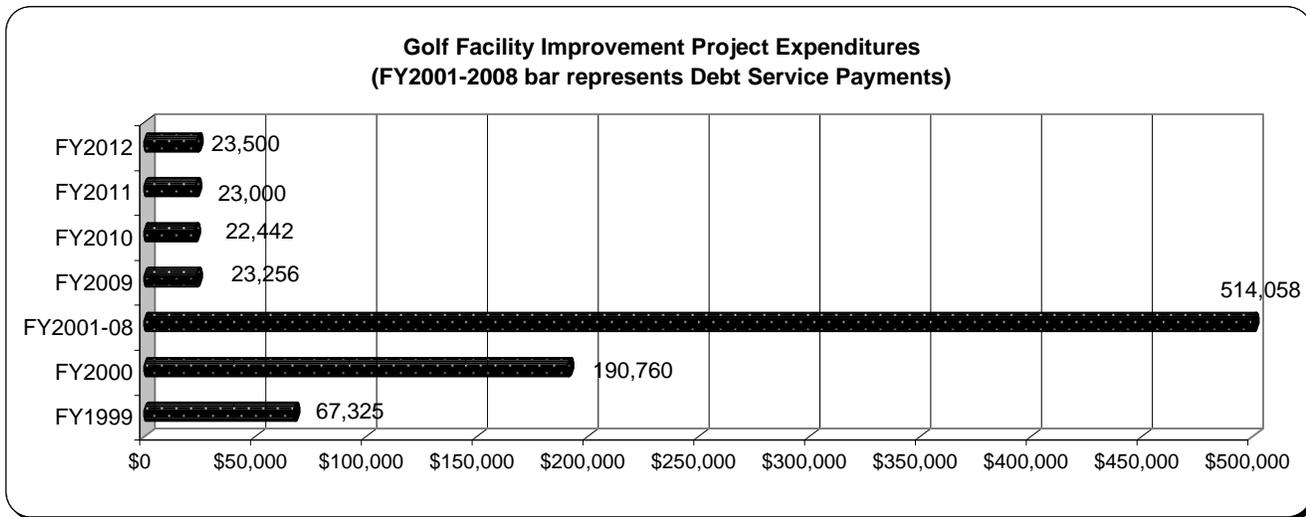
GOLF FACILITY IMPROVEMENTS

Program 1300

PROGRAM DESCRIPTION

The Municipal Golf Improvements Program was established to track, monitor, and facilitate capital expenditures funded by the voluntary \$1.00/round golf surcharge.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

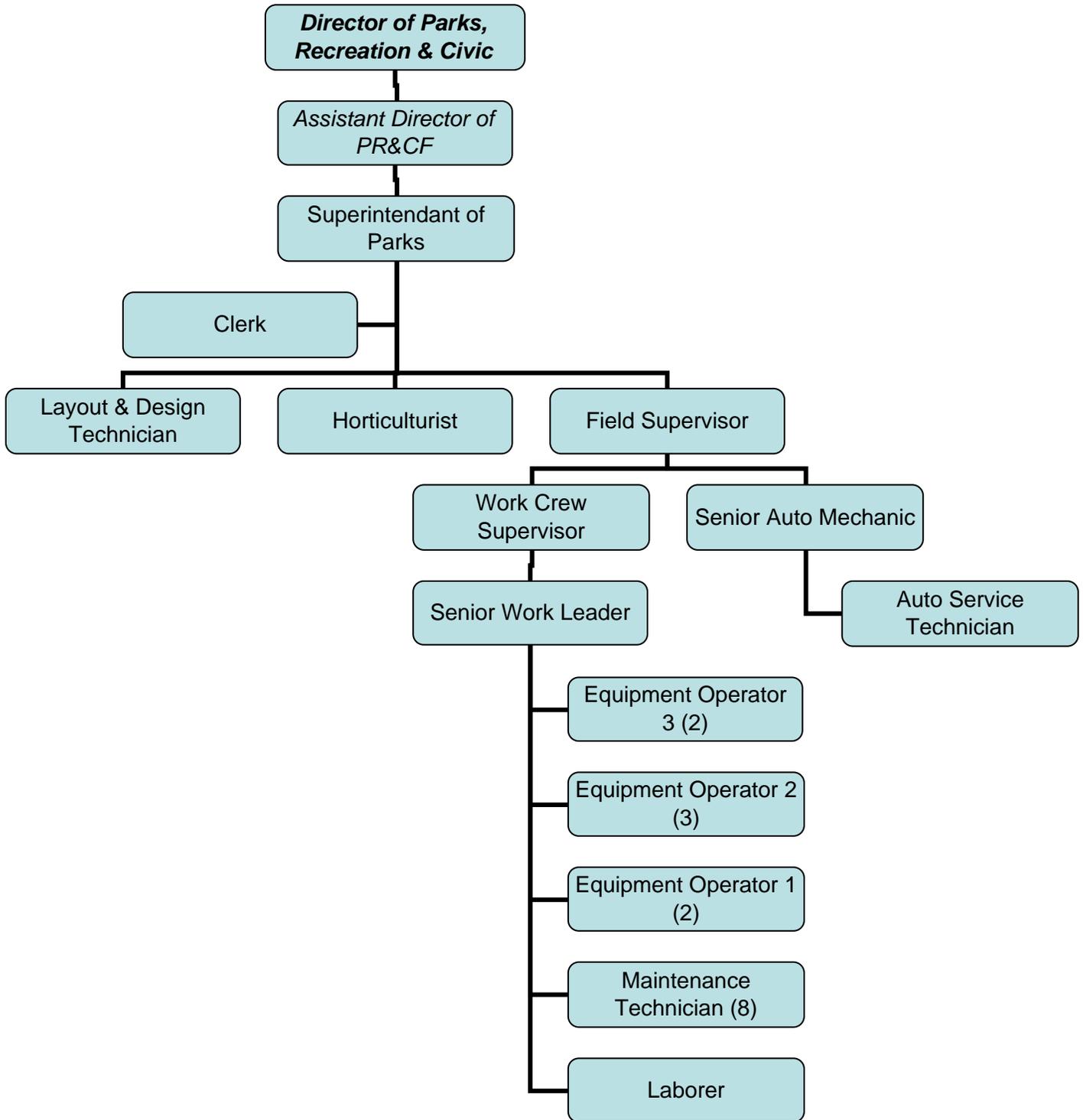
- ~Final debt service payment on the Golf Fund PBA bonds made in FY2008.
- ~ Beginning in FY2009 the golf surcharge revenue became free for replacement capital equipment and/or other capital improvements at the Course.
- ~Major Capital Outlay:
 - Used Tee's Mower \$10,000
 - Zoysia Sod Installation on Fairways \$13,000

Capital Budget Summary

	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Advertising	0	0	0	500
Capital Outlay	22,442	23,000	23,000	23,000
Total	22,442	23,000	23,000	23,500
Revenue Sources:				
Chrgs for Services	22,442	22,500	22,500	23,000
Interest	0	500	500	500
Total	22,442	23,000	23,000	23,500



PARKS MAINTENANCE





Parks Maintenance

Mission

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

Core Services

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

Current Year Activity/Achievements

- Flood and windstorm damage cleanup efforts.
- New playground equipment at Hyde and Hochman Parks.
- Replacement of 4 picnic shelters at Hyde Park as well as the installation of accessible concrete ramps connecting each new shelter to the Hike-n-Bike trail system.
- Completion of Phase I of the Walkway Lighting throughout Krug Park.
- Maintained 8 day mowing cycle of Boulevard system and parks.
- Installation of new 1" water services to the picnic area of Krug Park and the Little League baseball field at Bartlett Park.
- Grubbing, tree and debris removal. And site preparation for the Ft. Smith area.
- Seasonal removal and replacement of the French Bottoms floating boat dock.
- Addition of 1.5 miles of new Hike-n-Bike trail along Northeast Parkway.
- 30th year of Holiday lighting. Welcoming and estimated 85,000 visitors.
- Provided support to 50+ festivals, walks, runs and special events requiring an estimated 1250 man hours.
- Addition of a 6,000 sq. ft. storage facility at the Park Maintenance facility

Budget Challenges/Planned Initiatives

- Purchase and installation of new playground equipment and safety surfacing at Krug Park. Repairs to the safety surfacing at Heritage Softball Complex and the Lucas Center Complex playgrounds.
- Replace the roof on the Noyes Tennis Center building. Repair roofs on the Park Maintenance Garage, Carpenter Shop and The Bartlett Center Gymnasium.
- Complete Phases II and III of the walkway lighting throughout Krug Park.
- Make needed repairs to the roof of the Castle.
- Maintain 8 day mowing cycle of the boulevard and park system.
- Maintain 89 pieces of rolling stock with the average age of 15 years. 20 of which are more than 20 years old. 8 pieces – 30 years or older. 3 pieces of equipment over 50 years old.
- Addition of a 1 mile stretch of the Hike-n-Bike trail along the river completing the connection the Heritage Softball Complex to the Downtown Riverfront Park.
- Repair 100 year old fountain at Civic Center Park.

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
 Laborer
 Clerk

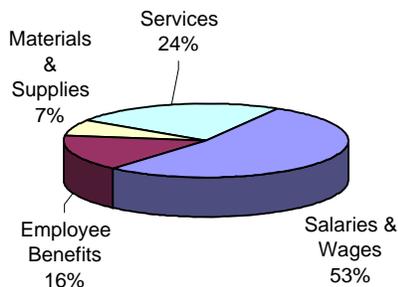
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	1	1	1
2	2	2	2
3	3	3	3
2	2	2	2
8	8	8	8
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
26	25	25	25

Major Budgetary Changes & Program Highlights

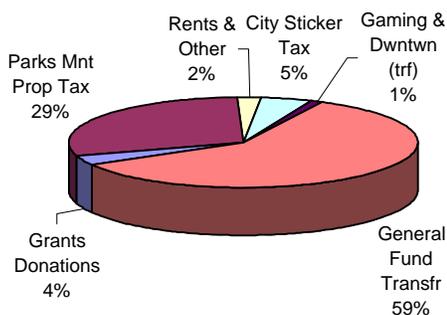
- ~Budget for wages does NOT reflect anticipated salary savings as they did in FY11.
- ~Line item budget reflects a transfer from General Fund of \$1.052 million, anticipating overall savings at year end. The amount shown in the chart below reflects the level of support from the General Fund if there are no savings.
- ~Gaming Fund trf matches the DBD's contract for clean-up activities (\$9,700 each).

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



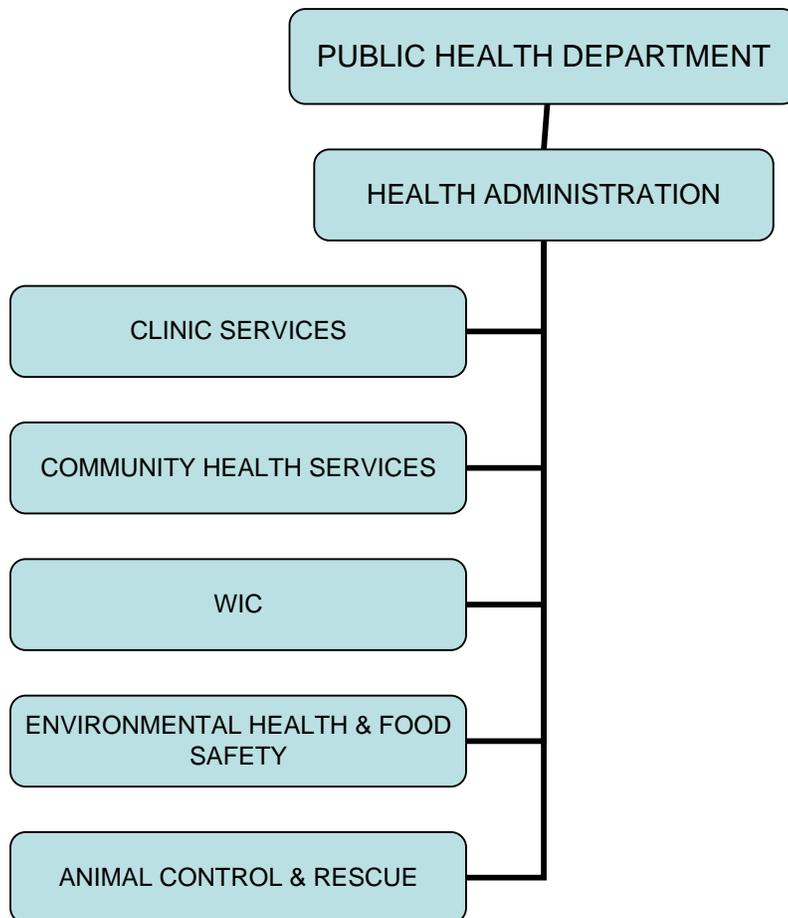
Expenditures:	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	1,050,757	1,029,121	1,027,090	1,053,148
Employee Benefits	310,238	307,217	223,968	316,417
Materials & Supplies	128,474	136,150	133,650	136,150
Services	418,873	373,925	406,920	477,510
Insurance & Other	6,693	2,000	18,800	2,000
Capital Outlay	184,507	109,000	126,048	0
Total	2,099,542	1,957,413	1,936,476	1,985,225
Revenue Sources:	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Parks Mnt Prop Tax	580,728	582,410	581,500	581,900
City Sticker Tax	95,802	94,000	94,000	94,000
Rents & Other	77,466	43,787	52,575	43,787
Grants Donations	71,454	70,000	139,024	70,000
Gaming & Dwntwn (trf)	95,000	19,400	19,400	19,400
General Fund Transfr	1,179,092	1,147,816	1,049,977	1,176,138
Total	2,099,542	1,957,413	1,936,476	1,985,225

PUBLIC HEALTH DEPARTMENT

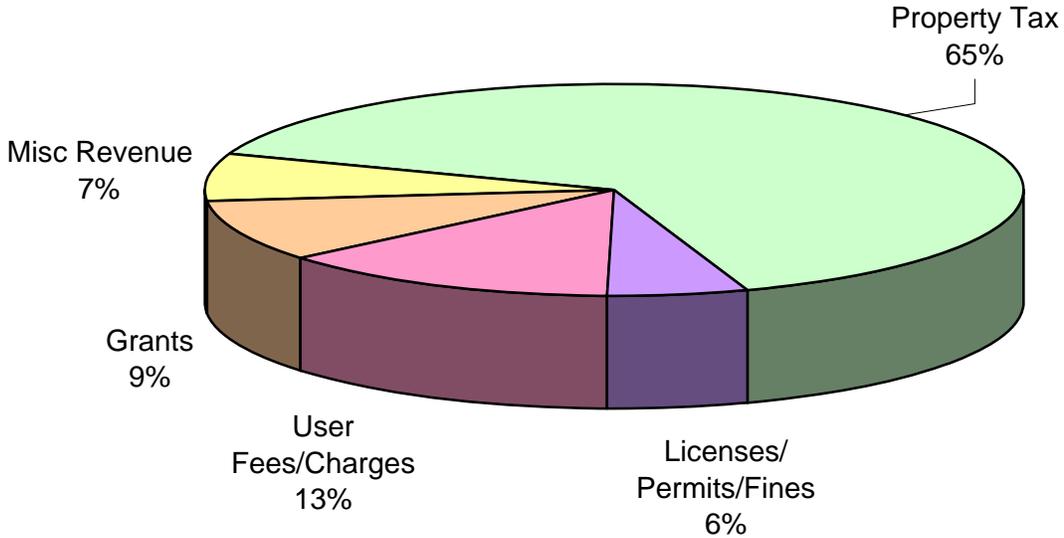
The City of St. Joseph's Public Health Department is the major public health provider for the entire City and County. The Health Clinic and WIC are programs which target the health and welfare of children and pregnant women. Community Health Services provides education and outreach to individuals with sexually transmitted diseases or who are in risk categories for contracting the diseases. The department ensures the appropriate services and establishments meet environmental and food safety codes, laws, and regulations. It also oversees the Animal Control and Rescue program. Vital records, issuing certified copies of birth and death certificates and filing death records are active parts of public health.

These operations are funded through property taxes, health fees and charges for services, contracts through various State departments who deal with health issues, licenses, permits, inspection fees, and other general revenue sources.

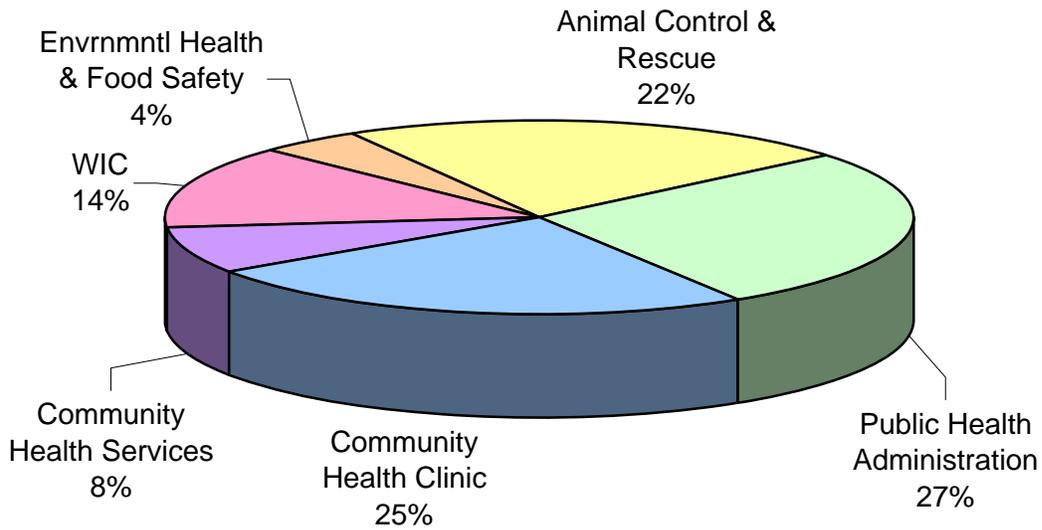
TOTAL BUDGETED RESOURCES: \$ 3,264,000



PUBLIC HEALTH DEPARTMENT SOURCES & USES



FUNDING SOURCES

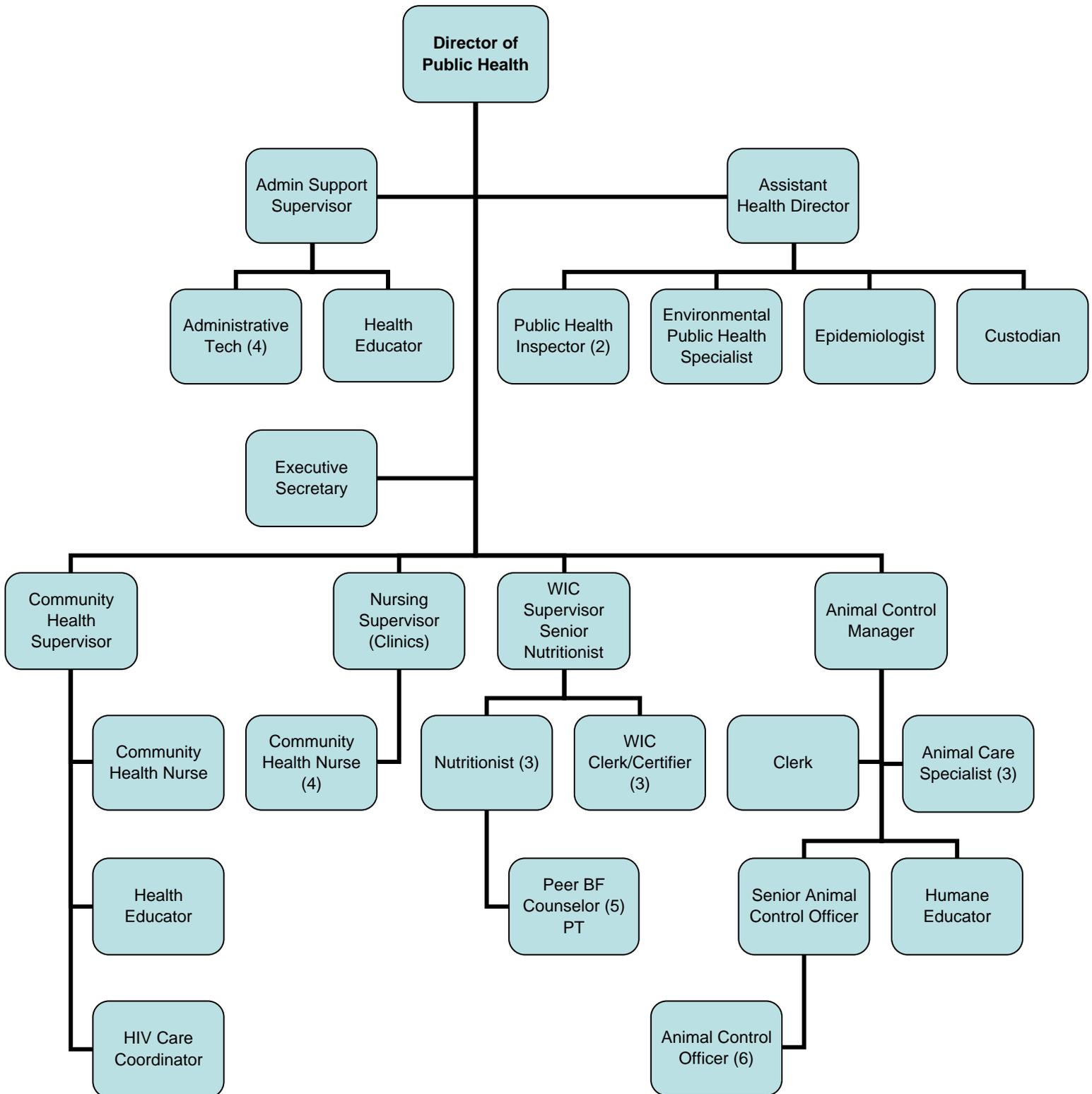


PROGRAM USES

PUBLIC HEALTH DEPARTMENT SUMMARY

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	1,652,549	1,635,037	1,622,587	1,666,357
Payroll Expenses & Benefits	497,685	531,044	551,066	570,036
Materials & Supplies	146,175	143,733	203,519	129,743
Utilities & Other Contracted Services	784,634	762,724	914,836	833,881
Debt Service/Claims/Insurance	793,192	85,901	91,194	63,566
	<u>3,874,235</u>	<u>3,158,439</u>	<u>3,383,202</u>	<u>3,263,583</u>
USES BY PROGRAM				
Clinic Services	759,085	764,095	764,245	800,438
Community Health Services	290,344	307,682	298,382	248,231
WIC Services	394,550	409,374	418,019	456,776
Health/Food Safety	133,182	143,660	130,060	144,195
Animal Control/Rescue	679,038	718,624	709,497	725,959
Health Administration	1,618,036	815,004	1,062,999	887,984
	<u>3,874,235</u>	<u>3,158,439</u>	<u>3,383,202</u>	<u>3,263,583</u>
FUNDING SOURCE				
General Fund	3,874,235	3,158,439	3,383,202	3,263,583
	<u>3,874,235</u>	<u>3,158,439</u>	<u>3,383,202</u>	<u>3,263,583</u>
STAFFING SUMMARY				
Public Health Administration	9.72	9.15	9.15	11
Community Health Clinic	5	4	4	5
Community Health Services	4	5	5	4
WIC	7.6	7.6	7.6	8.07
Envrnmntl Health & Food Safety	3	3	3	3
Animal Control & Rescue	13	13	13	13
	<u>42.32</u>	<u>41.75</u>	<u>41.75</u>	<u>44.07</u>

HEALTH DEPARTMENT



Health Administration

Mission

To provide administrative services and management support to all health programs and to ensure the enforcement of State and City laws relating to public health and sanitation for the welfare of the citizens of the City and County. Ensure public health and safety during times of local, state or national crises.

Core Services

- Provide planning, evaluation, budgeting, coordination, and oversight for all divisions within the department.
- Monitor compliance with State grants and contracts to ensure all contract requirements and deliverables are met.
- Secure revenue from various resources such as contracts and grants, Medicaid & Medicare through monthly billing.
- Collaborate and partner with various organizations within St. Joseph, such as Heartland, Youth Alliance, YMCA, and the St. Joseph School district to address priority health issues in the community through the implementation of programs to improve the quality of life for community residents.
- Identify gaps in public health service and create needed programs. Identify existing and new funding opportunities to implement new programs, and identify opportunities for strengthening existing services.
- Coordinate Health Promotion activities for the department, including addressing priority health needs of tobacco use, nutrition, and physical activity to reduce obesity. Develop social media campaigns, participate in community outreach events and other opportunities to promote public health and to educate citizens.
- Provide public information to the media, responding to media requests for interviews and referring media to appropriate local resources for information.
- Serve as a referral center for citizens needing to be connected to local resources/agencies for assistance.
- Serve as Vital Statistics Registrar for Buchanan County, which entails filing Buchanan county death certificates with the State, and issuing Missouri birth and death certificates to the public.
- Undertake facilities maintenance for Patee Hall, a 100 year old building which houses three agencies with ever growing and changing needs.
- Provide Public Health Emergency Response and Planning to Buchanan County, and Regional Epidemiology services to Buchanan and surrounding counties.

Current Year Activities/Achievements

- Received an extension of the Public Health Emergency Response (PHER) funding from the Missouri Department of Health and Senior Services (DHSS) to contract with a regional planner to update our Emergency Response Plan, develop plans and MOU's to set up open and closed POD's to be utilized during public health emergency events, and to forage and strengthen community relationships and efforts in emergency response. This funding also is providing for a Medical Reserve Corp to be established to serve Northwest Missouri.
- The Health Department was awarded a contract with DHSS to implement a Comprehensive Tobacco Control Program for St. Joseph. The contract is \$50,000 per year for 3 years (total of \$150,000).
- Participated as a collaborative partner in the submission of a grant proposal to the Missouri Foundation for Health, which resulted in the funding of a health improvement project in St. Joseph addressing 4 key areas: School-based nutrition/physical activity (community gardens, nutrition classes, Project Fit, etc.), improvements to the built environment (improve trails, access to other amenities for physical activity, tobacco prevention and cessation, and addressing food deserts (improving healthy food access in urban areas).
- The collaborative partnership includes Pioneering Health Communities through the YMCA; Success by 6 Initiative through United Way, Northwest Missouri Tobacco Use Prevention Coalition and Clean Air St. Joe, Youth Alliance, Heartland Foundation, NHTSA (National Highway Traffic Safety Administration).
- Applied for and received funding to implement a Breastfeeding Community Partnership grant, which will provide for the creation of a breastfeeding coalition/task-force of healthcare providers and community breastfeeding resources. Funding will also provide for training of healthcare personnel to help improve breastfeeding rates in the community.

Performance Statistics

- Charges for copies of birth & death certificates generate 40% of the revenues needed to fund the division.
- Death Certificates Filed - 1,042
- Certified Copies of Death Certificates Issued - 6,081
- Certified Copies of Birth Certificates Issued - 6,556
- Community Outreach Events/Health Fairs Participated in - 14
- Amount of DHSS grant funding (state and federal pass through): \$1,004,617
- Amount of new/future project funding generated in the past fiscal year - \$316,780.00

Budget Challenges/Planned Initiatives

- As the federal and state governments continue to focus on chronic disease prevention through reducing obesity rates and tobacco use and exposure, the Health Department will evaluate its current programs to be consistent with the funding sources.
- The grant for emergency planning and preparedness has evolved to be an all hazards plan. The health department needs to find ways to keep the plan applicable.
- The Medical Reserve Corp, which is in its infancy, will be fully developed during this next fiscal year.

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 Support Supervisor
 Health Educator
 Administrative Technician
 Custodian
 Administrative Aide (2 - PT)

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	0	0	1
0	0	0	1
5	4	4	4
1	1	1	1
1.15	1.15	1.15	0
11.15	10.15	10.15	11

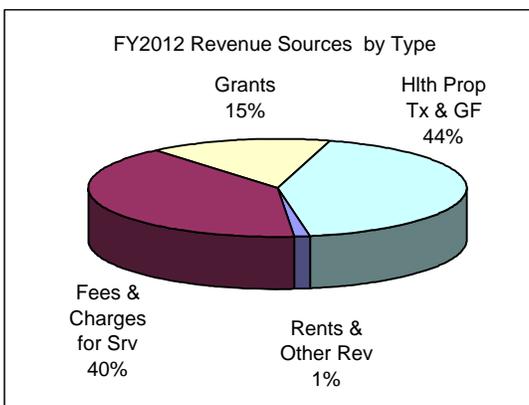
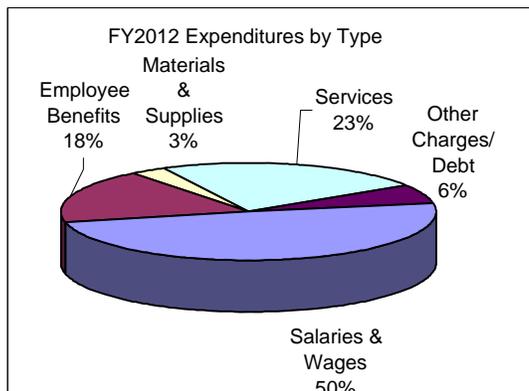
Major Budgetary Changes & Program Highlights

~The Department is requesting the two part time Administrative Aide positions be eliminated and two full time positions created instead. The titles reflect what the positions are actually doing. The Health Educator position is largely supported by grants.

~Fluctuations in the Services category is tied to grant activity.

~The drop in the "Other Charges" category is the result of the cost of property/liability insurance moving to the Non-Departmental program. This was part of a consolidation of insurance costs for all the, now, General Fund departments.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	430,286	394,290	415,090	436,074
Employee Benefits	134,521	137,309	161,419	160,686
Materials & Supplies	37,010	26,780	94,119	26,250
Services	223,984	176,686	302,262	207,656
Other Charges/ Debt	792,235	79,939	90,109	57,318
Capital Outlay	0	0	0	0
Total	1,618,036	815,004	1,062,999	887,984
Revenue Sources:				
Rents & Other Rev	26,191	12,096	15,746	13,318
Fees & Charges for S	364,679	327,243	406,023	357,163
Grants	192,552	87,361	241,296	137,361
Hlth Prop Tx & GF	1,034,614	388,304	399,934	380,142
Total	1,618,036	815,004	1,062,999	887,984



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

Provide access to health care to low income individuals and families through:

- Community-wide immunizations for infants, children and adults through outreach clinics in the public, private, and parochial schools.
- 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, 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 for the children and care-givers that is interactive and entertaining.
- Lead screenings are done free by request for children up to 6 years of age as well as home environmental assessments. Provide the community education about lead dangers and teach prevention activities to reduce the risk of elevated blood lead levels.
- Collaboration with other agencies to establish a local area health care network for various service areas.
- Encourage the community to live healthy lifestyles by focusing on behavior related health habits.
- Blood pressure monitoring is provided on a walk-in basis with results reported to respective physicians as requested or required.
- Free head lice checks performed on a walk-in basis for children and adults with education consultation provided.
- Communicable disease follow-up on all communicable and contagious diseases that are reportable in the state of Missouri. Prevention activities promoted through individual and community education programs. Health department staff serve as resource and referral sources for the prevention, containment and control of communicable diseases for health care professionals and the community at large. Active and passive surveillance is conducted at designated sites.
- Participation in health fairs and other outreach activities that are scheduled to provide health and safety promotional activities throughout the year at various locations by health department staff.

Current Year Activities/Achievements

- The health department supplied the Social Welfare Board with \$432,778.00 along with space, utilities, flu vaccine and limited supplies.

Performance Statistics

- Immunization Attendance: 2,313
- Immunizations Given: 4,794
- Tuberculin Skin Test Screenings: 897
- Individual Contacts for Medication Dispensing from TB Clinic: 94
- Pregnancy Tests: 1,415
- Prenatal Case Management Contacts: 7,044
- Temporary Medicaid Assistance Forms Issued: 1,224
- Childhood Lead Screenings: 30
- Head Lice Checks and Consultation: 18
- Blood Pressure Monitoring: 10
- Communicable Disease Investigation and Follow-up: 362
- Communicable Disease Aggregate Entry and Reporting: 61

Budget Challenges/Planned Initiatives

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

Solution: Expansion of venues to administer influenza vaccine clinics, such as school clinics, mall, events.
Charge small fee for vaccine and administration costs.

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

Solution: Explore ways to expand coverage to increase immunization rates while keeping costs down. Consider purchasing vaccine to provide to those children and adults that have barriers to vaccine coverage and charge a small fee that is not cost prohibitive.

Challenge: Increased number of clients requesting prenatal services and pregnancy testing which increases wait time.

Solution: Reconfigure pregnancy testing and prenatal services to increase efficiency with consultation and referrals for the women and decrease wait times.

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

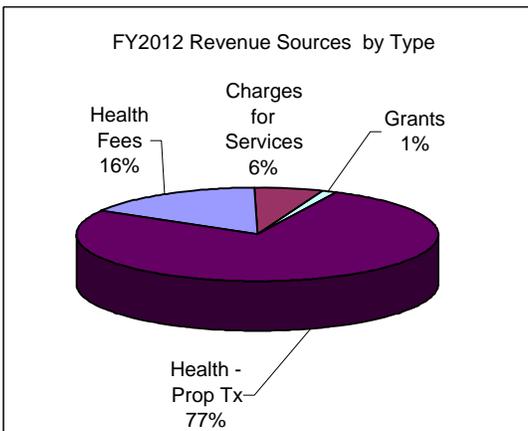
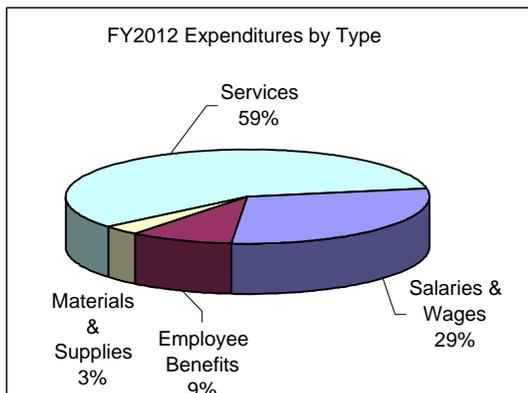
Clinic Supervisor
Community Health Nurse

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
4	3	3	4
5	4	4	5

Major Budgetary Changes & Program Highlights

- The Services category includes the \$432,776 contribution to the Social Welfare Department. The contribution has not been increased.
- Salary and benefit increases mostly due to the transfer of a Health Nurse from the Community Health division to the Clinics.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	222,810	215,180	198,180	233,996
Employee Benefits	57,752	59,267	57,417	72,457
Materials & Supplies	24,642	31,800	31,800	27,900
Services	453,881	457,848	476,848	466,085
Total	759,085	764,095	764,245	800,438
Revenue Sources:				
Health Fees	100,490	132,000	133,800	131,700
Charges for Services	40,688	43,153	46,316	48,555
Interest	401	1,000	150	200
Grants	5,168	11,000	11,000	11,000
Health - Prop Tx	612,338	576,942	572,979	608,983
Total	759,085	764,095	764,245	800,438



Community Health Services

Mission

Community Health Services strives to educate, identify, care, and prevent the spread of HIV, STD's, and Hepatitis C in NW Missouri promoting optimal wellness for our citizens.

Core Services

Provide access to HIV, STD, and Hepatitis C prevention and care to person in NW Missouri:

- HIV Care Services
 - HIV testing
 - HIV risk/harm reduction.
 - HIV education
 - HIV case management & linkage to care
- STD Services
 - Gonorrhea, Chlamydia, and Syphilis Test
 - STD risk/harm reduction
 - STD education
 - STD Treatment
- Hepatitis C
 - High risk vaccination
 - Hepatitis C education
 - Hepatitis C Reporting

Current Year Activities/Achievements

Performance Statistics

- HIV positive persons served by case management - 79
- HIV positive persons enrolled in case management - 72
- HIV positive persons in case management who are engaged in care - 76
- Number of individuals who engaged in HIV/STD education 3175.
- Number of Groups who engaged in HIV/STD education 67.
- Number of HIV/STD clinic visits- 1304

Budget Challenges/Planned Initiatives

To monitor federal and state budget for potential cuts and possible zero funding to family planning clinics. Certain cuts would force other community resources to limit or eliminate services which could add demand to the health department. At this time HIV/STD counseling, testing and referral is done by 1 FTE staff, added demand could pose a real challenge to services.

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

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

Staffing Detail

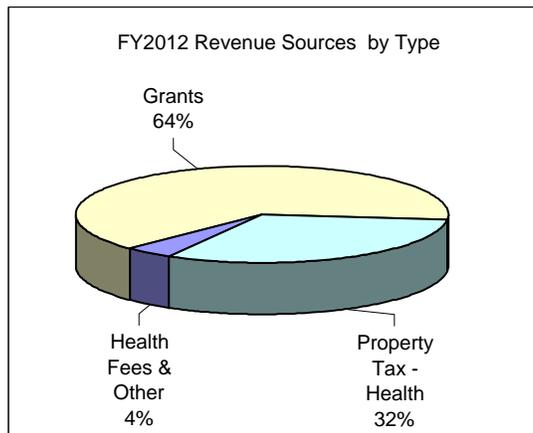
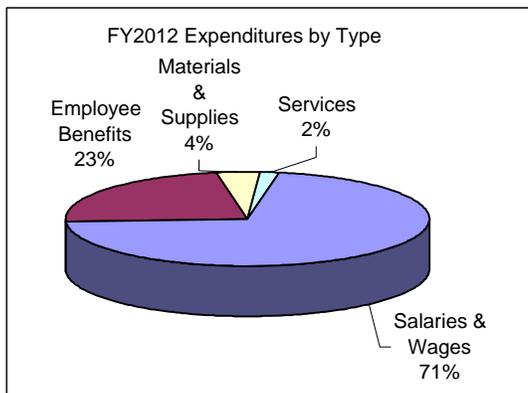
HIV Care Coordinator
 Health Educator
 Community Health Nurse
 Community Hlth Srvc Supervisor

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	1
1	1	1	1
5	5	5	4

Major Budgetary Changes & Program Highlights

- Salary and benefit reductions the result of the transfer of a Health Nurse to Clinics.
- The changes in supplies and services are tied to the level of grant funding.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	214,710	216,808	216,808	176,971
Employee Benefits	63,319	67,394	67,394	57,545
Materials & Supplies	8,665	18,500	9,500	9,400
Services	3,650	4,980	4,680	4,315
Total	290,344	307,682	298,382	248,231
Revenue Sources:				
Health Fees & Other	1,388	11,100	11,100	10,600
Charges for Services	6,138	7,900	7,900	0
Grants	158,463	155,762	155,762	159,109
Property Tax - Health	124,355	132,920	123,620	78,522
Total	290,344	307,682	298,382	248,231

WIC

Mission

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

Core Services

- Provide a link to WIC Services as one of the 118 providers in the state.
- Provide evaluation tools to identify the nutritional risk and income eligibility of participants.
- Provides an avenue to improve the health of the community, by educating families about good health practices and providing nutritious foods for pregnant, breastfeeding, non-breastfeeding women and to infants up to six (6) months of age and children up to their fifth birthday.
- Provide Anthropometric measurements, Hematological Data and Specific Dental Criteria for the WIC participant to help improve their quality of life.
- Provide Dietary Assessment, Nutrition and Breastfeeding Education and goal setting. In setting the goal, the SMART program is used: S=Specific, M=Measureable, A=Attainable/Achievable, R=Realistic, T=Time Bound.
- Provides a link to community referrals.
- Provides a policy for the WIC program to appropriately respond to community emergencies.

Current Year Activities/Achievements

- Expanded the breastfeeding peer counseling staff so services would be available daily.
- Expanding the nutrition education by partnering with MU Extension to provide cooking classes.
- Expanding nutrition education through use of the State WIC Website.
- Strengthening Northwest WIC agency relationships by teleconferencing each quarter.
- Community Outreach Grant works to develop a breastfeeding friendly community.
- Strengthening the duration a participant breastfeeds through monthly support groups.
- Attending staff training for future use of the EBT Card System.
- Strengthening Health Department staff knowledge of good nutrition by having a Nutritious Foods Cooking Contest in March which is the National Nutrition Month.

Performance Statistics

- Total dollar amount issued in checks = \$2,342,427.38
- Total amount of above redeemed = \$1,464,038.90
- Total still outstanding = \$322,771.65
- Total number of checks issued: 110,826
- Total number of checks redeemed: 88,565

Budget Challenges/Planned Initiatives

- Hire a nutritionist.
- Increase the caseload from 2251 to 3,000 per month.
- Increasing the number of breastfeeding women on the program and their breastfeeding duration.
- Decreasing the trend of overweight children on our program, by decreasing the number that qualify for Risk Factor 114, (at risk for becoming overweight).
- Attend at least 1-2 nutrition conferences required yearly by WIC policy.

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

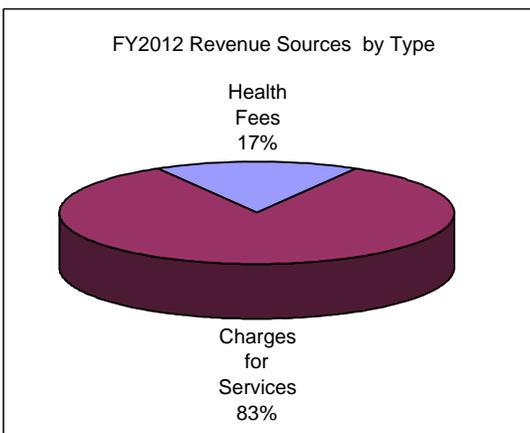
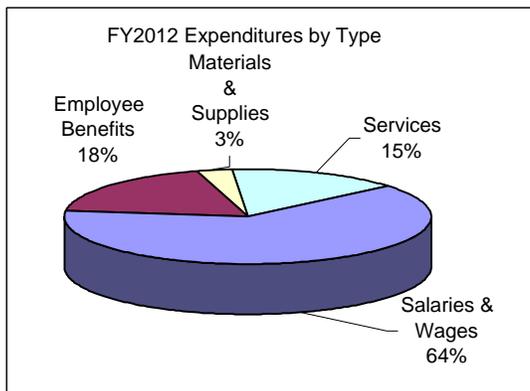
Senior Nutritionist
Nutritionist
WIC Clerk
BFPC Funded Temps

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
3	3	3	3
0.6	0.6	0.6	1.07
7.6	7.6	7.6	8.07

Major Budgetary Changes & Program Highlights

~The changes in expenditures are tied to the level of grant funding. This program has moved to the level of more than paying for itself.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	268,592	278,105	275,855	288,337
Employee Benefits	72,693	82,441	84,053	84,171
Materials & Supplies	31,779	11,753	13,200	14,293
Services	21,486	37,075	44,911	69,975
Capital Outlay	0	0	0	0
Total	394,550	409,374	418,019	456,776
Revenue Sources:				
Health Fees	66,713	78,000	78,000	78,000
Charges for Services	340,807	324,108	378,042	387,578
Health Tax	(12,970)	7,266	(38,023)	(8,802)
Total	394,550	409,374	418,019	456,776

Environmental Health & Food Safety

Mission

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

Core Services

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

Current Year Activities/Achievements

- Eating establishments incurring violations resulting in a temporary shut-down are posted on the City's web site.
- 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 of these standards.

Performance Statistics

- Number of food / drink establishments inspected annually
 - 1,453 routine inspections, 408 follow-up inspections
 - 92 complaint inspections
 - 507 other inspections and contacts (pre-opening walk-thru's, plan reviews, final inspections, educational visits, and trainings conducted by HD staff)
- The health department employ's two full time public health inspector's dedicated solely to food safety. Given that fact, monthly averages for each inspector are as follows: 61 routine inspections, 17 follow-up inspections, 4 complaint investigation inspections, and 21.5 other inspections and contacts, or 103 total in-person contacts per month averaging 4.8 establishment visits per working day, not accounting for holidays, vacation/medical/comp time leave, time away for training, or other duties as assigned.
- Public Health Inspectors responded to 2 after hours truck wrecks involving food products, and 2 after hours structure fires involving food establishments.
- Number/percent of public and semi-private swimming pools & spas inspected annually -44 routine inspections, 14 follow-ups, 10 complaint investigation inspections.
- Number/percent of lodging facilities inspected annually
 - 11 routine inspections
 - 8 follow-up inspections
 - 1 2nd-follow-up
 - 10 complaint investigation inspections.
- Number of childhood lead poisoning cases investigated
 - 8 risk assessments were completed, samples collected, processed, data analyzed, and reports written and provided to parents of children with elevated blood lead levels.

- Follow-up lead prevention reporting was also completed, with abatement activities being supervised by the risk assessor.
- Number of OWTS (septic systems) permitted
 - 20 within the City limits of St. Joseph
 - 2 in the Village of Agency which contracts with the City to provide OWTS inspection services.
 - 12 complaint investigation were completed concerning surfacing sewage or illegal onsite system installation.
- West Nile virus surveillance via mosquito trapping was conducted three nights weekly for 4 consecutive summer months.
- Radon, mold, or other environmental factors were addressed as phone calls or e-mails were received.
- 10 Air quality and/or odor complaints were investigated.
- Holt County Environmental Services through a Memorandum of Agreement with the City of St. Joseph Health Department incorporates
 - 42 food establishments
 - 5 lodging establishments
 - 5 childcare establishments
 - OWTS inspections

To minimally complete these services, 71 routine inspections are necessary, excluding OWTS inspections.

Budget Challenges/Planned Initiatives

- Future purchase and implementation of electronic inspection software and hardware to cut out form and file retention space requirements, improve record keeping and tracking activities, ensure clear and concise information is communicated in written form to the public, greatly reduce time required for conducting inspections, database maintenance, and turnaround on information requests. This equipment would also allow the City to post the current establishment inspections from all programs including food safety on it's website for public viewing.
- Environmental Health & Food Safety would like to implement a policy requiring all food establishments to maintain that at least 25% of their staff attend training offered by HD staff and pass a written comprehensive test to receive a Food Handlers Permit which is common in many other health department jurisdictions across the state. This permit would help to educate the food establishment workforce of standard health and safety practices while encouraging training and accountability.
- Funding for equipment and supplies, and to competitively compensate our staff, while maintaining exceptionally high service standards for the public is a continual challenge. Our staff works diligently day after day to provide the highest quality possible Environmental Health & Food Safety services to the citizens of St. Joseph without high compensation and benefit expectations.

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

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

Staffing Detail

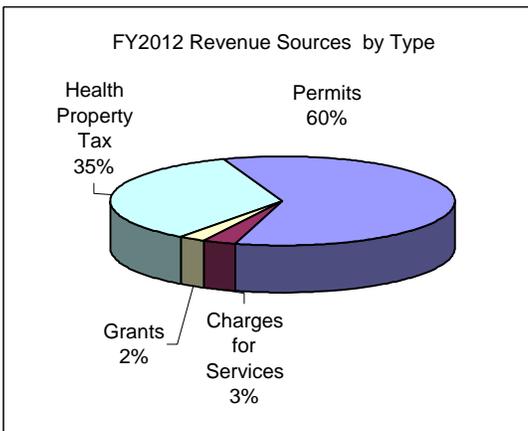
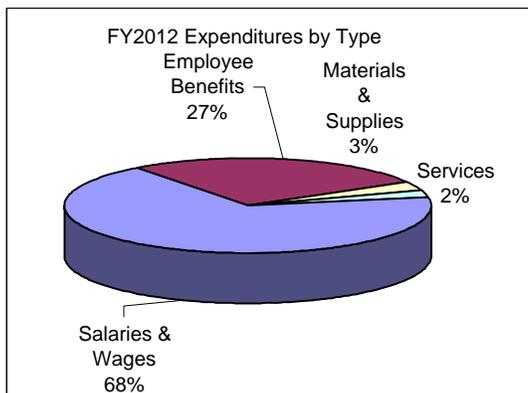
Public Health Inspector
Environmental Public Hlth Specialis

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
2	2	2	2
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

-No major budget changes.

Operating Budget Summary



Expenditures:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Salaries & Wages	94,981	97,185	87,185	97,186
Employee Benefits	31,267	35,320	31,720	38,924
Materials & Supplies	3,204	7,500	7,500	4,500
Services	3,730	3,655	3,655	3,585
Capital Outlay	0	0	0	0
Total	133,182	143,660	130,060	144,195

Revenue Sources:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Permits	90,213	86,950	86,950	86,450
Charges for Services	11,060	14,577	14,877	4,500
Grants	3,450	3,460	3,460	3,460
Health Property Tax	28,459	38,673	24,773	49,785
Total	133,182	143,660	130,060	144,195



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

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

Current Year Activities/Achievements

- Animal Control Officers work 24 hours a day, 7 days a week in order to ensure public safety and a quick response to dire situations.
- Volunteers from the Friends of the Shelter conduct Saturday previews once a month to promote shelter animals.
- Animal Control and Rescue is open various hours throughout the week including one late evening and on Saturday to accommodate the public and to increase adoptions.
- Animal Control and Rescue works with various groups to offer financial assistance for low-cost spay/neuter services to pet owners.
- Held five (5) city-wide rabies vaccination and pet registration clinics.
- Responded to and investigated citizen complaints concerning stray animals, nuisance animals, and other animal related issues.
- Established a partnership with the Missouri Department of Corrections for select inmates to provide training and social skills to impounded animals to increase their opportunity for adoption.
- Established a Good Citizen Canine Program.
- Conducted IMPACT Program for repeat offenders.

Performance Statistics

- **Total number of dogs available for adoption/redemption: 1,319**
- **Percentage of available dogs adopted/redeemed: 93%**
- **Total number of cats available for adoption/redemption: 532**
- **Percentage of available cats adopted/redeemed: 51%**
- **Number of complaints investigated: 9,365**
- Number of rabies clinics participants: 987
- Number of animal licenses sold: 7,200, including 1,500 micro-chips
- Number of rabies specimens submitted to the laboratory: 110
- Number of rabies cases confirmed: 2 (both in wild animals)
- Number of wildlife impounded: 1,124
- Number of stray dogs and cats impounded: 3,686 (2,097 and 1,589 respectively)
- Number of unwanted dogs and cats relinquished to the Shelter: 1,594 (877 and 717 respectively)
- Number of citations issued: 2,333
- Number of public education programs provided: 129
- Number of hours volunteers contributed to the program: 1,469
- Number of animals spayed/neutered through assistance programs: 249
- Number of dogs that in the Prison Dog Program: 59 (46 adopted, 12 still in the program, one died of parvo)
- Number of participants in the IMPACT Program: 4

Budget Challenges/Planned Initiatives

To maintain existing services with shrinking revenues.

To purchase an Animal Rescue Trailer through a Homeland Security Grant.

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

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

Staffing Detail

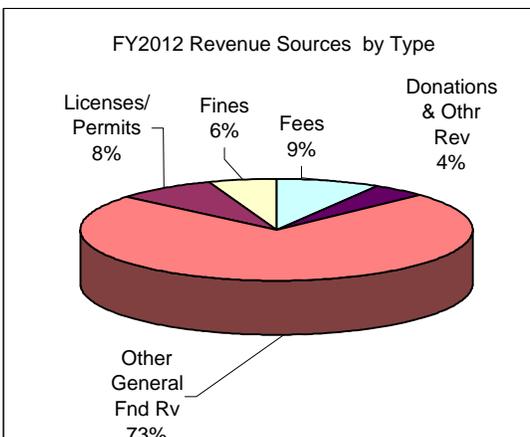
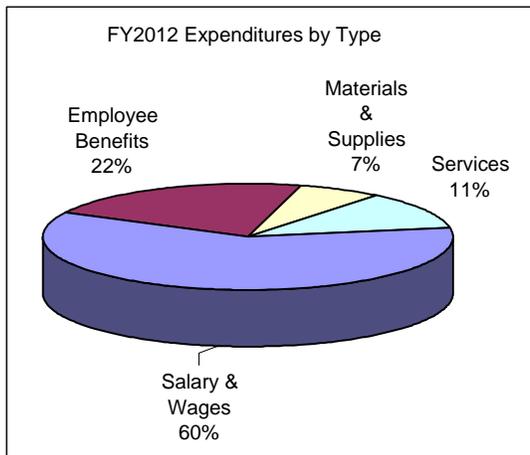
Animal Control Manager
 Senior Animal Control Officer
 Animal Control Officer
 Humane Educator
 Animal Care Specialist
 Clerk

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
6	6	6	6
1	1	1	1
3	3	3	3
1	1	1	1
13	13	13	13

Major Budgetary Changes & Program Highlights

-Most of the increase in benefits reflects the rise in the rate of pension contribution and in health premium costs.

Operating Budget Summary



	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salary & Wages	421,170	433,469	429,469	433,793
Employee Benefits	138,133	149,313	149,063	156,253
Materials & Supplies	40,875	47,400	47,400	47,400
Services	77,903	82,480	82,480	82,265
Insurance & Other	957	5,962	1,085	6,248
Capital Outlay	0	0	0	0
Total	679,038	718,624	709,497	725,959
Revenue Sources:				
Licenses/Permits	58,937	60,550	60,550	60,300
Fines	43,533	42,000	42,000	40,000
Fees	66,864	63,000	63,100	63,500
Donations & Othr Rev	38,087	26,200	37,330	31,200
Other General Fnd Rv	471,617	526,874	506,517	530,959
Total	679,038	718,624	709,497	725,959

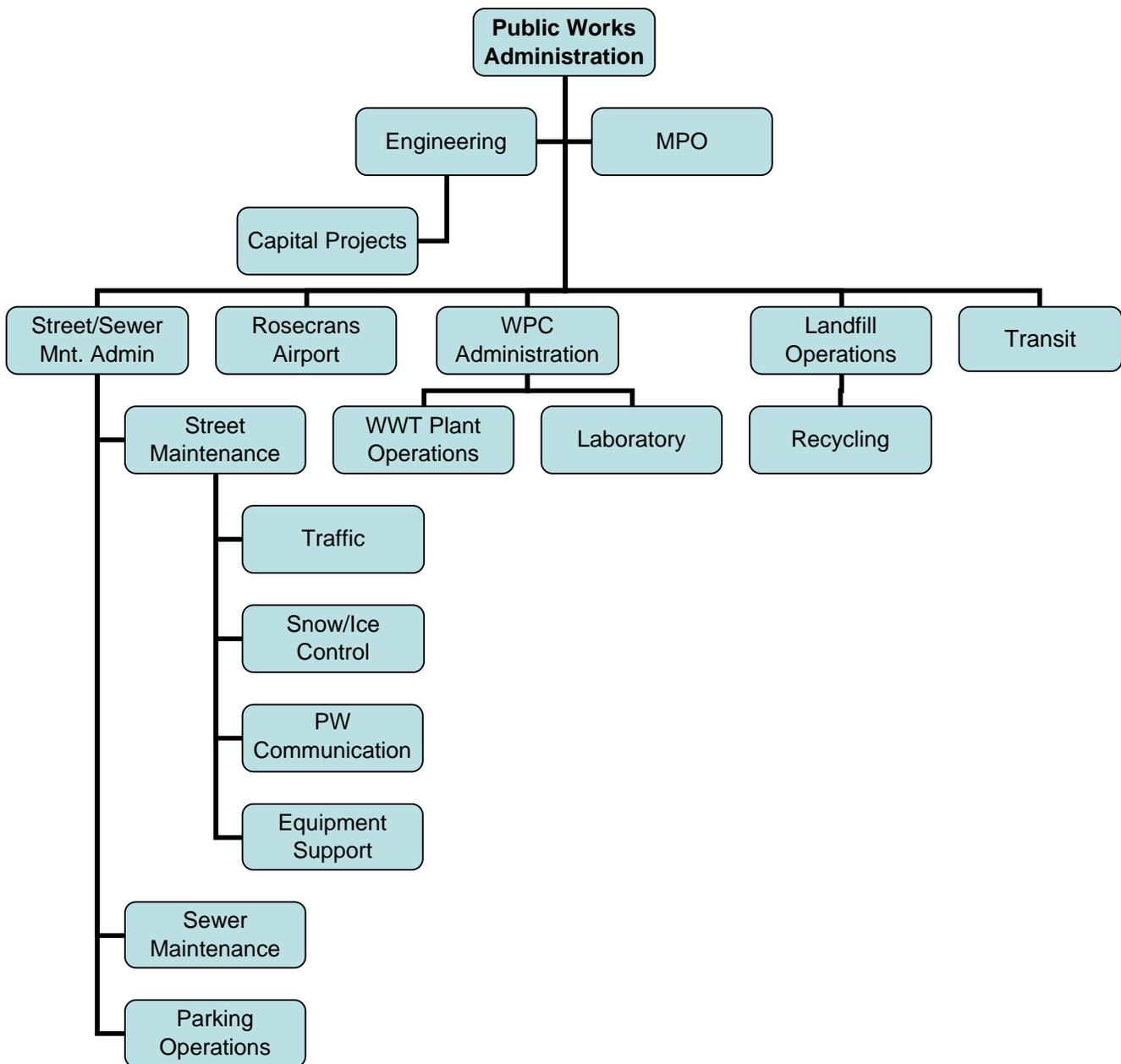
PUBLIC WORKS DEPARTMENT

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

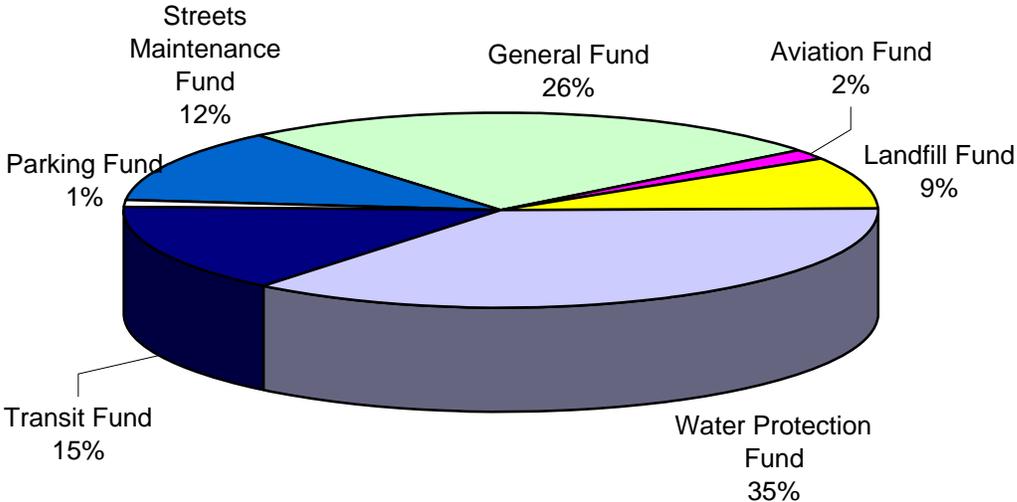
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

Infrastructure improvements are financed by a combination of tax revenues, fees, Public Building Authority Bonds, revenue bonds, and county, state, and federal grants.

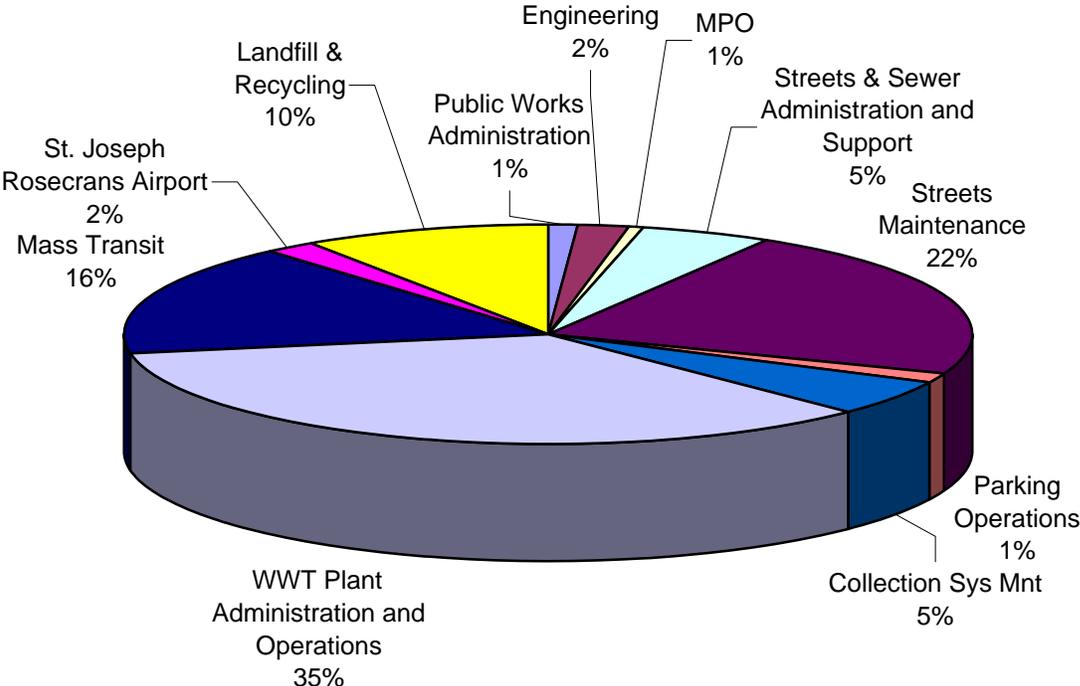
TOTAL BUDGETED RESOURCES: \$ 79,571,000



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING



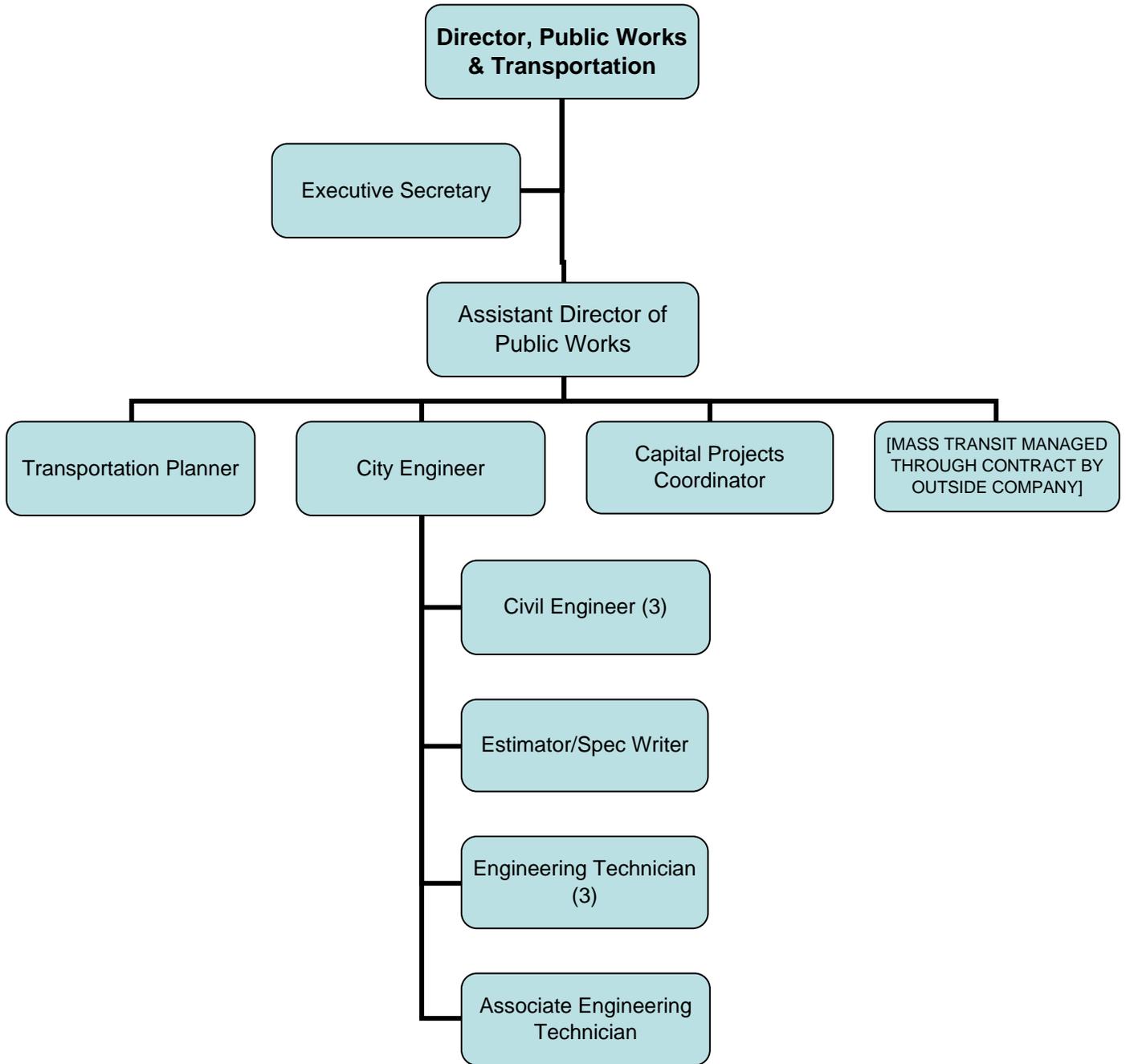
PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
ACCOUNT TYPE				
Salaries & Wages	7,216,971	7,470,102	7,215,673	7,629,690
Payroll Expenses & Benefits	2,217,084	2,377,958	2,314,448	2,567,101
Materials & Supplies	2,620,727	3,270,595	3,145,065	3,419,775
Utilities & Other Contracted Services	10,570,067	11,096,027	11,554,621	11,649,641
Debt Service/Claims/Insurance/Fund Transfers	6,734,929	10,218,358	10,528,838	10,279,263
Operating Capital Outlay	2,029,586	2,364,270	2,687,727	2,086,800
Public Improvements	12,748,036	47,508,101	15,940,125	41,958,319
	<u>44,137,400</u>	<u>84,305,411</u>	<u>53,386,497</u>	<u>79,590,589</u>
USES BY OPERATING PROGRAM				
Public Works Administration	830,589	4,442,096	4,442,704	4,071,110
Engineering	722,828	691,604	708,909	709,839
MPO	252,889	135,520	205,520	208,382
Streets & Sewer Administration and Support	1,545,334	1,683,990	1,743,239	1,667,905
Streets Maintenance	6,763,982	7,316,526	7,567,438	7,543,956
Parking Operations	452,355	466,460	393,999	468,503
Sewer & Stormwater Collection System Mnt	2,212,327	1,712,940	1,679,165	1,825,306
WWT Plant Administration and Operations	10,661,740	11,194,257	11,327,340	11,708,995
Mass Transit	4,613,048	5,234,880	5,245,238	5,529,740
St. Joseph Rosecrans Airport	624,073	626,217	621,601	651,342
Landfill & Recycling	2,710,199	3,292,820	3,511,219	3,247,192
	<u>31,389,364</u>	<u>36,797,310</u>	<u>37,446,372</u>	<u>37,632,270</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	8,503,034	46,252,501	6,981,078	39,291,453
Mass Transit	1,636,939	1,255,600	664,690	730,816
Airport	1,241,252	0	8,294,357	1,200,000
Landfill	1,366,811	0	0	736,050
	<u>12,748,036</u>	<u>47,508,101</u>	<u>15,940,125</u>	<u>41,958,319</u>
TOTAL PUBLIC WORKS BUDGET:	<u>44,137,400</u>	<u>84,305,411</u>	<u>53,386,497</u>	<u>79,590,589</u>
FUNDING SOURCES				
General Fund	5,551,322	9,705,436	10,103,510	9,617,291
Streets Maintenance Fund	4,564,300	4,564,300	4,564,300	4,563,901
Water Protection Fund	21,377,101	59,159,698	19,987,583	52,825,754
Mass Transit Fund	6,249,987	6,490,480	5,909,928	6,260,556
Airport Fund	1,865,325	626,217	8,915,958	1,851,342
Landfill Fund	4,077,010	3,292,820	3,511,219	3,983,242
Parking Fund	452,355	466,460	393,999	468,503
	<u>44,137,400</u>	<u>84,305,411</u>	<u>53,386,497</u>	<u>79,570,589</u>
STAFFING SUMMARY				
Public Works Administration	4	4	4	4
MPO	1	1	1	1
Engineering	10	9	9	9
Street & Sewer Administration & Support	17	16	16	16
Streets & Traffic Maintenance	50	50	50	50
Parking Operations	6	6	6	6
Sewer Collection System Maintenance	19	19	19	22
WP Administration	2	2	2	2
WP Plant	36	36	36	36
Laboratory	7	7	7	7
Airport	6	6	6	6
Landfill	26	26	26	26
Recycling	2	2	2	2
	<u>186</u>	<u>184</u>	<u>184</u>	<u>187</u>



**PUBLIC WORKS ADMINISTRATION,
ENGINEERING, MPO**





Public Works Administration

Mission

To improve the City's basic infrastructure and services (streets, traffic control, bridges, curbs & gutters, sidewalks, wastewater utilities, mass transit, aviation and other public facilities) in order to support economic development and to provide safe environment in 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
- Prepare cost estimates for the FY13-FY18 CIP (planning begins in FY12)
- Manage debt financing for wastewater projects, including state revolving fund and revenue bonds
- Apply budgeting constraints to prioritize core services

Performance Statistics:

- Dollar amount of operating grants received: \$13,167,384.00
- Dollar amount of capital project grants procured: \$1,831,797.00
- Number of on-going capital projects monitored: 61 projects

Budget Challenges/Planned Initiatives

- Fixed revenues and growing expenses continue to reduce the level of street maintenance we are able to provide.
- Revisit the concept of a stormwater utility tax to diversify funding for the LTCP and more equitably distribute costs among users
- 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.

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

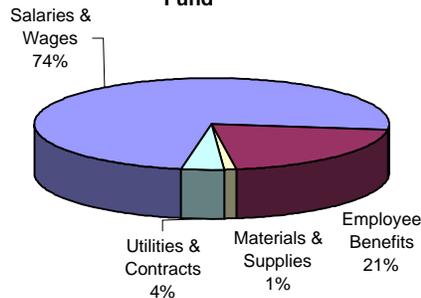
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Major Budgetary Changes & Program Highlights

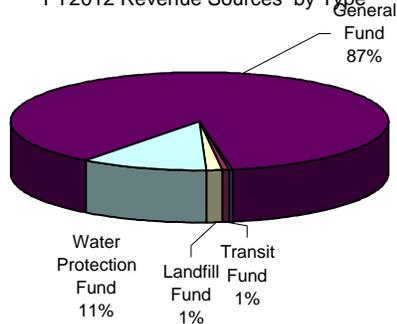
~Transfers from the enterprise funds that Public Works staff support are based on a departmental cost plan.

Operating Budget Summary

FY2012 Expenditures by Type
 Excluding Transfer to Streets Maint Fund



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	244,410	246,035	244,435	246,035
Employee Benefits	59,416	65,656	65,476	68,732
Materials & Supplies	4,983	3,400	3,400	3,400
Utilities & Contracts	13,402	11,105	13,493	13,343
Interfund Transfers	508,378	4,115,900	4,115,900	3,739,600
Total	830,589	4,442,096	4,442,704	4,071,110
Revenue Sources:				
Aviation Fund	1,821	13,190	13,190	13,190
Transit Fund	49,855	24,790	24,790	24,790
Landfill Fund	7,298	49,095	49,095	49,095
Water Protection Fund	373,770	373,770	373,770	449,745
General Fund	397,845	3,981,251	3,981,859	3,534,290
Total	830,589	4,442,096	4,442,704	4,071,110

Metropolitan Planning Organization (MPO)

Mission

To address multi-modal transportation planning needs throughout the urbanized area of St. Joseph, Missouri and Elwood/Wathena, Kansas.

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.
- Identify funding sources for these elements
- Monitor the Long Range Transportation Plan and the Transportation Improvement Program
- Revise the LRTP every five years
- Maintain a four-year TIP plan
- Address work elements such as revising/updating the technical elements of the traffic model; performing demographic analysis, performing special transportation-related studies.
- Updating required planning documents such as the Public Participation Plan, By-Laws (as needed) and the Title VI/Environmental Justice/Limited English Proficiency Program.

Current Year Activity/Achievements

- Developing Safe Routes to School Plan for each member government
- Conducting a Corridor study between the Village of Country Club and Savannah for a possible Urban Trail Network Extension
- Conduct bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Apply for JARC funding to continue the "Nite Ride" transit service
- Updating the RideShare Program
- Sponsoring the 3rd Annual Bike to Work Day
- Produce a new 2012-2015 Transportation Improvement Program
- Produced an updated Non-Motorized Geodatabase for the Non-Motorized Plan
- Conducting a transit operational study to evaluate the current public transportation system
- Completed federal review which is conducted every four (4) years
- **Performance Statistics:**
 - Number of Technical & Policy Board Meetings conducted - 12
 - Amount of FHWA & FTA funding received - approximately \$131,000 for this year

Budget Challenges/Planned Initiatives

- MPO staff will be integrating initiatives such as Complete Streets and Livability into the planning process

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

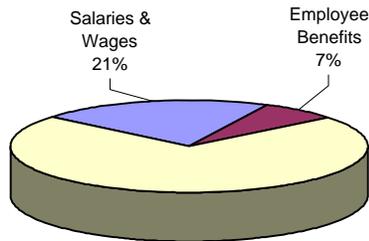
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1

Major Budgetary Changes & Program Highlights

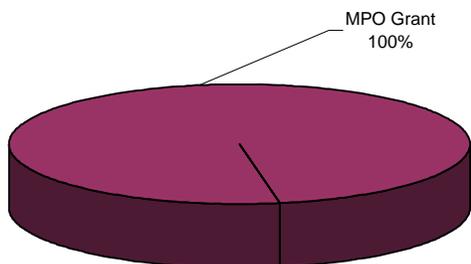
~ No major changes. Largest expense, long-range transportation planning activities, depends on the amount of UPWP grant funds anticipated each year.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	44,035	44,035	44,035	44,035
Employee Benefits	14,453	13,370	13,370	14,222
Utilities & Contracts	194,401	78,115	148,115	150,125
Total	252,889	135,520	205,520	208,382

Revenue Sources:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Transit Fund Trf	0	0	14,000	0
Other Revenues	93,965	0	1,024	0
MPO Grant	195,429	131,191	187,191	208,475
General Func	(36,505)	4,329	17,305	(93)
Total	252,889	135,520	205,520	208,382

Engineering

Mission

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

Core Services

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

Current Year Activity/Achievements

- Completed in-house designs for Phase 12 Hike and Bike Trail, Gene Field Road Widening from Woodbine to the Belt, Wyeth Tootle Mansion stone work repair/replacement, NE Park/YMCA Mass Grading, Orchard Rd. Sewer, multiple small projects, 5th and Edmond Parking Lot
- Projects in progress - Riverfront Hike and Bike Trail, Fire Station 12 addition and remodel, SSJISD wet well and Rosecrans Lagoon disinfection, Felix Streetscape, WWTP Disinfection and outfall pump station, Whitehead stormwater bypass pipe, Multi-purpose Athletic Facility, Garfield Bridge Replacement, Annual Asphalt Overlay

• Performance Statistics:

Number of formal construction contracts developed - 15

Number of Developer Plans reviewed - 48

Budget Challenges/Planned Initiatives

- Controlling CIP project designs to remain within funding limits
- Managing several multi-million dollar wastewater projects with existing staff levels

ENGINEERING

Program 8500

Program Description

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

Staffing Detail

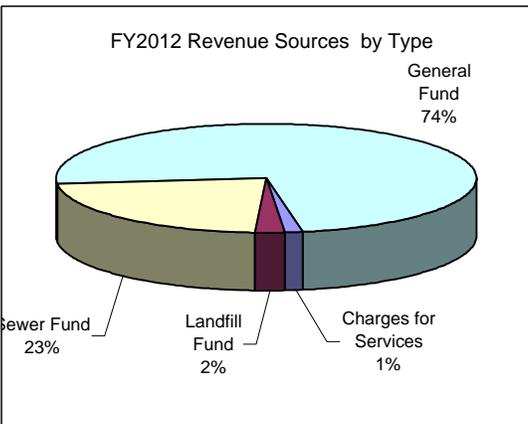
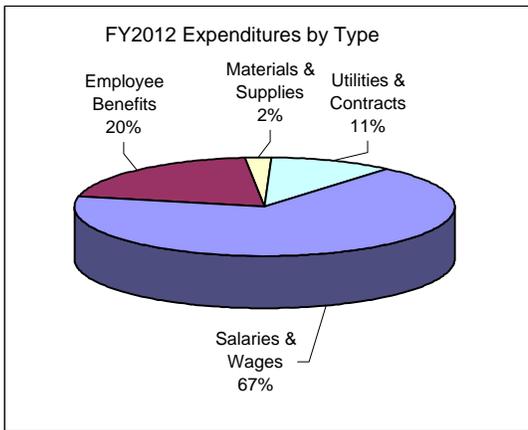
City Engineer
 Civil Engineer
 Estimator/Specifications Writer
 Senior Engineering Technician
 Engineering Technician
 Associate Engineering Technician
 Engineering Clerk

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
1	0	0	0
10	9	9	9

Major Budgetary Chages & Program Highlights

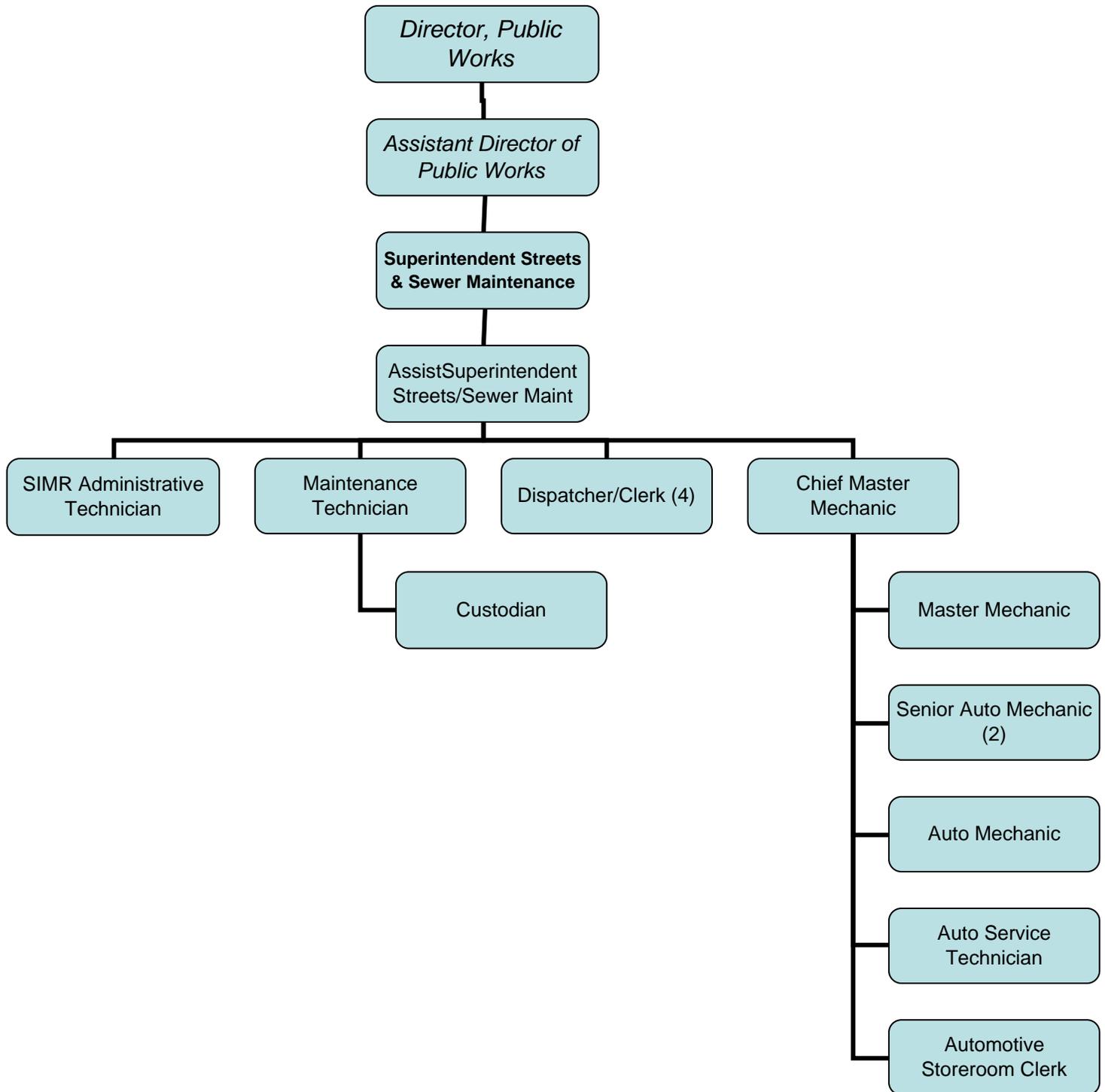
-No major fiscal changes.

Operating Budget Summary



	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	490,679	465,059	463,859	478,059
Employee Benefits	136,016	135,102	130,302	141,390
Materials & Supplies	19,425	14,700	14,700	14,700
Utilities & Contracts	42,154	76,743	100,048	75,690
Capital Outlay	34,554	0	0	0
Total	722,828	691,604	708,909	709,839
Revenue Sources:				
Charges for Services	0	4,600	12,500	10,000
Landfill Fund	48,362	14,751	14,751	14,751
Sewer Fund	116,099	160,093	160,093	160,093
General Func	558,367	512,160	521,565	524,995
Total	722,828	691,604	708,909	709,839

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.

Current Year Activity/Achievements

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

• Performance Statistics:

- Seven (7) ASE certified mechanics.
- Dispensed 98,123 Gallons of Unleaded fuel & 97,945 Gallons Diesel fuel at a cost of \$522,970.43 since July 1, 2010.
- Dispatch calls for Street & Sewer Mtce during normal working hours, also after normal working hours, weekends & holidays handle phone calls & dispatch for the Animal Shelter and Water Protection Plant.
- Some equipment is sent out for repair due to various reasons such as:
 - 1 Painting & Body work
 - 2 Glass repair
 - 3 Sandblasting
 - 4 Electrical diagnostics
 - 5 Rebuild Hydraulic Cylinders
 - 6 Warranty Work
 - 7 Off road tire repair
 - 8 Upholstery
 - 9 Diesel fuel injector pump repair
 - 10 A/C Repair

Budget Challenges/Planned Initiatives

- As equipment ages, the maintenance costs rise to the point where there's more expense to maintain a piece of equipment than there is to purchase a replacement.
- We currently have a list of equipment that will not be repaired due to the lack of adequate funding.

STREET/SEWER MAINTENANCE ADMINISTRATION

Program 8510

Program Description

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

Staffing Detail

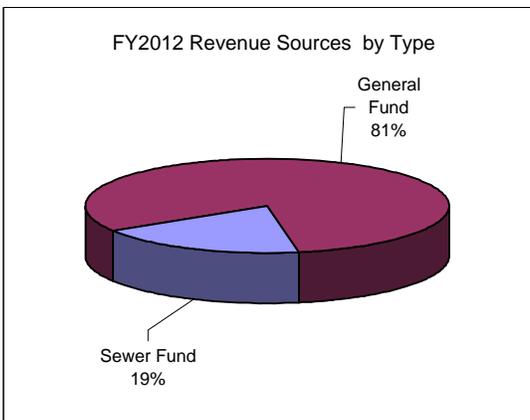
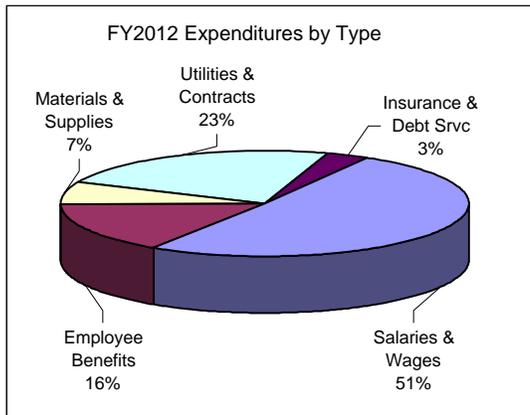
Superintendent Streets/Sewer Maintenance
 Asst Supt Streets/Sewer Maintenance
 SIMR Administrative Technician
 Senior Account Clerk
 Maintenance Technician
 Custodian

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	0	0	0
1	1	1	1
1	1	1	1
6	5	5	5

Major Budgetary Chages & Program Highlights

- ~ Budget for property/liability insurance was consolidated in the Non-Departmental program with the move of this program into the General Fund.
- ~Decrease in Utilities & Contracts category the result of lowered communication and copier rental costs.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	254,196	237,474	238,374	235,850
Employee Benefits	70,270	71,505	69,120	73,419
Materials & Supplies	33,950	32,000	28,600	32,000
Utilities & Contracts	134,062	110,424	108,024	108,655
Insurance & Debt Svc	106,155	84,316	15,000	15,000
Total	598,633	535,719	459,118	464,924
Revenue Sources:				
Sewer Fund	20,300	74,948	74,948	87,368
General Fund	578,333	460,771	384,170	377,556
Total	598,633	535,719	459,118	464,924

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 sta

Staffing Detail

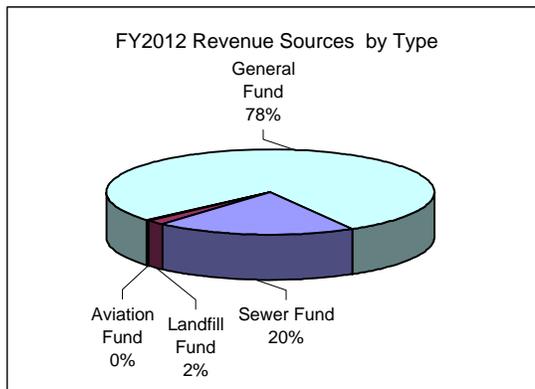
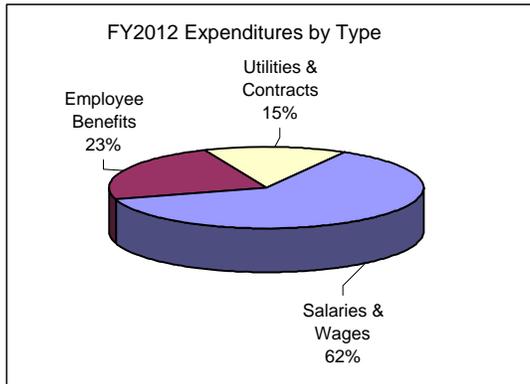
Dispatch/Clerks

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
4	4	4	4

Major Budgetary Chages & Program Highlights

~No major fiscal changes.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	117,506	120,531	120,531	122,156
Employee Benefits	38,146	43,935	44,105	45,984
Materials & Supplies	11,250	0	0	0
Utilities & Contracts	28,224	29,200	29,780	29,200
Total	195,126	193,666	194,416	197,340
Revenue Sources:				
Sewer Fund	28,224	33,667	33,667	39,061
Landfill Fund	11,757	15,922	15,992	3,599
Aviation Fund	0	2,248	2,248	892
General Fund	195,126	141,829	142,509	153,788
Total	235,107	193,666	194,416	197,340

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

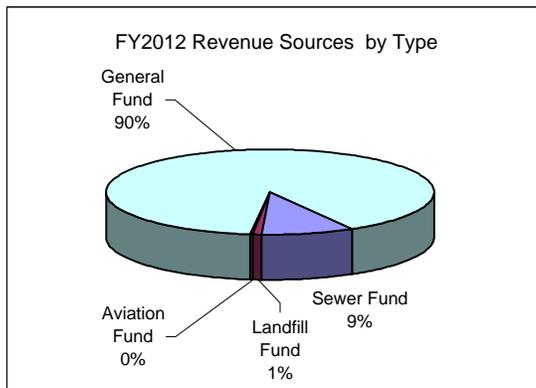
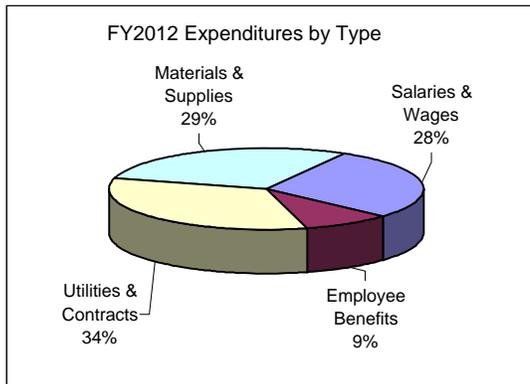
Chief Master Mechanic
 Master Mechanic
 Senior Auto Mechanic
 Auto Service Technician
 Auto Mechanic
 Automotive Storeroom Clerk

FY10 Actual	FY11		FY2012 Budget
	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

Major Budgetary Chages & Program Highlights

- ~The Overtime budget was increased by \$5,000.
- ~ Fuel was increased by 15% (\$21,000).
- ~ An additional \$20,000 added to the M&R of Equipment line item.

Operating Budget Summary



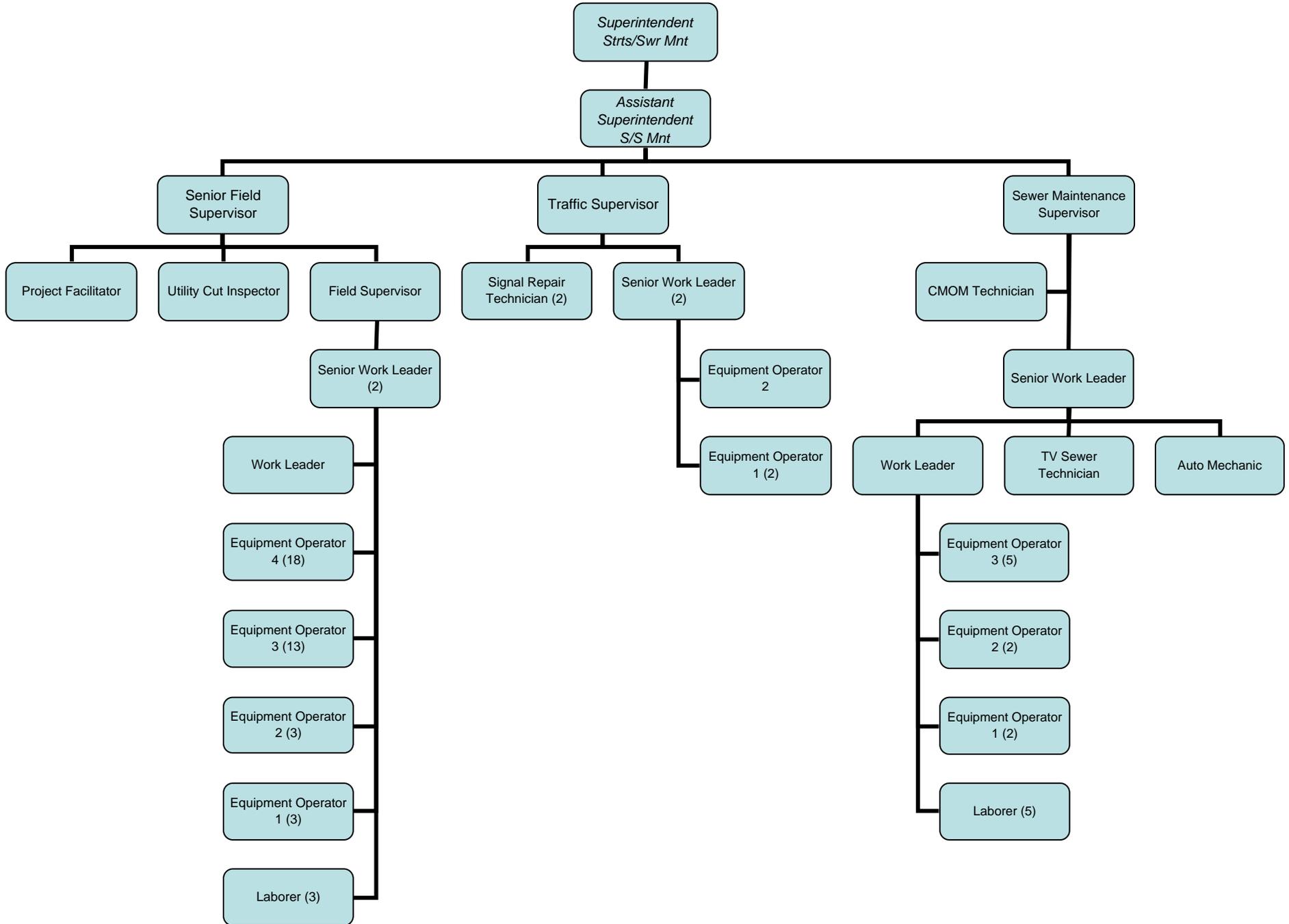
Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	267,596	278,819	283,819	283,819
Employee Benefits	74,126	88,006	89,206	93,042
Materials & Supplies	198,935	273,080	293,380	294,080
Utilities & Contracts	210,918	314,700	423,300	334,700
Total	751,575	954,605	1,089,705	1,005,641

Revenue Sources:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Sewer Fund	0	81,767	81,767	91,835
Landfill Fund	0	38,840	38,840	8,462
Aviation Fund	0	0	0	2,111
General Func	751,575	833,998	969,098	903,233
Total	751,575	954,605	1,089,705	1,005,641

STREETS MAINTENANCE, SEWER MAINTENANCE, TRAFFIC





Streets Maintenance

STREETS MAINTENANCE/SNOW & ICE CONTROL

Mission

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

Core Services

- Maintenance & repair of city streets through asphalt overlay, slurry seal program, concrete repair and replacement.
- Curb & gutter work.
- Maintenance of public alleys.
- Repair of private alleys as possible.
- Oversee utility cut repairs on city-owned streets.
- Regularly scheduled street sweeping.
- Regularly scheduled mowing program along city street right-of-ways.
- Provide navigable streets as soon as possible following a snow storm, ice event or clean-up after a wind storm .
- During floods we fill & place sandbags, fill gaps in levees, close streets and other necessary work as needed.

Current Year Activity/Achievements

- **Performance Statistics year to date:**

- Composite rating for City streets 87.1.

- 41 miles of streets slurry sealed.

- 2.55 miles of 3-inch asphalt streets rebuilt.

- 5.86 miles of streets resurfaced.

- Swept 12,305 of miles of streets.

- Regularly mowed 62 locations in ROW.

- Snow/ice cleanup: 48" of snow at a costs of \$ 813,285 or \$ 16,943/in of snow.

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

Program 1210

Program Description

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

Staffing Detail

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

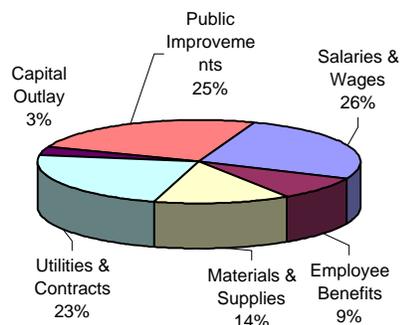
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
18	18	18	18
12	12	12	12
3	3	3	3
2	2	2	2
3	3	3	3
45	45	45	45

Major Budgetary Changes & Program Highlights

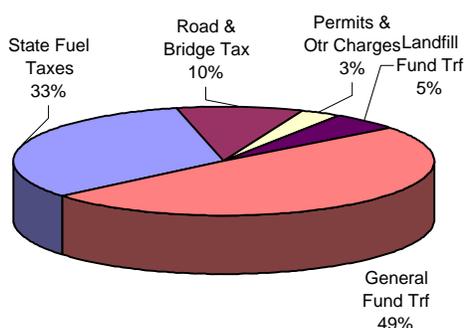
~Capital equipment and capital improvement: Pickup w/plow & spreader (4) \$128,000; Dump Truck, Hoist & Hydraulics \$85,800; In-house concrete street work \$200,000; Asphalt overlay program \$1,404,000
 ~Less micro sealing will occur in FY12 & Strt Mnt & Supply line item reduced by \$51,300. Saving was overshadowed by the almost \$200,00 increase in budget for Street Light electric service.
 ~Landfill will support the Alley Maintenance program, transferring equivalent of 8 months labor cost for the alley crew.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	1,715,556	1,731,796	1,694,496	1,690,864
Employee Benefits	545,154	563,232	566,777	583,635
Materials & Supplies	658,999	931,500	754,900	880,200
Utilities & Contracts	1,302,877	1,225,900	1,367,197	1,483,900
Capital Outlay	150,077	222,270	222,270	213,800
Public Improvements	1,459,332	1,604,000	1,894,120	1,604,000
Total	5,831,995	6,278,698	6,499,760	6,456,399
Revenue Sources:				
State Fuel Taxes	1,976,312	2,102,800	2,102,800	2,102,800
Road & Bridge Tax	601,211	604,844	566,303	623,155
Permits & Otr Charge:	0	313,000	163,000	200,000
Interest & Other Rev	12,427	5,000	5,105	5,100
Landfill Fund Trf	0	0	0	325,000
General Fund Trf	3,242,045	3,253,054	3,662,552	3,200,344
Total	5,831,995	6,278,698	6,499,760	6,456,399

SNOW & ICE CONTROL

Program 2180

Program Description

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

Staffing Detail

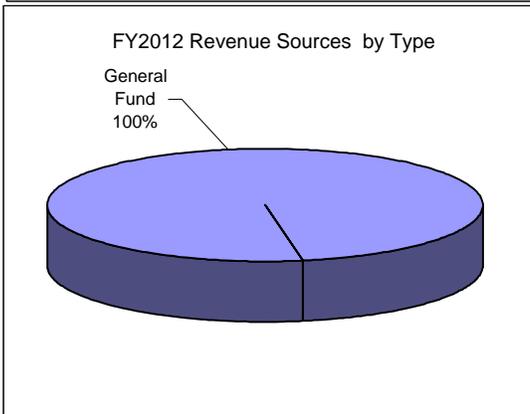
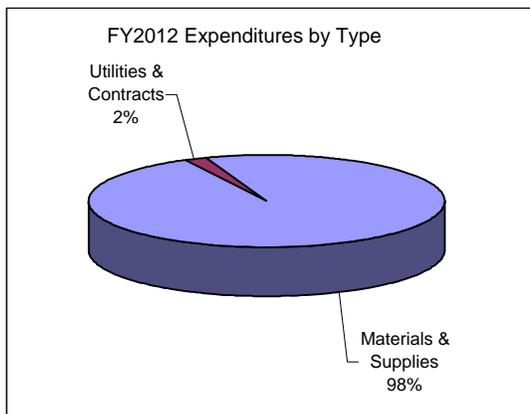
N/A

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	

Major Budgetary Changes & Program Highlights

- ~Budget remains at the FY2011 Adopted level (minus the capital cost of the new salt storage facility).
- ~FY11 Expenses reflect the historically bad snow and ice events of that year.

Operating Budget Summary



Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Materials & Supplies	306,034	380,400	460,550	380,400
Utilities & Contracts	11,547	7,800	8,500	7,800
Capital Outlay	0	55,000	53,000	0
Total	317,581	443,200	522,050	388,200

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
General Func	317,581	443,200	522,050	388,200
Total	317,581	443,200	522,050	388,200



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.
- Serve as an "on call " service repairman.
- Perform traffic counts and data collection as required.
- Do visual checks and measurements for handicaps & dumpsters.
- Research traffic needs.
- Provide field safety inspections.
- Coordinate road closures.
- Maintain traffic accident to-date history computer files and determine high accident locations.

Current Year Activity/Achievements

- Instituting major sign replacement program in order to comply with new sign reflectivity standards.
- **Performance Statistics:**
 - Number of pavement markings lane miles; 408 lane miles.
 - All Pedestrian crossings and stop bars painted.
 - Sign maintenance (replacement).
 - Signal/crosswalks installed - 3 this past year.
 - Cabinet & Controller up grades- 4 this past year.
 - Data collection in several different areas.
 - Preventive Maintenance on traffic signal devices (at least once at each location).

Budget Challenges/Planned Initiatives

- Up grading sign making material (Plotter) to keep up with the MUTCD on high intensity reflectivity materials.
- Keep replacing signs that do not comply with the MUTCD "as the budget will allow".
- Paint 408 lane miles of pavement markings plus all pedestrian and stop bars.
- Co-ordinate with Felix Streetscape project.
- Help the airport with their pavement markings.
- Inventory of all signs throughout the city.

TRAFFIC

Program 2110

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 I

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

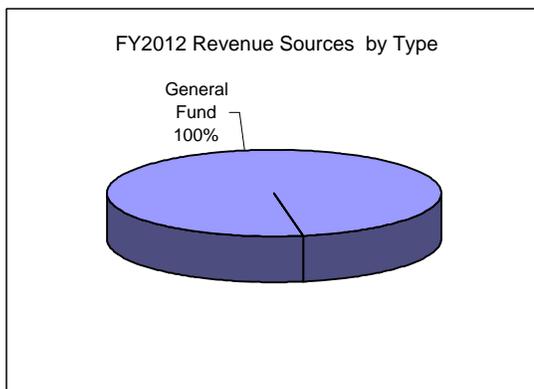
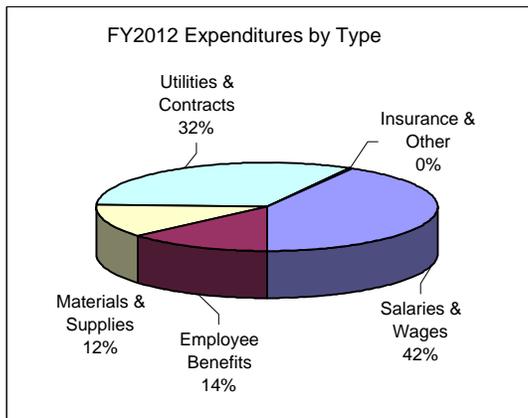
Major Budgetary Chages & Program Highlights

~\$15,000 in capital is budgeted for purchase of a retro-reflectivity meter needed to test the reflective level of traffic signs. The MUTCD has mandated certain levels be met by 2014.

~The higher grade reflective materials for signs mentioned above is reflected in a \$100,000 increase to the M&R Facilities line item. This is intended to replace all stop signs that do not meet the MUTCD guidelines. Other regulatory and informational signs will need to be addressed in future budget years.

~The \$115,000 for these two items are being supplies from the Cell Phone revenues.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	292,490	294,827	257,377	284,802
Employee Benefits	92,401	97,151	85,701	93,755
Materials & Supplies	67,117	79,500	79,500	82,650
Utilities & Contracts	118,034	121,150	121,050	221,150
Insurance & Other	3,674	2,000	2,000	2,000
Capital Outlay	40,690	0	0	15,000
Total	614,406	594,628	545,628	699,357
Revenue Sources:				
General Func	614,406	594,628	545,628	699,357
Total	614,406	594,628	545,628	699,357

Sewer Collection System Maintenance

Mission

To protect public health and physical assets by maintaining the physical integrity of the wastewater and combined 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 pipes and/or backups.
- Clean and repair manholes and storm sewer inlets.

Current Year Activity/Achievements

• Performance Statistics:

43.02 miles of sanitary sewer line cleaned annually (out of total 396 miles) FY to date.

13 sewer blockages in main line removed FY to date.

100% of sewer blockages removed within 4 hours of notification.

48,696 lineal feet of sewer line inspected with closed circuit television.

Budget Challenges/Planned Initiatives

- In order to step up inlet repair, an additional inlet repair crew was added to the FY2012 budget.
- In order to increase sewer line cleaning another crew and truck need to be added in the future.

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

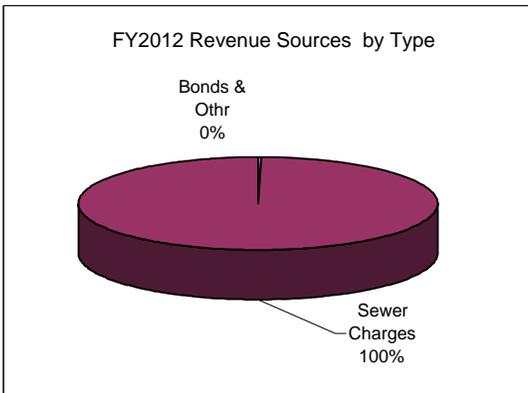
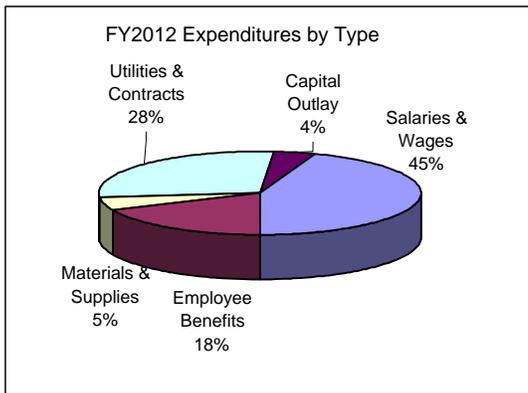
Sewer Maintenance Supervisor
 Senior Work Leader
 Work Leader
 Auto Mechanic
 TV Sewer Technician
 Equipment Operator I
 Equipment Operator II
 Equipment Operator III
 Sewer Maintenance Laborer

FY10 Actual	FY11		FY2012 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
2	2	2	3
2	2	2	2
5	5	5	5
5	5	5	7
19	19	19	22

Major Budgetary Changes & Program Highlights

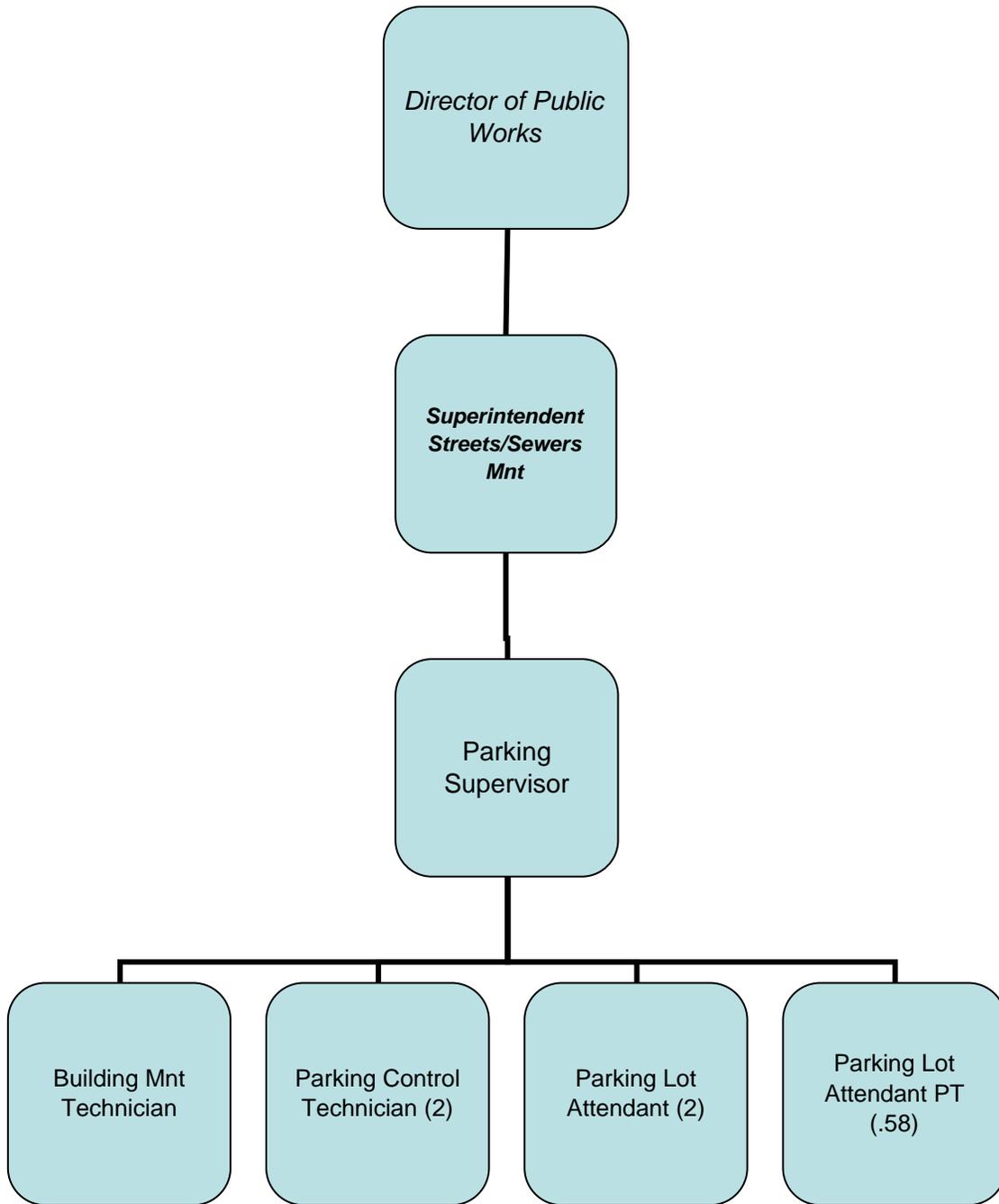
- As a part of the City's CMOM program, the department requests an additional Inlet Clean/Repair Crew consisting of (1) Equipment Operator 1 and (2) Laborers. Along with personnel costs, the supplies for the second team increased that category amount by \$17,000 along with \$30,000 in Capital Outlay for a flat-bed vehicle.
- Other Capital Outlay: Replacement Pickup (\$22,000) and 3/4 ton pickup for Asset Management Tech (\$22,000)
- Landfill Fund will be transferring its portion of cost for the utility use of the new Recycling Center.

Operating Budget Summary



	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	667,242	735,742	685,742	812,866
Employee Benefits	219,220	242,698	239,343	335,065
Materials & Supplies	73,457	72,700	75,700	88,700
Utilities & Contracts	1,166,747	438,800	441,103	514,675
Capital Outlay	85,661	223,000	237,277	74,000
Total	2,212,327	1,712,940	1,679,165	1,825,306
Revenue Sources:				
Bond Prc'ds & Other	1,466,304	0	7,835	3,250
Sewer Charges	746,023	1,712,940	1,671,330	1,822,056
Total	2,212,327	1,712,940	1,679,165	1,825,306

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 2,062 available parking spaces in the central business district.
- This is a combination of on-street parking, parking lots and parking garages.
- Two garages are staffed with collection booths.
- Maintenance and repair of parking garages, surface lots, and on-street parking spaces.
- Maintain ticket dispensers and electronic gates.
- Enforce parking regulations.
- Ensure quality customer service to the downtown community.

Current Year Activity/Achievements

- The Downtown Parking Committee has recommended steps to address certain parking issues in the area.
- All garages received a fresh coat of paint (railings, stairwells, parking spaces i.e T's and L's).
- Implementing a hanging tag system for on street permits so modification is more difficult.
- 2 employees received certification for MULES resulting in an increased collection of revenue.

• Performance Statistics:

7563 tickets Issued in FY 2010 .

\$202,957.39 worth of collection letters issued.

18 Vehicles Booted Year to Date.

Budget Challenges/Planned Initiatives

Lack of adequate funding has resulted in the inability to make needed repairs to the facilities.

The following is a list of needed repairs:

1. Stairwells and doors at 6th & Jules garage and Library Square Lot.
2. Replace all broken windows at 5th & Felix and 8th and Felix.
3. Repair concrete that has settled and cracked over the years.
4. Implement a new system for washing the parking garages to prep them for painting.
5. Improve the aesthetics of the planters located around the parking garages.

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

Parking Supervisor
 Building Maintenance Technician
 Parking Lot Attendant
 Parking Control Technician

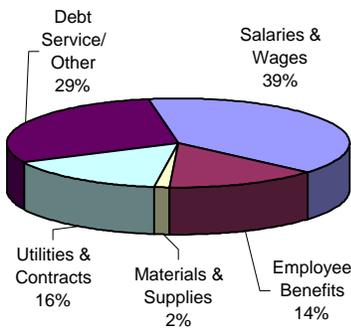
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2
2	2	2	2
6	6	6	6

Major Budgetary Chages & Program Highlights

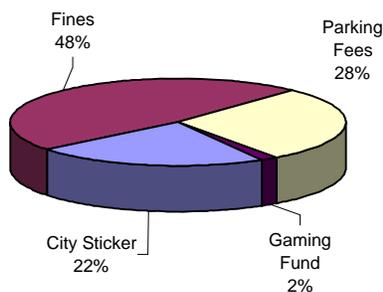
- The program had a vacant position for much of the year leading to significant FY2011 savings. Although budgeted at full staffing, the vacant position may remain so for a time in FY2012, providing savings in that year as well.
- Monies budgeted in supplies for ice control were transferred to the M&R line item in the Services category, causing the swing in category expenditures between the two.

Operating Budget Summary

FY2012 Expenditures by Type

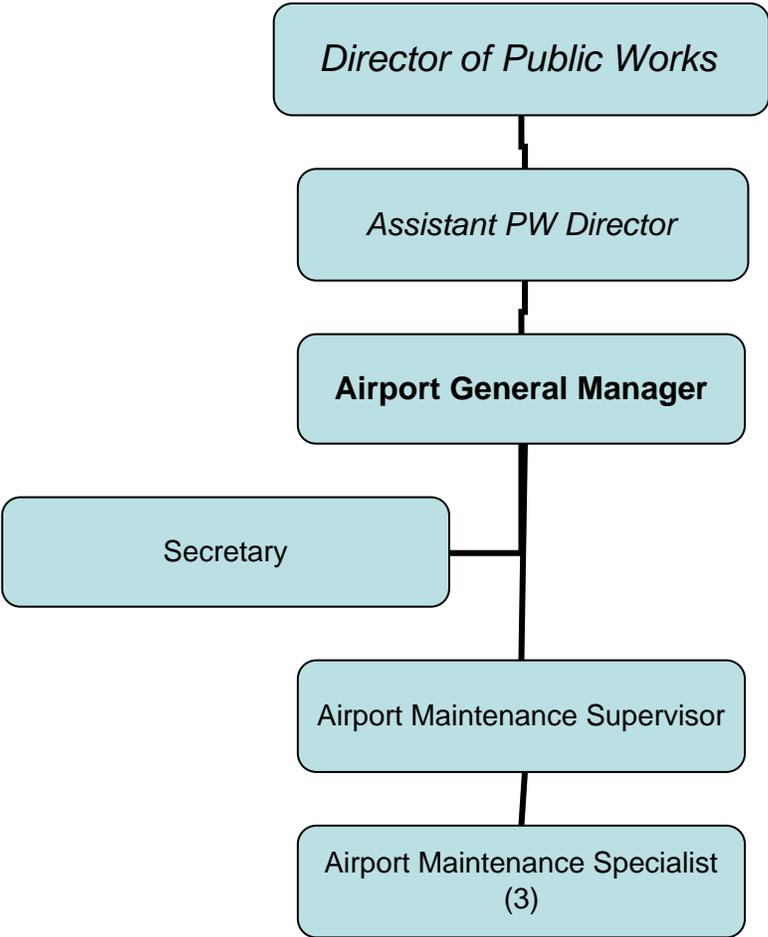


FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	169,831	188,705	146,415	183,708
Employee Benefits	55,146	60,012	51,512	67,256
Materials & Supplies	22,394	24,100	6,100	7,100
Utilities & Contracts	63,275	56,420	52,850	72,620
Debt Service/ Other	141,709	137,223	137,122	137,819
Total	452,355	466,460	393,999	468,503
Revenue Sources:				
City Sticker	95,802	94,000	95,000	95,000
Fines	203,057	200,100	203,370	203,350
Parking Fees	126,388	137,100	117,400	118,600
Interest & Other	866	3,000	700	500
Gaming Fund	12,950	6,500	6,500	6,500
(To)/Frm Parking FB	13,292	25,760	(28,971)	44,553
Total	452,355	466,460	393,999	468,503

ROSECRANS MUNICIPAL AIRPORT





Rosecrans Municipal Airport

Mission

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

Core Services

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

Current Year Activity/Achievements

- Only airport in MO and one of only two in 4-state region awarded the FAA Airports Safety Enhancement Award
- 2010 Sound of Speed Airshow was a resounding success and returned almost \$40k to community charities
- Winner of coveted Dick Schram Memorial Award from International Council of Air Shows for community relations
- Mastered FAA, MODOT, ANG and City partnership for desperately needed \$8M taxiway reconstruction project
- Teamed with Engineering to execute over \$1M Military Cooperative Construction Agreement for ANG projects
- Planning for the 2011 Speed of Sound airshow currently underway

• Performance Statistics :

Based aircraft - 98 total; 10 military and 88 general aviation includes corporate, agricultural medical and personal

Number of aircraft operations (takeoffs & landings) - 28,868

Total volume of aircraft fuel sales - 217,225 gallons

Percent occupancy of 35 existing T-hangars - 100% with a waiting list and none sat vacant at any time

Budget Challenges/Planned Initiatives

- Ever increasing FAA requirements to maintain certification, such as wildlife control, crop restrictions, SMS, etc.
- Air Shows are great for community but an added expense for several city departments
- Aging buildings, equipment and surfaces maintenance continue to increase frequency of repair time and costs
- Cafe lease expires and replacement of several major appliances needed

AIRPORT OPERATIONS

Program 1310

Program Description

To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. Over the last five years, the airport has received over \$5 million in capital improvement grants. Aviation is under the direction of Public Works & Transportation Department

Staffing Detail

Airport Manager
 Airport Maintenance Supervisor
 Airport Maintenance Specialist
 Secretary

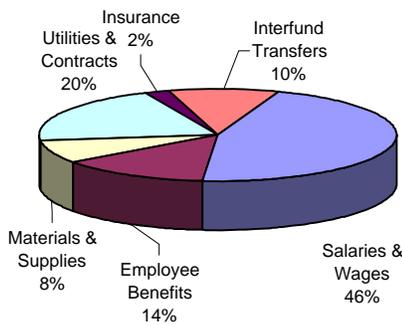
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
6	6	6	6

Major Budgetary Changes & Program Highlights

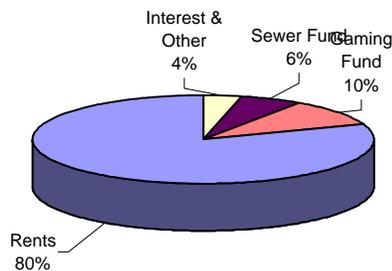
- Services category increased with the budgeting of \$8,000 in the Major Maintenance & Repair line item for the replacement of two snowbroom cores.
- Electric Service budget also increased due to the cost of the new Self-Service Fueling System.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Salaries & Wages	289,543	281,286	281,752	298,842
Employee Benefits	85,989	89,274	87,274	88,630
Materials & Supplies	43,116	49,000	47,000	52,000
Utilities & Contracts	128,534	132,933	131,118	132,079
Insurance	14,633	15,359	16,092	14,326
Interfund Transfers	62,258	58,365	58,365	65,465
Total	624,073	626,217	621,601	651,342

Revenue Sources:

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Rents	486,392	487,621	476,113	480,676
Other Revenues	31,551	30,450	22,000	21,000
Interest Earnings	690	1,000	700	700
General Fund	26,340	0	0	0
Sewer Fund	35,220	35,220	35,220	35,220
Gaming Fund	60,000	60,000	60,000	60,000
Aviation Fund Balnc	(16,120)	11,926	27,568	53,746
Total	624,073	626,217	621,601	651,342

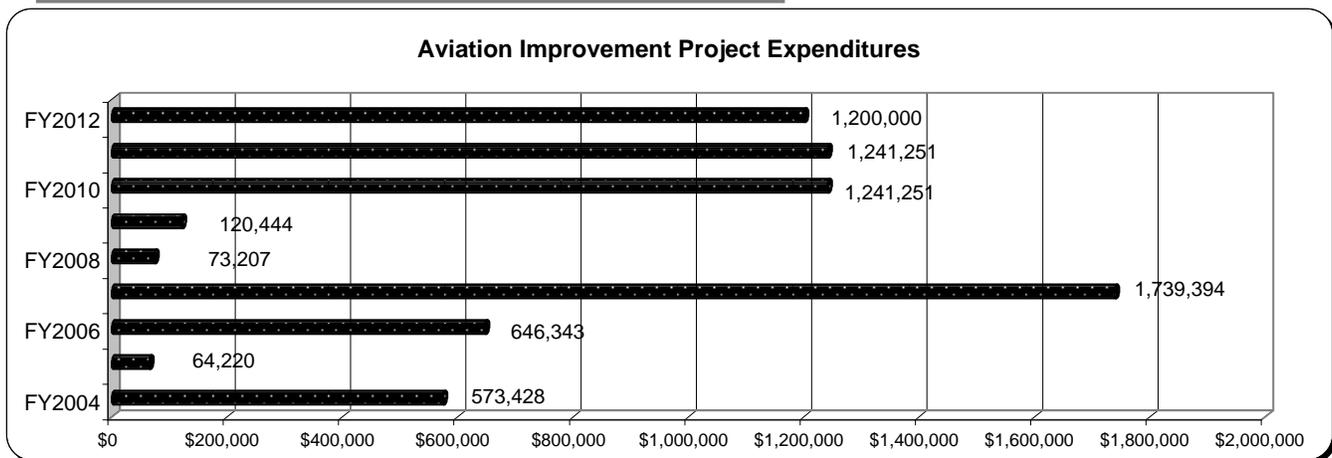
AVIATION FUND IMPROVEMENT PROJECTS

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 south end of the Airport property. These projects are funded by the Guard. Federal Aviation grants and matching funds from Buchanan County help fund other projects.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

- Most projects at the municipal airport are funded 90% by federal grants with the remaining 10% split equally between the City and the County.
- Major Projects:
 - Safety Area Grading \$300,000
 - Airfield Pavement Maintenance 900,000

Capital Budget Summary

	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Outside Services	664,265	0	894,983	0
Improvement Proj's	576,987	0	7,399,374	1,200,000
Total	1,241,252	0	8,294,357	1,200,000
Revenue Sources				
Grants	999,731	0	8,048,712	1,080,000
Interfund Transfers	50,000	0	35,880	120,000
Aviation CIP FB	191,521	0	209,765	0
Total	1,241,252	0	8,294,357	1,200,000



Mass Transit

Mission

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

Core Services

- Accessible bus service on 8 fixed routes, 5 days a week.
- Reduced service on 8 routes on weekends
- Curb-to-Curb pickups with scheduled appointment at least one hour prior to departure
- Job Access and Reverse Commute (JARC) providing job access service for workers living in the low income areas of the community and non-traditional work-hour employers in the three business parks. This serviced operates between 9:15 pm and 5:15 am, Monday - Friday. Third shift transportation available on certain routes
- Contract bus service to Elwood on Tuesdays, Thursdays and Saturdays
- 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 under age 18.

Current Year Activity/Achievements

- ARRA funding used to complete several system upgrades:
 - Repair North Wal-Mart Trasfer Center
 - Replace winterkill landscaping
 - Install Security Video surveillance at Hy-Vee and North Wal-Mart Transfer Centers
 - Install Administrative Security Video Surveillance
 - Install Administrative Building and Transit Center Access Control
 - Upgrade analog portable radios and base stations to analog/digital capability
 - Upgrade Video Security Surveillance on buses to 6 camera system
 - Replace and relocate shop air compressors
 - Integrate fuel system with inventory system
 - Replace brushes on bus wash
 - Repair and upgrade oil/water seperator system
 - Replace two sprinkler system compressors
 - Paint Administrative Building and Transit Center
 - Replace Ceiling Tile and Floor covering in Administrative Building
 - Relocae computer server room
 - Purchase two spare bus engines, 1 spare transmission and 5 spare differentials

• Performance Statistics, FY11 (projected):

On-time performance - 97.7%

Number of fare paying passengers (w/o transfers): 309,680

% of "half-fare" passengers: 26%

Number of fixed routes (point-to-point): 8

Cost per trip per passenger (trip = passenger ride from one bus or one point to another): \$13.11

Charge to the passenger: .70 cents

Percent of operating budget funded by paying riders: 5.4%

Budget Challenges

- Soaring fuel costs are expected to severely tax budget. Such a volatile market is diifficult to anticipate and the \$3.75 a gallon for FY12 is a very conservative estimate.
- The Contractual Bargaining Agreement with ATU Local 847 expires June 30, 2011. We are expecting a difficult negotiation with the usual subjects of wages, benefits, health care and sick leave.
- Health Care is expected to continue on its trend with at least a 10%, or \$140,000 increase.

Planned Initiatives

All but approximately \$60,000 Federal ARRA money has been applied to local projects detailed above. The remaining funds will be applied to repairing the Transit Center brick and concrete repairs.

In March of 2012 are starting our four-year cycle of replacing the rolling stock (buses). We are in the process of procuring two Gillig 30' low-floor buses, similar to the current fleet specs. The \$350,000 cost per bus is covered with an 80% FTA grant and 20% local match. Assuming that continued 80% match is available, we plan to replace 5 buses in FY13, 7 buses in FY14 and the remaining 6 buses in FY15.

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 need 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.

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	

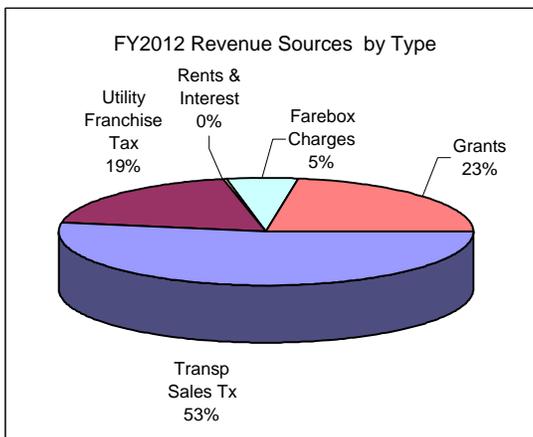
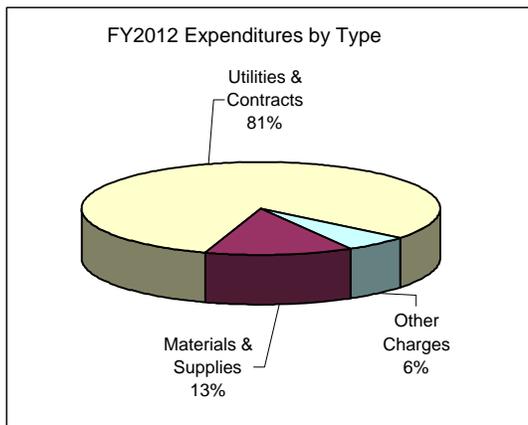
Major Budgetary Changes & Program Highlights

~The current labor contract will expire next year and results of negotiations are still unknown. No increases were included in the budget.

~Fuel costs were estimated to increase significantly. \$174,000 was added to that line item.

~The commercial bus line closed its office in FY11, eliminating the revenue from rent of \$3,900. However, Transit was contracted to continue to sell tickets for the bus line. Commission on ticket sales is estimated at \$9,000 this year and \$10,000 in FY12. Better projections will be possible after a full year of working under this agreement.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Travel/Training	2,888	6,900	6,900	6,900
Materials & Supplies	431,552	553,165	553,165	727,495
Utilities & Contracts	3,875,366	4,335,575	4,331,933	4,477,404
Other Charges	303,242	339,240	353,240	317,941
Capital Outlay	0	0	0	0
Total	4,613,048	5,234,880	5,245,238	5,529,740
Revenue Sources:				
Transp Sales Tx	1,804,206	2,480,934	2,396,299	2,911,184
Utility Franchise Tax	1,053,842	1,097,200	1,146,309	1,058,410
Rents	3,900	3,900	760	0
Farebox Charges	290,965	275,000	284,000	301,100
Interest & Other	12,835	13,000	53,024	12,300
Grants	1,447,300	1,364,846	1,364,846	1,246,746
Total	4,613,048	5,234,880	5,245,238	5,529,740

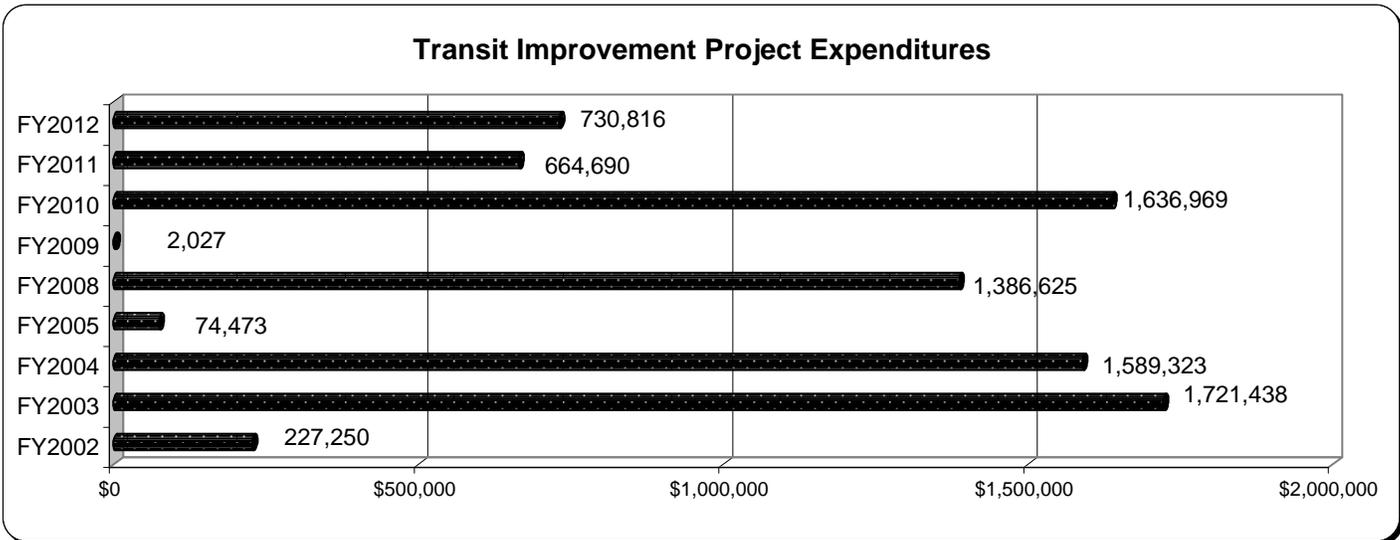
TRANSIT FUND IMPROVEMENT PROJECTS

Program 1280

PROGRAM DESCRIPTION

The Transit Improvement Program was established for project management and project cost reporting for major vehicle, facility, and other capital improvements and capital outlay primarily funded by the Federal Transit Administration (FTA).

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

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

~A second wave of Section 5307 FTA grant monies in FY2010 allowed Transit to accelerate its bus replacement program and complete further projects. Two buses are to be ordered in FY2012 (\$680,000)

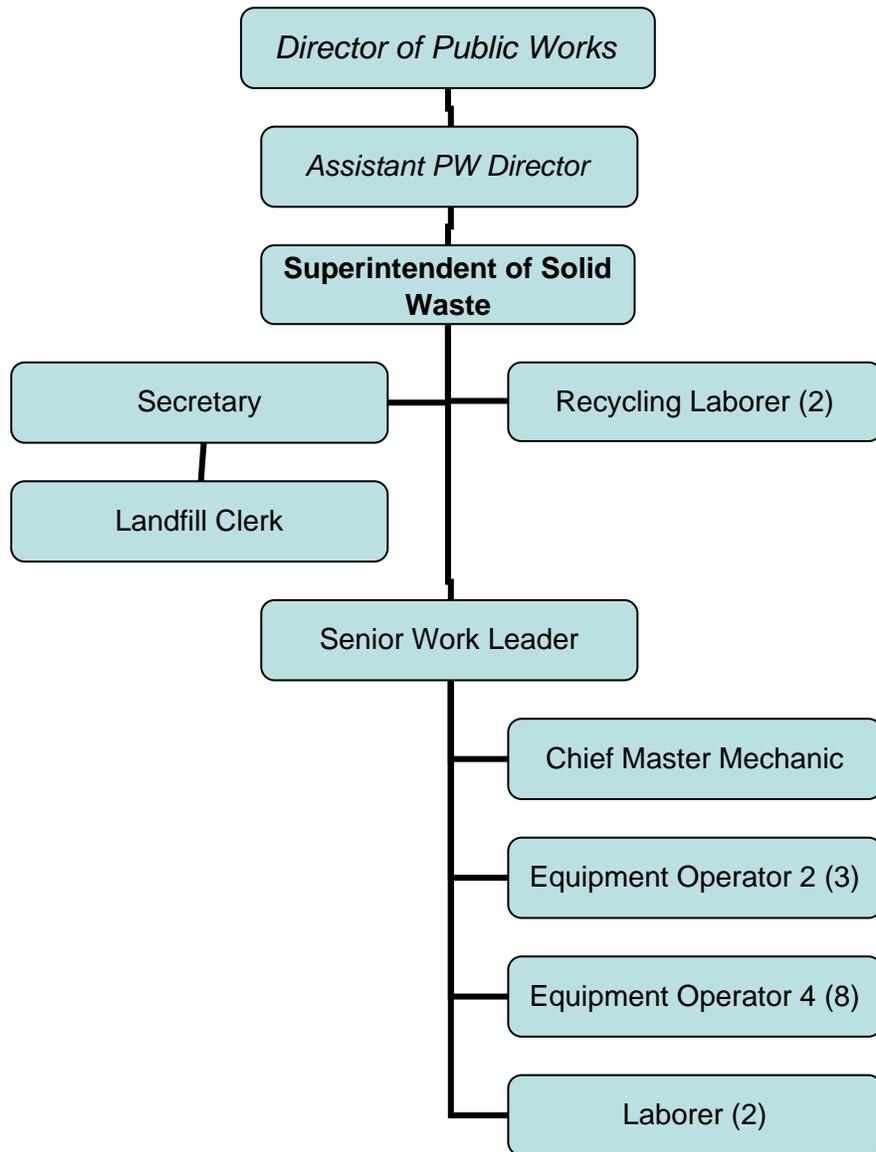
~ Other Capital Outlay:

- Backup Generator \$19,000
- Air Compressor \$15,000
- Completing various projects with remaining grant monies, \$16,500

Capital Budget Summary

	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Materials & Services	29,724	19,600	38,450	1,256
Capital Outlay	1,028,266	790,000	195,800	714,000
Improvement Projs	578,949	446,000	430,440	15,560
Total	1,636,939	1,255,600	664,690	730,816
Revenue Sources				
Grants	604,105	1,004,480	531,704	584,653
Interest/Trf/Other	77,500	122,500	1,000	125,663
Transit Sales Tax	955,334	128,620	131,986	20,500
Total	1,636,939	1,255,600	664,690	730,816

LANDFILL OPERATIONS





Landfill & Recycling Operations

Mission

Provide a comprehensive Solid Waste Management program that ensures the optimum protection of public health and of the environment.

Core Services

- Manage daily operations at the existing landfill
- Provide a drop-off recycling center to reduce the volume of waste sent to the landfill.
- Maintain the three closed landfills
- Develop new disposal areas for the future
- Meet all Federal and State laws governing solid waste disposal.
- New gas to energy system under construction that will generate electricity from the methane gas produced within the Landfill.
- Offer a Household Hazardous Waste (HHW) program twice a year for items such as oil, antifreeze, latex paint.
- Semi annual Clean-Sweep events during which materials can be brought to the Landfill at no charge for St. Joseph residential property owners

Current Year Activity/Achievements

- Completed preparations for opening Area III Stage 6b
- New Recycling Center opened March 2011.
- FY2011 Tipping Fee Analysis being completed
- Gas to energy project under construction

• Performance Statistics:

Number of pounds of trash received during "Clean Sweep" 1,382,500

Number of pounds of material dropped at the Recycling Center 696,749

Percent of pounds of recycling material compared to tons of landfill material .0027%

Number of tons received at the Landfill annually 130,861.41

Budget Challenges/Planned Initiatives

- Construct stage 6b using city staff and equipment
- Support the alley maintenance program due to damage from trash trucks which are larger and heavier than our alleys were originally meant to service.

LANDFILL OPERATIONS

Program 6110

Program Description

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

Staffing Detail

Superintendent of Solid Waste
 Senior Work Leader
 Chief Master Mechanic
 Equipment Operator II
 Equipment Operator IV
 Laborer
 Secretary
 Landfill Clerk

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
9	9	9	9
5	5	5	5
5	5	5	5
2	2	2	2
1	1	1	1
2	2	2	2
26	26	26	26

Major Budgetary Changes & Program Highlights

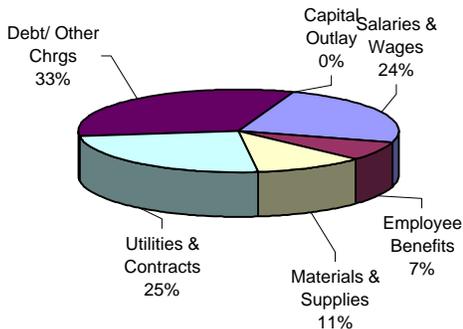
~The department took a hard look at its Professional Services line item and reduced it to more closely reflect anticipated use.

~Increase in the "Other Charges" area due to the new \$325,000 transfer to Streets Maintenance Fund to support the work of the Alley Crew - 8 months personnel cost

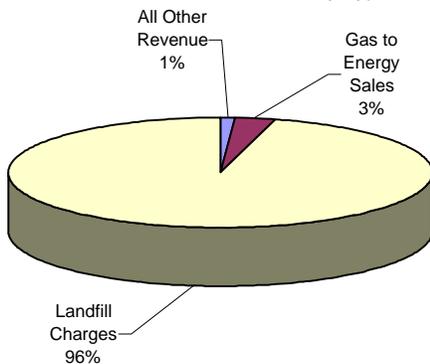
~A new revenue source has been identified with the Landfill's new Gas to Energy sales. Revenue will not begin until December 2011 and the amount is an estimate at this time

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	702,408	736,958	696,678	747,756
Employee Benefits	211,762	223,038	208,783	232,240
Materials & Supplies	289,747	344,400	344,000	344,400
Utilities & Contracts	613,694	899,900	899,900	781,220
Debt/ Other Chrgs	331,735	690,457	676,621	1,011,580
Capital Outlay	46,073	260,000	260,000	0
Total	2,195,419	3,154,753	3,085,982	3,117,196
Revenue Sources:				
Permits & Rents	5,890	5,800	6,200	5,100
Misc. Charges	78,280	10,000	20,000	500
Interest Earnings	26,960	199,000	28,000	28,000
Gas to Energy Sales	0	0	0	100,000
Landfill Charges	2,084,289	2,939,953	3,031,782	3,083,596
Total	2,195,419	3,154,753	3,085,982	3,217,196

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

FY10	FY11		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

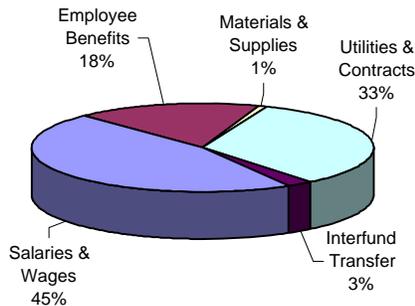
Major Budgetary Changes & Program Highlights

-In FY2011 the City had the opportunity to purchase land adjacent to the new Recycling Facility, creating the additional \$290,000 capital expenditure in that year.

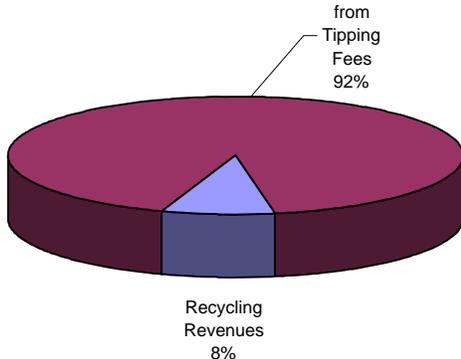
-Since most of the utility expenses at the new site will be generated from the Sewer Maintenance buildings, it was decided to have the Water Protection Fund pay the total utility bill and have the Recycling program reimburse the Water Protection Fund for its portion of the expense.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	56,993	58,222	58,022	59,847
Employee Benefits	20,429	21,770	21,770	22,774
Materials & Supplies	1,256	1,250	1,250	1,250
Utilities & Contracts	44,113	46,825	44,195	42,875
Interfund Transfer	0	0	0	3,250
Capital Outlay	391,989	10,000	300,000	0
Total	514,780	138,067	425,237	129,996

Revenue Sources:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Recycling Revenues	9,512	8,250	8,250	10,500
Landfill Revenues	505,268	129,817	416,987	119,496
Total	514,780	138,067	425,237	129,996

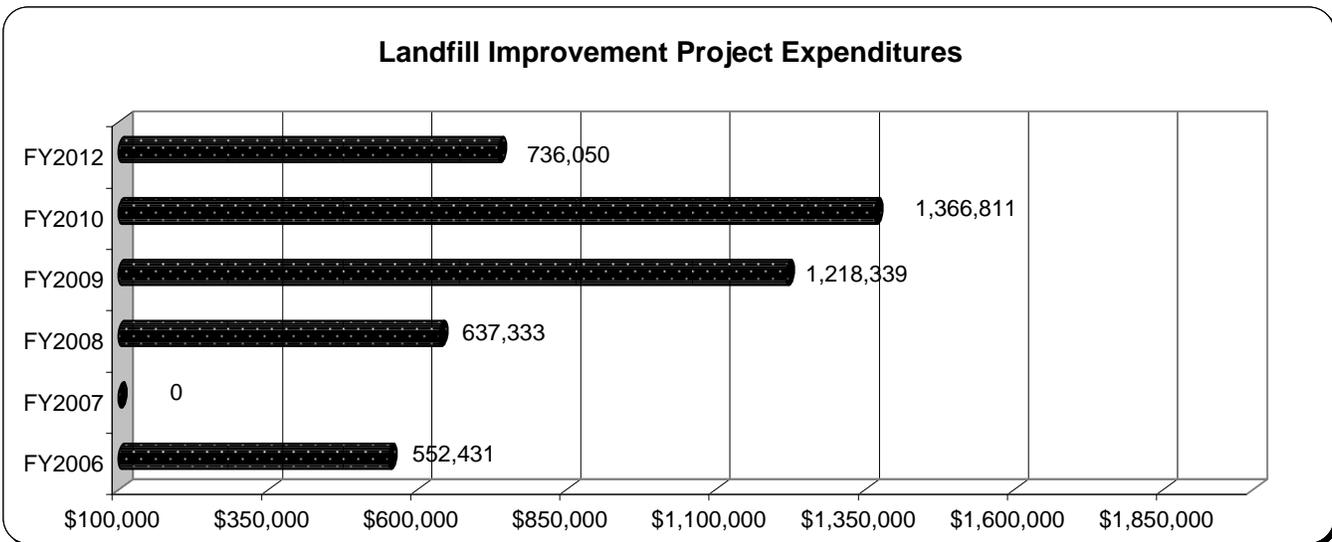
LANDFILL FUND IMPROVEMENT PROJECTS

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



Major Budgetary Changes & Program Highlights

~ An exciting project at the landfill for FY2011 is a collaboration between the City and KCP&L electric utility. A gas-to-energy system is being installed using the methane gas produced as a by-product of the landfill. The electric utility is fronting the installation expense and therefore no expenditures appear on the City's side. The City and utility will share in revenues generated from the sale of the electricity generated as well as from the carbon credits issued by the federal government.

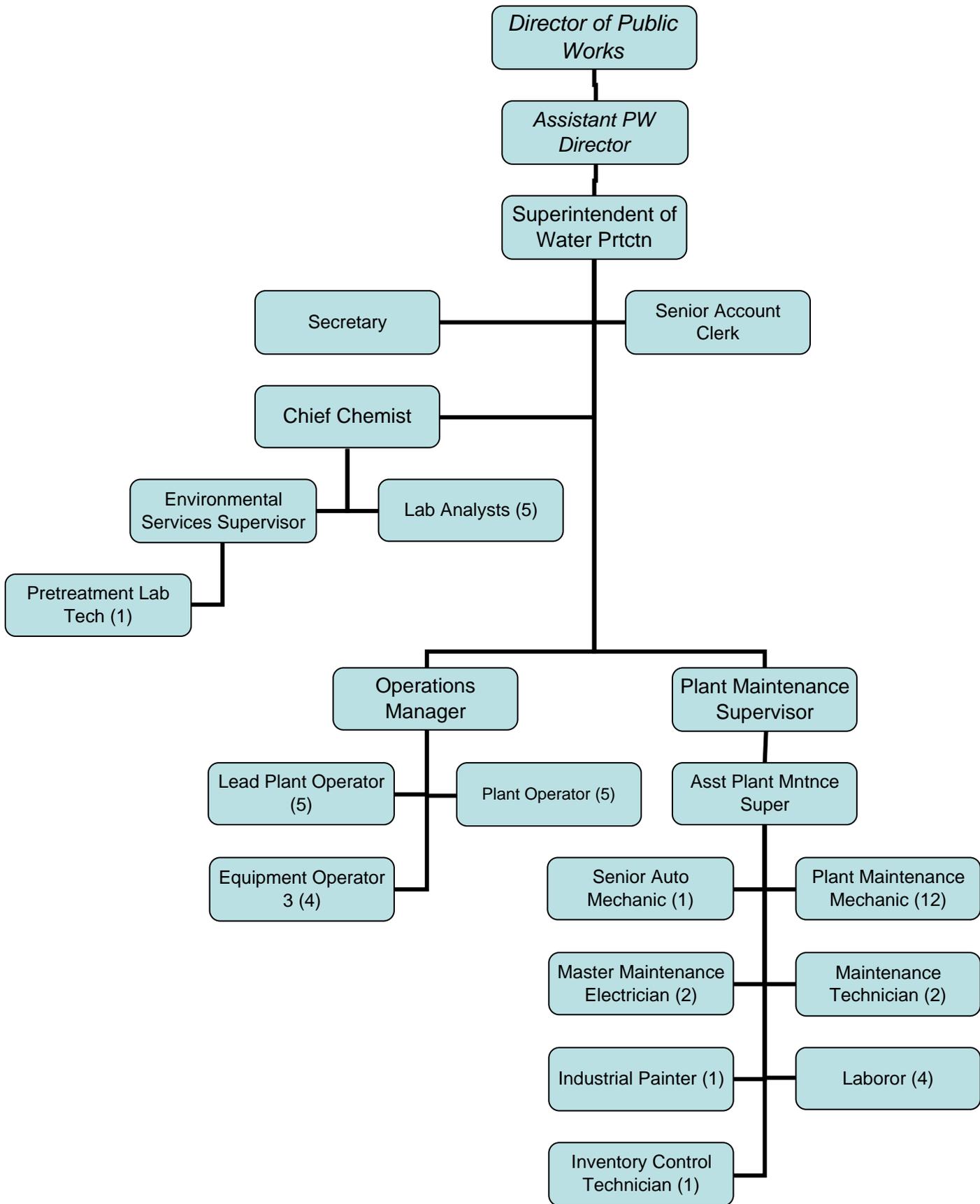
~Major Capital Outlay::

- Horizontal Grinder \$375,000
- New Cell Construction - Atea 3, Stage 6B \$361,050

Capital Budget Summary

	FY10 Actual	FY11 Adopted Budget	FY11 Estimated Actual	FY2012 Budget
Expenditures				
Professional Services	9,293	0	0	0
Capital Outlay	868,940	0	0	375,000
Improvement Proj's	488,578	0	0	361,050
Total	1,366,811	0	0	736,050
Revenue Sources				
Fixed Asset Sale	0	0	0	0
Landfill Fees	1,366,811	0	0	736,050
Total	1,366,811	0	0	736,050

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.

Current Year Activity/Achievements

- Implementing Phase 1 of the Long Term Control Plan for reducing combined sewer overflows. Phase 1 is estimated to cost \$150,000,000.00 over the next 20 years.
- Annual Cost of Service Rate Study completed

- Performance Statistics:

Average number of gallons at the plant daily is 17 million gallons per day

Total capacity is 27 million gallons per day

Number of pumping stations is 19

Number of SIGNIFICANT pretreatment violations for SIU's is 15

Number of INFREQUENT pretreatment violations for SIU's is 4

Number of Notice of Violations issued against the City is zero.

Budget Challenges/Planned Initiatives

- Bid and construct a new disinfection treatment process and effluent pumping station.
- Complete the design of a new stormwater separation conduit for the Whitehead Creek.
- Conduct a pilot study for ammonia removal options to initiate the design of a new ammonia removal process.

WPC ADMINISTRATION

Program 6310

Program Description

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

Staffing Detail

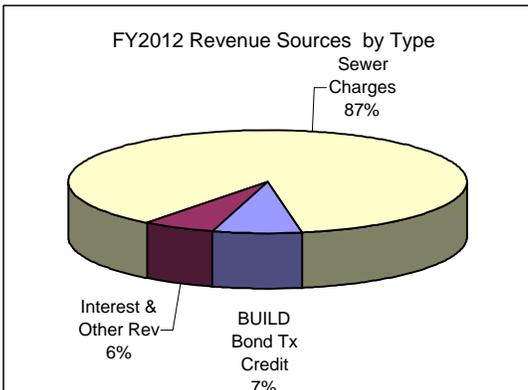
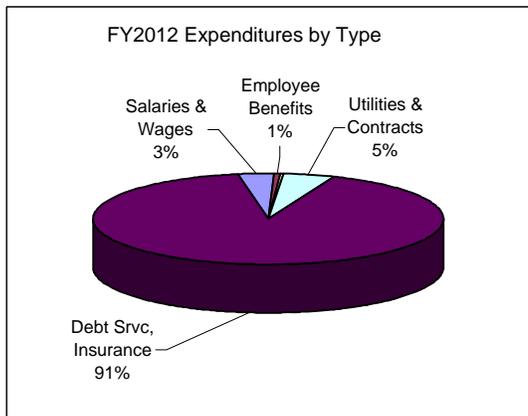
Wastewater Treatment Superintendent
Secretary

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Major Budgetary Changes & Program Highlights

~\$80,000 included in Wages for a one-time, non-base building payment to employees for work performed.

Operating Budget Summary



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	99,256	99,393	99,393	179,535
Employee Benefits	40,844	33,551	33,551	35,311
Materials & Supplies	10,231	7,900	9,500	7,900
Utilities & Contracts	264,103	260,650	254,020	258,750
Debt Svc, Insurance	4,871,156	4,765,498	4,854,498	4,972,282
Total	5,285,590	5,166,992	5,250,962	5,453,778
Revenue Sources:				
Fines & Penalties	(8,000)	0	11,000	0
BUILD Bond Tx Credit	384,810	387,727	387,727	387,727
Interest & Other Rev	329,353	408,300	323,300	322,300
Sewer Charges	4,579,427	4,370,965	4,528,935	4,743,751
Total	5,285,590	5,166,992	5,250,962	5,453,778

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
 Asst Plant Maintenance Supervisor
 Plant Maintenance Mechanic
 Lead Plant Operator
 Plant Operator
 Master Maintenance Electrician
 Inventory Control Technician
 Maintenance Technician
 Industrial Painter
 Equipment Operator III
 Laborer
 Senior Account Clerk

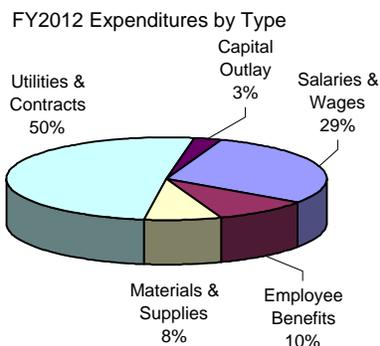
FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
9	12	12	12
5	5	5	5
5	5	5	5
2	2	2	2
1	1	1	1
2	2	2	2
1	1	1	1
4	4	4	4
4	4	4	4
1	1	1	1
36	39	39	39

Major Budgetary Changes & Program Highlights

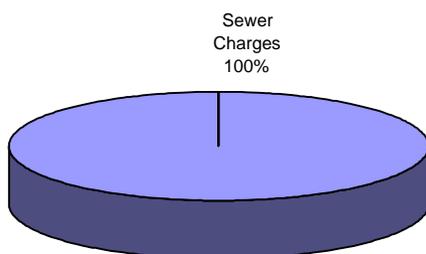
~Only major changes to the budget are the capital purchases.

~M&R accounts were hit hard in FY11 following the collapse and subsequent repair of the man-hole and related sewer lines at the Plant. Insurance proceeds and FEMA reimbursement funds were used to accomplish the repairs.

Operating Budget Summary



FY2012 Revenue Sources by Type



	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	1,534,321	1,650,079	1,599,604	1,660,374
Employee Benefits	459,385	521,722	500,222	559,010
Materials & Supplies	355,763	443,500	418,120	443,500
Utilities & Contracts	2,324,202	2,896,487	3,014,995	2,890,775
Capital Outlay	191,252	0	0	158,000
Total	4,864,923	5,511,788	5,532,941	5,711,659
Revenue Sources:				
Bond Proceeds & Oth	1,466,304	0	0	0
FEMA & Ins Reimb	0	0	207,828	0
Sewer Charges	3,398,619	5,511,788	5,325,113	5,711,659
Total	4,864,923	5,511,788	5,532,941	5,711,659

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

Chemist
Laboratory Analyst
Environmental Services Supervisor
Pretreatment Lab Technician

FY10 Actual	FY11		FY2012 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	5	5	5
1	1	1	1
1	1	1	1
6	8	8	8

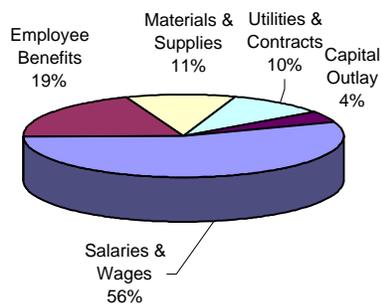
Major Budgetary Changes & Program Highlights

~Capital Outlay:

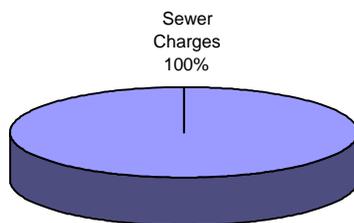
Replacement pickup used by laboratory staff in field monitoring duties

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY10	FY11		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	270,909	301,141	301,141	301,142
Employee Benefits	91,439	101,036	101,036	105,736
Materials & Supplies	92,518	60,000	55,200	60,000
Utilities & Contracts	34,414	53,300	65,000	54,680
Capital Outlay	21,947	0	21,060	22,000
Total	511,227	515,477	543,437	543,558

Revenue Sources:

	FY10	FY11	FY2012
	Actual	Adopted Budget	Budget
Sewer Charges	511,227	515,477	543,437
Total	511,227	515,477	543,558

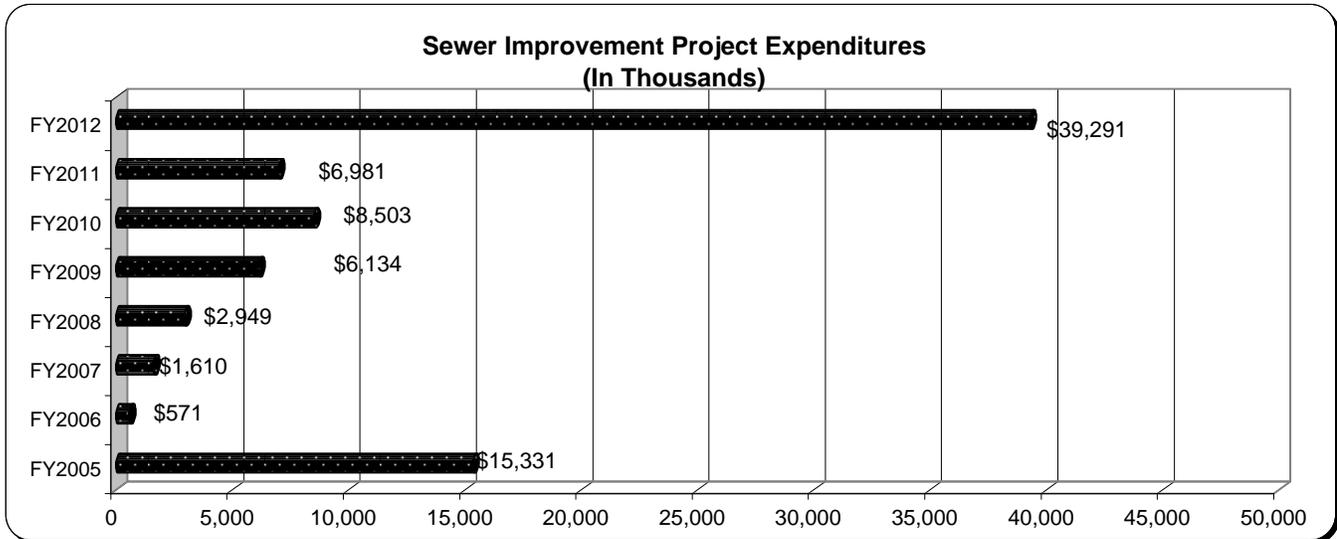
WATER PROTECTION FUND IMPROVEMENT PROJECTS

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 \$17.6 million SRF leveraged loan, and several MDFB Loans in connection with state and federal mandates.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

~\$27 million in bonds were issued in mid-FY08. A bond issue of \$27-32 million is planned for FY12.

~A complete list of all of the capital outlay and capital improvements for the Water Protection Fund can be found on the Five Year Planning Schedule in that section of this budget document.

Capital Budget Summary

	FY10 Actual	FY11		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Services	3,911,369	7,098,531	3,346,131	3,820,153
Capital Equipment	595,440	744,970	120,000	669,000
Improvement Proj's	3,996,225	38,409,000	3,514,947	34,802,300
Total	8,503,034	46,252,501	6,981,078	39,291,453
Revenue Sources				
Sewer Charges	3,695,868	(4,197,499)	907,093	4,043,600
Interest & Other Rv	35,365	250,000	48,385	250,000
Interfund Transfers	0	200,000	0	200,000
Bond Revenues/In	4,771,801	50,000,000	6,025,600	34,797,853
Total	8,503,034	46,252,501	6,981,078	39,291,453





NON-OPERATING PROGRAMS

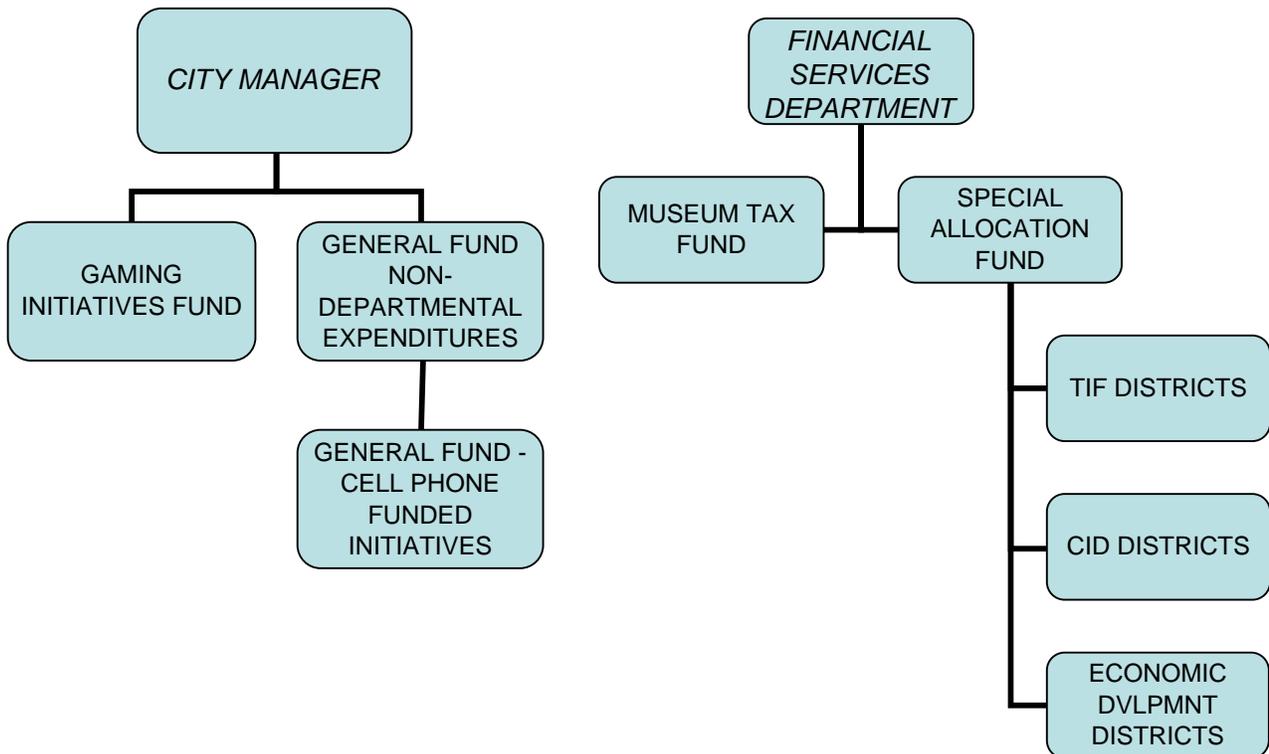
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

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.

These Museum property tax monies are allocated to city-owned museums both directly to city-run facilities and via a management contract for others.

TOTAL BUDGETED RESOURCES: \$ 12,335,000



NON-OPERATING DEPARTMENTS SUMMARY

	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
ACCOUNT TYPE				
Materials, Professional & Contracted Svcs	3,462,196	3,347,807	2,430,494	3,123,580
Debt Service, Reimbursed Expenditures	7,076,564	7,336,868	7,217,731	7,180,879
Transfers	3,253,747	1,846,485	3,117,287	1,983,931
Capital Outlay	40,250	40,000	40,000	46,335
	<u>13,832,757</u>	<u>12,571,160</u>	<u>12,805,512</u>	<u>12,334,725</u>
USES BY PROGRAM				
		Supervising DEPARTMENT		
Gaming Initiatives	922,390	CMO	978,117	1,085,671
Non-Departmental	1,436,142	CMO	465,532	604,859
Cell Phone Initiatives	3,422,285	CMO	2,606,620	2,702,916
Museum Tax Program	479,424	Financial Svcs	653,625	655,248
Center Building TIF	4,821	Financial Svcs	36,220	17,220
Uptown Redevelopment TIF	0	Financial Svcs	2,050	1,144
Ryan Block TIF	0	Financial Svcs	4,500	4
Cooks Crossing EDC	0	Financial Svcs	0	15,008
Downtown Revitalization TIF	3,320	Financial Svcs	50	1,900
Mitchell Avenue TIF	430,011	Financial Svcs	423,780	433,755
The Commons Dvlpmnt (EDC	322,559	Financial Svcs	384,940	384,630
NE Cook Road TIF	8	Financial Svcs	5,010	34,240
East Hills TIF (&CID)	824,347	Financial Svcs	814,794	842,425
Shoppes at N. Village TIF	3,399,954	Financial Svcs	3,355,200	3,357,050
EBR Dvlpmnt TIF	236,197	Financial Svcs	313,085	224,284
Triumph Foods TIF	2,236,299	Financial Svcs	2,242,772	2,242,912
Fountain Creek TIF	5	Financial Svcs	5,250	41
3rd Street Hotel TIF	114,790	Financial Svcs	279,615	200,705
Tuscany Towers TIF	205	Financial Svcs	0	1,500
	<u>13,832,757</u>		<u>12,571,160</u>	<u>12,805,512</u>
				<u>12,334,725</u>
FUNDING SOURCES				
General Fund	4,858,427		3,072,152	3,307,775
Gaming Fund	922,390		978,117	1,085,671
Museum Tax Fund	479,424		653,625	655,248
Special Allocation Fund	7,572,516		7,867,266	7,756,818
	<u>13,832,757</u>		<u>12,571,160</u>	<u>12,805,512</u>
				<u>12,334,725</u>
STAFFING SUMMARY				
N/A	0.00		0.00	0.00
	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>

PROPOSED CAPITAL OUTLAY FY2012

~New or replacement emergency warning sirens (2) - \$40,000 (Gaming Fund)

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

FY2010	FY2011		FY2012
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
0	0	0	0

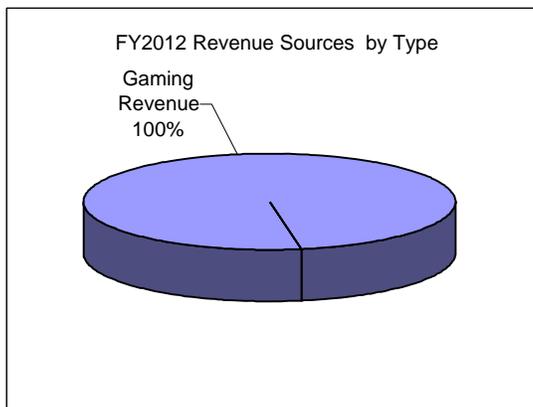
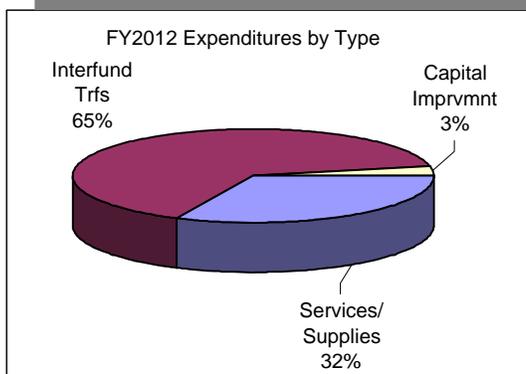
Major Budgetary Changes & Program Highlights

~FY2011 revenue included a one-time \$100,000 final "lease" payment from the local gaming franchise.
 ~During the budget work sessions, City Council will hear from several outside entities seeking funding for the next fiscal year. Any additional expenditures, approved by the Council but not included in the Proposed Budget, will be added to the Adopted Budget.

~Festival Funding is recommended as follows (same as FY2011):

USCA Tennis Tournament	\$ 1,150
Coleman Hawkin's Festival	805
Appleblossom BBQ	575
Trails West!	22,900
Midwest Art Show	805
Junteenth	1,665
Pumpkinfest	7,500
South Side Fall Festival	10,000
Northside May Fest	4,600
	<u>\$ 50,000</u>

Operating Budget Summary



Expenditures:

Services/Supplies
 Interfund Trfs
 Capital Imprvmnt

Total

Sources:

Gaming Revenue
 Interest
 Reimbursements
 Interfund Trfs
 Fund Balance

Total

FY2010	FY2011		FY2012
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
399,875	346,867	350,367	395,867
522,515	591,250	695,304	808,075
0	40,000	40,000	40,000
922,390	978,117	1,085,671	1,243,942
1,075,123	973,000	1,118,125	1,140,490
310	1,000	600	600
0	0	100,000	0
0	0	0	0
(153,043)	4,117	(133,054)	102,852
922,390	978,117	1,085,671	1,243,942

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

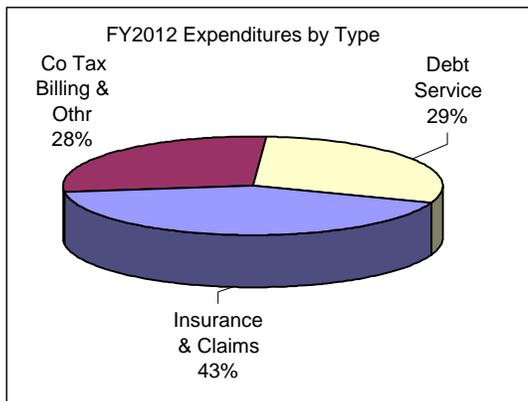
N/A

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Corporate Challenge Sponsorship Fee & Entry Fee \$900
 Assessment/Collections Fees paid to Buchanan County for Billing City Taxes \$172,975
 Debt Service (LEC Expansion) \$193,563
 Property Damage and Liability Insurance Premiums for General Fund \$274,382
 Property & Liability Insurance premium payments from the former Health, Public Works, and Parks & Recreation Departments were consolidated here with the inclusion of these departments in the General Fund.

Operating Budget Summary

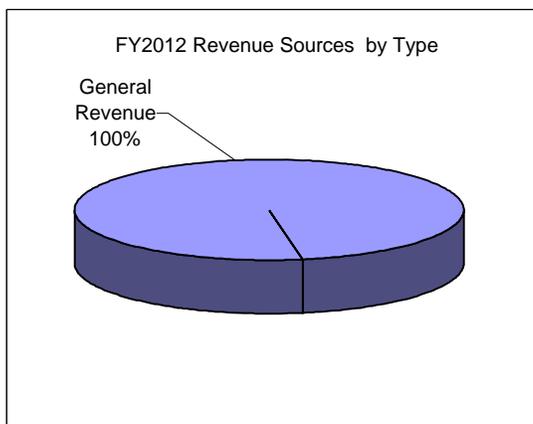


Expenditures:

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Insurance & Claims	86,663	100,051	230,334	279,632
Co Tax Billing & Othr	173,316	173,875	182,775	186,275
Debt Service	195,520	191,606	191,750	193,563
Interfund Trfs	980,643	0	0	0
Total	1,436,142	465,532	604,859	659,470

Sources:

General Revenue	1,436,142	465,532	604,859	659,470
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CELL PHONE EXPENDITURES

Program 0011

Program Description

To separately identify revenue and expenditures related to one-time and on-going wireless franchise taxes.

Staffing Detail

N/A

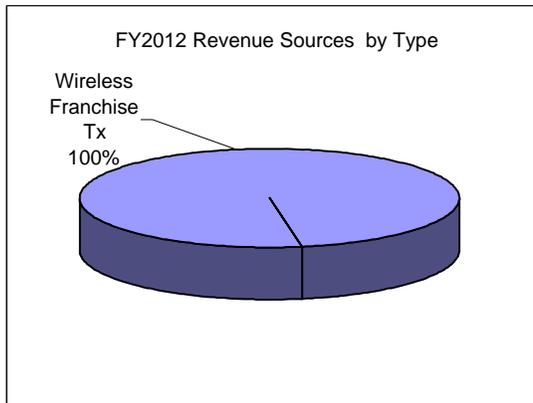
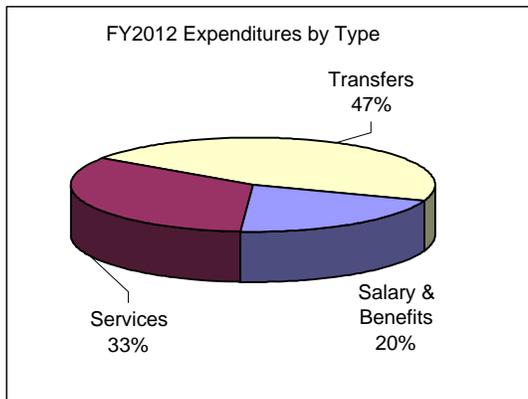
FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

Cell Phone Revenue (Annual plus One-Time Settlements)

Funding for One-Time, Non-Base Building Payment to Employees for Work Performed	\$ 500,000
Economic Development Matching Funds	\$ 500,000
Streaming video software and monthly maintenance cost for one year	\$ 19,295
Placeholder for possible one-time uses of available revenues	\$ 303,000
Transfer to Street Maintenance Fund, Strts Mnt Division for rolling stock	\$ 213,800
Transfer to Street Maintenance Fund, Traffic Division, for upgrade of signs to meet MUTCD requirements	\$ 115,000
Transfer to Street Maintenance Fund, Streets Mnt Division for increase in Street Lighting electric service costs	\$ 171,200
Transfer to Water Protection for General Fund's portion of the new Asset Management Program	\$ 200,000
Transfer to Capital Projects Fund for Leonard/Woodbine project expenses & for the 5th St Parking Lot Upgrade	\$ 424,192

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salary & Benefits	0	305,000	189,555	500,000
Services	1,694,457	1,386,650	433,991	815,960
Transfers	1,687,578	914,970	2,079,370	1,124,192
Capital Improvements	40,250	0	0	6,335
Total	3,422,285	2,606,620	2,702,916	2,446,487
Sources:				
Wireless Franchise Tx	3,422,285	2,606,620	2,702,916	2,446,487

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

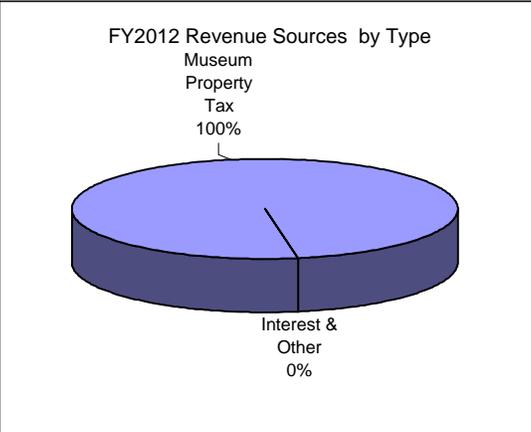
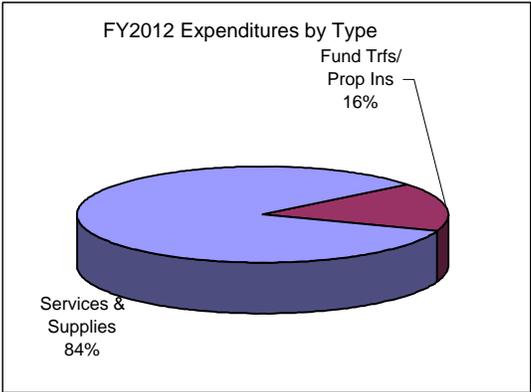
N/A

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~The City entered into a 4 year contract with SJMI, laying out the specific services to be covered by the Museum Tax. SJMI will receive \$300,000 of the tax for operations.
- ~A portion of the tax, \$50,000, is being transferred to help support special programming at the City-operated municipal museum, the Remington Nature Center.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services & Supplies	416,413	313,360	312,635	313,060
Fund Trfs/ Prop Ins	63,011	340,265	342,613	61,664
Total	479,424	653,625	655,248	374,724
Revenue Sources:				
Museum Property Tax	485,587	487,185	483,473	483,650
Interest & Other	670	1,500	670	670
(To) Frm FB	(6,833)	164,940	171,105	(109,596)
Total	479,424	653,625	655,248	374,724

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

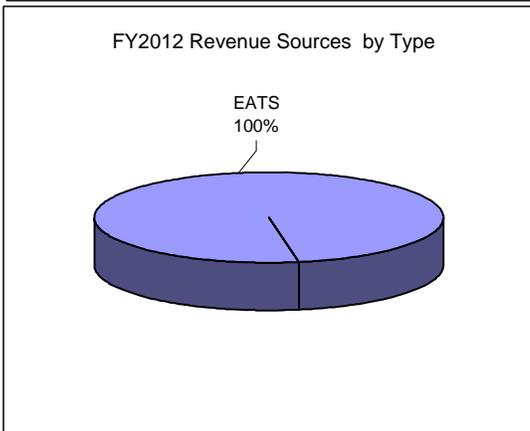
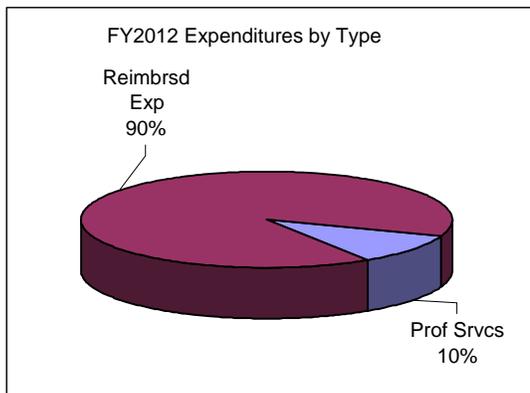
N/A

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is a pay-as-you-go TIF. A few small businesses have already opened within the building. The center-piece - the Brazilian Restaurant opened in 2010.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Prof Svcs	4,821	1,220	1,220	1,220
Reimbrsd Exp	0	35,000	16,000	10,500
Total	4,821	36,220	17,220	11,720
Sources:				
PILOTS	0	0	0	0
EATS	1,221	36,500	17,949	11,750
Reimbursement	5,000	0	5,000	0
Interfund Trf (Gaming)	507	0	0	0
From(To) Fund Bal.	(1,907)	(280)	(5,729)	(30)
Total	4,821	36,220	17,220	11,720

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

FY2010	FY2011		FY2012
Actual	Adopted Budget	Estimated 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. Slowdown in economy has apparently put the start on hold.
 ~Revenues/expenses reflect reimbursement from the Uptown Corporation for any legal work done by the City regarding the area.

Operating Budget Summary

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	0	2,050	1,144	50
Reimbrsd Exp	0	0	0	0
Total	0	2,050	1,144	50
Sources:				
PILOTS	0	0	50	0
EATS	0	0	0	0
Reimbursement	0	0	0	0
Interfund Trf (Gaming)	0	0	0	50
From/(To) Fund Bal	0	2,050	0	0
Total	0	2,050	50	50

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

FY2010	FY2011		FY2012
	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, not enough to allow payment of reimbursables.

Operating Budget Summary

	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	0	4,500	4	4,505
TIF Reimb/Debt Srvc	0	0	0	0
Total	0	4,500	4	4,505
Sources:				
PILOTS	0	0	48	48
EATS	5	0	10	10
Other Revenue	0	4,500	0	4,500
From/(To) Fund Bal	(5)	0	0	(53)
Total	0	4,500	58	4,505

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, redeveloping the site of an abandoned Payless Cashways building on the Belt Highway. At the time of this writing, the Sales Tax Development Agreement was still under consideration.

Staffing Detail

N/A

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This Economic Development project will be based on a pay-as-you-go basis. Plans are to completely redevelop a property vacated by the former business years ago. Tenants will include Dicks' Sporting Goods and a re-located Aldi's grocery. The project was approved by City Council in the spring of 2011. The development plans to be completed by February 2012.

~Incentives include tax abatements through a 353 Redevelopment Agreement and sales tax reimbursements through an Economic Development Agreement with the City.

Operating Budget Summary

	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	0	0	15,008	5,000
TIF Reimb/Debt Srvd	0	0	0	0
Total	0	0	15,008	5,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Other Revenue	0	0	20,000	0
From/(To) Fund Bal	0	0	(4,992)	5,000
Total	0	0	15,008	5,000

DOWNTOWN REVITALIZATION TIF

Program 5164

Program Description

This program tracks the revenues and expenditures for the Downtown Revitalization TIF. This is a TIF project initiated by the City in order to meet the Council goal of downtown revitalization. The Plan itself was funded through the Governor's DREAM initiative. At the time of the City's budget preparation, it was anticipated the TIF Plan will be approved and the project activated by the end of FY2009.

Staffing Detail

N/A

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~The TIF was approved at the end of FY2009. The first redevelopment project - the Center Building TIF was approved in FY2010.

Operating Budget Summary

	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	3,320	50	1,900	600
Interfund Trf (Gaming)	0	0	0	0
Total	3,320	50	1,900	600
Sources:				
PILOTS	0	0	0	0
Sewer Capacity Fee	0	0	0	0
Street Impact Fee	0	0	0	0
Interfund Trf (Gaming)	3,190	50	1,900	600
From(To) Fund Bal.	130	0	0	0
Total	3,320	50	1,900	600

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 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

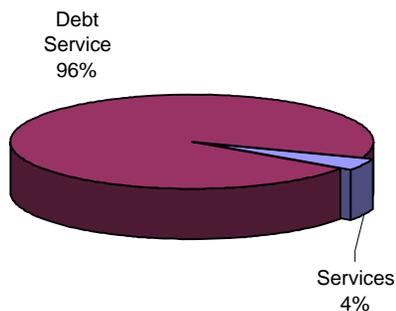
FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

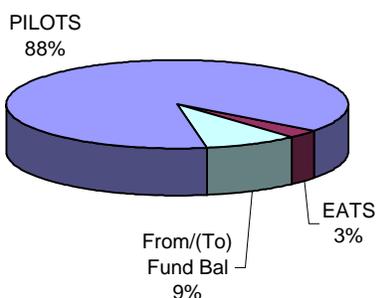
- ~PILOTS & EATS will be used to meet debt service payments.
- ~In order to generate sufficient PILOTS, the company had themselves removed from an Enterprise Zone classification. Their resulting PILOT payments will go toward the TIF bonds debt service.

Operating Budget Summary

FY2012 Expenditures by Type



FY2012 Revenue Sources by Type



Expenditures:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
Services	16,761	8,230	18,205	18,205
Debt Service	413,250	415,550	415,550	417,300
Total	430,011	423,780	433,755	435,505

Sources:

	FY2010 Actual	FY2011 Adopted Budget	FY2011 Estimated Actual	FY2012 Budget
PILOTS	342,513	383,140	382,030	383,210
EATS	1,439	1,800	13,795	13,870
Other Interest	176	300	200	200
From/(To) Fund Bal	85,883	38,540	37,730	38,225
Total	430,011	423,780	433,755	435,505

THE COMMONS EDC

Program 5166

Program Description

This program tracks the revenues and expenditures for the Commons Economic Development Agreement approved November 2007. This is a mixed use commercial/retail space project. The project also includes traffic improvements to parts of Highway 169 and Highway A, street lighting, and sewer installation. A CID was approved and activated July 2007 in order to help cover reimbursable costs and to generate funds for future upkeep of the development area.

Staffing Detail

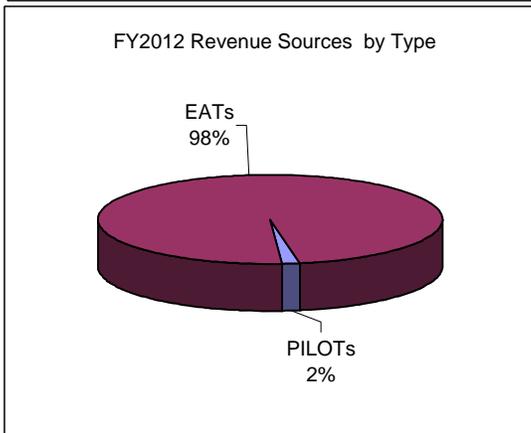
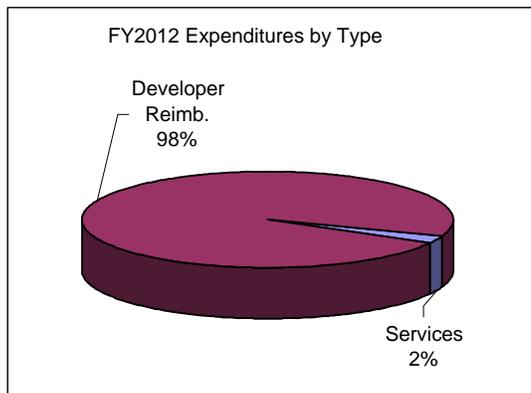
N/A

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This is an Economic Agreement whereby only the incremental general property tax and general sales tax realized the City is eligible to be used for reimbursements to the developer.
- ~Expenditures represent reimbursements by the developer for land development, street construction, and sewer installation.
- ~Revenues are hoped to grow as more businesses open at the site.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	6,462	7,760	4,630	7,760
Developer Reimb.	316,097	377,180	380,000	313,000
Total	322,559	384,940	384,630	320,760
Sources:				
PILOTs	6,112	6,112	8,224	6,112
EATs	316,976	695,000	380,500	380,500
Transfer from Gaming	0	0	0	0
From/(To) Fund Bal	(529)	(316,172)	(4,094)	(65,852)
Total	322,559	384,940	384,630	320,760

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

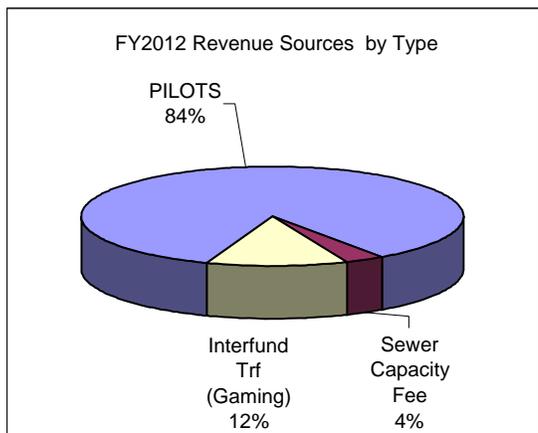
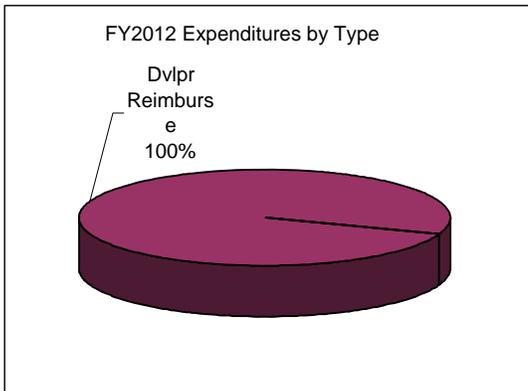
N/A

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~There has been development on this site. Sewer installation has begun. Sewer improvements and developments will be funded or reimbursed from sewer bond proceeds
- ~Expenditures represent the City's legal costs and other professional costs.
- ~Revenues will be generated by property taxes once housing is built and by sewer/road impact fees. The latter is just beginning to be received.

Operating Budget Summary



	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	8	5,010	1,826	10
Dvlpr Reimburse	0	0	32,414	36,000
Total	8	5,010	34,240	36,010
Sources:				
PILOTS	0	0	35,250	35,700
Sewer Capacity Fee	11,500	15,000	1,500	1,500
Interfund Trf (Gaming)	0	5,000	0	5,000
EATS	42	0	172	0
From(To) Fund Bal.	(11,492)	(14,990)	(2,510)	(6,190)
Total	50	5,010	34,412	36,010

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

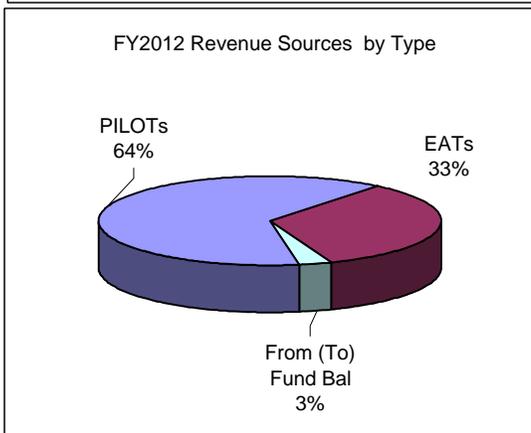
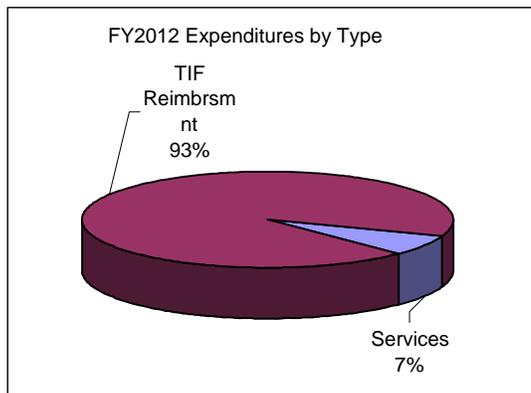
N/A

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
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.

Operating Budget Summary



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	36,561	33,794	59,425	58,900
TIF Reimbursement	787,786	781,000	783,000	781,000
Total	824,347	814,794	842,425	839,900
Sources:				
PILOTS	480,326	536,270	534,881	534,895
EATs	296,204	279,000	307,237	279,000
Interest/Other	0	100	0	100
From (To) Fund Bal	47,817	(576)	307	25,905
Total	824,347	814,794	842,425	839,900

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

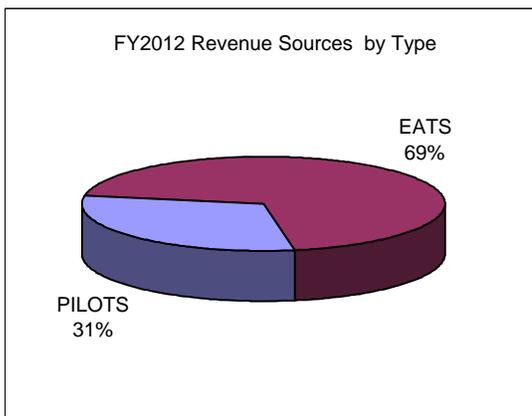
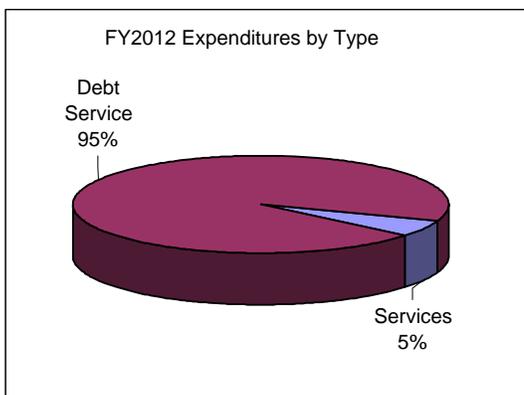
N/A

FY2010 Actual	FY2011		FY2012 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~The majority of 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



	FY2010 Actual	FY2011		FY2012 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	172,974	176,000	177,090	181,575
Debt Service	3,226,980	3,179,200	3,179,960	3,145,369
Total	3,399,954	3,355,200	3,357,050	3,326,944
Revenue Sources:				
PILOTS	1,007,315	1,114,981	1,108,076	1,114,981
EATS	2,301,911	2,567,000	2,532,452	2,532,000
Interest & Other	741	21,000	600	600
From/(To) Fund Bal	89,987	(347,781)	(284,078)	(320,637)
Total	3,399,954	3,355,200	3,357,050	3,326,944

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

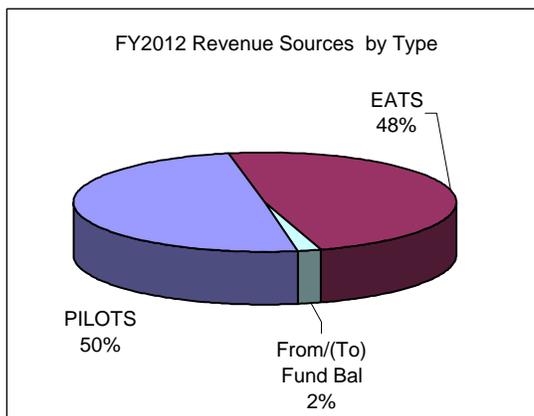
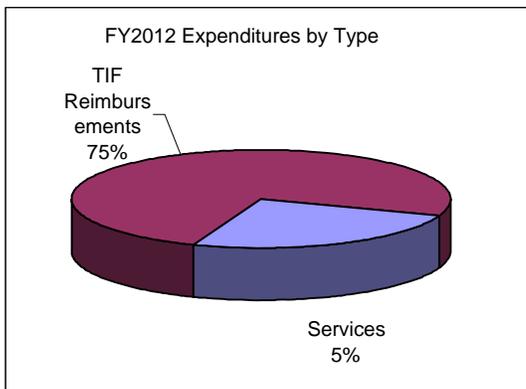
N/A

FY2010	FY2011		FY2012
	Adopted Budget	Estimated Actual	Budget
Actual	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction is complete on the business office portion of the project. PILOTs and EATs are becoming available for reimbursement to the developer.

Operating Budget Summary



	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	57,592	78,085	55,834	55,835
TIF Reimbursements	178,605	235,000	168,450	164,670
Total	236,197	313,085	224,284	220,505
Sources:				
PILOTs	105,956	118,405	117,772	109,450
EATS	114,690	117,750	102,257	106,780
Interest/Other	0	0	0	0
From/(To) Fund Bal	15,551	76,930	4,255	4,275
Total	236,197	313,085	224,284	220,505

TRIUMPH FOODS, LLC TIF

Program 5190

Program Description

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

Staffing Detail

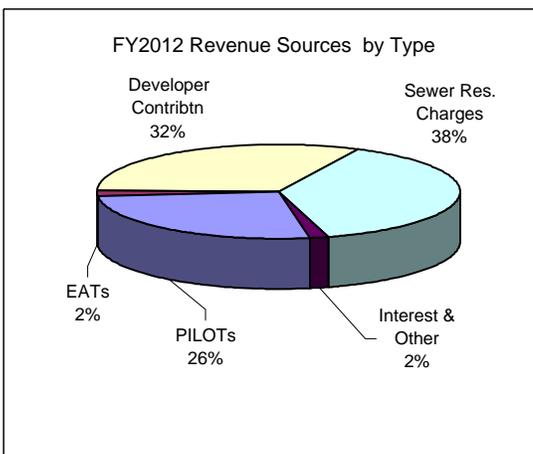
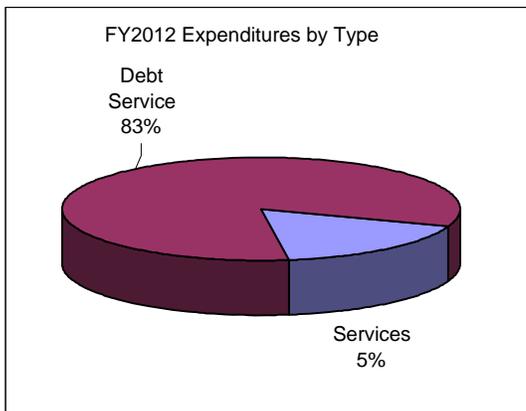
N/A

FY2010 Actual	FY2011		FY2012
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Expenditure reflects debt service. Revenues are generated by the sewer capacity fees and "developer contributions" paid by the company toward the debt service.
- ~\$350,000 of the expenditure in the Services category represents the portion of PILOTS Triumph distributes to the City per the Intergovernmental Cooperative Agreement.

Operating Budget Summary



	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	382,883	386,165	386,305	386,305
Debt Service	1,853,416	1,856,607	1,856,607	1,853,752
Interfund Transfers	0	0	0	0
Total	2,236,299	2,242,772	2,242,912	2,240,057
Sources:				
PILOTs	592,415	660,795	660,763	660,763
EATs	49,979	50,000	47,685	45,840
Developer Contribtn	762,222	809,100	809,100	809,100
Sewer Res. Charges	372,600	972,996	972,996	972,996
Interest & Other	41,877	30,000	41,877	41,877
From/(To) Fund Bal	417,206	(280,119)	(289,509)	(290,519)
Total	2,236,299	2,242,772	2,242,912	2,240,057

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

FY2010	FY2011		FY2012
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary

	FY2010 Actual	FY2011		FY2012
		Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	5	5,250	41	191
Total	5	5,250	41	191
Sources:				
PILOTS	237	0	751	751
Other Revenue	0	5,250	0	0
Total	0	5,250	751	751

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 nationally franchised restaurant.

Staffing Detail

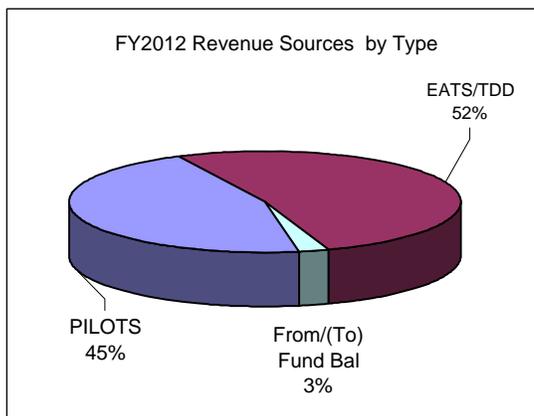
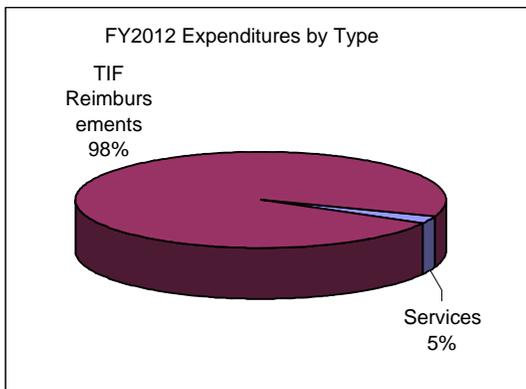
N/A

FY2010	FY2011		FY2012
	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).

Operating Budget Summary



	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	9,880	13,890	6,705	6,630
TIF Reimbursements	104,910	265,725	194,000	265,725
Total	114,790	279,615	200,705	272,355
Sources:				
PILOTS	121,333	130,394	0	130,394
EATS/TDD	112,902	149,190	139,732	149,190
Other Revenue	0	60,000	60,000	0
From/(To) Fund Bal	(119,445)	(59,969)	973	(7,229)
Total	114,790	279,615	200,705	272,355

TUSCANY TOWERS TIF

Program 5195

Program Description

This program tracks the revenues and expenditures for the project(s) at the Tuscan 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

FY2010	FY2011		FY2012
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary

	FY2010	FY2011		FY2012
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	205	0	1,500	0
TIF Reimbursements	0	0	0	0
Total	205	0	1,500	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Trf from Gaming	205	0	1,500	0
From/(To) Fund Bal	0	0	0	0
Total	205	0	1,500	0



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:

- City Clerk
- City Manager’s Office
- Customer Assistance
- Financial Services
- Fire
- Health Department
- Human Resources
- Legal
- Mayor and Council
- Municipal Court (Court Services Is a part of Financial Services)
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Property Maintenance
- Public Works
- Technology Services

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

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
- Sewer 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 transferred and recorded in the Capital Project Fund. 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

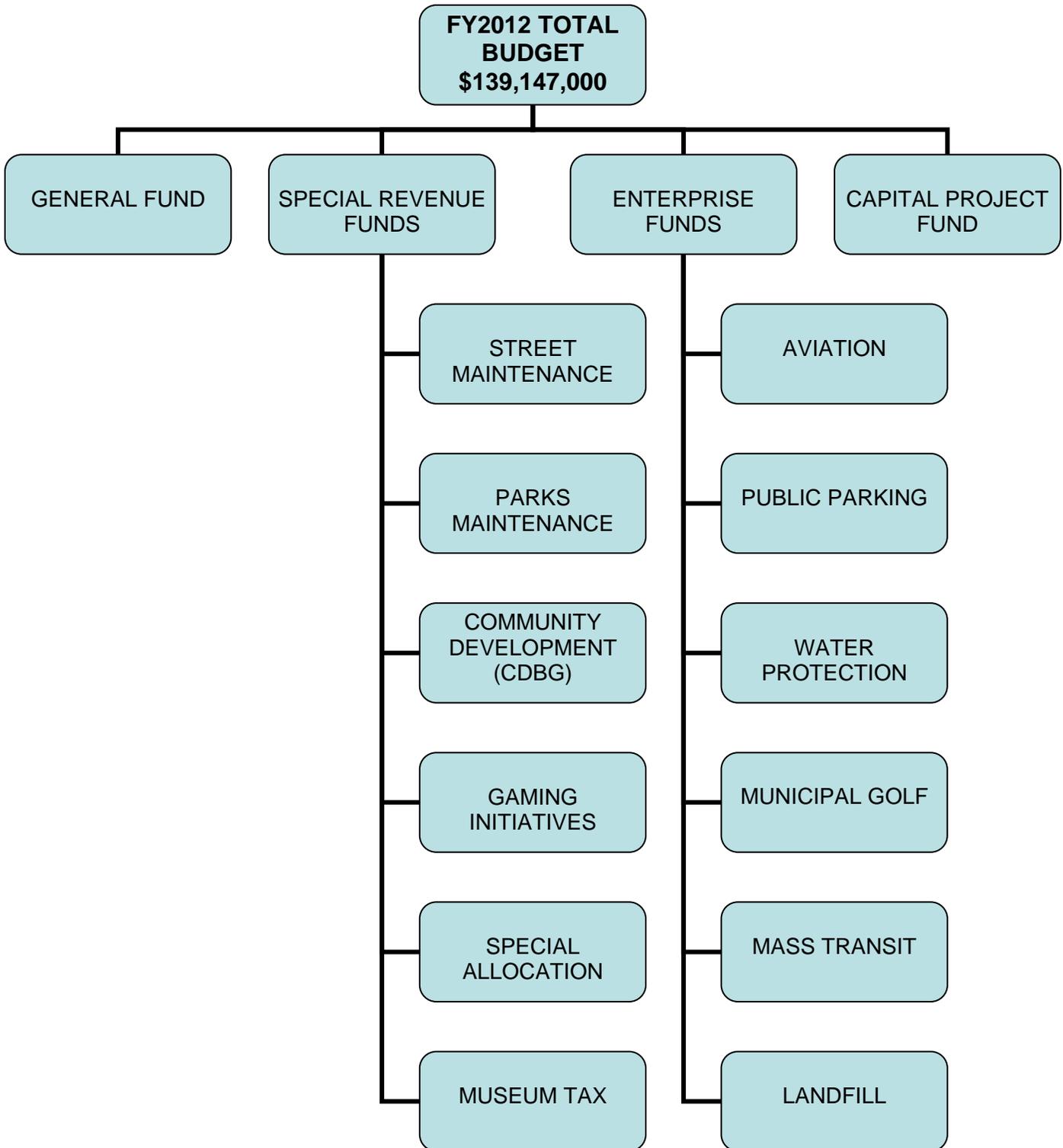
Encumbrance accounts, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, are extensions of formal budgetary control. Unencumbered appropriations lapse at year-end.

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, Library, Special Business District and General Fund Emergency Reserves.

Fund Summaries

A section designed to give the reader an overall view of each type of City fund. Within each fund both summary and detailed information is provided on revenues, expenditures, departments and programs.



FUND STRUCTURE OVERVIEW

FY2012 Total Net Budget
\$139,147,000



FY2012 Operating Budget
\$ 92,796,000

General Fund (GF)

\$46,872,000

Special Revenue Funds (SR)
\$21,826,000

Streets Maintenance
\$7,544,000

Parks Maintenance
\$1,985,000

Community Development (CDBG)
\$2,964,000

Gaming Funded Initiatives
\$1,244,000

Special Allocation
\$7,714,000

Museum Contributions
\$375,000

Enterprise Funds (EF)
\$24,098,000

Airport
\$651,000

Public Parking
\$469,000

Water Protection & Sewer Maintenance
\$13,534,000

Municipal Golf
\$667,000

Mass Transit
\$5,530,000

Landfill
\$3,247,000



FY2012 Capital Budget
\$46,351,000

Landfill CIP
\$376,000

Capital Fund CIP
\$4,370,000

Water Protection CIP
\$39,291,000

Golf CIP
\$23,500

Transit CIP
\$731,000

Airport CIP
\$1,200,000

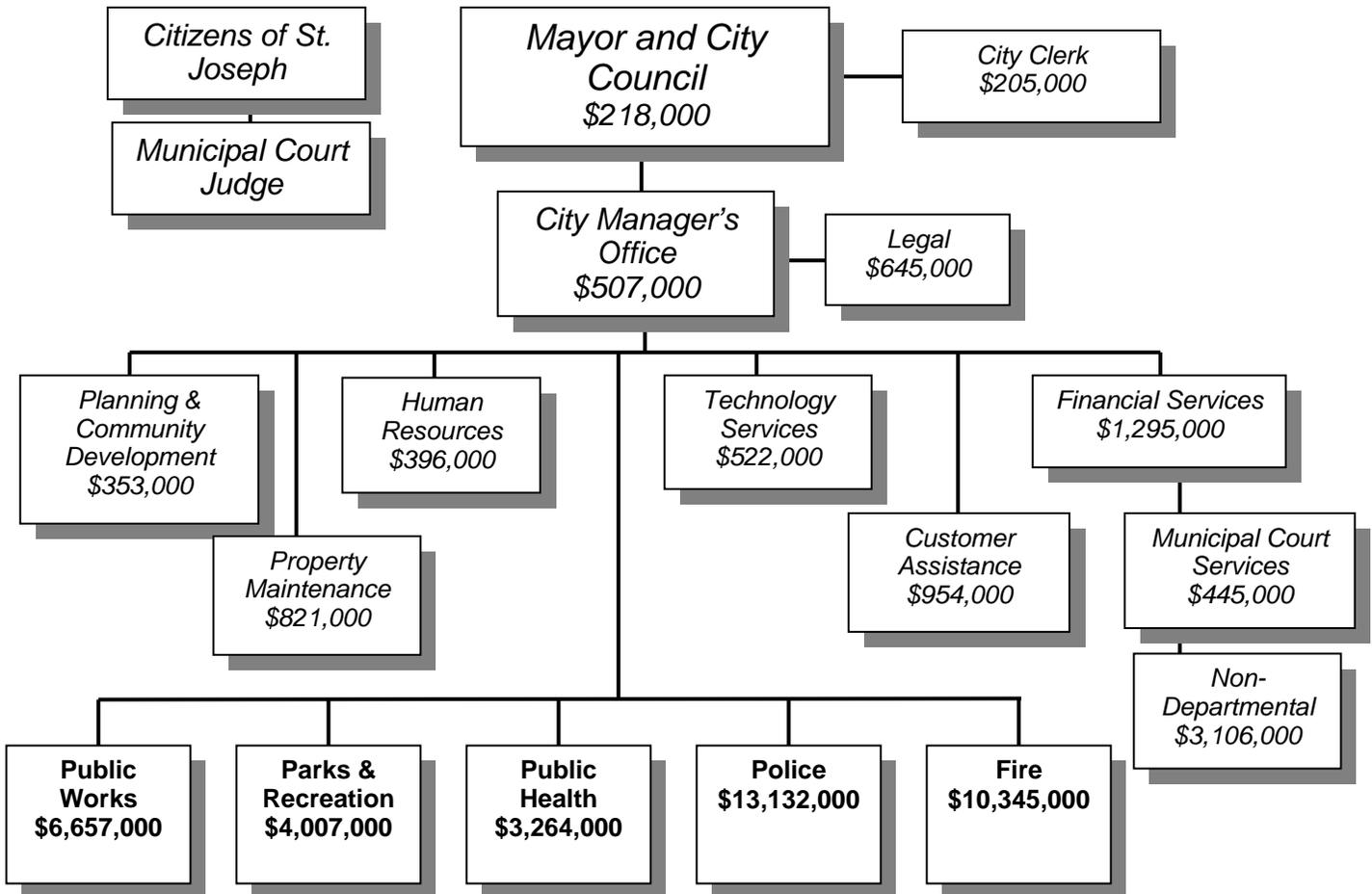
GENERAL FUND

The General Fund is utilized by the City to account for those resources and activities that are traditionally associated with government, which are not required to be accounted for in another fund. The General Fund is typically involved with day-to-day operations of the City. The majority of this fund's expenditures are to support current year operating costs. In addition, certain capital equipment items may be included in the capital outlay classification.

The General Fund is supported by a sixty-two cent (\$.60) general property tax levy, seven cent (\$.07) public safety property tax levy, twenty cent (\$.20) public health levy, and a twenty cent (\$.20) parks & recreation levy, two cent (\$.02) local sales tax, three cent (\$.03) hotel/motel tax, utility franchise fees, various user fees, and other charges. General Fund operations such as police and fire protection are funded primarily from taxes because user fees are not assessed for public safety services. User fees are assessed for licenses, special use permits, building inspections, parks & recreation services, etc...because they primarily benefit and can be directly attributed to specific individuals or businesses. The Health Department also relies on contract with or grants from the state for public health services.

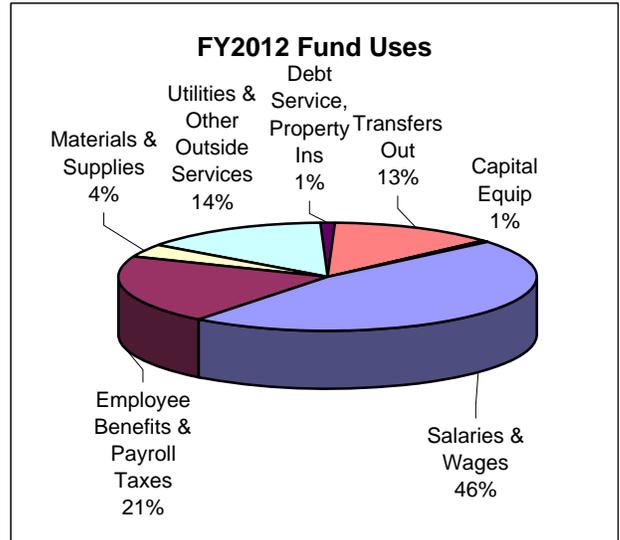
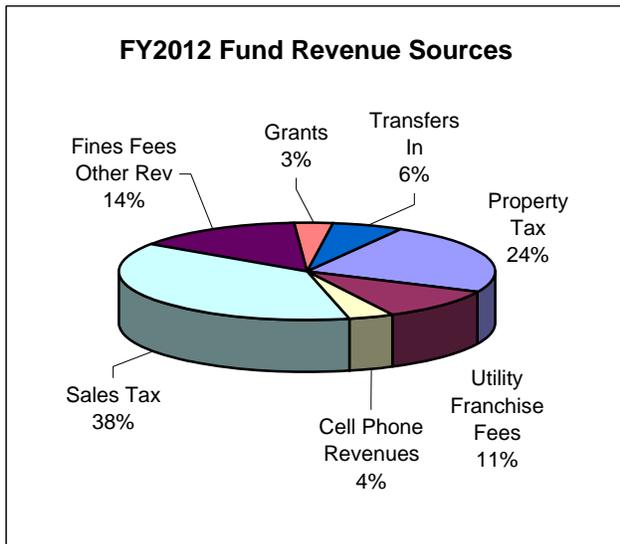
TOTAL BUDGETED RESOURCES: \$ 46,872,000

PLANNED USE BY DEPARTMENT:



GENERAL FUND

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			8,203,614	7,510,364
Property Tax	10,780,742	10,872,472	10,816,106	10,764,984
Utility Franchise Fees	4,700,115	5,046,731	5,085,743	4,865,100
Cell Phone Revenues	2,384,143	2,626,620	2,947,200	1,803,000
Sales Tax	17,259,206	17,916,477	17,377,300	17,413,135
Licenses Permits	1,424,034	1,382,590	1,409,925	1,392,775
Fines	1,041,640	1,213,185	1,041,350	1,180,300
Rents	53,463	46,401	46,401	43,983
Inspection Fees	375,863	434,160	428,200	383,200
Charges for Service	3,195,969	3,373,966	3,308,779	3,377,287
Other Revenue	315,808	237,940	265,655	212,645
Investment Earnings	21,991	59,950	10,810	12,985
Grants	2,661,315	1,391,100	2,404,961	1,535,079
Transfers In	5,086,631	2,453,022	2,641,856	2,755,494
TOTAL SOURCES	<u>49,300,920</u>	<u>47,054,614</u>	<u>47,784,286</u>	<u>45,739,967</u>
USES				
Salaries & Wages	21,624,268	21,588,090	21,062,718	21,813,922
Employee Benefits & Payroll Taxes	9,613,067	9,533,657	9,399,002	9,719,294
Materials & Supplies	1,809,803	1,770,580	1,849,146	1,806,805
Utilities & Other Outside Services	7,520,573	7,039,909	7,361,354	6,702,200
Debt Service, Property Ins	652,995	597,901	588,484	623,933
Transfers Out	4,175,959	6,082,950	7,311,346	5,915,872
Capital Outlay	1,196,913	444,996	905,486	289,545
TOTAL USES	<u>46,593,578</u>	<u>47,058,083</u>	<u>48,477,536</u>	<u>46,871,571</u>
Net Surplus (Deficit)	<u>2,707,342</u>	<u>(3,469)</u>	<u>(693,250)</u>	<u>(1,131,604)*</u>
			*Budget deficit excluding cell phone program:	(507,412)
ENDING BALANCE:			<u>7,510,364</u>	<u>6,378,760</u>
Components of Fund Balance:				
Reserved			1,947,530	2,280,660
Assigned			1,424,938	820,906
UNASSIGNED FUND BALANCE:			4,137,896	3,277,194



GENERAL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	6,110,900	6,143,400	6,135,190	6,153,090
Current Real Estate Public Safety Tax	426,144	427,400	527,000	427,000
Prior Real Estate Tax	225,084	228,000	214,000	215,500
Prior Public Safety R/E Tax	15,145	15,200	14,500	14,500
Real Estate Penalty & Interest	68,726	70,900	57,000	62,050
Current Personal Property	2,709,531	2,744,877	2,576,088	2,606,745
Current Personal Public Safety	188,804	190,900	179,300	179,300
P/P Penalty & Interest	49,738	47,800	47,500	47,300
Prior P/P Tax	163,472	144,455	150,800	148,900
Prior Public Safety P/P Tax	10,998	9,550	10,500	10,500
Merchants & Manufacturers Tax	516,173	521,340	552,272	548,745
Payments in Lieu of Tax - City	15,951	103,515	15,975	44,526
Payments in Lieu of Tax - Other	85,578	14,755	75,586	47,100
Financial Institution Tax	21,003	35,835	34,289	33,600
Railroad Tax	173,495	174,545	226,106	226,128
	<u>10,780,742</u>	<u>10,872,472</u>	<u>10,816,106</u>	<u>10,764,984</u>
Utility Franchise Taxes				
Gas	646,006	754,400	750,000	690,000
Electric	2,065,540	1,980,000	2,084,500	2,107,000
Water	457,550	486,100	465,000	475,000
Telephone	2,922,124	3,475,850	3,709,000	2,379,100
Cable	844,197	867,000	870,000	867,000
Utility EATS (TIF generated utility taxes)	148,842	110,000	154,443	150,000
	<u>7,084,259</u>	<u>7,673,350</u>	<u>8,032,943</u>	<u>6,668,100</u>
Sales Tax				
Sales Tax	8,950,546	9,313,805	9,039,900	9,076,075
Vehicle Sales Tax	407,379	375,000	420,000	375,000
State of Mo Tax Adjustment	(39,718)	(65,000)	(35,300)	(40,000)
1/2 Percent Sales Tax	4,470,348	4,675,270	4,534,900	4,553,100
Cigarette Tax	418,474	455,000	440,000	455,000
Hotel/Motel Tax	425,537	549,600	438,300	447,100
EATS (TIF generated sales tax)	2,301,283	2,287,802	2,213,000	2,221,860
Vehicle Fees	325,357	325,000	326,500	325,000
	<u>17,259,206</u>	<u>17,916,477</u>	<u>17,377,300</u>	<u>17,413,135</u>
Licenses				
Business Licenses	953,985	909,525	909,525	909,525
Liquor Licenses	90,324	95,000	95,000	95,000
Server (Alcohol) License	10,910	10,000	34,000	20,000
Dog/Cat License	55,691	57,000	57,000	57,000
Trade License/Exam Fees	69,673	71,245	72,000	72,000
Garage Sale Licenses	13,910	14,000	14,000	14,000
Contractor License	3,250	5,000	5,000	5,000
	<u>1,197,743</u>	<u>1,161,770</u>	<u>1,186,525</u>	<u>1,172,525</u>
Permits				
Septic Tank Permits	560	2,000	2,000	1,500
Pool/Spa Permit	1,990	3,150	3,150	3,150
Food Establishment Permits	84,749	78,000	78,000	78,000
Special Use Permits	32,640	23,800	30,300	27,800
Sidewalk/Street/Utility Permits	7,812	6,900	6,900	7,000
Land Disturbance Permits	8,875	12,920	9,000	9,000
Street/Utility Permits	13,545	13,000	13,000	13,000

GENERAL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Special Event Permits	2,368	3,300	3,300	3,300
Alarm Ordinance Permits	43,556	44,000	44,000	44,000
Fire Inspection Permits	27,005	29,000	29,000	29,000
Petting Zoo Permits	800	750	750	500
Breeder Permits	540	300	300	300
Litter Permits	1,850	2,500	2,500	2,500
	<u>226,290</u>	<u>219,620</u>	<u>222,200</u>	<u>219,050</u>
Fines				
Municipal Court Fines/Costs	821,582	967,000	822,000	830,000
Crime Victims' Compensation	5,187	6,385	5,000	6,000
DWI Enforcement Revenue	30,822	21,000	21,000	21,000
Police Training Revenue	28,221	35,000	35,000	35,000
State DWI Enforcement Revenue	13,849	14,000	14,000	14,000
Judicial Education Revenue	11,482	8,000	10,000	8,000
Warrant Processing Fees	99,106	117,800	103,100	116,800
Cash Bond Forfeitures	30,141	43,000	30,000	33,300
Surety Bond Forfeitures	1,250	1,000	1,250	1,000
Red Light Camera Fines	0	0	0	115,200
	<u>1,041,640</u>	<u>1,213,185</u>	<u>1,041,350</u>	<u>1,180,300</u>
Rents				
Communication Tower Lease	1,524	2,305	2,305	2,305
Parks/Pools Rental	30,902	32,000	32,000	29,360
Patee Youth Center Lease	21,038	12,096	12,096	12,318
	<u>53,464</u>	<u>46,401</u>	<u>46,401</u>	<u>43,983</u>
Parking Permits/Fees				
Parking Permits	1,451	1,200	1,200	1,200
	<u>1,451</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Inspection Fees				
Boiler Inspections	56,319	82,660	60,000	15,000
Mechanical Permits	0	0	45,000	45,000
Building Permits	185,316	200,000	190,000	190,000
Electrical Permits	57,958	65,000	58,000	58,000
Plumbing Permits	49,424	61,000	50,000	50,000
Certificate of Occupancy Fee	16,206	15,000	16,000	16,000
Other Inspections - Signs	9,189	10,500	9,200	9,200
	<u>374,412</u>	<u>434,160</u>	<u>428,200</u>	<u>383,200</u>
Health Fees				
Medicaid Fees	162,558	201,400	201,700	200,200
Breast Pump Kits	143	6,000	6,000	0
Shelter Fees	52,778	48,000	48,000	48,000
Rabies Clinic Fees	2,650	4,000	4,000	4,000
Animal Microchip Fees	11,270	10,500	10,500	10,500
Vicious Animal Impound Bond	165	500	500	500
Repeat Offender Impact Program	0	0	100	500
Birth/Death Certificates	168,780	167,000	167,000	167,000
Vaccinations/Immunizations	55	0	1,000	5,000
Individual TB Testing	210	100	900	800
Health Testing - DOC	5,490	4,900	4,900	4,900
	<u>404,099</u>	<u>442,400</u>	<u>444,600</u>	<u>441,400</u>
Recreation Fees				
Swimming Pools - Daily Fees	25,558	23,000	13,000	27,670
Aquatic Park - Daily Fees	146,481	141,000	120,000	163,785

GENERAL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Swimming Pools - Punch Cards	2,596	2,000	500	2,220
Aquatic Park - Punch Cards	11,963	11,000	2,500	9,235
Swimming Lessons	11,180	13,000	1,200	9,595
Youth Sports -Basketball/Volleyball	51,145	55,000	55,000	50,150
Fall Softball	20,569	20,500	15,431	15,431
Summer Softball	39,169	42,800	42,800	42,800
Parkway Run Fees	6,825	5,300	5,300	6,850
Muchenberger Fees	2,145	3,000	3,000	3,000
Other Recreation Fees	38,598	42,500	24,100	25,100
Concessions - Pools	92,880	94,200	94,200	94,200
Concessions - Ball Fields/Vending	197,387	208,900	208,900	208,900
Concessions - Senior Citizen Cafeteria	18,593	21,000	16,500	17,200
	<u>665,089</u>	<u>683,200</u>	<u>602,431</u>	<u>676,136</u>
Nature Center Fees				
Nature Center Admissions	49,493	52,000	42,000	42,000
Nature Center Memberships	2,026	5,000	18,000	20,900
Nature Center Gift Shop	27,593	25,000	15,000	20,000
Concessions - Nature Center	5,169	4,000	4,000	4,000
Nature Center Program Income	2,780	2,500	1,000	1,000
	<u>87,061</u>	<u>88,500</u>	<u>80,000</u>	<u>87,900</u>
Civic Facilities Charges				
Civic Arena Rental	91,215	125,000	85,505	115,000
Civic Arena Equipment Rental	22,110	26,700	24,970	30,000
Meeting Room Rental	7,716	7,000	7,100	7,600
Missouri Theater Office Rent	11,225	10,625	5,625	10,625
Civic Arena Ticket Sales	649	1,500	1,500	1,500
Special Civic Arena Promotions	40,872	44,000	24,594	45,000
Concessions - Civic Center	162,151	192,400	141,340	192,400
Move in/out Fees	21,200	21,000	25,400	30,000
Missouri Theater Rental	46,551	40,230	49,425	40,230
Reimbursed Events Payroll	367	700	300	700
	<u>404,056</u>	<u>469,155</u>	<u>365,759</u>	<u>473,055</u>
Bode Complex Charges				
Bode Complex Revenue	31,205	41,900	40,647	41,900
Skating Lessons	19,792	18,000	18,000	18,000
Ice Rental - Hockey	41,094	44,000	44,000	44,000
Ice Rink Admissions	53,936	52,000	52,000	53,000
Ice Rental - Figure Skating	12,498	12,000	12,000	12,000
Ice Rental - General	51,937	42,000	47,500	47,000
Advertising	12,000	6,800	8,025	9,000
	<u>222,462</u>	<u>216,700</u>	<u>222,172</u>	<u>224,900</u>
Charges for Services				
Copies of Public Documents	17,534	20,950	17,150	16,050
GIS Fees	1,187	0	612	0
Plan Review Fees	58,731	98,000	77,000	60,000
Street Utility Cut Repair	93,965	0	0	0
Finance Administration Fees	207,559	276,700	276,700	276,700
Trash/Weed Abatement	83,932	125,000	125,000	125,000
Identification Cards	529	400	400	400
Animal Cremation Services	10,950	10,000	10,000	10,000
County Health Contract	63,338	63,339	63,339	64,479

GENERAL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Fire District Contracts	321,556	331,200	368,097	331,200
Non Criminal Fingerprint Fee	28,299	38,750	38,750	28,300
State Health Contract	132,479	125,634	178,797	125,634
State MCH Health Contract	38,508	40,154	40,154	37,656
Childrens Lead Prevention	5,509	8,877	8,877	0
Outreach Service Contract	8,319	10,899	10,899	10,899
State WIC Contract	340,807	324,108	378,042	387,578
	<u>1,413,202</u>	<u>1,474,011</u>	<u>1,593,817</u>	<u>1,473,896</u>
Other Revenue				
Sale of Fixed Assets	89,874	0	0	0
Insurance Proceeds	36,186	6,400	17,858	0
Concessions - Vending Machines	3,948	4,700	3,000	4,500
Donations	46,506	49,450	48,224	55,150
Recycling Revenue	506	0	774	0
Nonrefundable Bid Deposits	11,280	4,000	8,000	8,000
Recovery/Reimbursements	30,915	72,470	94,847	71,570
Refunds of Prior Year Expenses	5,217	0	3,832	0
Other Revenues Over/Short	91,377	100,920	89,120	73,425
	<u>315,809</u>	<u>237,940</u>	<u>265,655</u>	<u>212,645</u>
Investment Earnings				
Investment Interest Income	12,060	54,950	5,785	7,960
MDFB Bonds Interest Income	25	0	25	25
Interest on Special Assessments	3,680	5,000	5,000	5,000
Interst on Accts/Notes Receivable	6,226	0	0	0
	<u>21,991</u>	<u>59,950</u>	<u>10,810</u>	<u>12,985</u>
Intergovernmental				
Buchanan County LEC Operations	570,425	391,457	391,457	391,457
Emergency Preparedness	190,795	87,361	239,205	87,361
Immunization - Medicare	5,168	11,000	11,000	11,000
Bode Trust	9,399	0	10,095	0
ARRA	107,703	22,783	24,924	0
Mosquito Surveillance Grant	3,450	3,460	3,460	3,460
HIV Prevention	75,111	63,762	63,762	67,109
HIV Service Coordination	83,352	92,000	92,000	92,000
Peace Officers Standard Training Cmmsn	16,145	18,100	18,892	21,000
St. Joseph School District COPS	138,260	138,496	138,496	137,807
FEMA Reimbursement Funds	0	0	70,058	0
Bullet Proof Grant	2,550	0	285	25,825
SEMA Reimbursement Funds	(7,158)	0	(78)	0
MO Trim Grant	10,000	0	0	0
Buchanan County Reimbursements	270,420	288,988	288,988	288,988
Heartland Reimbursements	67,630	72,250	72,250	72,250
Missouri DNR/Parks Grant	492	0	0	0
SEMA Homeland Security Grant	62,142	0	49,095	0
Missouri Highway Safety Project	27,733	47,552	41,490	47,460
Missouri Emergency Mngt. Grant	8,344	8,500	8,500	8,500
Byrne Formula Grant	24,476	0	50,498	0
COPS Technology Grant	772,308	0	620,386	0
FTA/CPG Grant	195,429	131,191	187,191	258,475
Miscellaneous Grants	27,141	14,200	23,007	22,387
	<u>2,661,315</u>	<u>1,391,100</u>	<u>2,404,961</u>	<u>1,535,079</u>

GENERAL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Interfund Transfers - Computer Network				
Transfer from SIM&R Fund	56,450	0	0	0
Transfer from Parks, Recreation Fund	23,700	0	0	0
Transfer from Public Health Fund	42,300	0	0	0
Transfer from CDBG Fund	7,000	7,630	7,630	8,720
Transfer from Aviation	3,100	3,270	3,270	3,270
Transfer from Sewer Fund	21,650	18,530	18,530	26,160
Transfer from Landfill Fund	4,000	4,360	4,360	4,360
Transfer from Parking Fund	3,700	3,270	3,270	3,270
Transfer from Golf Course	1,000	2,180	2,180	2,180
Transfer from Transit Fund	15,700	11,990	11,990	11,990
	<u>178,600</u>	<u>51,230</u>	<u>51,230</u>	<u>59,950</u>
Interfund Transfers In				
Transfer from General Fund	1,480,643	0	0	0
Transfer from Streets Maintenance	451,928	0	82,000	0
Transfer from Parks Maintenance	253,490	0	0	0
Transfer from Public Health Fund	665,270	0	0	0
Transfer from CDBG Fund	272,635	267,375	267,375	261,079
Transfer from Library Fund	220	115	115	30
Transfer from Gaming Fund	389,632	460,000	473,000	594,825
Transfer from Aviation Fund	59,158	55,095	55,095	62,195
Transfer from Parking Fund	50,450	55,890	55,890	56,000
Transfer from Water Protection Fund	769,790	720,757	800,587	840,728
Transfer from Municipal Golf Fund	19,720	25,070	25,070	38,455
Transfer from Mass Transit Fund	164,692	123,270	137,274	140,789
Transfer from Landfill Fund	272,668	634,270	634,270	642,386
Transfer from Museum	57,735	59,950	59,950	59,057
	<u>4,908,031</u>	<u>2,401,792</u>	<u>2,590,626</u>	<u>2,695,544</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	(2,707,343)	3,469	693,250	1,131,604
Total	<u>46,593,579</u>	<u>47,058,082</u>	<u>48,477,536</u>	<u>46,871,571</u>

GENERAL FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	19,732,828	19,361,891	18,945,616	19,437,332
Salary Increases	0	305,000	189,555	500,000
Overtime	729,625	812,132	781,016	806,827
FLSA Overtime (Fire Dept)	143,768	140,000	151,200	140,000
Temp-Part Time Wages	714,902	678,022	702,630	638,443
Out-of-Title Pay	103,838	102,200	103,100	102,200
Sick Leave Buy Back	12,244	12,460	13,516	12,735
Retired Consultant's Pay	187,063	176,385	176,085	176,385
	<u>21,624,268</u>	<u>21,588,090</u>	<u>21,062,718</u>	<u>21,813,922</u>
Employee Benefits				
Police Pension Contribution	1,987,009	1,802,011	1,739,311	1,704,516
Lagers Pension Contribution	2,489,141	2,632,512	2,571,907	2,733,285
FICA Contribution	619,558	601,396	595,352	608,003
FIM Medicare	271,446	268,235	262,462	267,408
457 Plan Match	154,222	35,850	38,616	27,354
Health Insurance	2,678,133	2,770,059	2,726,659	2,861,338
Dental Insurance	117,893	116,535	114,580	116,790
Life Insurance	78,470	77,690	77,742	77,927
Unemployment Insurance	29,854	400	400	400
Long Term Disability	46,448	46,059	46,097	46,286
Workers Compensation	663,830	641,655	641,655	641,543
Uniform Allowance	221,739	256,040	256,040	326,700
EMT Allowance	0	0	0	22,500
Car/Mileage Allowance	50,724	57,425	56,155	52,625
Confer/Train/Travel	204,600	227,790	272,026	232,619
	<u>9,613,067</u>	<u>9,533,657</u>	<u>9,399,002</u>	<u>9,719,294</u>
Materials & Supplies				
Office Supplies	100,035	96,480	92,678	94,280
Data Processing Supplies	1,675	2,000	2,000	2,000
Police Evidence Supplies	896	4,000	6,377	4,000
Photo Supplies	1,210	3,300	3,300	2,600
Janitorial Supplies	58,037	49,500	47,700	49,500
Recreation Supplies	55,240	52,238	52,596	52,238
Safety Equip/Clothing	71,962	81,567	81,635	125,442
Chemical/Drugs/Medical Supplies	34,017	47,550	38,550	41,550
Motor Fuel and Lubricants	547,755	598,065	591,345	616,685
Minor Equipment	477,346	350,617	432,162	338,662
Traffic & Lighting Supplies	3,383	0	390	0
Materials & Supplies for Resale	202,760	192,250	191,950	192,250
Other Materials/Supplies	255,487	293,013	308,463	287,598
	<u>1,809,803</u>	<u>1,770,580</u>	<u>1,849,146</u>	<u>1,806,805</u>
Services				
Employment Services	237,286	235,895	238,795	222,500
Professional Services	591,998	620,669	852,538	826,620
Recruitment Costs	4,956	5,000	5,000	3,000
Memberships	48,498	48,912	48,512	54,297
Periodicals & Books	26,632	39,687	38,912	37,220
Communication Services	291,263	319,347	327,726	348,076
Postage	42,760	60,955	58,940	59,905
Freight	1,204	1,200	1,200	1,200
Advertising	144,759	106,975	133,616	117,375
Permits & Recording Fees	1,731	2,730	3,225	2,730
Printing & Binding	50,273	61,075	60,862	49,925
Gas Service	185,342	199,800	201,600	202,800

GENERAL FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Electric Service	431,417	391,200	393,200	398,700
Water Service	41,863	54,865	55,365	56,765
Vehicle/Equipment Rent	99,042	97,512	99,707	80,638
Facility Rent/Lease	25	0	0	0
M&R - Office Equipment	155,749	137,070	157,197	131,665
M&R - Building & Facilities	362,762	249,356	267,056	253,390
M&R - Machinery & Equipment	53,655	74,850	56,550	97,300
M&R - Motor Vehicles	662,913	482,810	634,282	484,310
M&R - Communications Equipment	882,252	911,755	925,855	935,863
Major Maintenance & Repairs	10,880	10,000	0	10,000
Custodial Services	2,651	0	0	0
Towing Services	6,269	4,200	5,200	4,200
Laundry Services	22,001	33,150	30,750	30,350
Solid Waste Disposal Services	21,619	26,735	26,735	27,035
MO DNR Fees	526	850	850	850
Special Contributions	2,564,732	1,378,736	1,386,556	978,736
Other Services	575,516	1,484,575	1,351,125	1,286,750
	<u>7,520,574</u>	<u>7,039,909</u>	<u>7,361,354</u>	<u>6,702,200</u>
Other Charges				
Principal	176,542	157,591	157,591	164,981
Interest	99,672	91,896	91,896	86,132
Other Debt Charges	4,541	4,040	4,184	4,540
Insurance/Refund Expense	264,204	279,874	231,813	280,280
Judgments & Claims	47,435	24,500	30,150	28,000
Election Expenses	60,601	40,000	72,850	60,000
	<u>652,995</u>	<u>597,901</u>	<u>588,484</u>	<u>623,933</u>
Capital Outlay				
Office Equipment & Furniture	16,740	0	11,311	0
Motor Vehicles	291,876	290,160	288,607	250,870
Machinery & Equipment	806,479	154,836	581,965	16,340
Software Purchases	0	0	23,603	22,335
	<u>1,115,095</u>	<u>444,996</u>	<u>905,486</u>	<u>289,545</u>
Capital Improvements				
Land	35,000	0	0	0
Improvements Other Than Buildings	6,712	0	0	0
Streets, Curbs & Sidewalks	40,106	0	0	0
	<u>81,818</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfers				
Transfer for Computer Network	122,450	0	0	
Transfer to General Fund	1,370,688	0	0	0
Transfer to Streets Maintenance	806,093	4,290,870	4,488,870	4,239,600
Transfer to Parks Maintenance	437,320	1,161,080	1,192,128	1,052,080
Transfer to Public Health	323,830	0	0	0
Transfer to Aviation Fund	26,340	0	0	0
Transfer to Water Protection	0	200,000	0	200,000
Transfer to Capital Projects	1,089,238	431,000	1,630,348	424,192
	<u>4,175,959</u>	<u>6,082,950</u>	<u>7,311,346</u>	<u>5,915,872</u>
Total	<u>46,593,579</u>	<u>47,058,083</u>	<u>48,477,536</u>	<u>46,871,571</u>

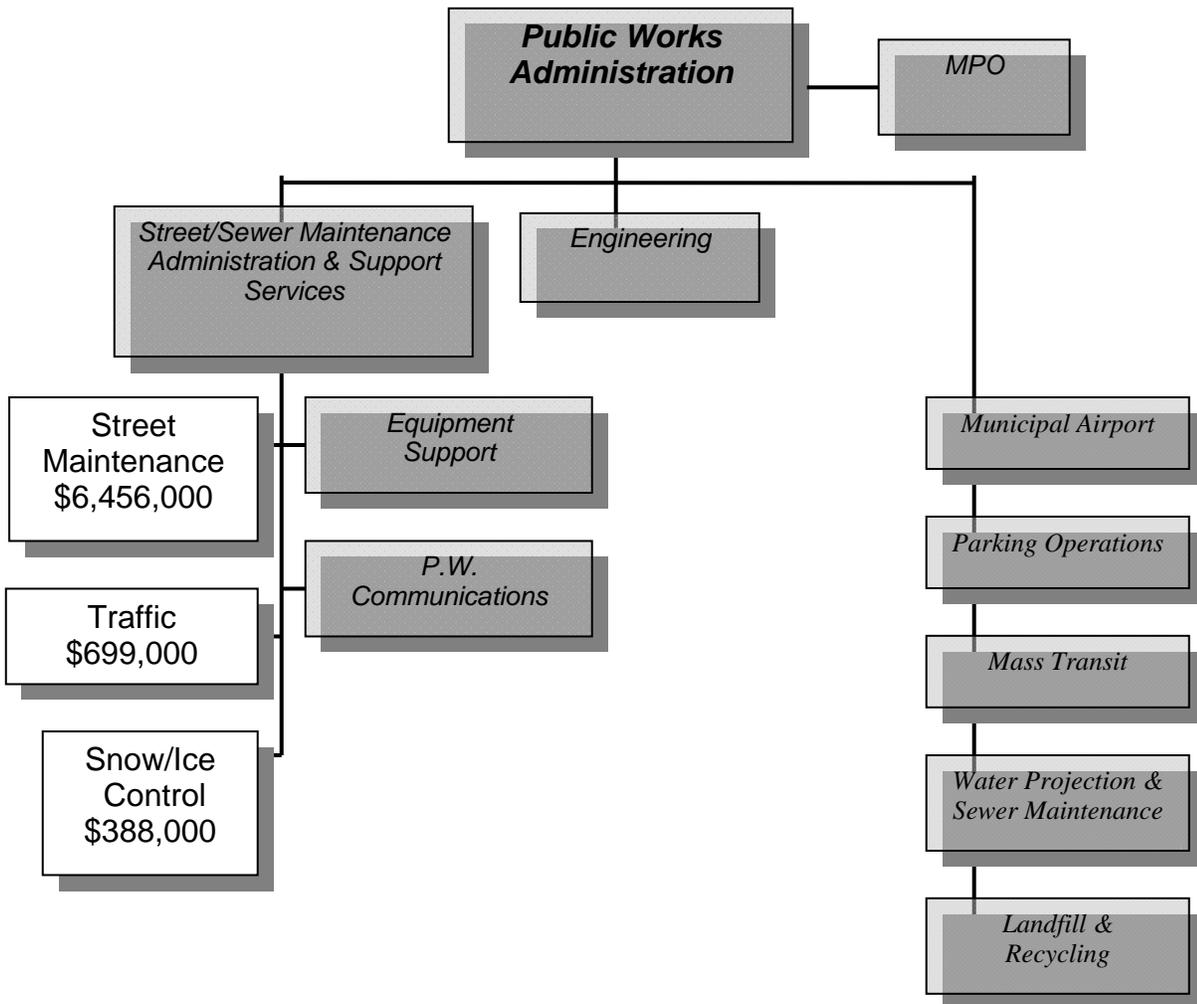


STREETS MAINTENANCE FUND

The Streets Maintenance Fund accounts for those revenues received from the City's share of the Missouri motor fuel tax and road and bridge tax. Revenues also include street and utility cut payments, interest earned from the General Fund emergency reserve. In order to meet the demands of the services within the Streets Maintenance Fund a portion of one percent (1%) of the local general sales tax is transferred to the fund. These revenues are used for street maintenance, street overlay, storm sewers, bridges, street signs, snow removal, street lighting.

TOTAL BUDGETED RESOURCES: \$ 7,544,000

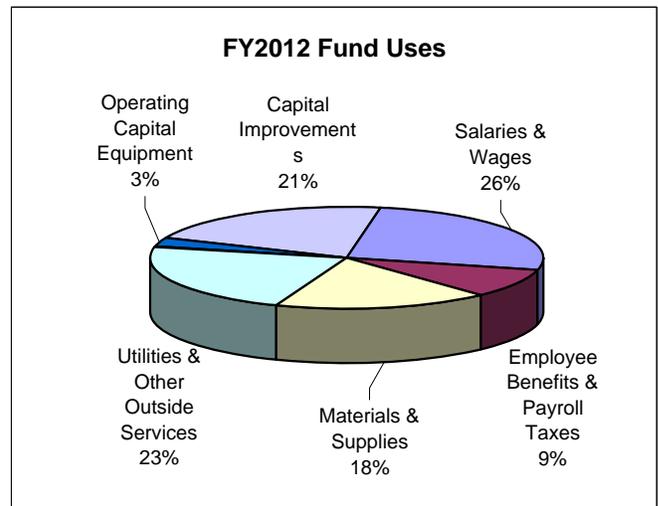
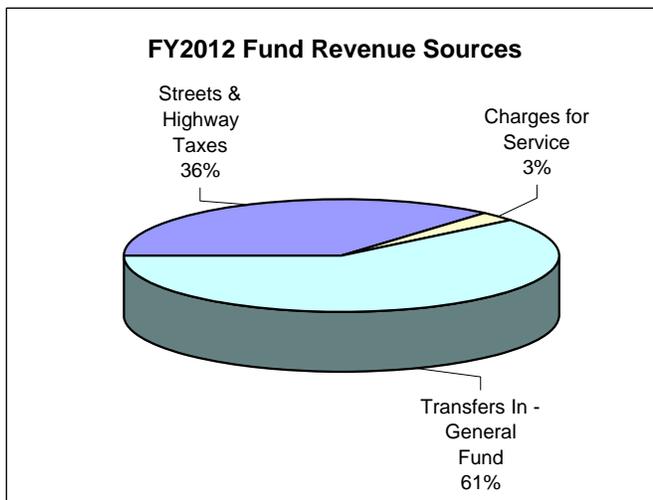
PLANNED USE BY PROGRAM



STREETS MAINTENANCE FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			20	0
Streets & Highway Taxes	2,577,523	2,707,644	2,669,103	2,725,955
Permits	0	13,000	13,000	0
Charges for Service	0	300,000	150,000	200,000
Other Revenue	14,484	0	86,160	0
Investment Earnings	9,281	5,000	5,105	5,100
Transfers In - General Fund	11,000	4,290,870	4,488,870	4,564,600
TOTAL SOURCES	<u>2,612,288</u>	<u>7,316,514</u>	<u>7,412,238</u>	<u>7,495,655</u>
USES				
Salaries & Wages	2,008,046	2,026,623	1,951,873	1,975,666
Employee Benefits & Payroll Taxes	637,555	660,383	652,478	677,390
Materials & Supplies	1,032,149	1,391,400	1,294,950	1,343,250
Utilities & Other Outside Services	1,433,358	1,354,850	1,378,867	1,712,850
Property/Liability Ins; Judgement & Claims	3,674	2,000	2,000	2,000
Transfers Out	0	0	117,880	0
Operating Capital Equipment	190,767	222,270	222,270	228,800
Capital Improvements	1,459,332	1,659,000	1,947,120	1,604,000
TOTAL USES	<u>6,764,881</u>	<u>7,316,526</u>	<u>7,567,438</u>	<u>7,543,956</u>
Net Surplus (Deficit)	(4,152,593)	(12)	(155,200)	(48,301)
ENDING ASSIGNED FUND BALANCE:			<u>(155,180) *</u>	<u>(48,301) *</u>

* The projected ending fund balances are within the 1-2% year-end savings target. Should it become necessary at year-end, additional funds would be transferred from the General Fund.



STREETS MAINTENANCE FUND

REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	1,976,312	2,102,800	2,102,800	2,102,800
Road & Bridge Tax	601,211	604,844	566,303	623,155
	<u>2,577,523</u>	<u>2,707,644</u>	<u>2,669,103</u>	<u>2,725,955</u>
Permits				
Street/Utility Cut Permits	0	13,000	13,000	0
	<u>0</u>	<u>13,000</u>	<u>13,000</u>	<u>0</u>
Charges for Services				
Street Cut Repair	0	300,000	150,000	200,000
	<u>0</u>	<u>300,000</u>	<u>150,000</u>	<u>200,000</u>
Other Revenue				
Insurance Proceeds	1,435	0	717	0
Recycling Revenue	2,328	0	0	0
Recovery/Reimbursements/PY Refunds	10,720	0	85,443	0
	<u>14,483</u>	<u>0</u>	<u>86,160</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	5,667	0	5,000	5,000
	<u>5,667</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
Investment Earnings				
Investment Interest Income	3,614	5,000	105	100
	<u>3,614</u>	<u>5,000</u>	<u>105</u>	<u>100</u>
Interfund Transfers In				
Transfer from General Fund	11,000	4,290,870	4,488,870	4,239,600
Transfer from Landfill Fund	0	0	0	325,000
	<u>11,000</u>	<u>4,290,870</u>	<u>4,488,870</u>	<u>4,564,600</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	12	0	0
Total	<u>2,612,287</u>	<u>7,316,526</u>	<u>7,412,238</u>	<u>7,495,655</u>

STREETS MAINTENANCE FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	1,820,829	1,855,323	1,760,323	1,798,666
Overtime	162,429	150,000	164,500	152,000
Out of Title Pay	24,788	21,300	27,050	25,000
	<u>2,008,046</u>	<u>2,026,623</u>	<u>1,951,873</u>	<u>1,975,666</u>
Employee Benefits				
Lagers Pension Contribution	53,878	76,950	78,950	94,831
FICA Contribution	125,593	125,653	128,153	122,594
FICA Medicare	29,372	29,390	29,990	28,674
457 Plan Match	8,376	0	0	0
Health Insurance	317,434	334,638	322,138	339,624
Dental Insurance	13,685	14,025	13,520	13,770
Life Insurance	7,210	7,414	7,414	7,194
Unemployment Insurance	13,577	0	0	0
Long Term Disability	4,537	4,393	4,393	4,263
Workers Compensation	61,240	60,800	60,800	59,320
Confer/Train/Travel	2,652	7,120	7,120	7,120
	<u>637,554</u>	<u>660,383</u>	<u>652,478</u>	<u>677,390</u>
Materials & Supplies				
Office Supplies	799	1,000	1,000	1,000
Safety Equip/Clothing	11,374	17,800	17,200	17,800
Motor Fuel and Lubricants	15,936	21,000	21,000	24,150
Minor Equipment	33,765	45,200	35,200	45,200
Street Maintenance Supplies	918,959	1,250,900	1,163,300	1,199,600
Traffic/Lighting Supplies	45,962	53,200	53,200	53,200
Other Materials/Supplies	5,353	2,300	4,050	2,300
	<u>1,032,148</u>	<u>1,391,400</u>	<u>1,294,950</u>	<u>1,343,250</u>
Services				
Employment Services	134,177	112,200	112,200	112,200
Professional Services	12,532	14,300	9,500	8,800
Memberships	324	900	900	900
Periodicals & Books	346	200	200	200
Postage	0	50	50	50
Freight	539	400	900	900
Advertising	900	0	0	0
Licenses/Permits/Recording Fees	6	0	87	0
Electric Service - Street Lighting	1,151,421	933,500	933,500	1,131,500
Vehicle/Equipment Rent	5,463	41,900	6,000	6,900
M&R - Office Equipment	250	2,000	2,000	2,000
M&R - Building & Facilities	42,331	151,800	198,300	351,800
M&R - Machinery & Equipment	0	3,900	4,000	3,900
M&R - Motor Vehicles	68,252	64,600	82,000	64,600
M&R - Communications Equipment	2,336	3,800	3,800	3,800
Towing Services	3,659	0	130	0
Laundry Services	1,350	1,700	1,700	1,700
MO DNR Fees	6	0	0	0
Other Services	13,130	23,600	23,600	23,600
	<u>1,437,022</u>	<u>1,354,850</u>	<u>1,378,867</u>	<u>1,712,850</u>

STREETS MAINTENANCE FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Insurance	370	0	0	0
Judgement & Claims	3,304	2,000	2,000	2,000
	<u>3,674</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Capital Outlay				
Motor Vehicles	39,724	0	0	128,000
Machinery & Equipment	151,043	222,270	222,270	100,800
	<u>190,767</u>	<u>222,270</u>	<u>222,270</u>	<u>228,800</u>
Public Improvements				
Land	0	0	5,000	0
Buildings	0	55,000	53,000	0
Streets, Curbs & Sidewalks	1,459,332	1,604,000	1,889,120	1,604,000
	<u>1,459,332</u>	<u>1,659,000</u>	<u>1,947,120</u>	<u>1,604,000</u>
Interfund Transfers				
Transfer to General Fund	451,928	0	82,000	0
Transfer to Aviation Fund	0	0	35,880	0
	<u>451,928</u>	<u>0</u>	<u>117,880</u>	<u>0</u>
Total	<u>7,220,471</u>	<u>7,316,526</u>	<u>7,567,438</u>	<u>7,543,956</u>



PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

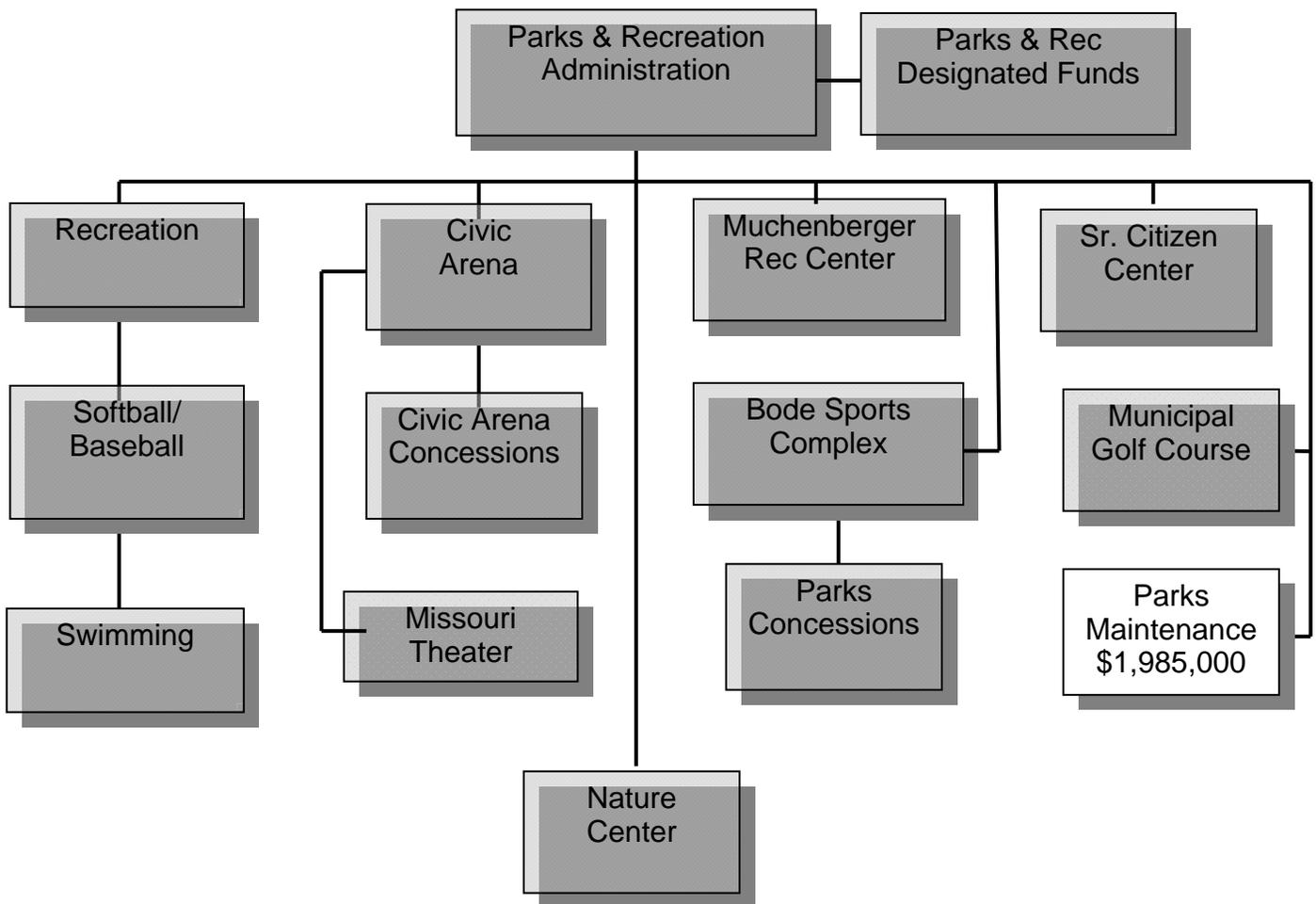
PARKS MAINTENANCE

The Parks Maintenance Fund accounts for parkways, park grounds and equipment maintenance. The fund is set up to account for the revenues derived from a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, trusts and one-half of the City Sticker & Penalty general fund revenue was routed to Parks Maintenance in FY2004 to assist that function.

The remainder of the program is funded through a transfer from the General Fund.

TOTAL BUDGETED RESOURCES: \$ 1,985,000

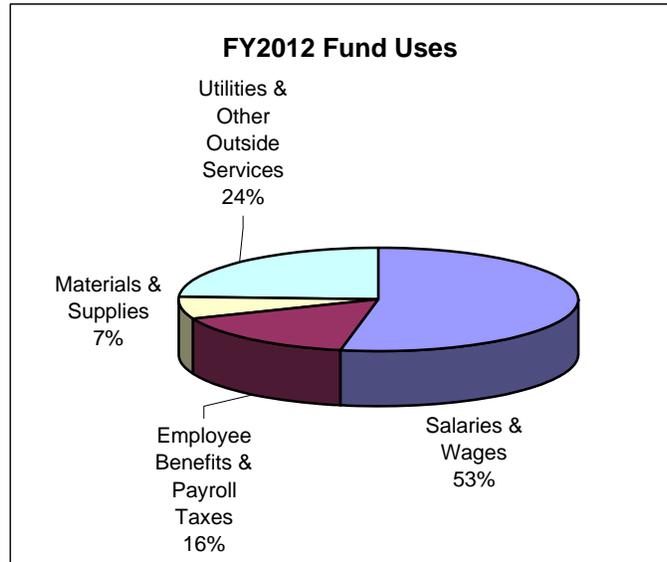
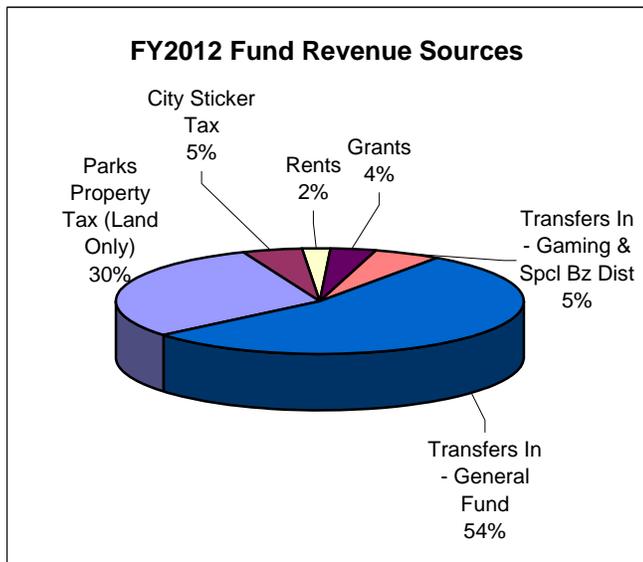
PLANNED USE BY PROGRAM:



PARKS MAINTENANCE FUND

SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			9,000	167,690
Parks Property Tax (Land Only)	580,728	582,410	581,500	581,900
City Sticker Tax	95,802	94,000	94,000	94,000
Rents	46,049	43,787	43,787	43,787
Other Revenue	31,417	0	8,788	0
Grants	71,454	70,000	139,024	70,000
Transfers In - Gaming & Spcl Bz Dist	19,400	19,400	35,939	101,400
Transfers In - General Fund	75,600	1,161,080	1,192,128	1,052,080
TOTAL SOURCES	920,450	1,970,677	2,095,166	1,943,167
USES BY PROGRAM				
Salaries & Wages	1,050,757	1,029,121	1,027,090	1,053,148
Employee Benefits & Payroll Taxes	310,238	307,417	223,968	316,417
Materials & Supplies	128,474	136,150	133,650	136,150
Utilities & Other Outside Services	418,873	373,925	406,920	477,510
Property Ins, Judgements & Claims	6,693	2,000	18,800	2,000
Operating Capital Equipment	184,507	109,000	126,048	0
TOTAL USES	2,099,542	1,957,613	1,936,476	1,985,225
Net Surplus (Deficit)	(1,179,092)	13,064	158,690	125,632
ENDING ASSIGNED FUND BALANCE:			167,690	125,632



PARKS MAINTENANCE FUND

REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	558,876	559,300	553,600	554,000
Prior Park District R/E Tax	21,852	23,110	21,900	21,900
R/E Penalty & Interest	17,060	0	6,000	6,000
	<u>597,788</u>	<u>582,410</u>	<u>581,500</u>	<u>581,900</u>
Licenses				
City Sticker & Penalty	95,802	94,000	94,000	94,000
	<u>95,802</u>	<u>94,000</u>	<u>94,000</u>	<u>94,000</u>
Rents				
Horace Mann Rent	46,049	43,787	43,787	43,787
	<u>46,049</u>	<u>43,787</u>	<u>43,787</u>	<u>43,787</u>
Other Revenue				
Insurance Proceeds	13,081	0	0	0
Sale of Fixed Assets	11,993	0	0	0
Donations	5,491	0	8,735	0
Recovery/Reimbursements	852	0	53	0
	<u>31,417</u>	<u>0</u>	<u>8,788</u>	<u>0</u>
Intergovernmental				
Bode Trust	1,271	0	0	0
FEMA Reimbursement Funds	0	0	69,024	0
Parks Maintenance Trust	70,183	70,000	70,000	70,000
	<u>71,454</u>	<u>70,000</u>	<u>139,024</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	75,600	1,161,080	1,192,128	1,052,080
Transfer from Riverboat Gaming Fund	9,700	9,700	26,239	91,700
Transfer from Downtown Business D.	9,700	9,700	9,700	9,700
	<u>95,000</u>	<u>1,180,480</u>	<u>1,228,067</u>	<u>1,153,480</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	(13,064)	0	0
Total	<u>937,510</u>	<u>1,957,613</u>	<u>2,095,166</u>	<u>1,943,167</u>

PARKS MAINTENANCE FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	914,086	892,821	906,500	917,348
Anticipated Savings	0	0	0	0
Overtime	7,882	15,000	5,000	5,000
Temp-Part Time Wages	128,066	120,500	114,790	130,000
Sick Leave Buy Back	723	800	800	800
	<u>1,050,757</u>	<u>1,029,121</u>	<u>1,027,090</u>	<u>1,053,148</u>
Employee Benefits				
Lagers Pension Contribution	25,684	35,898	36,398	42,812
FICA Contribution	65,645	66,014	575	63,615
FICA Medicare	15,352	15,445	135	14,876
457 Plan Match	5,070	0	0	0
Health Insurance	145,058	148,728	145,528	153,792
Dental Insurance	6,360	6,375	6,375	6,120
Life Insurance	3,613	3,656	3,656	3,656
Unemployment Insurance	7,311	2,500	2,500	2,500
Long Term Disability	2,243	2,456	2,456	2,165
Mileage Reimbursement	13	0	0	0
Workers Compensation	33,889	26,345	26,345	26,881
	<u>310,238</u>	<u>307,417</u>	<u>223,968</u>	<u>316,417</u>
Materials & Supplies				
Janitorial Supplies	4,528	3,500	3,500	3,500
Recreation Supplies	21,832	22,500	17,500	22,500
Safety Equip/Clothing	3,208	1,000	3,500	1,000
Chemical/Drugs/Medical Supplies	146	150	150	150
Motor Fuel and Lubricants	84,471	95,000	95,000	95,000
Minor Equipment	14,289	14,000	14,000	14,000
Other Materials/Supplies	0	0	0	0
	<u>128,474</u>	<u>136,150</u>	<u>133,650</u>	<u>136,150</u>
Services				
Memberships	16	20	20	20
Telephone Service	5,223	7,705	7,705	4,290
Gas Service	41,646	45,000	42,000	45,000
Electric Service	114,618	99,500	97,500	99,500
Water Service	41,139	50,000	50,000	50,000
Vehicle/Equipment Rent	3,061	2,700	2,700	2,700
M&R - Building & Facilities	102,663	61,500	83,539	71,500
M&R - Machinery & Equipment	8,965	10,000	10,000	10,000
M&R - Motor Vehicles	63,188	60,000	76,782	75,000
M&R - Communications Equipment	4,464	5,000	5,000	5,000
Major Repairs & Replacement	0	0	0	82,000
Laundry Services	426	500	500	500
MO DNR Fees	539	2,000	2,000	2,000
Other Services	32,924	30,000	29,174	30,000
	<u>418,872</u>	<u>373,925</u>	<u>406,920</u>	<u>477,510</u>

PARKS MAINTENANCE FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Judgement & Claims/Insurance	6,693	2,000	18,800	2,000
	<u>6,693</u>	<u>2,000</u>	<u>18,800</u>	<u>2,000</u>
Capital Outlay				
Office Equipment & Machinery	0	0	0	0
Machinery & Equipment	108,907	109,000	126,048	0
	<u>108,907</u>	<u>109,000</u>	<u>126,048</u>	<u>0</u>
Public Improvements				
Buildings	75,600	0	0	0
Improvements other than Buildings	0	0	0	0
	<u>75,600</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>2,099,541</u>	<u>1,957,613</u>	<u>1,936,476</u>	<u>1,985,225</u>



PLANNING & COMMUNITY DEVELOPMENT FUND

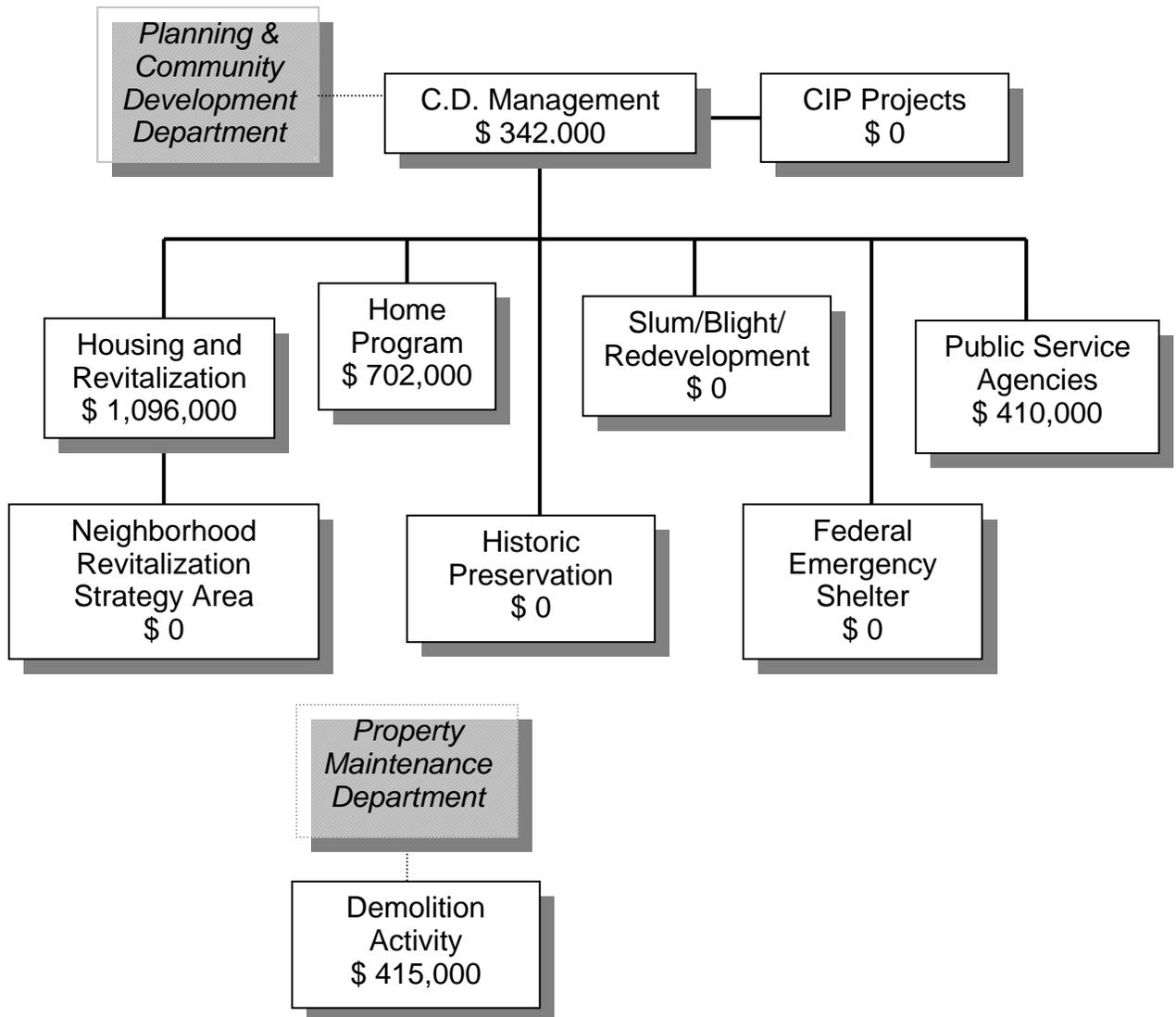
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

The Community Development Block Grant (CDBG) Fund accounts for those revenues received by the City from federal and state governments. The major source of funds comes from the CDBG Entitlement Program authorized by Congress in 1974 for cities with populations of 50,000 or more. The primary goal of the program is to develop viable urban communities that offer decent housing, suitable living environments, and economic opportunities for low and moderate-income people. Monies are also received from HUD (Housing & Urban Development), various state grants and revenues from City demolition activity.

Personnel in this fund provide for the administration and implementation of these state and federally funded programs.

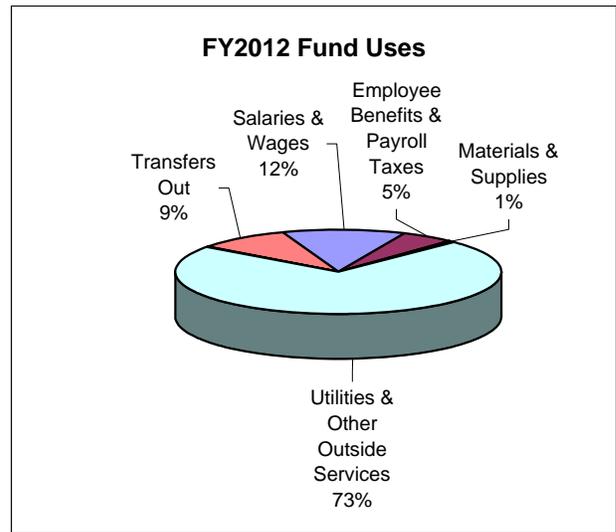
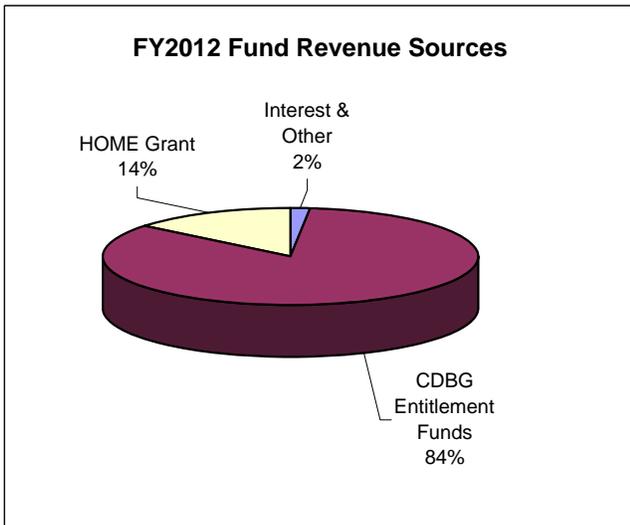
TOTAL BUDGETED RESOURCES: \$ 2,964,000

PLANNED USE BY PROGRAM:



COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	17,637	24,000	24,000	24,000
Intergovernmental/Other Grants	2,956,889	2,985,088	4,294,412	2,985,088
Other Revenue	134,793	25,629	26,173	25,629
Transfers (To)/From - Reprogrammable Fund:	757,761	-49,629	62,275	0
TOTAL SOURCES	3,867,080	2,985,088	4,406,860	3,034,717
USES				
Salaries & Wages	362,663	376,942	330,442	360,734
Employee Benefits & Payroll Taxes	116,734	153,989	139,387	156,646
Materials & Supplies	8,871	16,108	14,508	16,108
Utilities & Other Outside Services	3,221,756	2,155,817	5,597,946	2,153,104
Debt Service, Property Ins	4,172	7,227	7,578	7,659
Transfers Out	279,635	275,005	275,005	269,799
Operating Capital Equip	0	0	0	0
TOTAL USES	3,993,831	2,985,088	6,364,866	2,964,050
Net Surplus (Deficit) to/from Reprogrammed Fnds	(126,751)	0	(1,958,006)	70,667



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues				
Recovery/Reimbursements	98,671	25,629	25,629	25,629
Refunds Prior Year Expenditure	65	0	509	0
Other Revenue	36,057	0	35	0
	<u>134,793</u>	<u>25,629</u>	<u>26,173</u>	<u>25,629</u>
Special Assessments				
Principal	16,373	23,000	23,000	23,000
Interest on Special Assessments	1,264	1,000	1,000	1,000
	<u>17,637</u>	<u>24,000</u>	<u>24,000</u>	<u>24,000</u>
Intergovernmental				
Home Program Grant	151,802	705,310	956,291	705,310
Community Development Block Grant	1,725,298	2,279,778	2,453,278	2,279,778
American Rec Reinvst Grant	972,712	0	818,000	0
Missouri DNR/Hist Preservation Grant	59,157	0	66,843	0
Federal HMIS Grant	47,919	0	0	0
Miscellaneous Grants	0	0	0	0
	<u>2,956,888</u>	<u>2,985,088</u>	<u>4,294,412</u>	<u>2,985,088</u>
Interfund Transfers In				
Transfer from Rehab Loan Fund	645,777	0	0	0
Transfer from HOME Loan Fund	111,984	0	62,275	0
	<u>757,761</u>	<u>0</u>	<u>62,275</u>	<u>0</u>
Transfer from/(to) Reprogrammable Funds				
Reprogrammable Funds	0	(49,629)	0	0
Total	<u>3,867,079</u>	<u>2,985,088</u>	<u>4,406,860</u>	<u>3,034,717</u>

Revolving Loan Fund & Line-of-Credit Balances

Revolving Loan Fund Balances:

Rehab, Rental Rehab, &	
Historic Preservation Loans:	\$2,306,206
Home Loans:	<u>2,302,548</u>
Reserved Fund Balance:	<u>\$4,608,754</u>

Line-of-Credit Balances:

Reprogrammed for FY2010/11	\$1,455,140
Reprogrammed for FY2009/10	325,146
Reprogrammed for FY2008/09	215,499
Reprogrammed for FY2007/08	125,000
	<u>\$2,120,785</u>

The revolving loan and line-of-credit balances are as of 2/28/11 and represent amounts available for, but not currently appropriated in, the city budget.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	362,182	376,492	329,992	360,194
Overtime	32	0	0	0
Sick Leave Buy Back	449	450	450	540
	<u>362,663</u>	<u>376,942</u>	<u>330,442</u>	<u>360,734</u>
Employee Benefits				
Lagers Pension Contribution	10,136	14,325	12,325	17,775
FICA Contribution	22,705	23,370	20,770	22,960
FICA Medicare	5,310	5,468	4,918	5,371
457 Plan Match	3,105	0	0	0
Health Insurance	52,195	57,783	48,631	57,672
Dental Insurance	2,189	2,296	1,996	2,296
Life Insurance	1,439	1,505	1,505	1,440
Long Term Disability	892	965	965	854
Workers Compensation	11,043	10,820	10,820	10,821
Car/Mileage Allowance	2,125	7,550	7,550	7,550
Confer/Train/Travel	5,594	29,907	29,907	29,907
	<u>116,733</u>	<u>153,989</u>	<u>139,387</u>	<u>156,646</u>
Materials & Supplies				
Office Supplies	3,791	8,836	8,836	8,836
Photo Supplies	112	1,800	200	1,800
Safety Equip/Clothing	32	0	0	0
Motor Fuel	1,541	1,600	1,600	1,600
Minor Equipment	3,072	2,605	2,605	2,605
Other Materials/Supplies	323	1,267	1,267	1,267
	<u>8,871</u>	<u>16,108</u>	<u>14,508</u>	<u>16,108</u>
Services				
Professional Services	58,345	94,010	94,010	94,010
Memberships	775	1,595	1,595	1,595
Periodicals & Books	309	1,000	1,000	1,000
Telephone Service	4,853	6,080	6,080	5,205
Postage	5,093	7,800	7,800	7,800
Advertising	23,847	28,879	28,879	28,879
Permits & Recording Fees	699	3,521	3,521	3,521
Printing & Binding	681	1,448	1,448	1,448
Gas Service	2,137	2,000	2,212	2,000
Electric Service	4,443	3,600	3,764	3,600
Water Service	1,893	1,500	1,500	1,500
Vehicle/Equipment Rent	3,964	4,294	4,294	2,456
M&R - Motor Vehicles	0	700	700	700
M&R - Communications Equipment	60	100	100	100

COMMUNITY DEVELOPMENT BLOCK GRANT FUND EXPENDITURES

	2009-10	2010-11		2011-12
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Laundry Service	232	900	900	900
Solid Waste Disposal	505	500	500	500
Special Contributions	1,201,317	417,500	3,082,233	417,500
Other Services	1,912,604	1,580,390	2,357,410	1,580,390
	<u>3,221,757</u>	<u>2,155,817</u>	<u>5,597,946</u>	<u>2,153,104</u>
Other Charges				
Insurance	4,172	7,227	7,578	7,659
Transfer to General Fund	272,635	267,375	267,375	261,079
Transfer to SIM&R Fund	0	0	0	0
Transfer to Gaming Fund	0	0	0	0
Transfer to CIP Sales Tax Fund	0	0	0	0
Transfer to General Fund - Computer	7,000	7,630	7,630	8,720
	<u>283,807</u>	<u>282,232</u>	<u>282,583</u>	<u>277,458</u>
Total	<u>3,993,831</u>	<u>2,985,088</u>	<u>6,364,866</u>	<u>2,964,050</u>



GAMING INITIATIVES FUND

The Gaming Initiatives Fund is a special revenue fund established July 1, 1995 to track revenues derived from the riverfront casino located on the City's Missouri River Waterfront. Revenues are received from the State of Missouri based on state statutes. A lease agreement with casino owners provided approximately \$400,000 a year and was ended by the casino owners in mid-FY2010. Revenues are shared equally with Buchanan County.

Although the City reports annually to the State of Missouri on how the gambling revenues are spent, there are no legal restrictions on their use. City Council has adopted an informal policy of not using funds for ordinary operating expenditures. Actual expenditures are approved during each annual budget process. Riverfront and economic development activities have also become a major focus for this fund.

TOTAL BUDGETED RESOURCES: \$ 1,244,000

PLANNED USE BY PROGRAM:



GAMING INITIATIVES FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			242,591	375,645
Gaming Revenue	1,075,123	973,000	1,118,125	1,140,490
Other Revenue	0	0	100,000	0
Interest Earnings	310	1,000	600	600
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	<u>1,075,433</u>	<u>974,000</u>	<u>1,218,725</u>	<u>1,141,090</u>
USES BY PROGRAM				
Gaming Funded Initiatives	922,390	978,117	1,085,671	1,243,942
TOTAL USES	<u>922,390</u>	<u>978,117</u>	<u>1,085,671</u>	<u>1,243,942</u>
Net Surplus (Deficit)	153,043	(4,117)	133,054	(102,852)
ENDING ASSIGNED FUND BALANCE:			<u>375,645</u>	<u>272,793</u>

Proposed Gaming Funded Initiatives

GAMING INITIATIVES

Special Contributions - Recurring	\$25,000	MO-KAN Contribution
	\$9,900	State Legislative Lobbyist (Mark Rhoads)
	\$165,000	Chamber Economic Development Contract
	\$12,000	Community Alliance Membership
	\$13,867	Federal Legislative Lobbyist
	\$24,500	Downtown Partnership Contract
	\$50,000	Festival Funding
	\$25,000	Allied Arts Council (1st Yr of 3 Yr Commitment)
	\$25,000	Institute for Applied Life Science (1st Yr of 3 Yr Cmtmnt)
Special Contributions - One Time or Limited	\$10,000	Patee House Museum - Grant Match
	\$20,000	Social Welfare Board
	\$14,000	St. Joseph Alliance
Other Services	\$1,600	MDOT Lease
Capital Equipment/Improvements	\$40,000	Two (2) replacement warning sirens
TRANSFER TO GENERAL FUND		
Public Information & Communications:	\$50,000	Public Education Spots & Cablevision Contract
Legal Department:	\$150,000	Legal Services - Outside Counsel
Planning & Community Development	\$100,000	Historic Preservation grants outside of HUD eligible areas
Property Maintenance:	\$100,000	Property maintenance abatement activities
Nature Center:	\$50,000	Special Programming
Parks Designated:	\$10,000	Memorial garden at 28th & Messanie
Human Resources:	\$16,000	Applicant tracking system
Fire Training/Fire Suppression	\$46,000	Replacement training van/replacement hand radio units
Police Detectives	\$16,000	Software upgrade for Electronic Crimes Unit
Police Patrol	\$25,825	Grant match for bullet proof vests
Police Communications	\$10,000	Language Line pilot project
Building Development:	\$21,000	Replacement vehicle for building inspectors
TRANSFER TO PARK MAINTENANCE FUND		
Parks Maintenance:	\$9,700	Downtown Clean-up Program
Parks Maintenance:	\$82,000	Replace 15 light poles at ballfields
TRANSFER TO SPECIAL ALLOCATION FND	\$5,050	To cover City expenses until TIF revenues begin
TRANSFER TO AVIATION FUND	\$60,000	Operating Subsidy in support of Air Guard presence
TRANSFER TO PARKING FUND	\$6,500	Reimburse lost revenue/waived fees at Civic Center
TRANSFER TO CAPITAL PROJECT FUND	\$50,000	Living History Reserve project at Riverfront
	<u>\$1,243,942</u>	

GAMING INITIATIVES FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
State Admissions	667,835	595,000	694,550	708,440
State Gaming	407,287	378,000	423,575	432,050
	<u>1,075,122</u>	<u>973,000</u>	<u>1,118,125</u>	<u>1,140,490</u>
Investment Interest				
Interest Income	310	10,000	600	600
	<u>310</u>	<u>10,000</u>	<u>600</u>	<u>600</u>
Other Revenue				
Recovery/Reimbursement	0	0	100,000	0
	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>
Interfund Transfers				
Transfer from General Fund	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	4,117	0	0
	<u>0</u>	<u>4,117</u>	<u>0</u>	<u>0</u>
Total	<u>1,075,432</u>	<u>987,117</u>	<u>1,218,725</u>	<u>1,141,090</u>

TRANSFER TO PARK MAINTENANCE FUND

GAMING INITIATIVES FUND EXPENDITURES

	2009-10	2010-11		2011-12
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Services & Supplies				
Special Contributions	399,267	345,267	349,767	394,267
Other Services	608	1,600	600	1,600
	<u>399,875</u>	<u>346,867</u>	<u>350,367</u>	<u>395,867</u>
Interfund Transfers Out				
Transfer to General Fund	329,632	400,000	423,000	594,825
Transfer to Parks Maintenance Fund	69,700	69,700	86,239	91,700
Transfer to Special Allocation Fund	3,902	5,050	4,565	5,050
Transfer to Aviation Fund	60,000	60,000	60,000	60,000
Transfer to Parking Fund	12,950	6,500	6,500	6,500
Transfer to Capital Projects Fund	46,331	50,000	115,000	50,000
	<u>522,515</u>	<u>591,250</u>	<u>695,304</u>	<u>808,075</u>
Capital Outlay				
Machinery & Equipment	0	40,000	40,000	40,000
	<u>0</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total	<u>922,390</u>	<u>978,117</u>	<u>1,085,671</u>	<u>1,243,942</u>

SPECIAL ALLOCATION FUND

The Special Allocation Fund is the depository for revenues generated by the City's Tax Increment Financing (TIF) redevelopment projects and Economic Development Agreements (EDA). The Fund is established per State Statute, Section 99.845 R.S.Mo. 2000. The Fund derives revenue from four main sources.

Payment in Lieu of Taxes (PILOTS) – Real property tax rates are frozen within the established TIF district for a term of up to 23 years per project. Increases in real property taxes due to new construction, rehabilitation and infrastructure improvements associated with the TIF plan are abated. Property owners make PILOTS in an amount equal to the tax abatement granted.

Economic Activity Taxes (EATS) – Any EATS revenues are frozen within the district as well. 50% of new locally collected taxes including sales, food and beverage, corporate profit, and utility taxes generated by redevelopment in the area are captured by the City and deposited to the Special Allocation Fund.

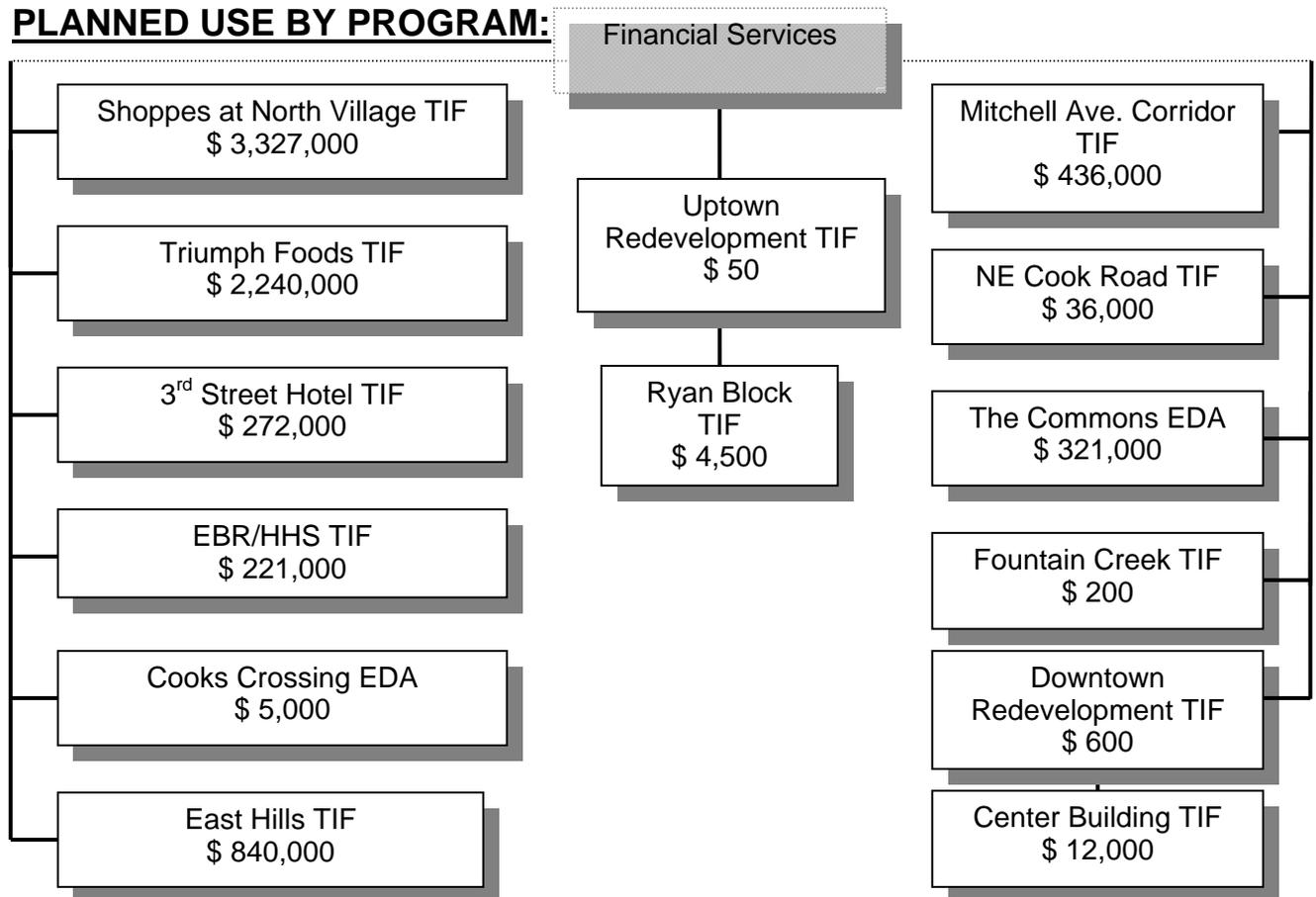
Bond Proceeds – If bonds are issued in conjunction with a TIF project, the City is reimbursed for any capital expenditures made in conjunction with infrastructure improvements for that project from the proceeds. The monies are deposited to the Special Allocation Fund and then transferred to the fund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

Reimbursements from Funding Agreements - Developers deposit up-front monies to the Fund in order to cover the City's legal and administrative costs of processing and monitoring projects.

A separate program is set up for each tax TIF project. EATS and PILOTS are tracked separately within each project. Revenues and expenditures tied to City Developer Agreements are also tracked within this fund.

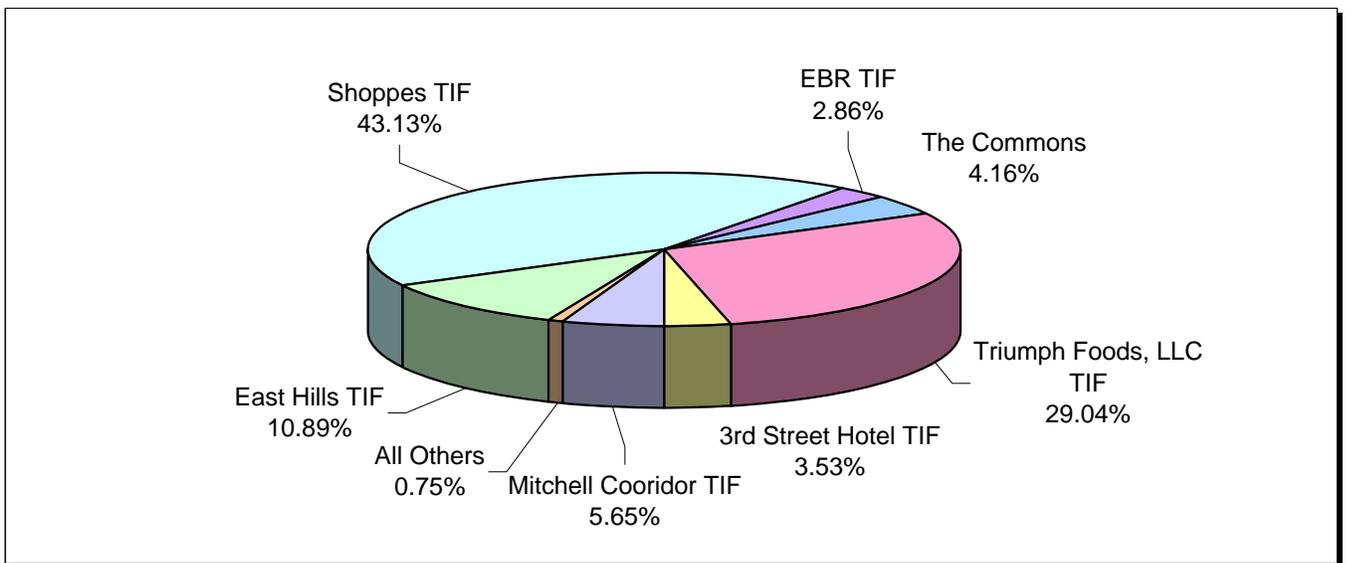
TOTAL BUDGETED RESOURCES: \$ 7,714,000

PLANNED USE BY PROGRAM:

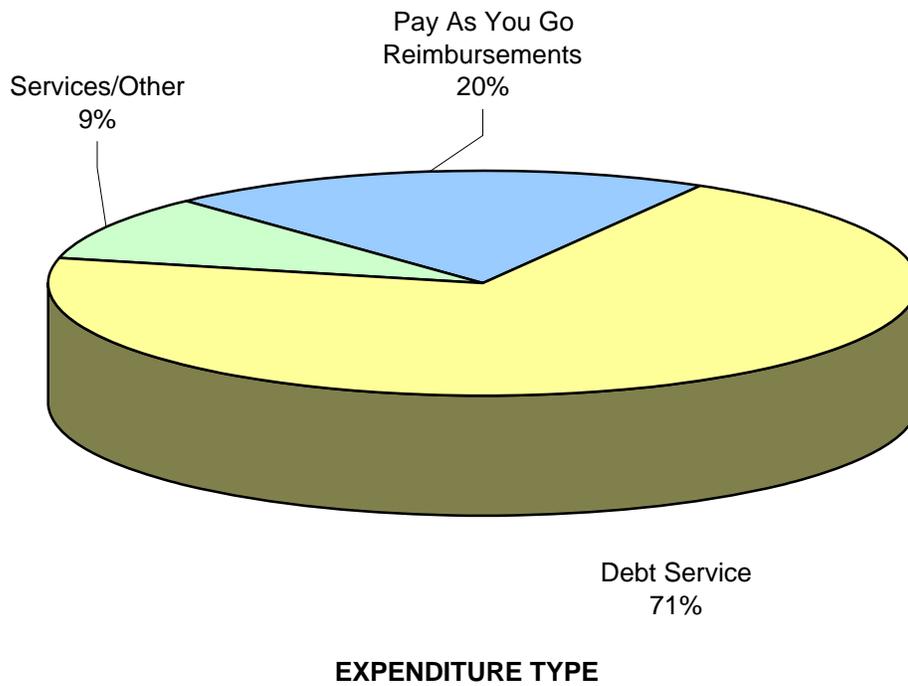
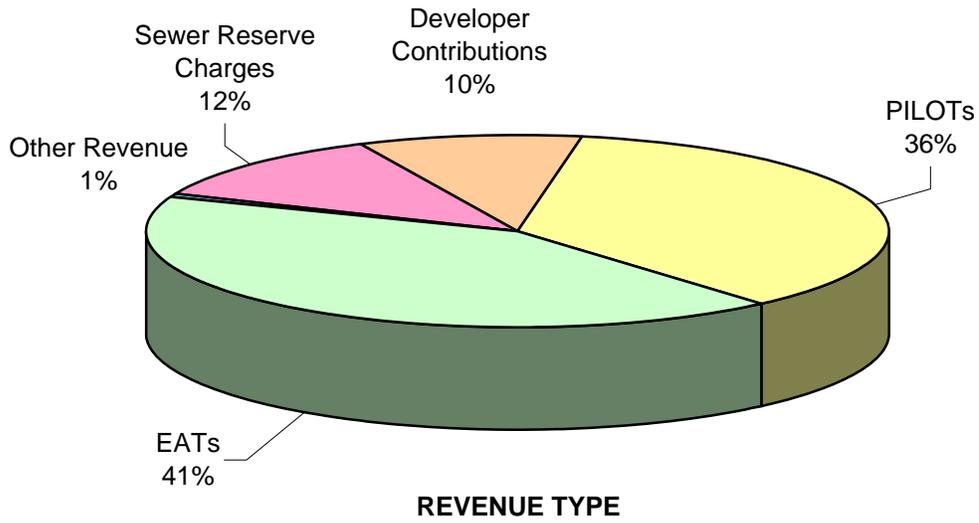


SPECIAL ALLOCATION FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
PILOTS	2,656,208	2,950,097	2,847,845	2,976,354
EATS/TDD/NonIncremental Sales Tax	3,195,368	3,896,240	3,541,789	3,518,940
Bond Proceeds/Reimbursements	63,928	0	0	0
Recovery/Reimbursement	5,000	69,750	80,000	4,500
Sewer System Development Fees	11,500	15,000	1,500	1,500
Developer Contributions	762,221	809,100	809,100	809,100
Interest Earnings	42,794	51,400	42,677	42,777
Sewer Reserve Charges	372,600	972,996	972,996	972,996
Transfers from Other Funds	3,902	5,050	3,400	5,050
Appropriated from Fund Balance	0	-588,642	0	0
TOTAL SOURCES	<u>7,113,521</u>	<u>8,180,991</u>	<u>8,299,307</u>	<u>8,331,217</u>
USES BY PROGRAM				
Center Building TIF	4821	36,220	17,220	11,720
Uptown Redevelopment TIF	0	2,050	1,144	50
Ryan Block TIF	0	4,500	4	4,505
Cooks Crossing EDC	0	0	15,008	5,000
Downtown Redevelopment TIF	3,320	50	1,900	600
Mitchell Avenue Corridor TIF	430,011	423,780	433,755	435,505
The Commons Development (EDC)	322,559	384,940	384,630	320,760
North East Cook Road TIF	10,967	5,010	34,240	36,010
East Hills TIF	824,346	814,794	842,425	839,900
Shoppes at North Village TIF	3,399,954	3,355,200	3,357,050	3,326,944
EBR Development TIF	236,197	313,085	224,284	220,505
Triumph Foods, LLC TIF	2,300,227	2,242,772	2,242,912	2,240,057
Fountain Creek TIF	5	5,250	41	191
3rd Street Hotel TIF	114,790	279,615	200,705	272,355
Tuscany Towers TIF	205	0	1,500	0
TOTAL USES	<u>7,647,402</u>	<u>7,867,266</u>	<u>7,756,818</u>	<u>7,714,102</u>
Net Surplus (Deficit)	(533,881)	313,725	542,489	617,115



SPECIAL ALLOCATION FUND SOURCES & USES



SPECIAL ALLOCATION FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	15,416	0	411	0
	<u>15,416</u>	<u>0</u>	<u>411</u>	<u>0</u>
Personal Property				
Payment in Lieu of Taxes (PILOTs)-City	554,760	573,201	542,765	576,430
PILOTs - Other	2,086,032	2,376,896	2,304,669	2,399,924
	<u>2,640,792</u>	<u>2,950,097</u>	<u>2,847,434</u>	<u>2,976,354</u>
Sales Tax				
Economic Activity Taxes (EATS) City	1,955,750	2,144,900	2,194,250	2,195,650
EATS - County	771,831	851,950	839,700	840,140
EATS - Other	114,809	535,890	127,839	119,650
Non Incremental Sales Tax	60,619	70,500	65,000	70,500
CID Sales Tax	292,360	275,000	297,000	275,000
TDD Sales Tax	0	18,000	18,000	18,000
	<u>3,195,369</u>	<u>3,896,240</u>	<u>3,541,789</u>	<u>3,518,940</u>
Bond & Loan Proceeds				
Bond & Loan Proceeds	63,928	0	0	0
	<u>63,928</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sanitary Sewer Charges				
Sewer System Development Fee	11,500	15,000	1,500	1,500
	<u>11,500</u>	<u>15,000</u>	<u>1,500</u>	<u>1,500</u>
Other Revenues				
Recovery/Reimbursements	5,000	69,750	80,000	4,500
Developer Contributions	762,221	809,100	809,100	809,100
Sewer Reserve Charges	372,600	972,996	972,996	972,996
Interest Earnings	42,795	51,400	42,677	42,777
	<u>1,182,616</u>	<u>1,903,246</u>	<u>1,904,773</u>	<u>1,829,373</u>
Interfund Transfers				
Transfer from Riverboat Fund	3,902	5,050	3,400	5,050
	<u>3,902</u>	<u>5,050</u>	<u>3,400</u>	<u>5,050</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(588,642)	0	0
	<u>0</u>	<u>(588,642)</u>	<u>0</u>	<u>0</u>
Total	<u>7,113,523</u>	<u>8,180,991</u>	<u>8,299,307</u>	<u>8,331,217</u>

SPECIAL ALLOCATION FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies & Services				
Professional Services	9,953	18,590	20,045	16,590
Postage	287	150	60	150
Advertising	3,086	2,640	6,906	4,855
Special Contributions/Services	53,919	39,000	43,700	43,700
Other Services	624,226	661,624	660,126	661,491
	<u>691,471</u>	<u>722,004</u>	<u>730,837</u>	<u>726,786</u>
Debt Service				
Principal Payments	1,884,965	2,260,000	1,990,000	2,050,000
Interest Payments	3,529,690	3,437,372	3,437,372	3,342,421
Other Debt Charges	23,956	23,985	24,745	24,000
TIF Reimbursable Expenses	1,453,392	1,423,905	1,573,864	1,570,895
	<u>6,892,003</u>	<u>7,145,262</u>	<u>7,025,981</u>	<u>6,987,316</u>
Interfund Transfers Out				
Transfer to Streets Fund	63,928	0	0	0
	<u>63,928</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>7,647,402</u>	<u>7,867,266</u>	<u>7,756,818</u>	<u>7,714,102</u>



MUSEUM TAX FUND

The Museum Tax Fund accounts for the distribution of the 5 cent (\$.05) property tax levy, approved by voters in 1948, for the purposes of “operating, maintaining, improving and supervising a municipal museum”. From the time the tax was passed until recently, funds were distributed to the various forms of an entity known, since 1985, as St. Joseph Museum, Inc. The Museum Tax Fund was unbudgeted and the City acted strictly as the pass-through agency for the revenues.

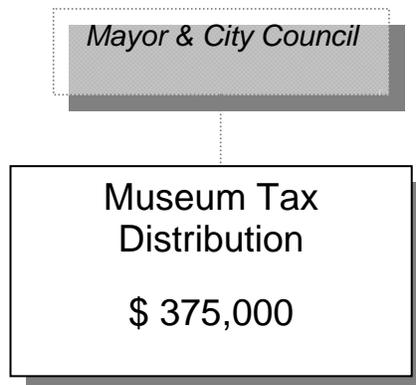
A judge’s decision following a 2006 lawsuit brought about by one faction of St. Joseph Museum, Inc. membership against another, gave the City sole discretion on how the museum tax was to be distributed. The decision also required a more specific contract between the City and any private entity chosen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

The major portion of the tax is distributed to the private entity contracted to manage a group of municipal museums for the City. A smaller portion of tax funds are distributed directly to a City-run facility/museum, the Remington Nature Center. Finally, monies are designated to operate and to maintain the Wyeth-Tootle Mansion, a facility considered “a municipal museum” as long as it operates as a museum.

RSMo, Section 94.350(2) and 94.400.1 both allow cities to levy property taxes for “museum purposes”.

TOTAL BUDGETED RESOURCES: \$ 375,000

PLANNED USE BY PROGRAM:



MUSEUM TAX FUND SUMMARY

	2009-10	2010-11		2011-12
		Actual	Adopted Budget	Estimated Actual
SOURCES				
Beginning FB:			341,498	170,393
Property Tax	485,587	487,185	483,473	483,650
Interest Earnings	670	1,500	670	670
Appropriated From Fund Balance	0	171,195	0	0
TOTAL SOURCES	<u>486,257</u>	<u>659,880</u>	<u>484,143</u>	<u>484,320</u>
USES BY PROGRAM				
Museum Tax Initiatives	479,424	653,625	655,248	374,724
TOTAL USES	<u>479,424</u>	<u>653,625</u>	<u>655,248</u>	<u>374,724</u>
Net Surplus (Deficit)	6,833	6,255	(171,105)	109,596
ENDING ASSIGNED FUND BALANCE:			<u>170,393</u>	<u>279,989</u>

Museum Fund Initiatives

<i>CONTRACTED SERVICES MUSEUM MGMT:</i>	\$300,000	Wyeth-Tootle & SJMI Museums (75% of allocation)
<i>OTHER SERVICES:</i>	\$3,067	Postage, Advertising, Property Insurance
<i>COLLECTION FEES:</i>	\$12,600	Buchnan County Assessment & Collection Fees
<i>TRANSFER TO GENERAL FUND:</i>	\$9,057	Administrative Transfer
<i>TRANSFER TO PARKS & REC FUND</i>	\$50,000	City-operated museum - Remington Nature Center

\$374,724

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

A repository or a collection of natural, scientific, or literary curiosities, or of works of art.

- From Webster's Revised Unabridged 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

	2009-10	2010-11		2011-12
	Actual	Amended Budget	Estimated Actual	Budget
Real Property Tax				
Current Real Estate Tax	297,688	298,570	299,605	299,600
Prior Real Estate Tax	10,600	10,000	10,000	10,000
Real Estate Penalty and Interest	3,168	3,200	2,000	2,000
	<u>311,456</u>	<u>311,770</u>	<u>311,605</u>	<u>311,600</u>
Personal Property Tax				
Current Personal Property Tax	131,889	133,370	125,463	125,500
Personal Property Penalty and Int	2,220	2,000	2,100	2,100
Prior Personal Property Tax	7,698	6,800	7,300	7,500
M & M Surtax	23,478	23,715	25,148	25,150
	<u>165,285</u>	<u>165,885</u>	<u>160,011</u>	<u>160,250</u>
Other Personal Property Tax				
Financial Institution Tax	955	1,590	1,561	1,500
Railroad Tax	7,891	7,940	10,296	10,300
	<u>8,846</u>	<u>9,530</u>	<u>11,857</u>	<u>11,800</u>
Investment Interest				
Other Revenue	0	0	0	0
Interest Income	670	1,500	670	670
	<u>670</u>	<u>1,500</u>	<u>670</u>	<u>670</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	171,195	0	0
Total	<u>486,257</u>	<u>659,880</u>	<u>484,143</u>	<u>484,320</u>

MUSEUM FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Postage/Advertising	4	460	35	460
Special Contributions	403,781	300,000	300,000	300,000
Other Services	12,628	12,600	12,600	12,600
	<u>416,413</u>	<u>313,060</u>	<u>312,635</u>	<u>313,060</u>
Interfund Transfers Out				
Transfer to General Fund	7,735	9,950	9,950	59,057
Transfer to Parks/Rec	50,000	50,000	50,000	0
Transfer to Capital Projects	5,276	280,315	280,315	0
	<u>63,011</u>	<u>340,265</u>	<u>340,265</u>	<u>59,057</u>
Insurance				
Insurance	0	300	2,348	2,607
	<u>0</u>	<u>300</u>	<u>2,348</u>	<u>2,607</u>
Total	<u>479,424</u>	<u>653,625</u>	<u>655,248</u>	<u>374,724</u>

PUBLIC WORKS DEPARTMENT

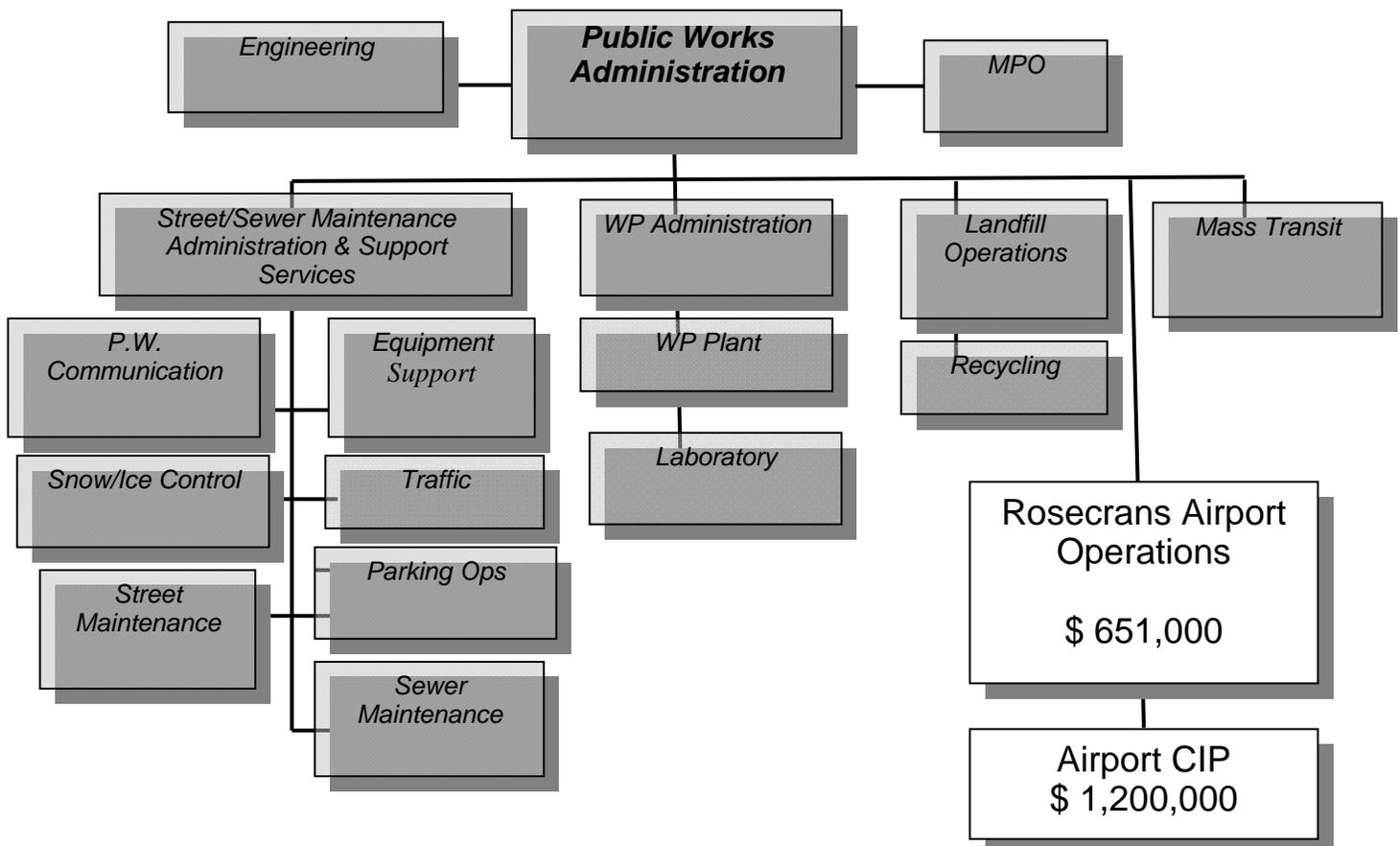
ROSECRANS MUNICIPAL AIRPORT

The Aviation Fund accounts for the revenues and expenditures associated with constructing, renovating, and operating the Rosecrans Memorial Airport. The fund derives revenue from commercial hangar rents, Air National Guard and Federal Aviation Administration rents, and other miscellaneous fees and charges. Deficits, if any, are financed through transfers from the City's Streets Fund. Airport operations are under the direction of the Public Works & Transportation Department.

Airport infrastructure and capital improvements are funded by federal and state aviation grants and from amounts designated for Aviation Improvements collected via the one-fourth (\$.0025) cent 1989 Sales Tax. The latest CIP Sales Tax initiative also approved \$500,000 over the five-year period of the sales tax for use in matching state and federal funding of projects. Those revenues and project expenditures are budgeted in the Capital Projects Fund.

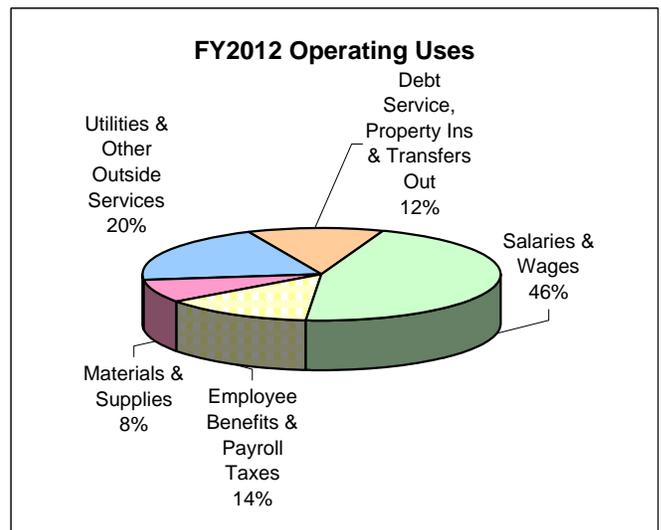
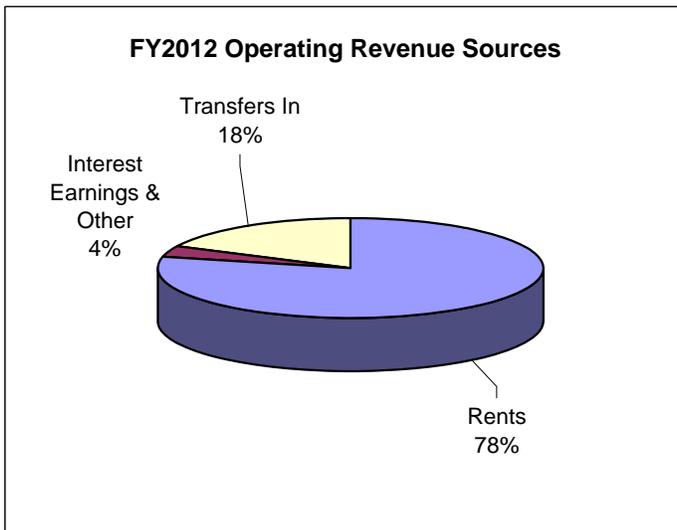
TOTAL BUDGETED RESOURCES: \$ 1,856,000

PLANNED USE BY PROGRAM:



AVIATION FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			386,546	358,978
Rents	486,393	487,621	476,113	480,676
Other Revenue	31,551	30,450	22,000	21,000
Investment Earnings	690	1,000	700	700
Transfers In	121,560	95,220	95,220	108,290
Fund Balance Appropriation	0	11,926	0	0
TOTAL SOURCES	640,194	626,217	594,033	610,666
USES				
Salaries & Wages	289,543	281,286	281,752	298,842
Employee Benefits & Payroll Taxes	85,989	89,274	87,274	88,630
Materials & Supplies	43,116	49,000	47,000	52,000
Utilities & Other Outside Services	128,534	132,933	131,118	132,079
Debt Service, Property Ins & Transfers Out	76,891	73,724	74,457	79,791
TOTAL FUND	624,073	626,217	621,601	651,342
Net Surplus (Deficit)	16,121	0	(27,568)	(40,676)
ENDING OPERATING FUND BALANCE:			358,978	318,302
Components of Fund Balance:				
Assigned:			6,270	8,360
RESERVED OPERATING FUND BALANCE:			352,708	309,942
Beginning Capital Fund Balance:			107,542	0
SOURCES				
Grants/Entitlements	993,731	0	7,622,171	1,080,000
Transfers In	50,000	0	35,880	120,000
Appropriated from Fund Balance				
TOTAL SOURCES	1,043,731	0	7,658,051	1,200,000
USES				
Aviation Projects in Capital Project Fund	1,241,253	0	8,294,357	1,200,000
Net Capital Surplus (Deficit)	(197,522)	0	(636,306)	0
ENDING RESERVED CIP FUND BALANCE:			0	0
TOTAL USES	1,865,326	626,217	8,915,958	1,851,342



AVIATION FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	89,355	87,740	87,740	90,372
Airport Restaurant Rent	5,450	5,400	5,400	5,400
Life Net Lease	5,604	5,400	5,755	5,844
Farm Land Rent	55,767	54,560	42,697	42,697
Air National Guard Rent	178,779	181,600	181,600	182,240
BMS Warehouse Rent	6,334	6,900	6,900	7,004
F.B.O. Lease	72,805	73,722	73,722	74,820
Federal Aviation Administration Rent	72,298	72,299	72,299	72,299
	<u>486,392</u>	<u>487,621</u>	<u>476,113</u>	<u>480,676</u>
Other Revenue				
Sale of Gas & Oil	19,311	29,200	19,750	19,750
Recovery/Reimbursements	11,411	1,250	1,250	1,250
Other Revenue	829	0	1,000	0
	<u>31,551</u>	<u>30,450</u>	<u>22,000</u>	<u>21,000</u>
Investment Earnings				
Interest Income	690	1,000	700	700
	<u>690</u>	<u>1,000</u>	<u>700</u>	<u>700</u>
Intergovernmental				
Buchanan County Aviation	0	0	0	0
Federal Aviation Administration	0	0	2,774,551	1,080,000
State Airport Aid Grant	0	0	0	0
MO Air National Guard Grant	0	0	4,847,620	0
FHWA Planning/Constrcnt Grant	0	0	0	0
	<u>0</u>	<u>0</u>	<u>7,622,171</u>	<u>1,080,000</u>
Interfund Transfers In				
Transfer from General Fund	26,340	0	0	0
Transfer from SIMR Fund	0	0	35,880	0
Transfer from Gaming Fund	60,000	60,000	60,000	60,000
Transfer from Water Protection Fund	35,220	35,220	35,220	48,290
Transfer from CIP Sales Tax Fund	0	0	0	120,000
	<u>121,560</u>	<u>95,220</u>	<u>131,100</u>	<u>228,290</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	11,926	0	
Total	<u>640,193</u>	<u>626,217</u>	<u>8,252,084</u>	<u>1,810,666</u>

AVIATION FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	266,983	269,286	267,386	265,956
Salary Increases	0	0	0	6,500
Overtime	22,560	12,000	13,900	25,916
Sick Leave Buy Back	0	0	466	470
	<u>289,543</u>	<u>281,286</u>	<u>281,752</u>	<u>298,842</u>
Employee Benefits				
Lagers Pension Contribution	7,981	10,689	10,689	14,032
FICA Contribution	18,061	17,440	17,440	18,125
FICA Medicare	4,224	4,079	4,079	4,239
457 Plan Match	1,500	0	0	0
Health Insurance	34,739	37,182	37,182	32,040
Dental Insurance	1,494	1,530	1,530	1,530
Life Insurance	1,038	1,078	1,078	1,065
Unemployment Claims	2,473	0	0	0
Long Term Disability	609	638	638	630
Workers Compensation	8,485	8,438	8,438	8,769
Car/Mileage Allowance	157	200	200	200
Confer/Train/Travel	5,227	8,000	6,000	8,000
	<u>85,988</u>	<u>89,274</u>	<u>87,274</u>	<u>88,630</u>
Materials & Supplies				
Office Supplies	822	1,400	1,400	1,400
Janitorial Supplies	1,766	2,000	2,000	2,000
Safety Equip/Clothing	1,070	1,500	1,500	1,500
Chemical/Drugs/Medical Supplies	64	400	400	400
Motor Fuel and Lubricants	19,278	19,700	19,700	22,700
Minor Equipment	7,540	10,000	9,000	10,000
Street Maintenance Supplies	8,584	9,500	9,500	9,500
Other Materials/Supplies	3,396	4,500	3,500	4,500
	<u>42,520</u>	<u>49,000</u>	<u>47,000</u>	<u>52,000</u>
Services				
Professional Services	673,975	2,500	892,500	5,200
Memberships	820	3,700	3,700	1,000
Periodicals & Books	190	420	420	420
Communication Services	4,943	3,215	4,900	3,874
Postage	463	400	681	500
Advertising	291	500	4,302	400
Permits & Recording Fees	2,500	2,500	2,900	2,500
Printing & Binding	33	500	500	500
Gas Service	1,840	3,000	3,000	3,000
Electric Service	28,326	32,000	32,000	31,300
Water Service	1,567	1,800	1,800	2,100
Vehicle/Equipment Rent	2,313	2,748	2,748	2,100
M&R - Building & Facilities	33,022	34,000	34,000	34,000
M&R - Machinery & Equipment	9,892	9,000	9,000	9,000
M&R - Motor Vehicles	6,004	5,600	5,600	5,600
M&R - Communications Equipment	2,100	2,200	2,200	2,200
Major Repairs & Replacements	9,435	9,000	9,000	15,135
Laundry Services	2,332	2,000	2,000	2,400

AVIATION FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Solid Waste Disposal Services	1,200	1,200	1,200	1,200
MO DNR Fees	129	150	150	150
Special Contributions	0	500	500	500
Other Services	11,425	16,000	13,000	9,000
	<u>792,800</u>	<u>132,933</u>	<u>1,026,101</u>	<u>132,079</u>
Other Charges				
Insurance	14,633	15,359	13,457	14,326
Judgement & Claims	0	0	2,635	0
Transfer to SIMR Fund	7,935	13,190	13,190	0
Transfer to General Fund	51,223	41,905	41,905	62,195
Transfer to General Fund - Computer	3,100	3,270	3,270	3,270
	<u>76,891</u>	<u>73,724</u>	<u>74,457</u>	<u>79,791</u>
Capital Outlay				
Machinery & Equipment	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Improvements				
Buildings	0	0	0	0
Improvements other than Buildings	576,987	.	7,399,374	1,200,000
Streets, Curbs & Sidewalks	0	0	0	0
	<u>576,987</u>	<u>0</u>	<u>7,399,374</u>	<u>1,200,000</u>
Total	<u>1,864,729</u>	<u>626,217</u>	<u>8,915,958</u>	<u>1,851,342</u>



PUBLIC WORKS DEPARTMENT

PUBLIC PARKING OPERATIONS

Public Parking Fund personnel operate the City's parking facilities including open parking lots, covered parking garages, and on-street parking spaces. Personnel also provide routine maintenance of the City's parking facilities and parking enforcement activities. Major improvement projects of parking facilities are also accounted for in this fund.

Revenues are derived from monthly, daily, and hourly parking fees at garages and lots. Additional revenue is generated from parking fines for violation of City parking regulations.

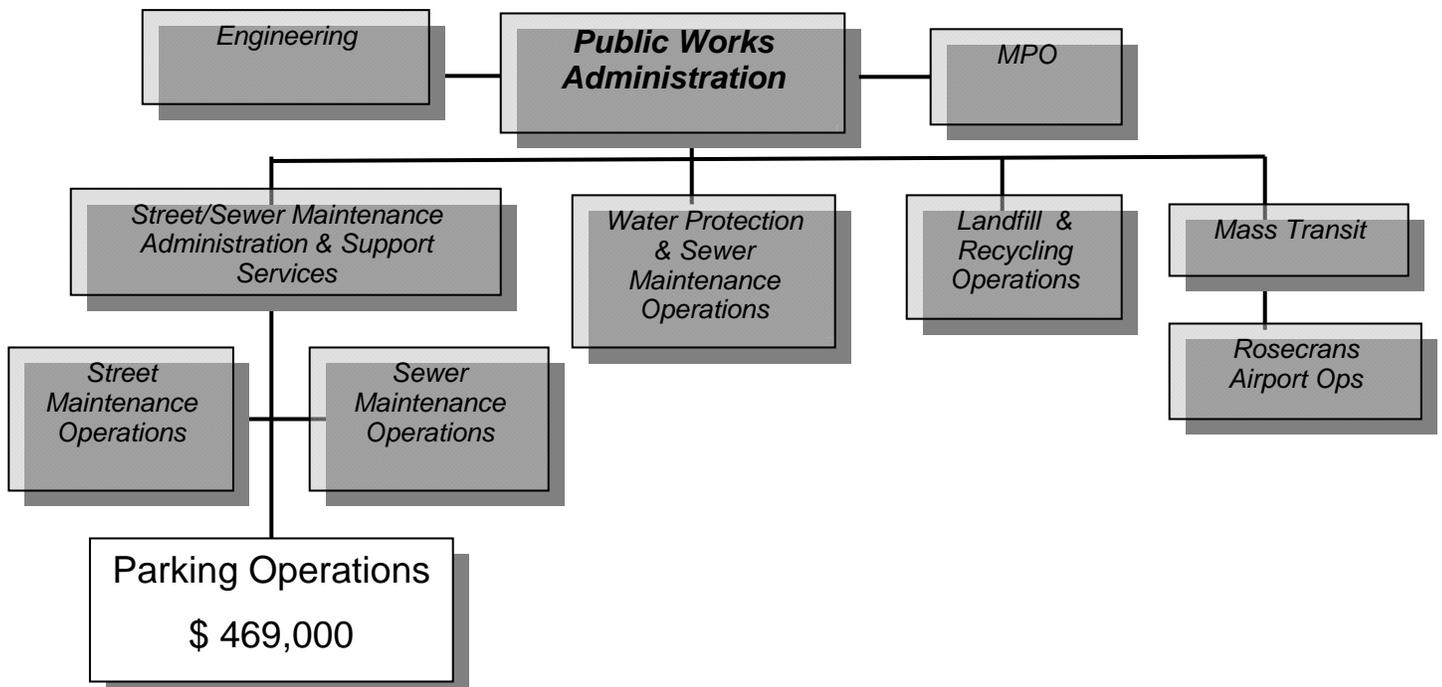
In order to help balance the struggling fund, one-half of the revenues generated from City Sticker & Penalty source was diverted from the Property Maintenance Department in the General Fund starting in FY2008. That year the City also established a \$1.00 per ticket charge on Missouri Theater/Civic Arena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

In FY2010 the Gaming Fund began transferring an amount equal to lost revenues from the City providing "free parking" for various non-profit events at the civic facilities.

Public parking operations are under the direction of the Public Works & Transportation Department.

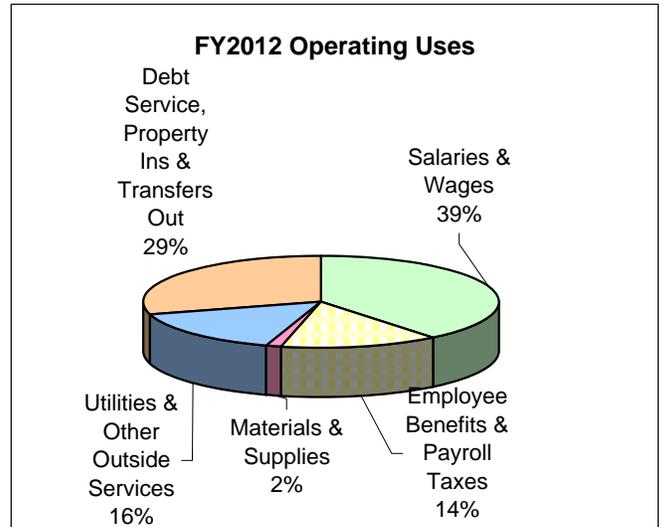
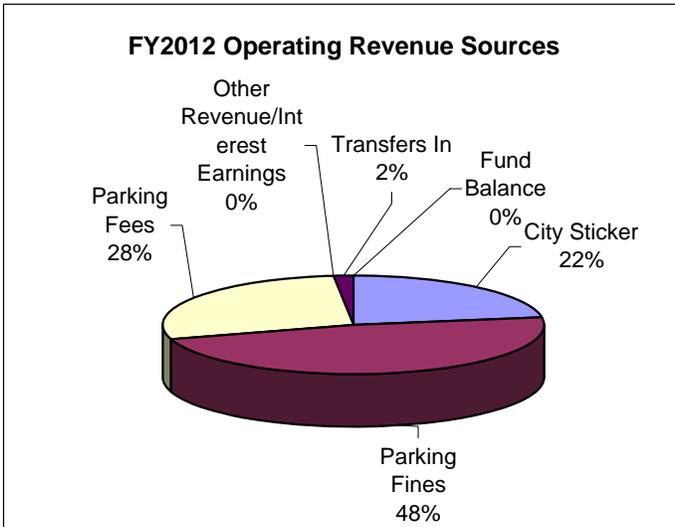
TOTAL BUDGETED RESOURCES: \$ 469,000

PLANNED USE BY PROGRAM:



PUBLIC PARKING FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			225,656	0
City Sticker	95,802	94,000	95,000	95,000
Parking Fines	203,057	200,100	203,370	203,350
Parking Fees	126,388	137,100	117,400	118,600
Other Revenue/Interest Earnings	866	3,000	700	500
Transfers In	12,950	6,500	6,500	6,500
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	439,063	440,700	422,970	423,950
USES				
Salaries & Wages	169,831	188,705	146,415	183,708
Employee Benefits & Payroll Taxes	55,146	60,012	51,512	67,256
Materials & Supplies	22,394	24,100	6,100	7,100
Utilities & Other Outside Services	63,275	56,420	52,850	72,620
Debt Service, Property Ins & Transfers Out	141,709	137,223	137,122	137,819
TOTAL FUND	452,355	466,460	393,999	468,503
Net Surplus (Deficit)	(13,292)	(25,760)	28,971	(44,553)
ENDING OPERATING FUND BALANCE:			254,627	(44,553)
Components of Fund Balance:				
Reserved				
ASSIGNED OPERATING FUND BALANCE:				
Beginning Capital Fund Balance:				
SOURCES				
Other Revenues				
TOTAL SOURCES				
USES				
Parking CIP Projects				
Net Capital Surplus (Deficit)				
ENDING CIP FUND BALANCE:				
TOTAL USES	452,355	466,460	393,999	468,503



PUBLIC PARKING FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	95,802	94,000	95,000	95,000
	<u>95,802</u>	<u>94,000</u>	<u>95,000</u>	<u>95,000</u>
Fines				
Parking Violation Fines	202,957	200,000	203,000	203,000
Boot Fee	100	100	370	350
	<u>203,057</u>	<u>200,100</u>	<u>203,370</u>	<u>203,350</u>
Charges for Services				
Parking - 6th & Jules	61,801	62,000	62,000	62,000
Parking - 7th & Sylvania	1,900	1,800	1,800	1,800
Parking - 9th & Felix	9,473	8,000	10,400	10,000
Parking - 5th & Edmond	480	700	100	700
Parking - 5th & Felix	28,135	40,000	30,000	30,000
Parking - 8th & Felix	11,474	13,000	11,000	12,000
Other Parking Permit Fees	12,470	11,000	1,500	1,500
Customer Service Zone Permits	655	600	600	600
	<u>126,388</u>	<u>137,100</u>	<u>117,400</u>	<u>118,600</u>
Investment Earnings/Other Rev				
Interest Income/Other Revenue	866	3,000	700	500
	<u>866</u>	<u>3,000</u>	<u>700</u>	<u>500</u>
Transfers In				
Transfer from Gaming Fund	12,950	6,500	6,500	6,500
	<u>12,950</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	25,760	0	0
Total	<u>439,063</u>	<u>466,460</u>	<u>422,970</u>	<u>423,950</u>

PUBLIC PARKING FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	150,690	170,639	122,639	158,542
Salary Increases	0	0	0	7,100
Overtime	1,869	2,200	2,000	2,200
Temp-Part Time Wages	15,792	15,866	14,866	15,866
Out of Title Pay	1,480	0	6,910	0
	<u>169,831</u>	<u>188,705</u>	<u>146,415</u>	<u>183,708</u>
Employee Benefits				
Lagers Pension Contribution	4,312	6,569	4,769	7,716
FICA Contribution	10,459	11,698	9,198	10,948
FICA Medicare	2,446	2,735	2,135	2,560
457 Plan Match	1,157	0	0	0
Health Insurance	28,832	30,985	27,485	38,448
Dental Insurance	1,230	1,275	1,175	1,275
Life Insurance	668	683	683	634
Unemployment Claims	0	0	0	0
Long Term Disability	421	405	405	376
Workers Compensation	5,621	5,662	5,662	5,299
	<u>55,146</u>	<u>60,012</u>	<u>51,512</u>	<u>67,256</u>
Materials & Supplies				
Office Supplies	1,152	1,000	1,000	1,000
Janitorial Supplies	1,015	700	700	1,200
Safety Equip/Clothing	0	700	0	700
Wastewater Treatment Chemicals	0	500	0	0
Motor Fuel and Lubricants	2,564	3,200	3,200	3,200
Minor Equipment	1,346	1,000	1,000	1,000
Street Maintenance Supplies	16,095	17,000	0	0
Other Materials & Supplies	222	0	200	0
	<u>22,394</u>	<u>24,100</u>	<u>6,100</u>	<u>7,100</u>
Services				
Memberships	16	0	0	0
Periodicals & Books	0	200	0	200
Telephone Service	3,444	1,400	1,400	1,900
Postage	4,109	6,500	6,500	6,500
Printing & Binding	4,970	2,200	2,200	2,200
Electric Service	26,231	23,000	23,000	23,000
Water Service	1,813	1,600	1,600	1,600
M&R - Office Equipment	2,108	2,400	2,400	2,400
M&R - Building & Facilities	14,487	13,370	9,000	27,370
M&R - Motor Vehicles	4,680	3,000	3,800	4,500
M&R - Communications Equipment	780	1,500	1,500	1,500
Laundry Services	180	0	200	200
Other Services	457	1,250	1,250	1,250
	<u>63,275</u>	<u>56,420</u>	<u>52,850</u>	<u>72,620</u>
Other Charges				
Principal	57,913	55,395	55,395	57,913
Interest	11,107	8,943	8,943	6,604
Other Debt Charges	7,188	7,200	7,200	7,200
Insurance/Claims	11,350	6,525	6,424	6,832
Transfer to General Fund	50,450	55,890	55,890	56,000
Transfer to General Fund - Computer	3,700	3,270	3,270	3,270
	<u>141,708</u>	<u>137,223</u>	<u>137,122</u>	<u>137,819</u>
Total	<u>452,354</u>	<u>466,460</u>	<u>393,999</u>	<u>468,503</u>

PUBLIC WORKS DEPARTMENT

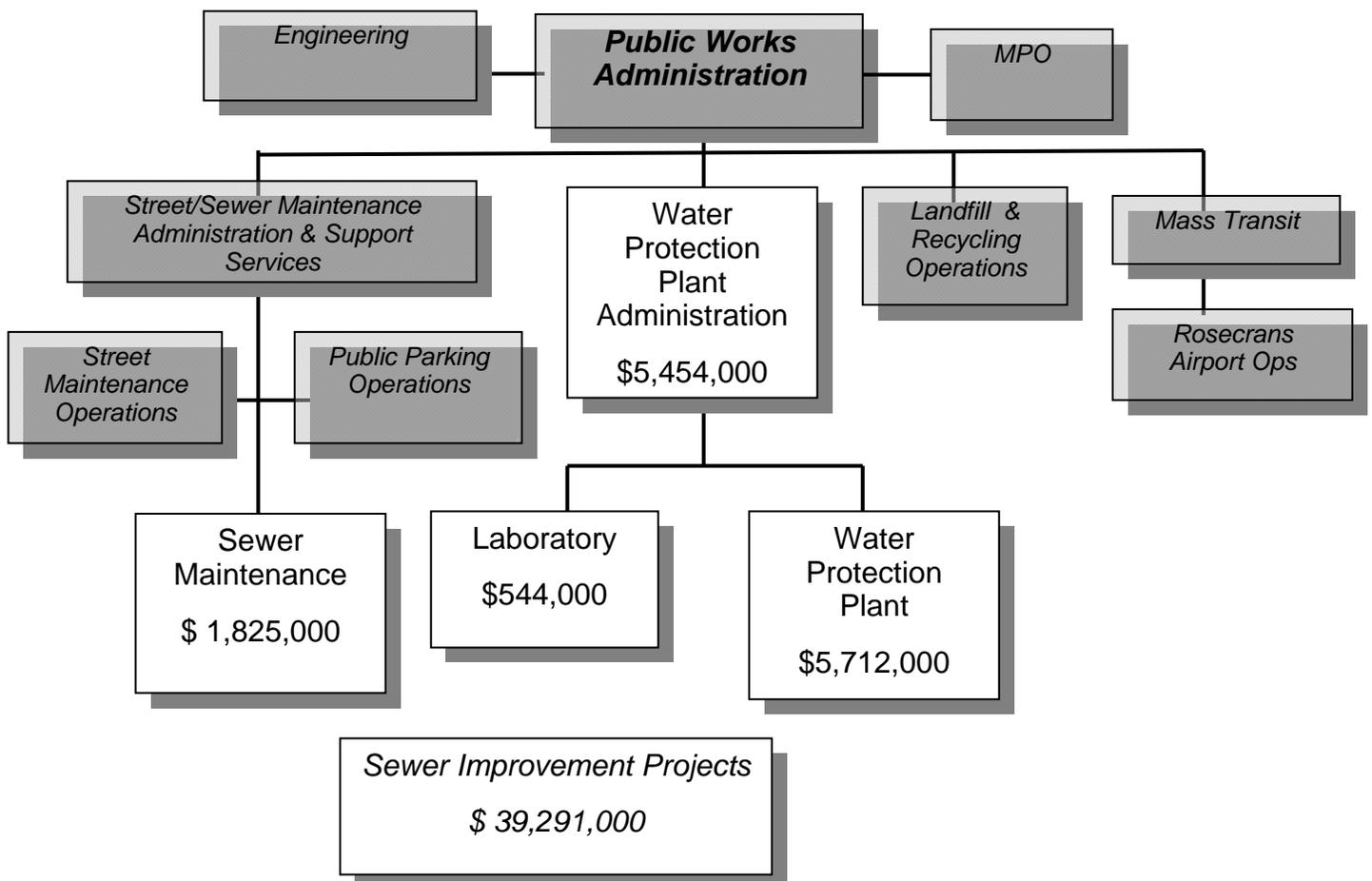
WATER PROTECTION & SEWER MAINTENANCE

The Water Protection Fund accounts for the revenues and expenditures associated with the operation, maintenance, and expansion of the City's sewage treatment facilities and the citywide collections network of sewer lines and pump stations under the direction of the Public Works Department. Fund revenues are derived through sewer service charges.

Major capital improvements to facilities and infrastructure are financed by 1992 (Refinanced in 1999) and 2003 Sewer Revenue Bonds, 1993 and 1997 State Revolving Loan Fund (SRF) Revenue Bonds, a 2004 Missouri Development Finance Board (MDFB) loan/bond, and a 2007 Industrial Development Authority (IDA) loan/bond. These revenues and related construction costs and debt service are accounted for and reported in the Capital Project Fund.

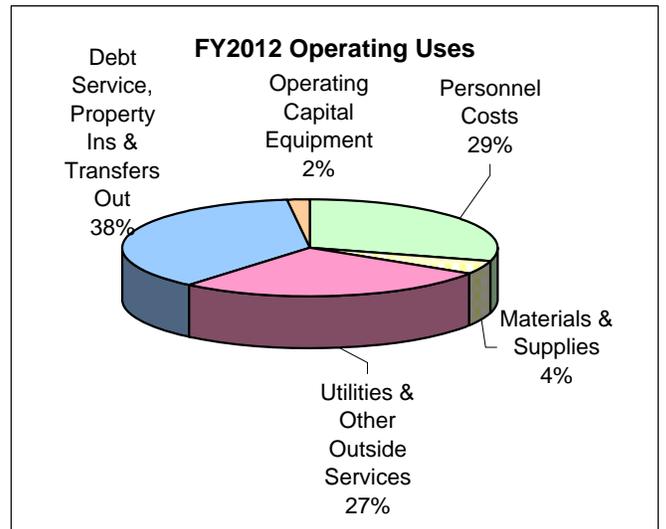
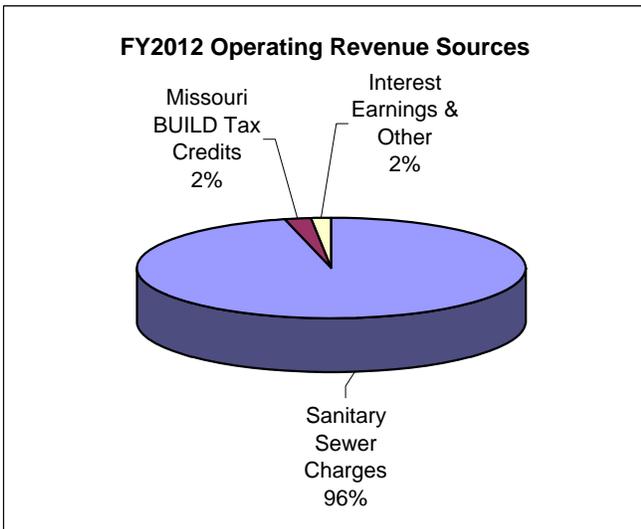
TOTAL BUDGETED RESOURCES: \$ 52,825,000

PLANNED USE BY PROGRAM:



WATER PROTECTION FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			4,374,587	7,851,569
Sanitary Sewer Charges	13,610,507	15,322,510	15,625,000	17,625,000
Missouri BUILD Tax Credits	384,810	387,727	387,727	387,727
Other Revenues	6,052	7,500	18,500	7,500
Interest Earnings/Special Assessments	323,300	400,800	315,800	314,800
Transfers In	0	0	0	3,250
TOTAL SOURCES	14,324,669	16,118,537	16,347,027	18,338,277
USES				
Salaries & Wages	2,571,727	2,786,355	2,679,104	2,953,918
Employee Benefits & Payroll Taxes	810,890	899,007	874,152	1,035,122
Materials & Supplies	533,049	584,100	573,460	600,100
Utilities & Other Outside Services	3,720,771	3,599,237	3,694,118	3,668,880
Debt Service, Property Ins & Transfers Out	4,939,853	4,815,498	4,790,874	5,022,282
Operating Capital Equipment	298,860	223,000	258,337	254,000
TOTAL FUND	12,875,150	12,907,197	12,870,045	13,534,302
Net Operating Surplus (Deficit)	1,449,519	3,211,340	3,476,982	4,803,975
ENDING OPERATING FUND BALANCE:			7,851,569	12,655,544
Components of Fund Balance:				
Assigned:			62,805	83,740
RESERVED OPERATING FUND BALANCE:			7,788,764	12,571,804
Beginning Capital Fund Balance:			9,382,105	8,475,012
SOURCES				
Bond Proceeds	4,771,801	50,000,000	6,025,600	32,400,000
Other Revenues/Transfers In	28,000	200,000	33,285	200,000
Interest Earnings/Special Assessments	7,365	250,000	15,100	250,000
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	4,807,166	50,450,000	6,073,985	32,850,000
USES				
WP CIP Improvements	8,503,034	46,252,501	6,981,078	39,291,453
Net Capital Surplus (Deficit)	(3,695,868)	4,197,499	(907,093)	(6,441,453)
ENDING CIP FUND BALANCE:			8,475,012	2,033,559
TOTAL USES	21,378,184	59,159,698	19,851,123	52,825,755



WATER PROTECTION REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Fines				
Fines	-8,000	0	11,000	0
	<u>-8,000</u>	<u>0</u>	<u>11,000</u>	<u>0</u>
Charges for Services				
Residential/Commercial Sewer Serv.	12,452,545	14,233,710	14,409,000	16,409,000
Sewer System Development Fee	30,000	30,000	30,000	30,000
South St. Joseph Industrial Sewer Dist.	951,210	900,000	1,006,000	1,006,000
Sewer Service Penalties	184,752	158,800	180,000	180,000
	<u>13,618,507</u>	<u>15,322,510</u>	<u>15,625,000</u>	<u>17,625,000</u>
Other Revenue				
Other Revenue	41,027	6,500	150,433	6,500
Advertising	1,000	1,000	1,000	1,000
Missouri BUILD Tax Credits	384,810	387,727	387,727	387,727
Bond Proceeds	4,771,801	45,000,000	6,025,600	32,400,000
	<u>5,198,638</u>	<u>45,395,227</u>	<u>6,564,760</u>	<u>32,795,227</u>
Investment Earnings				
Interest Income	329,423	575,000	329,100	564,000
	<u>329,423</u>	<u>575,000</u>	<u>329,100</u>	<u>564,000</u>
Special Assessments				
Principle	832	400	1,400	400
Interest Income	409	400	400	400
	<u>1,241</u>	<u>800</u>	<u>1,800</u>	<u>800</u>
Grants & Entitlements				
FEMA Reimbursement	0	0	105,015	0
Buchanan County Infrastructure Improv	0	0	0	0
	<u>0</u>	<u>0</u>	<u>105,015</u>	<u>0</u>
Interfund Transfers In				
Transfer from General Fund	0	200,000	0	200,000
Transfer from Landfill Fund	0	0	0	3,250
	<u>0</u>	<u>200,000</u>	<u>0</u>	<u>203,250</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	0	(3,211,340)	(2,649,092)	1,637,478
Total	<u>19,139,809</u>	<u>58,282,197</u>	<u>19,987,583</u>	<u>52,825,755</u>

WATER PROTECTION EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	2,379,910	2,618,619	2,484,419	2,657,666
Salary Increases	0	0	0	80,142
Overtime	173,778	141,700	169,800	187,000
Temporary & PT Wages	8,268	15,376	21,776	18,200
Out of Title Pay	8,648	9,500	8,500	9,500
Sick Leave Buy Back	1,124	1,160	1,385	1,410
	<u>2,571,728</u>	<u>2,786,355</u>	<u>2,685,880</u>	<u>2,953,918</u>
Employee Benefits				
Lagers Pension Contribution	69,574	103,935	98,935	140,549
FICA Contribution	160,328	170,979	163,979	183,135
FICA Medicare	37,496	39,980	37,980	42,822
457 Plan Match	12,524	0	0	0
Health Insurance	382,076	433,790	415,690	506,232
Dental Insurance	15,730	17,340	16,085	19,890
Life Insurance	9,416	10,330	10,330	10,787
Unemployment	910	2,300	11,300	2,300
Long Term Disability	5,872	6,128	6,128	6,300
Workers Compensation	82,291	82,725	82,725	88,607
Confer/Train/Travel	34,671	31,500	31,000	34,500
	<u>810,888</u>	<u>899,007</u>	<u>874,152</u>	<u>1,035,122</u>
Materials & Supplies				
Office Supplies	9,123	8,100	8,100	8,100
Photo Supplies	19	250	0	250
Janitorial Supplies	13,289	11,600	6,600	15,600
Safety Equip/Clothing	32,078	28,000	37,200	28,000
Wastewater Treatment Chemicals	225,390	280,000	280,000	280,000
Motor Fuel and Lubricants	97,198	131,000	111,000	139,000
Minor Equipment	136,869	108,500	97,000	113,500
Street Maintenance Supplies	14,246	12,000	12,000	12,000
Other Materials/Supplies	4,837	4,650	6,560	3,650
	<u>533,049</u>	<u>584,100</u>	<u>558,460</u>	<u>600,100</u>
Services				
Employment Services	44,866	81,600	81,600	81,600
Professional Services	181,080	112,600	2,653,375	3,856,253
Memberships	938	700	805	1,100
Periodicals & Books	506	1,500	1,500	1,500
Telephone Service	21,711	21,235	20,710	21,390
Postage	1,314	1,175	900	1,175
Freight	2,549	600	3,300	900
Advertising	4,371	500	1,831	77,000
Permits & Recording Fees	2,033	12,125	6,600	12,125
Printing & Binding	1,281	150	50	150
Gas Service	57,571	65,000	65,000	65,000
Electric Service	985,930	1,186,250	1,186,250	1,186,250
Water Service	14,899	10,000	13,000	10,000
Vehicle/Equipment Rental	109,447	19,452	45,000	21,140

WATER PROTECTION EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
M&R - Office Equipment	502	900	300	900
M&R - Building & Facilities	684,959	843,100	852,000	880,100
M&R - Machinery & Equipment	13,488	12,500	12,655	12,500
M&R - Motor Vehicles	133,765	68,700	111,000	118,700
M&R - Communications Equipment	29,069	29,200	39,200	29,200
Major Repairs & Replacements	1,045,194	721,700	622,723	721,700
Towing Service	165	300	300	300
Laundry Services	15,463	20,500	21,000	21,500
Solid Waste Disposal Services	3,390	3,650	3,650	3,650
MO DNR Fees	129,018	140,900	131,500	121,900
Other Services	237,262	244,900	1,197,000	243,000
	<u>3,720,771</u>	<u>3,599,237</u>	<u>7,071,249</u>	<u>7,489,033</u>
Other Charges				
Bad Debt Expense	201,920	161,700	202,000	203,000
Principal	1,675,000	1,747,000	1,747,000	1,845,000
Interest	1,948,105	1,866,942	1,866,942	1,780,003
Other Debt Charges	110,423	103,300	103,300	111,000
Bond Issuance Cost Amortization	26,428	26,500	26,500	26,500
Insurance	85,787	85,549	72,795	91,601
Claims	65,530	50,000	50,514	50,000
Transfer to General Fund	360,076	346,987	391,987	840,728
Transfer to SIM&R Fund	409,714	373,770	373,770	0
Transfer to Aviation Fund	35,220	35,220	35,220	48,290
Transfer to Capital Projects	0	0	16,000	0
Transfer to General Fund - Computer	21,650	18,530	18,530	26,160
	<u>4,939,853</u>	<u>4,815,498</u>	<u>4,904,558</u>	<u>5,022,282</u>
Capital Outlay				
Motor Vehicles	57,191	0	0	161,000
Machinery & Equipment	241,670	223,000	378,337	297,000
Software Purchases	0	465,000	0	465,000
	<u>298,861</u>	<u>688,000</u>	<u>378,337</u>	<u>923,000</u>
Public Improvements				
Buildings	0	0	856,285	31,878,000
Improvements other than Buildings	0	0	2,658,662	2,924,300
Land	0	0	0	0
	<u>0</u>	<u>0</u>	<u>3,514,947</u>	<u>34,802,300</u>
Total	<u>12,875,150</u>	<u>13,372,197</u>	<u>19,987,583</u>	<u>52,825,755</u>



PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

FAIRVIEW GOLF COURSE

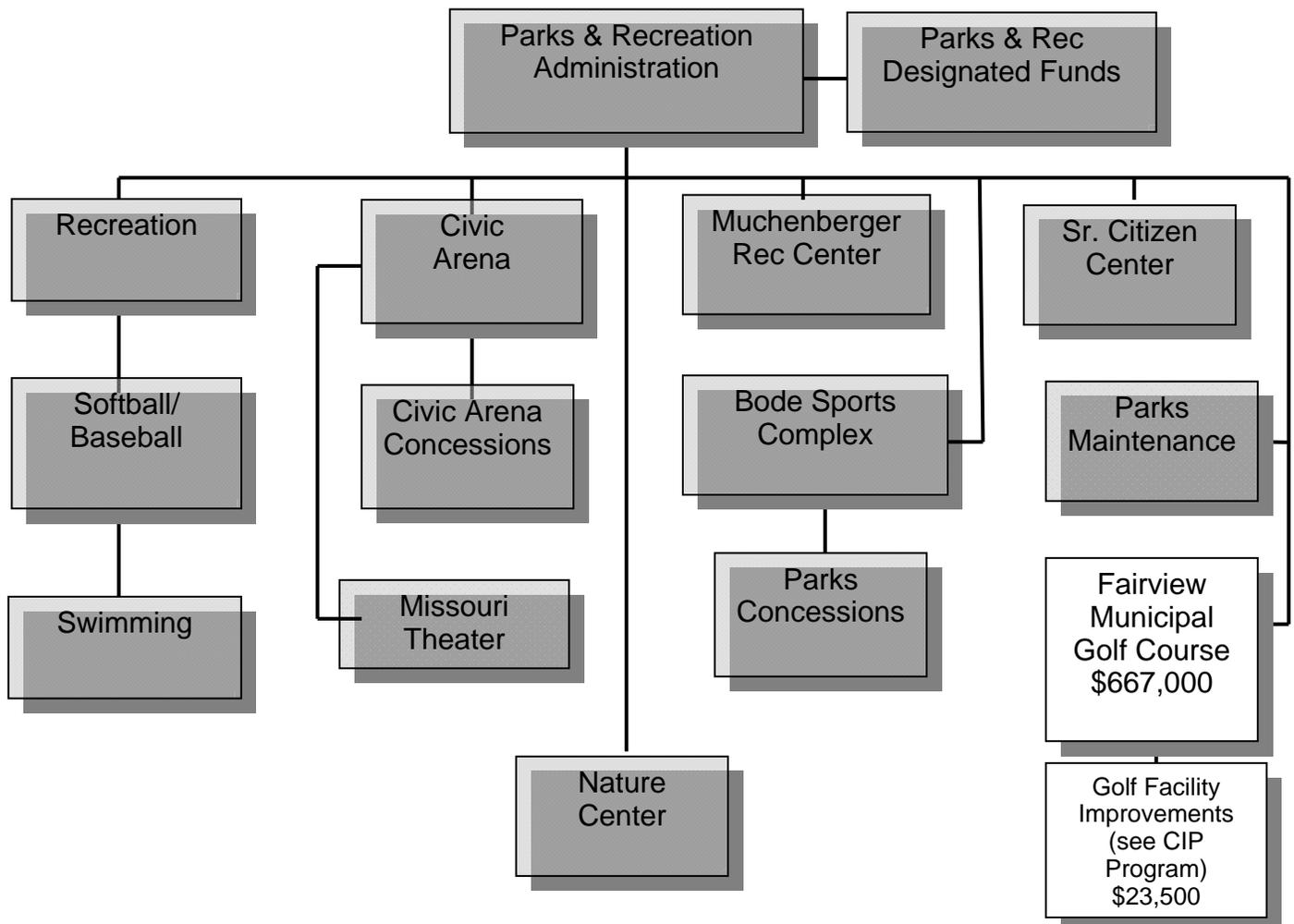
The Municipal Golf Fund accounts for the revenues and expenditures involved in the administration and operation of the Fairview Golf Course under the direction of the Parks & Recreation Department.

The fund derives revenue from green fees, concession sales and golf pro contract. The Golf Course collects a voluntary membership surcharge from golfers to fund golf course, green and related facility improvements. The department also charges a surcharge on tournament play.

As of January 1, 2010, the City took over direct operation of the course resulting in additional expense, but also began receipt of significant revenue which had been going to the golf pro.

TOTAL BUDGETED RESOURCES: \$ 690,000

PLANNED USE BY PROGRAM:

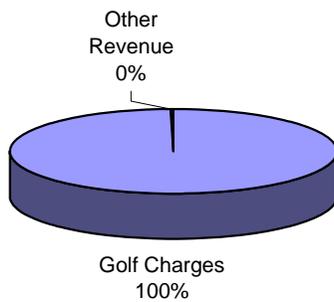


MUNICIPAL GOLF COURSE FUND SUMMARY

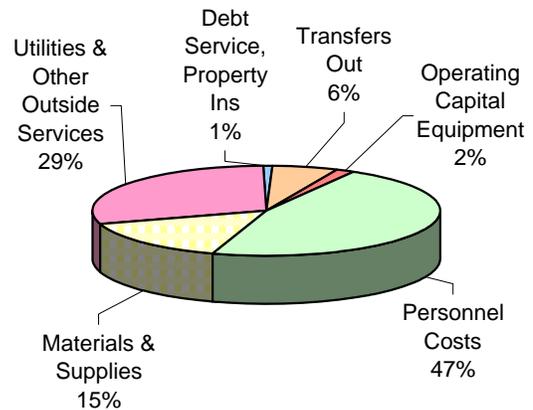
	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			22,138	(7,327)
Golf Charges	504,084	688,300	592,850	666,000
Other Revenue	4,916	2,000	10,708	1,250
Investment Earnings	5	0	25	25
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	509,005	690,300	603,583	667,275
USES				
Salaries & Wages	191,901	226,801	223,721	255,011
Employee Benefits & Payroll Taxes	42,725	51,407	51,782	56,689
Materials & Supplies	100,387	109,575	124,007	101,000
Utilities & Other Outside Services	116,184	180,805	206,105	196,500
Debt Service, Property Ins	4,624	6,871	3,033	5,884
Transfers Out	20,720	27,250	27,250	40,635
Operating Capital Equipment	11,160	11,160	11,160	11,160
	487,701	613,869	647,058	666,879
Net Surplus (Deficit)			(43,475)	396
ENDING OPERATING FUND BALANCE:			(21,337)	(6,931)
Components of Fund Balance:				
Assigned:			3,990	5,320
RESERVED OPERATING FUND BALANCE:			(25,327)	(12,251)
Beginning Capital Fund Balance:			14,383	17,883
SOURCES				
Golf Surcharge	24,254	26,000	26,000	26,000
Interest Earnings/Special Assessments	0	500	500	500
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	24,254	26,500	26,500	26,500
USES				
Golf Improvements, Capital Project	22,813	23,000	23,000	23,500
Net Capital Surplus (Deficit)	1,441	3,500	3,500	3,000
ENDING CIP FUND BALANCE:			17,883 *	383
TOTAL USES	510,514	636,869	670,058	690,379

*\$14K to Op FB

FY2012 Operating Revenue Sources



FY2012 Operating Uses



MUNICIPAL GOLF FUND

REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Pro Contract/Golf Pro Shop Rent	28,754	1,200	1,200	1,200
Golf Daily Surcharge	43,116	19,000	37,000	30,500
Membership Surcharge	5,874	7,000	15,000	19,800
Daily Green Fees	155,439	212,500	110,000	120,000
Annual Golf Fees	115,515	120,000	115,000	109,500
Locker Rental Fees	4,359	5,100	4,650	5,100
Tournament Green Fees	27,681	75,000	60,000	62,800
Golf Cart Rental	87,482	165,000	165,000	193,600
Meeting/Banquet Room Rental	1,267	6,000	16,000	17,000
Driving Range	11,301	20,000	15,000	20,000
Golf Concessions	47,551	80,000	80,000	112,500
	<u>528,339</u>	<u>710,800</u>	<u>618,850</u>	<u>692,000</u>
Other Revenue				
Sale Of Fixed Assets	1,345	0	0	0
Donations	3,474	2,000	10,500	1,250
Recycling revenue	521	0	0	0
Other Revenue, Long/Short	95	0	208	0
	<u>5,435</u>	<u>2,000</u>	<u>10,708</u>	<u>1,250</u>
Investment Earnings				
Interest Income	6	500	525	525
	<u>6</u>	<u>500</u>	<u>525</u>	<u>525</u>
Transfers In				
Transfer from Parks & Recreation	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(12,560)	(76,431)	39,975	(3,396)
Total	<u>521,220</u>	<u>636,869</u>	<u>670,058</u>	<u>690,379</u>

MUNICIPAL GOLF FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	125,776	126,761	126,761	126,761
Salary Increases	0	0	0	3,250
Overtime	1,520	1,960	1,960	2,000
Temporary Part-Time Wages	64,605	98,080	95,000	123,000
	<u>191,901</u>	<u>226,801</u>	<u>223,721</u>	<u>255,011</u>
Employee Benefits				
Lagers Pension Contribution	2,975	4,891	4,891	6,181
FICA Contribution	11,880	14,062	14,282	15,609
FICA Medicare	2,778	3,287	3,342	3,650
Health Insurance	17,034	18,591	18,591	19,224
Dental Insurance	710	765	765	765
Life Insurance	482	507	507	507
Unemployment claims	(20)	1,000	1,000	1,000
Long Term Disability	303	300	300	300
Workers Compensation	5,097	6,804	6,804	7,553
Car Mileage	737	600	1,300	1,300
Confer/Train/Travel	748	600	0	600
	<u>42,724</u>	<u>51,407</u>	<u>51,782</u>	<u>56,689</u>
Materials & Supplies				
Office Supplies	1,708	800	800	800
Janitorial Supplies	1,672	2,000	2,000	1,000
Recreation Supplies	39,148	45,000	47,397	40,000
Safety Equip/Clothing	99	100	1,010	100
Chemical/Drugs/Medical Supplies	0	100	100	100
Motor Fuel and Lubricants	19,694	27,000	11,000	25,000
Minor Equipment	4,638	4,500	4,500	3,500
Materials for Resale	31,627	30,000	55,000	30,000
Other Supplies	1,801	75	2,200	500
	<u>100,387</u>	<u>109,575</u>	<u>124,007</u>	<u>101,000</u>
Services				
Professional Services	33,886	58,870	63,000	62,750
Memberships	626	1,000	1,000	500
Communication Services	2,155	1,135	2,500	2,550
Postage	21	100	5	100
Advertising	420	1,500	2,500	3,000
Licenses/Permits	909	400	500	800
Printing & Binding	494	200	700	400
Gas Service	1,547	3,300	3,700	3,300
Electric Service	10,584	9,000	9,000	9,000
Water Service	35,324	40,000	44,000	44,000
Vehicle/Equipment Rent	8,797	34,600	45,000	45,000
M&R - Office Equipment	152	200	200	200
M&R - Building & Facilities	8,581	17,000	17,000	12,000
M&R - Machinery & Equipment	11,980	11,500	15,000	11,500
M&R - Motor Vehicles	30	500	600	500
M&R - Communications Equipment	840	1,500	1,000	1,000
Laundry Services	209	0	400	400
	<u>116,555</u>	<u>180,805</u>	<u>206,105</u>	<u>197,000</u>

MUNICIPAL GOLF FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Other Charges				
Insurance	4,625	5,871	3,033	4,884
Judgement & Claims	0	1,000	0	1,000
Transfer to General Fund	19,720	25,070	25,070	38,455
Transfer to General Fund - Computer	1,000	2,180	2,180	2,180
	<u>25,345</u>	<u>34,121</u>	<u>30,283</u>	<u>46,519</u>
Capital Outlay				
Vehicles	10,706	0	0	0
Machinery & Equipment	33,602	34,160	34,160	21,160
Capital Improvements	0	0	0	13,000
	<u>44,308</u>	<u>34,160</u>	<u>34,160</u>	<u>34,160</u>
Total	<u>521,220</u>	<u>636,869</u>	<u>670,058</u>	<u>690,379</u>



PUBLIC WORKS DEPARTMENT

MASS TRANSIT SERVICES

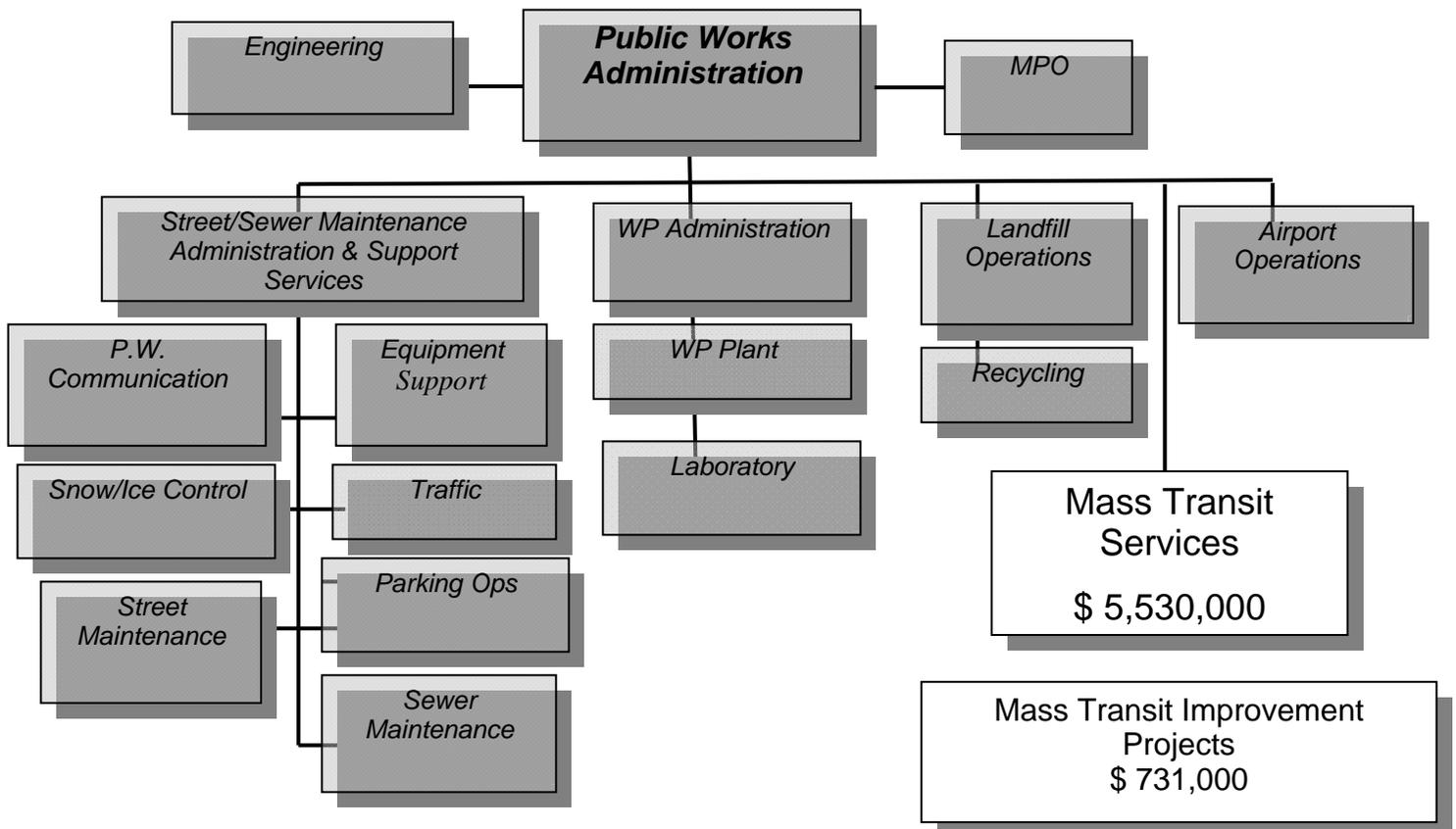
This fund was established to account for the operation of the City bus system and service. While the fund is under the direction of the Public Works & Transportation Department, the transit system itself is managed through contract by an outside firm.

Up until the final quarter of FY2005, the fund also included the operation and maintenance of the City trolley service. Replicas of old-time trolley buses are used for special charters and on regular museum and tourist routes. Due to a lack of revenues to maintain the trolleys, the service was suspended until a stable revenue source can be established.

Mass Transit Fund revenues are derived from a one percent (1%) utility franchise fee, a \$.0375 transit sales tax (increased by voters in 2008 from \$.015), rider fares and Federal Transit Authority operating and capital grants.

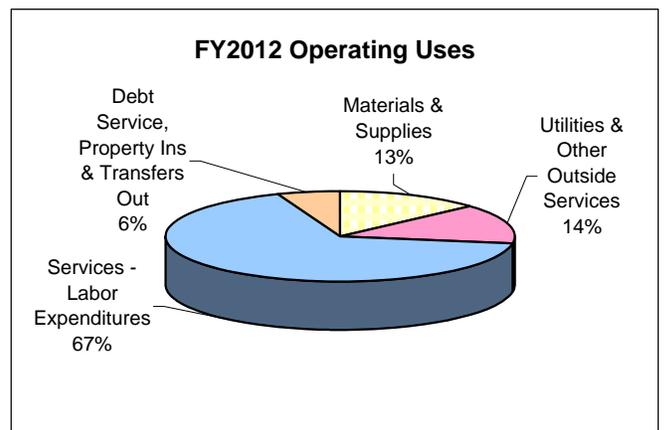
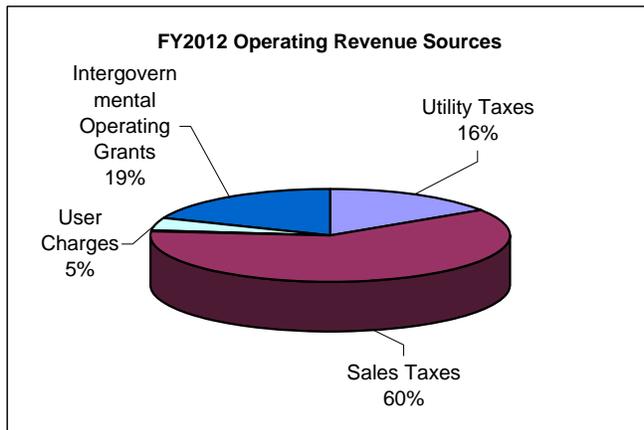
TOTAL BUDGETED RESOURCES: \$ 6,261,000

PLANNED USE BY PROGRAM:



MASS TRANSIT FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning Operating FB:			5,058,025	6,652,816
Utility Taxes	1,053,842	1,097,200	1,146,309	1,058,410
Sales Taxes	3,975,759	3,817,385	3,991,090	4,011,080
Rents	3,900	3,900	760	0
User Charges	290,194	275,000	284,000	301,100
Other Revenue	6,295	3,500	44,524	3,800
Investment Earnings	7,312	9,500	8,500	8,500
Intergovernmental Operating Grants	1,447,300	1,364,846	1,364,846	1,246,746
Fund Balance Appropriation	0	(1,336,451)	0	0
TOTAL SOURCES	6,784,602	5,234,880	6,840,029	6,629,636
USES				
Employee Travel & Training	2,888	6,900	6,900	6,900
Materials & Supplies	431,552	553,165	553,165	727,495
Utilities & Other Outside Services	700,052	712,600	708,958	789,531
Services - Labor Expenditures	3,175,314	3,622,975	3,622,975	3,687,873
Debt Service, Property Ins & Transfers Out	303,241	339,240	353,240	317,941
TOTAL FUND	4,613,047	5,234,880	5,245,238	5,529,740
Net Surplus (Deficit)	2,171,555	0	1,594,791	1,099,896
ENDING OPERATING FUND BALANCE:			6,652,816	7,752,712
Components of Fund Balance:				
Assigned:			334,000	468,000
RESERVED OPERATING FUND BALANCE:			6,318,816	7,284,712
Beginning Capital Fund Balance:			140,465	198,065
SOURCES				
Grants & Entitlements	604,105	1,004,480	722,290	584,653
Transfers In	77,500	122,500	0	125,663
Appropriated from Fund Balance	0	128,620	0	0
TOTAL SOURCES	681,605	1,255,600	722,290	710,316
USES				
Transit CIP Projects	1,636,938	1,255,600	664,690	730,816
Net Capital Surplus (Deficit)			57,600	(20,500)
ENDING CIP FUND BALANCE:			198,065	177,565
TOTAL USES	6,249,985	6,490,480	5,909,928	6,260,556



MASS TRANSIT FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	292,804	326,450	346,000	324,000
Electric	619,190	623,600	644,000	580,810
Water	128,320	131,600	135,000	131,600
Utility Taxes - TIF portion	13,528	15,550	21,309	22,000
	<u>1,053,842</u>	<u>1,097,200</u>	<u>1,146,309</u>	<u>1,058,410</u>
Sales Tax				
Sales Tax	3,352,673	3,268,700	3,392,700	3,409,700
EATS (TIF generated sales tax)	623,086	548,685	598,390	601,380
	<u>3,975,759</u>	<u>3,817,385</u>	<u>3,991,090</u>	<u>4,011,080</u>
Rents				
Lease-Transit Building	3,900	3,900	760	0
	<u>3,900</u>	<u>3,900</u>	<u>760</u>	<u>0</u>
Charges for Services				
Fare Box Revenue	163,111	150,000	150,000	160,000
Ticket Sales - Adult	67,270	65,000	65,000	68,000
Ticket Sales - Youth	3,030	4,000	4,000	4,100
Ticket Sales - Senior/Handicapped	32,287	32,000	32,000	33,500
Ticket Sales - Commissions	0	0	9,000	10,000
Advertising	24,496	24,000	24,000	25,500
	<u>290,194</u>	<u>275,000</u>	<u>284,000</u>	<u>301,100</u>
Other Revenue				
Sale of Fixed Assets	1,806	0	0	0
Identification Cards	771	500	800	800
Insurance Proceeds	1,259	0	4,334	0
Refunds Prior Year Expenditure	0	0	16,372	0
Recovery/Reimbursements	0	0	20,000	0
Other Revenue	0	0	18	0
Concessions/Other Revenue	2,459	3,000	3,000	3,000
	<u>6,295</u>	<u>3,500</u>	<u>44,524</u>	<u>3,800</u>
Investment Earnings				
Interest Income	7,311	9,500	8,500	8,500
	<u>7,311</u>	<u>9,500</u>	<u>8,500</u>	<u>8,500</u>
Intergovernmental				
Federal Transit Authority - Capital	172,026	1,004,480	664,690	584,653
Federal Transit Authority - Operations	1,350,799	1,259,446	1,259,446	1,246,746
American Rec Reinvest Capital	432,079	0	57,600	0
State Operating Grant	96,501	105,400	105,400	0
	<u>2,051,405</u>	<u>2,369,326</u>	<u>2,087,136</u>	<u>1,831,399</u>
Transfers In				
CIP Salex Tax Fund	77,500	122,500	0	125,663
	<u>77,500</u>	<u>122,500</u>	<u>0</u>	<u>125,663</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	(1,216,221)	(1,207,831)	(1,652,390)	(1,079,396)
Total	<u>6,249,985</u>	<u>6,490,480</u>	<u>5,909,929</u>	<u>6,260,556</u>

MASS TRANSIT FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Car/Mileage Allow	152	200	200	200
Confer/Train/Travel	2,736	6,700	6,700	6,700
	<u>2,888</u>	<u>6,900</u>	<u>6,900</u>	<u>6,900</u>
Materials & Supplies				
Office Supplies	6,645	9,500	9,500	9,500
Janitorial Supplies	4,951	8,000	8,000	8,000
Safety Equip/Clothing	20,208	18,300	18,300	18,300
Motor Fuel and Lubricants	394,955	512,365	512,365	686,695
Minor Equipment	14,333	5,000	5,000	6,256
	<u>441,092</u>	<u>553,165</u>	<u>553,165</u>	<u>728,751</u>
Services				
Professional Services	305,553	253,806	287,500	280,926
Memberships	2,716	3,000	3,000	3,000
Periodicals & Books	132	250	250	250
Communications Services	11,737	21,224	21,224	30,800
Postage	1,048	1,000	1,000	1,000
Advertising	28,114	21,100	22,050	21,100
Permits & Recording Fees	788	950	950	950
Printing & Binding	5,998	15,000	9,000	15,000
Gas Service	18,614	17,400	17,400	17,400
Electric Service	20,739	16,000	16,000	16,000
Water Service	5,619	8,000	8,000	8,000
Vehicle/Equipment Rental	12,546	9,535	9,535	7,940
M&R - Office Equipment	0	2,420	2,420	2,420
M&R - Building & Facilities	35,316	53,945	53,945	53,945
M&R - Machinery & Equipment	7,245	11,200	1,200	11,200
M&R - Motor Vehicles	239,731	240,500	244,834	240,500
M&R - Communications Equipment	11,280	6,770	29,000	29,000
Major Repairs & Replacements	0	35,000	5,000	35,000
Towing Service	0	2,500	2,500	2,500
Laundry Services	12,456	12,000	12,000	12,000
Solid Waste Disposal Services	600	600	600	600
Other Services	3,175,316	3,622,975	3,622,975	3,687,873
	<u>3,895,548</u>	<u>4,355,175</u>	<u>4,370,383</u>	<u>4,477,404</u>
Other Charges				
Insurance	122,850	203,980	203,980	165,162
Transfer to Computer Network	15,700	11,990	11,990	11,990
Transfer to General Fund	103,248	123,270	137,270	140,789
Transfer to SIM&R Fund	61,444	0	0	0
	<u>303,242</u>	<u>339,240</u>	<u>353,240</u>	<u>317,941</u>
Capital Outlay				
Office Equipment/Furniture	8,088	5,000	4,800	0
Motor Vehicles	54,329	625,000	65,000	680,000
Machinery & Equipment	76,068	160,000		
Radio & Communications Equipment	889,781	0	126,000	34,000
	<u>1,028,266</u>	<u>790,000</u>	<u>195,800</u>	<u>714,000</u>

MASS TRANSIT FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Public Improvements				
Buildings	230,980	50,000	50,000	0
Improv. Other Than Buildings	286,306	326,000	321,745	4,255
Streets, Curbs, & Sidewalks	61,663	70,000	58,695	11,305
	<u>578,949</u>	<u>446,000</u>	<u>430,440</u>	<u>15,560</u>
Total	<u>6,249,985</u>	<u>6,490,480</u>	<u>5,909,928</u>	<u>6,260,556</u>

The Transit system will need to start replaciing its fleet in FY14. That will require a 20% match to any federal grant funds made available for vehicle purchases. Following is the plan initiated in FY2009 for accumulating the necessary funds for that match.

Bus Replacement Reserve	Annual Reserve	Expenditure	Remaining Reserve	Bus Purchases
FY09	100,000		100,000	
FY10	134,000		234,000	
FY11	134,000		368,000	
FY12	134,000		502,000	
FY13	134,000		636,000	
FY14	134,000	120,000	650,000	2 buses
FY15	134,000	420,000	364,000	7 buses
FY16	134,000	300,000	198,000	5 buses
FY17	162,000	360,000	0	6 buses



PUBLIC WORKS DEPARTMENT

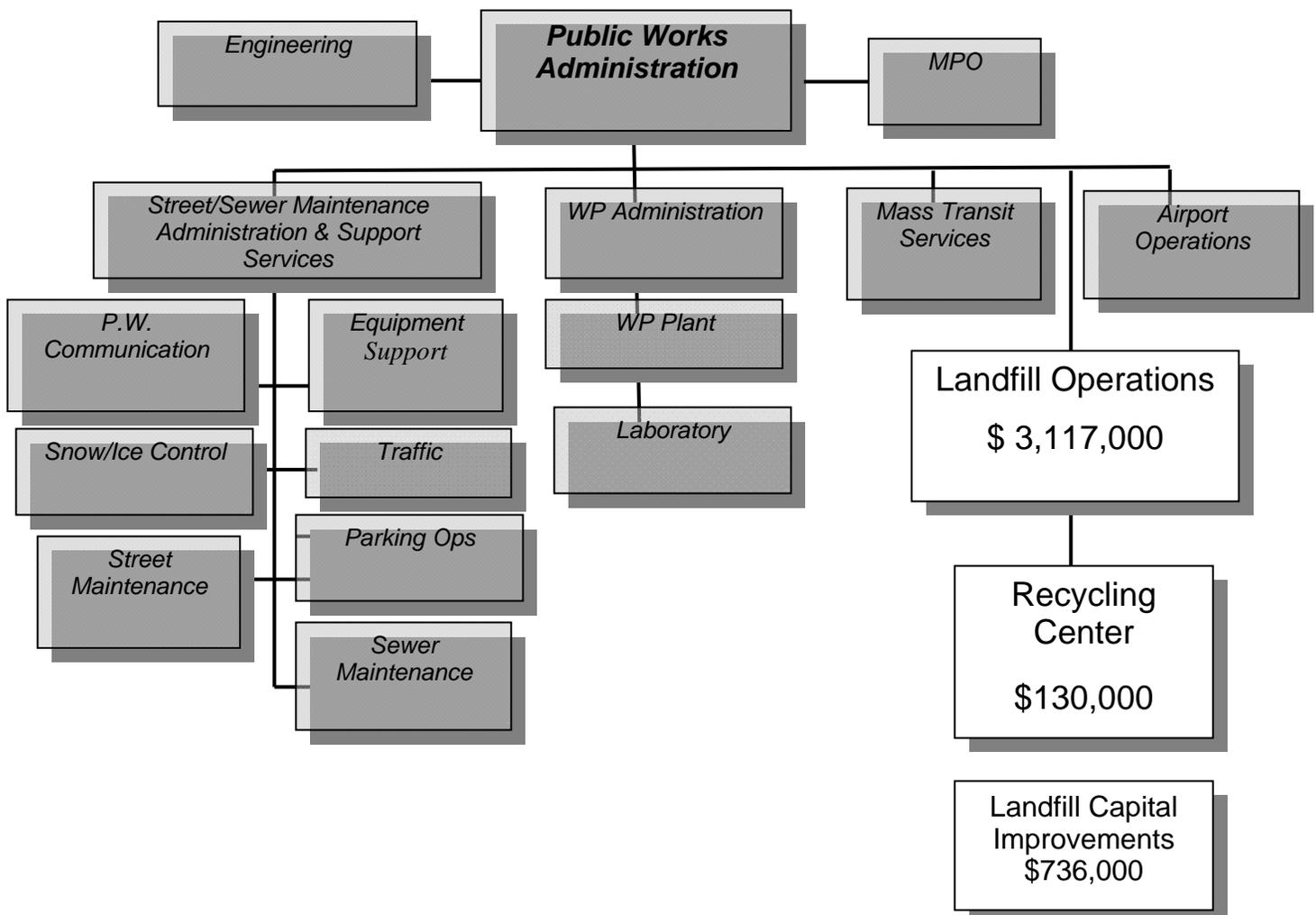
LANDFILL OPERATIONS

The St. Joseph Landfill provides the major solid waste disposal facility for much of northwest Missouri. The Landfill Fund revenues are derived through user charges at the City landfill site southeast of St. Joseph and is administered by the Public Works Department.

Limited recycling and composting operations are also conducted at the landfill. A drop-off Recycling Center was relocated to the South Belt location late in FY2010. It operates in partnership with a local waste hauler. The waste hauler provides all necessary containers, materials processing, and marketing for the recycling operation. The City provides the drop-off facility and employees who screen and sort materials received.

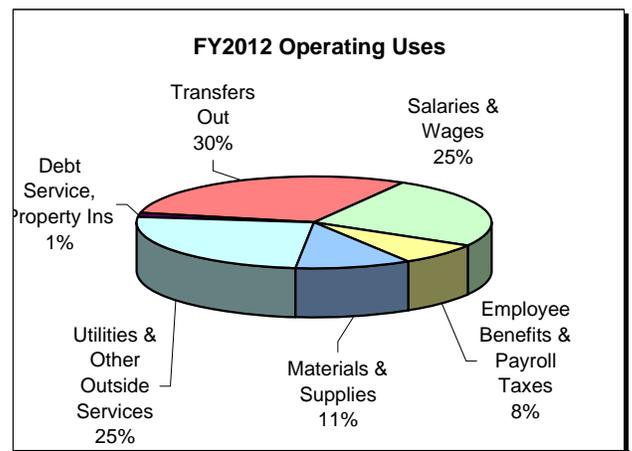
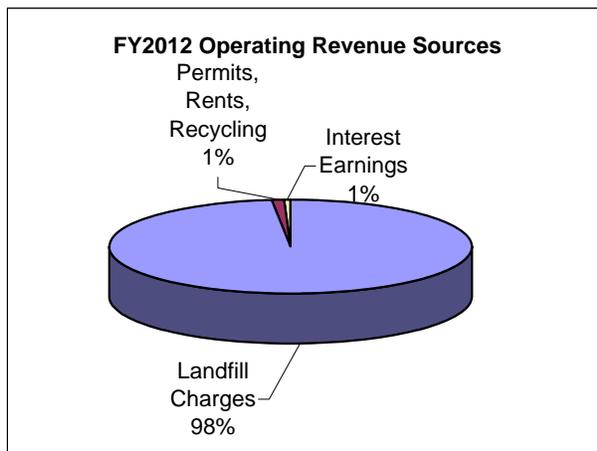
TOTAL BUDGETED RESOURCES: \$ 3,983,000

PLANNED USE BY PROGRAM:



LANDFILL FUND SUMMARY

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			9,421,978	9,873,209
Permits	2,886	3,500	3,100	3,100
Rents	3,004	2,300	3,100	2,300
Landfill Charges	3,950,854	3,900,000	3,900,000	4,000,000
Other Revenue	57,406	500	500	1,500
Recycling Revenue	30,385	17,750	27,750	29,000
Investment Earnings	26,960	199,000	28,000	28,000
Appropriated from Fund Balance	0		0	0
TOTAL SOURCES	4,071,495	4,123,050	3,962,450	4,063,900
USES				
Salaries & Wages	759,400	795,180	754,700	807,602
Employee Benefits & Payroll Taxes	232,191	244,808	230,553	255,014
Materials & Supplies	291,003	345,650	345,250	345,650
Utilities & Other Outside Services	657,808	946,725	944,095	824,095
Debt Service, Property Ins	55,154	51,827	37,991	39,835
Transfers Out	276,668	638,630	638,630	974,996
Capital Outlay	46,074	270,000	270,000	0
Capital Improvements	391,887	0	290,000	0
TOTAL OPERATING USES	2,710,185	3,292,820	3,511,219	3,247,192
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Fund	1,366,811	0	0	736,050
TOTAL USES	4,076,996	3,292,820	3,511,219	3,983,242
Net Budget Surplus (Deficit)	(5,501)	830,230	451,231	80,658
ENDING OPERATING FUND BALANCE:			9,873,209	9,953,867
Components of Fund Balance:				
Designated Closure/Post Closure Reserve:	\$3,937,115		\$4,291,080	\$4,645,045
Assigned - 27th Payroll:	\$12,160		\$18,240	\$24,320
RESERVED OPERATING FUND BALANCE:			\$5,563,889	\$5,284,502



LANDFILL FUND REVENUES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Permits				
Trash Hauler Permits	2,886	3,500	3,100	3,100
	<u>2,886</u>	<u>3,500</u>	<u>3,100</u>	<u>3,100</u>
Rent				
Farm Land Rent	3,004	2,300	3,100	2,300
	<u>3,004</u>	<u>2,300</u>	<u>3,100</u>	<u>2,300</u>
Charges for Services				
Landfill Tipping Fees	3,950,854	3,900,000	3,900,000	3,900,000
Gas to Energy Sales	0	0	0	100,000
	<u>3,950,854</u>	<u>3,900,000</u>	<u>3,900,000</u>	<u>4,000,000</u>
Other Revenue				
Recycling Revenue	30,385	17,750	27,750	29,000
Recovery/Reimbursement	4,690	0	0	0
Prior Year Refunds	52,237	0	0	0
Other	479	500	500	1,500
	<u>87,791</u>	<u>18,250</u>	<u>28,250</u>	<u>30,500</u>
Investment Earnings				
Interest Income	23,620	195,000	25,000	25,000
Interest on Accounts Receivable	3,341	4,000	3,000	3,000
	<u>26,961</u>	<u>199,000</u>	<u>28,000</u>	<u>28,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	5,499	(830,230)	(451,231)	(80,658)
Total	<u>4,076,995</u>	<u>3,292,820</u>	<u>3,511,219</u>	<u>3,983,242</u>

Designated Fund Balance Appropriation:

\$ 353,220 reserve for post-closure costs were booked annually through FY2006. Starting in FY2007 the annual amount goes to \$353,965 per calculations provided by MDNR.

LANDFILL FUND

EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	721,541	740,650	700,650	730,692
Salary Increases	0	0	0	21,660
Overtime	36,834	53,500	52,300	53,500
Sick Leave Buy Back	1,026	1,030	1,750	1,750
	<u>759,401</u>	<u>795,180</u>	<u>754,700</u>	<u>807,602</u>
Employee Benefits				
Lagers Pension Contribution	21,232	30,216	27,216	37,645
FICA Contribution	47,509	49,303	45,303	48,630
FICA Medicare	11,111	11,530	10,630	11,372
457 Plan Match	4,798	0	0	0
Health Insurance	108,887	117,743	111,643	121,752
Dental Insurance	4,641	4,845	4,590	4,845
Life Insurance	2,861	2,960	2,960	2,913
Unemployment Claims	2,392	0	0	0
Long Term Disability	1,752	1,758	1,758	1,730
Workers Compensation	24,292	23,853	23,853	23,527
Confer/Train/Travel	2,716	2,600	2,600	2,600
	<u>232,191</u>	<u>244,808</u>	<u>230,553</u>	<u>255,014</u>
Materials & Supplies				
Office Supplies	6,887	4,100	4,100	4,100
Janitorial Supplies	2,702	2,100	2,300	2,100
Safety Equip/Clothing	3,485	5,550	5,550	5,550
Motor Fuel and Lubricants	214,887	250,000	250,000	250,000
Minor Equipment	19,911	15,200	15,200	15,200
Street Maintenance Supplies	35,477	40,000	40,000	40,000
Other Materials/Supplies	7,654	28,700	28,100	28,700
	<u>291,003</u>	<u>345,650</u>	<u>345,250</u>	<u>345,650</u>
Services				
Professional Services	182,385	472,945	525,000	351,580
Memberships	859	600	600	600
Periodicals & Books	0	1,300	1,300	500
Telephone Service	4,485	2,880	2,880	2,865
Postage	242	500	500	500
Freight	1,770	4,000	4,010	4,000
Advertising	14,591	12,000	12,000	12,000
Permits & Recording Fees	3,239	4,400	4,400	4,400
Printing & Binding	165	500	500	500
Gas Service	7,665	4,500	4,500	8,000
Electric Service	13,658	15,500	12,000	12,000
Water Service	320	1,350	600	600
Vehicle/Equipment Rental	9,789	250	250	250
M&R - Building & Facilities	11,218	8,000	8,000	8,000
M&R - Machinery & Equipment	85,175	78,600	79,910	78,600
M&R - Motor Vehicles	20,504	16,000	16,000	16,000
M&R - Communications Equipment	3,559	4,000	4,000	4,000

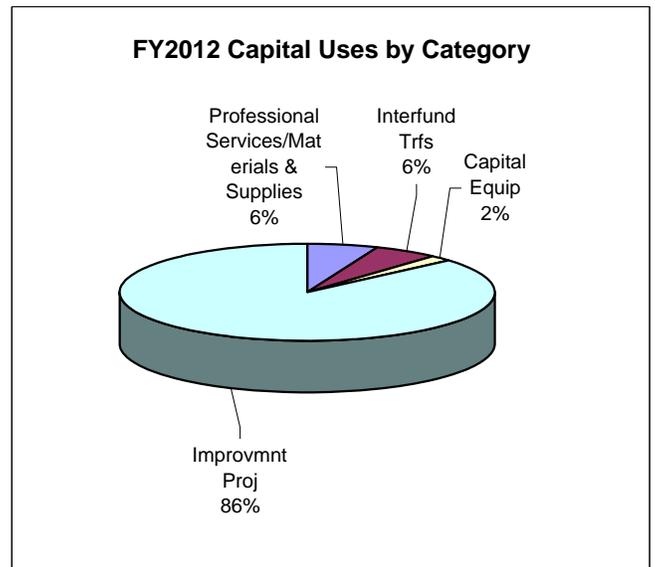
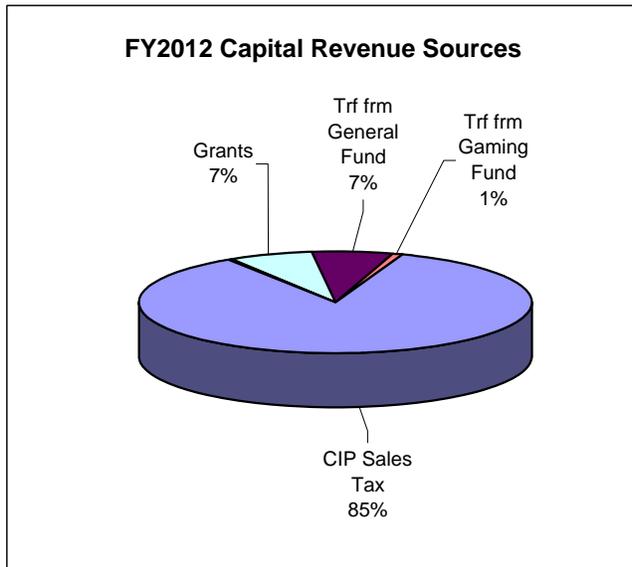
LANDFILL FUND EXPENDITURES

	2009-10	2010-11		2011-12
	Actual	Adopted Budget	Estimated Actual	Budget
Major Repairs & Replacements	43,451	9,700	9,700	9,700
Towing Services	0	200	200	200
Laundry Services	4,133	4,000	4,000	4,000
MO DNR Fees	170,470	211,000	158,945	211,000
Other Services	89,422	94,500	94,800	94,800
	<u>667,100</u>	<u>946,725</u>	<u>944,095</u>	<u>824,095</u>
Other Charges				
Principal	2,105	2,014	2,014	2,105
Interest	403	325	325	240
Other Debt Charges	3,088	3,090	3,090	3,090
Insurance	42,056	44,398	30,562	32,400
Judgments & Claims	7,500	2,000	2,000	2,000
Transfer to General Fund	236,258	585,175	585,175	642,386
Transfer to SIMR Fund	36,410	49,095	49,095	325,000
Transfer to Water Protection	0	0	0	3,250
Transfer to General Fund - Computer	4,000	4,360	4,360	4,360
	<u>331,820</u>	<u>690,457</u>	<u>676,621</u>	<u>1,014,831</u>
Capital Outlay				
Motor Vehicles	0	65,000	65,000	0
Machinery & Equipment	902,540	205,000	205,000	375,000
Software Purchases	12,474	0	0	0
	<u>915,014</u>	<u>270,000</u>	<u>270,000</u>	<u>375,000</u>
Public Improvements				
Improvements Other than Buildings	277,467	0	0	361,050
Land	371,139	0	290,000	0
Buildings	20,748	0	0	0
Streets, Curbs & Sidewalks	211,112	0	0	0
	<u>880,466</u>	<u>0</u>	<u>290,000</u>	<u>361,050</u>
Total	<u>4,076,995</u>	<u>3,292,820</u>	<u>3,511,219</u>	<u>3,983,242</u>



CAPITAL PROJECTS FUND SUMMARY

SOURCES	Projected Beginning FB:	2009-10	2010-2011		2011-2012
		Actual	Adopted Budget	Estimated Actual	Budget
				<u>\$4,386,699</u>	<u>\$5,096,703</u>
CIP Sales Tax		5,208,537	5,374,880	5,283,500	5,304,900
Other Misc Revenues		77,330	0	391,363	0
Interest Earnings		19,177	150,000	20,000	20,000
Intergovernmental/Grants		1,037,608	0	940,390	426,400
Transfer from General Fund		1,074,638	431,000	1,623,539	424,192
Transfer from Gaming Fund		46,331	50,000	115,000	50,000
Transfer from Water Protection		0	0	16,000	0
Transfer from Museum Fund		5,276	280,315	280,315	0
TOTAL SOURCES		<u>7,468,897</u>	<u>6,286,195</u>	<u>8,670,107</u>	<u>6,225,492</u>
USES					
Professional Services/Materials & Supplies		1,067,486	335,000	349,789	265,550
Interfund Trfs		127,500	122,500	0	245,663
Capital Equip		193,145	357,544	1,110,168	80,000
Improvmt Proj		7,040,813	7,653,855	6,500,146	3,778,688
TOTAL USES		<u>8,428,944</u>	<u>8,468,899</u>	<u>7,960,103</u>	<u>4,369,901</u>
Net Surplus (Deficit)				710,004	1,855,591
ENDING RESERVED FUND BALANCE:				\$5,096,703	\$6,952,294



CAPITAL PROJECTS (NON-ENTERPRISE FUNDED)

Program 1150

Program Description

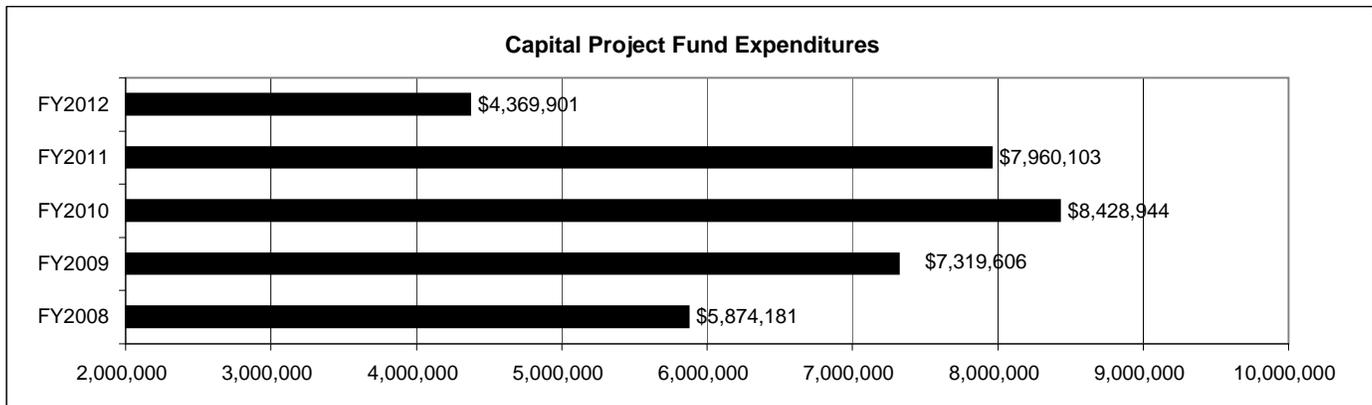
The Capital Projects Fund was established to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays including the acquisition or construction of capital facilities and other capital assets, excluding those projects and facilities funded through the Enterprise Funds. The major source of funding provided pursuant to the passage of the 1993 one-half cent sales tax approved by voters November 1997. The Sales Tax has been extended three times since then. The latest extension of the sales tax was approved in November 2007 and extends through June 30, 2012. Other sources of funding come from the General Fund or Special Revenue Funds.

Staffing Detail

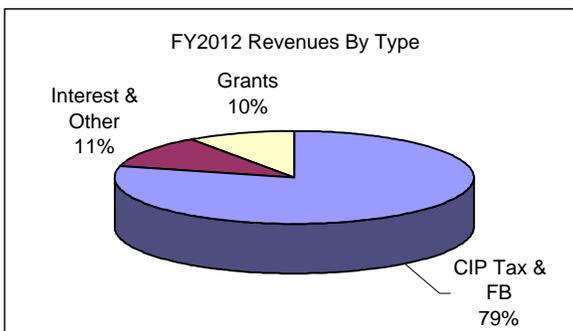
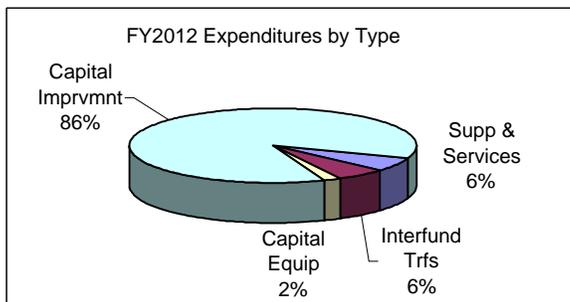
N/A

FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights



Capital Projects Fund Budget Summary



Uses:

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Supp & Services	1,067,486	335,000	349,789	265,550
Interfund Trfs	127,500	122,500	0	245,663
Capital Outlay	193,145	357,544	1,110,168	80,000
Improvmt Proj	7,040,813	7,653,855	6,500,146	3,778,688
Total	8,428,944	8,468,899	7,960,103	4,369,901

Sources

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
CIP Tax & FB	6,168,584	7,557,584	4,573,496	3,449,309
Interest & Other	96,506	150,000	411,363	20,000
Grants	1,037,608	0	940,390	426,400
Interfund Trfs	1,126,246	761,315	2,034,854	474,192
Total	8,428,944	8,468,899	7,960,103	4,369,901

CAPITAL PROJECTS FUND REVENUES

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	4,472,202	4,678,865	4,534,900	4,557,575
EATS	736,335	696,015	748,600	747,325
	<u>5,208,537</u>	<u>5,374,880</u>	<u>5,283,500</u>	<u>5,304,900</u>
Other Revenue				
Donations/Refunds	77,330	0	391,363	0
	<u>77,330</u>	<u>0</u>	<u>391,363</u>	<u>0</u>
Investment Earnings				
Interest Income	19,177	150,000	20,000	20,000
	<u>19,177</u>	<u>150,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Buchanan County Aviation	0	0	0	0
Bode Trust	0	0	144,123	0
Dept of Conservation	171,028	0	0	0
MODOT Enhancement Grant	0	0	0	240,000
ISTEA/STP Grant	664,141	0	575,000	186,400
Missouri DNR / Parks	0	0	0	0
SEMA Homeland Security Grant	85,577	0	0	0
American Rec Reinvest Capital	0	0	184,129	0
Misc Grants	116,861	0	37,138	0
	<u>1,037,607</u>	<u>0</u>	<u>940,390</u>	<u>426,400</u>
Interfund Transfers In				
Transfer from General Fund	1,074,638	431,000	1,623,539	424,192
Transfer from Gaming Fund	46,332	50,000	115,000	50,000
Transfer from Water Protection	0	0	16,000	0
Transfer from Museum Fund	5,276	280,315	280,315	0
Transfer from Downtown Business	0	0	0	0
Transfer from CDBG Fund	0	0	0	0
	<u>1,126,246</u>	<u>761,315</u>	<u>2,034,854</u>	<u>474,192</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	960,047	2,182,704	(710,004)	(1,855,591)
Total	<u>8,428,944</u>	<u>8,468,899</u>	<u>7,960,103</u>	<u>4,369,901</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	FY2010	FY2011		FY2012
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Materials and Supplies	55,588	0	0	0
Professional Services	878,556	335,000	345,750	265,550
Advertising/Postage/Printing	133,343	0	4,039	0
	<u>1,067,487</u>	<u>335,000</u>	<u>349,789</u>	<u>265,550</u>
Capital Outlay				
Office Equipment	65,361	200,000	117,000	0
Machinery & Equipment	99,115	157,544	993,168	80,000
Radio & Communications Equipment	17,007	0	0	0
Software Purchases	11,662	0	0	0
	<u>193,145</u>	<u>357,544</u>	<u>1,110,168</u>	<u>80,000</u>
Public Improvements				
Land	260,694	60,000	12,000	206,085
Buildings	3,170,526	4,053,545	4,911,100	466,845
Improvements other than Buildings	918,517	2,879,854	1,245,268	2,855,758
Streets, Curbs & Sidewalks	2,691,076	660,456	331,778	250,000
	<u>7,040,813</u>	<u>7,653,855</u>	<u>6,500,146</u>	<u>3,778,688</u>
Interfund Transfers				
Transfer to Aviation Fund	50,000	0	0	120,000
Transfer to Mass Transit	77,500	122,500	0	125,663
	<u>127,500</u>	<u>122,500</u>	<u>0</u>	<u>245,663</u>
Total	<u>8,428,945</u>	<u>8,468,899</u>	<u>7,960,103</u>	<u>4,369,901</u>

Debt

This section includes financial data on current debt obligations and describes the relationship between current debt levels and legal debt limits. Detailed information of type and amount of debt by fund is included.

- **Municipal Debt - Discussion**
- **Legal Debt Margin Determination**
- **Legal Debt Margin – Past and Present**
- **Summary of Existing Municipal Debt**
- **Future Debt Service – Each by Fund**



MUNICIPAL DEBT DISCUSSION

Debt Management

The City of St. Joseph's primary objective in debt management is to keep the level of indebtedness within available resources as well as within the legal debt limitations established by Missouri Law, at a minimum cost to the taxpayer.

The City issues and incurs debt in order to fund capital improvement projects, purchase major capital equipment facilities, and respond to other special funding needs. Total municipal debt issued and outstanding is \$89,284,775 with maturities extending through the year 2028. Total principal and interest payments through maturity totals \$144,682,600. Of this total, \$61,665,000 in principal and \$45,028,750 in interest represent bonds issued in conjunction with, and paid with revenues generated by, Tax Increment Financing projects. The following is a discussion of common types of municipal debt instruments used by the City, their legal basis, and types of projects for which they can be used.

Types of Municipal Debt

Public Building Authority (PBA) Bonds

The Public Building Authority issues bonds to investors using the bond proceeds to construct/improve facilities or purchase equipment. These assets are leased to the City under an arrangement where the lease payments to the Authority equal the bond payments to investors. Leases between the Authority and the City do not require voter authorization and are subject to annual appropriation of funds by the City Council. The leases are not considered "bonds" of the City for purposes of applying statutory bond limits. The Authority is considered the issuer of the bonds and holds title to the asset during the term of the lease. The City has entered into twelve individual facility and equipment lease agreements with the Authority for facilities such as parking garage repairs, downtown mall removal, Patee Market renovations, public safety communications systems equipment, heating and air conditioning systems, and various computer equipment. To take advantage of the low interest rates available in 2004, the City refinanced its PBA bonds for a total savings in future interest of \$100,800. Total principal of PBA Bonds outstanding at July 1, 2007, is \$790,001 with no new issues expected during the Fiscal Year.

Special Obligation (S.O.) Capital Improvement Bonds

Special Obligation Bonds are issued directly by the City of St. Joseph and do not require voter authorization. They are subject to annual appropriation of funds by the City Council and in relation to smaller Public Authority Bond (PBA) offerings, have lower issuance costs. No collateral is pledged to secure S.O. bonds, which are not considered "bonds" when applying statutory bond limits. Total principal of S.O. Bonds outstanding at July 1, 2007, is \$62,880. The final payment will occur in FY2008 in the Golf Fund. No new issues are planned for the Fiscal Year.

Revenue Bonds

Revenue Bonds require voter authorization of 2/3rds or 4/7ths majority and are used to fund capital facility costs. Bond repayment is secured solely from the earnings generated by the facility constructed or improved with the bond proceeds. The identified revenue stream is pledged for repayment of the bonds. All revenue bonds currently authorized by voters, \$18.4 million, are for improvements at the wastewater treatment facility. \$19.6 million of these bonds will be issued under the Missouri Leveraged State Water Pollution Control Revolving Fund Program established by the State Environmental Improvement and Energy Resources Authority (EI ERA) in cooperation with the Missouri Department of Natural Resources and the Missouri Clean Water Commission. The EI ERA bond issuance program allows the City to benefit from reduced interest rates. In FY 1999 the City undertook the advance refunding of the 1992 Series

MUNICIPAL DEBT DISCUSSION

Sewerage Bonds. The substantially lower coupon interest rates of the new issue will save the City a projected \$387,136 in debt service over the next 13 years. The remaining \$750,000 in EIERA bonds authorized for issuance was sold August 2003 and is being used in the Triumph Food TIF project. Revenue Bonds outstanding at July 1, 2006, total \$22,816,000.

General Obligation (G.O.) Bonds

The Missouri State Constitution permits a city, by vote of 2/3rds or 4/7ths majority, to incur general obligation indebtedness for "city purposes" in an amount not to exceed 10% of the assessed value of taxable tangible property. Additional bonded indebtedness equal to an additional 10% of the assessed value may be issued for the purpose of acquiring right-of-way, construction, extending and improving streets and avenues and/or sanitary sewer systems. Additional bonded indebtedness equal to 10% of the assessed value may be issued for purchasing or constructing waterworks, and electric or other light plants. All such indebtedness may not exceed 20% of the assessed value of taxable tangible property. Total assessed valuation of taxable property at July 1, 2006, is \$895,805,000 and the legal debt margin is \$179,161,000.

The City irrevocably appropriates and pledges property tax receipts in an amount sufficient to pay debt service; principal, interest and related expenditures, on any outstanding general obligation bonds. In the event that receipts pledged are not sufficient to pay these obligations, the City is obligated to levy additional property taxes sufficient to make debt service payments. Repayment of the G.O. Bonds is secured by the full faith and credit of the City. There are no G.O. Bonds outstanding at July 1, 2007.

Capital Lease Obligations

The City regularly enters into capital lease arrangements for the purchase of machinery, heavy equipment, and computers. Provisions of the lease arrangements include fixed monthly payments over the lease term and a bargain purchase option of \$1 at the end of the lease period. The lease agreements do not require voter approval and are subject to annual appropriation of funds by the City Council. The City will have entered into two capital lease arrangements at July 1, 2007, with a total outstanding of \$140,894.

Other Debt

- MDFB Infrastructure Improvement Loans.

February 17, 2004, the Missouri Development Finance Board authorized issuance of a series of infrastructure facilities improvement bonds and to loan the proceeds of those bonds to the City for projects relating to several Tax Increment Financing (TIF) Redevelopment agreements.

- Stockyards Redevelopment Project - MDFB Series 2004A - \$9,170,000 issued and the loan proceeds used to fund \$7,000,000 of TIF reimbursable expenditures. \$5.6 million were used to reimburse a portion of the acquisition and demolition costs incurred by Triumph Foods, LLC, as approved in the Redevelopment Agreement with that company. \$1.4 million used to cover costs of certain traffic and infrastructure improvements related to the project. TIF Incremental tax revenues and Chapter 100 PILOTS will be used to pay the debt service on this loan which extends to 2018.
- Stockyards Redevelopment Project - MDFB Series 2004B - \$10,475,000 issued and the loan proceeds used to fund \$7.0 million of the cost of on-site wastewater treatment facility at Triumph Foods. \$1.497 million is being used toward a portion of the \$10.5 million capacity and process improvements being made at the City's wastewater treatment plant. Triumph Foods will be making Sewer Reserve Charge payments to the City in an amount to cover the debt service on this loan which extends to 2025.

MUNICIPAL DEBT DISCUSSION

- Sewerage System Improvements Project – MDFB Series 2004C - \$11,720,000 issued and the loan proceeds used to fund the remaining \$9.6 million of the capacity and process improvement project at the City’s wastewater treatment plant. Project costs are also being covered by a \$1,000,000 contribution by Buchanan County and through several EPA grants. \$700,000 was used as a grant from the City to Triumph Foods in order for the company to purchase its portion of a \$3.5 million BUILD Missouri bond issue in late Spring 2005. Debt service payments extend to 2025 and will be covered by revenues from the Sewer Fund and from monies generated by the tax credits from the Missouri BUILD program.
- Public Safety Improvements Project – MDFB Series 2004D - \$6,860,000 issue and the loan proceeds used to fund several public safety projects within the City. \$3.530 million was used as the City’s portion of the new \$8.4 million public safety communications system. Buchanan County and Heartland Hospital share in the cost of the total project. \$905,000 was used in the purchase of two fire pumpers. Debt service for these two projects is being spread over the last three years of the currently authorized CIP Sales Tax and are being retired in 2008. The remaining \$2.425 million is going towards the City’s portion of the \$5.7 million expansion at the Law Enforcement Center. Debt service payments are coming from the City’s General Fund and will be retired in 2024.
- IDA Tax Increment Revenue Bonds
In March 2005 the Industrial Development Authority of St. Joseph authorized the issuance of a series of bonds relating to the North County Redevelopment Project.
 - Shoppes at North Village Project – IDA Series 2005A - \$26,000,000 issue and the proceeds used to fund a portion of the TIF reimbursable expenditures for this project. A portion of the \$22.112 million issue will go to repaying the City of St. Joseph and Buchanan County for infrastructure improvements made for the Shoppes project. This includes extension and improvement of the Northridge sewer lines and construction of the four-lane parkway through the development. TIF Incremental PILOTS and EATS revenues will be used to pay the debt service on this loan which extends to 2028.
 - Shoppes at North Village Project – IDA Series 2005B - \$16,985,000 issue and the proceeds used to fund the remainder of the developer’s TIF reimbursable expenditures. TIF Incremental PILOTS and EATS revenues will be used to pay the debt service on this loan which extends to 2028.

Financial Impact of Municipal Debt on Operating Budgets

With the exception of the issuance in the CIP Sales Tax Fund, and most of the TIF-related bond issues, all future debt service payments must come from operating funds. As a result, debt service requirements are an important consideration when preparing annual operating budgets.

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN DETERMINATION

The City, by agreement, has irrevocably appropriated and pledged property tax receipts in an amount sufficient to pay principal and interest on the outstanding general obligation bonds. In the event that receipts pledged are not sufficient to pay these obligations, the City is obligated to levy additional property taxes sufficient to pay these debts.

The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in the aggregate, an additional 10% of the assessed value of taxable tangible property, for the purpose of acquiring right-of-way, construction, extending and improving streets and avenues and/or sanitary or storm sewer systems; and an additional 10% for purchasing or constructing waterworks, electric or other light plants, provided that the total general obligation indebtedness of the City does not exceed 20% of the assessed valuation of taxable property.

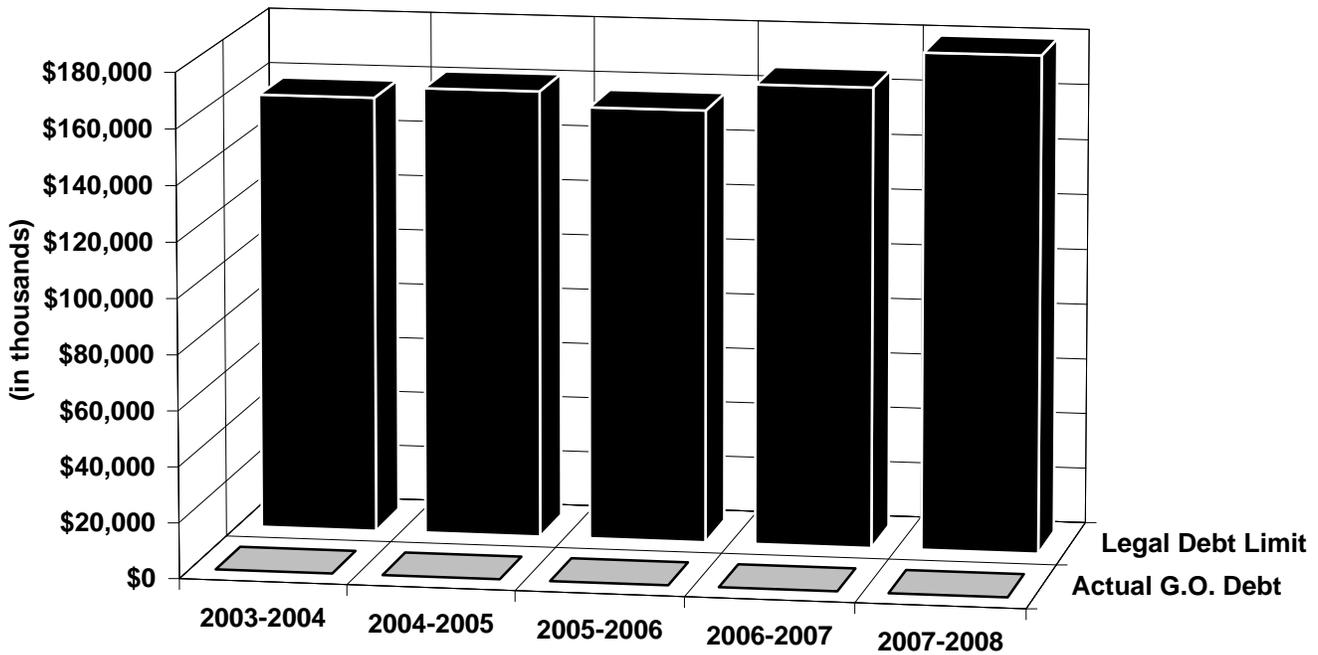
Assessed Valuation at August 1, 2007	<u>\$959,756,362</u>	
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$47,987,818
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$47,987,818
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$95,975,636
Debt Applicable to Limitation:		
Total General Obligation Bonded debt	\$0	
Less amount available in Debt Service Fund.....	<u>0</u>	
		0
		0
Legal Debt Margin		<u>\$191,951,272</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
Assessed Valuation at July 1	\$787,981	\$807,341	\$781,222	\$830,823	\$895,805
Legal Debt Limit @ 20%	157,596	161,468	156,244	166,165	179,161
Total General Obligation Debt Amount Available from Debt Service Fund					
Actual Debt (net)	0	0	0	0	0
Legal Debt Margin	\$157,596	\$161,468	\$156,244	\$166,165	\$179,161

Actual Debt vs. Legal Debt Limit



SUMMARY OF EXISTING MUNICIPAL DEBT

	<u>Amount of Financing</u>		<u>Fund</u>	<u>Maturity Date</u>
	<u>At Issue Date</u>	<u>Current Balance</u>		
<i>PBA Bonds</i>				
2003 - PBA Hlth Renovtn - 93 Refinanced	480,000	289,692	Health	6/30/2014
2003 - PBA Parks 94A Refinanced	41,660	25,143	Parks	6/30/2014
2003 - PBA Health Reloctn 94A Rfncd	20,980	12,662	Health	6/30/2014
2003 - PBA Parking 94A Refinanced	571,580	344,962	Parking	6/30/2014
2003 - PBA Landfill 94A Refinanced	20,780	12,541	Landfill	6/30/2014
	<u>1,135,000</u>	<u>685,000</u>		
<i>Special Obligation Bonds</i>				
1998 - Golf Course Improvements	285,000	0	Golf	5/1/2008
	<u>285,000</u>	<u>0</u>		
<i>Revenue Bonds</i>				
1993 - Sewerage System	10,308,000	4,802,000	Sewer	7/1/2015
1997 - Sewerage System	6,515,000	3,870,000	Sewer	1/1/2017
1999 - Sewer Syst - 1992 Refinanced	2,435,000	890,000	Sewer	4/1/2012
2003 - Sewerage Revenue Bonds	777,000	625,000	Sewer	4/1/2023
2004 - MDFB C (WWT Plnt Expn)	11,720,000	11,275,000	Sewer	3/1/2025
2007 - Sewerage System	20,410,000	20,410,000	Sewer	4/1/2027
	<u>52,165,000</u>	<u>41,872,000</u>		
<i>Capital Lease Obligations</i>				
2007 - Jacobsen Mower	41,172	30,193	Golf	6/30/2011
2004 - Advantage 525 Compactor	324,000	30,028	Landfill	11/30/2008
	<u>365,172</u>	<u>60,221</u>		
<i>Other Debt</i>				
2004 - MDFB A (Triumph TIF)	9,170,000	9,170,000	Spec Alloc	12/31/2025
2004 - MDFB B (Trmph Sewer & Streets)	10,475,000	10,110,000	Spec Alloc	3/1/2025
2004 - MDFB D (Fire Trcks/Comm Syst)	4,435,000	0	CIP	3/1/2008
2004 - MDFB D (LEC Expansion)	2,425,000	2,170,000	General	3/1/2024
2005 - IDA A & B (Shoppes TIF)	42,985,000	41,180,000	Spec Alloc	6/30/2028
	<u>69,490,000</u>	<u>62,630,000</u>		
<i>Total All Debt</i>	<u><u>123,440,172</u></u>	<u><u>105,247,221</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH BY FUND

	Original Issue	Prior Payments	Current Balance	Individually for Next Five Years					Remaining Total	Total Through Maturity
				2008-09	2009-10	2010-2011	2011-2012	2012-2013	2014-2029	
Parks, Recreation & Civic Facilities										
2003 - Packer (Trash) Truck Lease Obligations										
Principal	56,086	56,086	0	0	0	0	0	0	0	0
Interest		5,824	0	0	0	0	0	0	0	0
	56,086	61,910	0	0	0	0	0	0	0	0
2003 - Parks Administration Building PBA (1994A) Refunded Bonds										
Principal	41,660	16,517	25,143	3,854	4,221	4,038	4,221	4,772	4,037	25,143
Interest		5,704		949	810	652	481	287	91	3,270
	41,660	22,221	25,143	4,803	5,031	4,690	4,702	5,059	4,128	28,413
Principal	97,746	72,603	25,143	3,854	4,221	4,038	4,221	4,772	4,037	25,143
Interest		11,528	0	949	810	652	481	287	91	3,270
Total Parks Debt	97,746	84,131	25,143	4,803	5,031	4,690	4,702	5,059	4,128	28,413
Public Health										
2003 - Patee Market Renovation PBA (1993) Refunded Bonds										
Principal	480,000	190,308	289,692	44,405	48,634	46,520	48,634	54,978	46,521	289,692
Interest	0	65,723		10,937	9,328	7,510	5,546	3,303	1,047	37,670
	480,000	256,032	289,692	55,342	57,962	54,030	54,180	58,281	47,568	327,362
2003 - Health Relocations PBA (1994A) Refunded Bonds										
Principal	20,980	8,318	12,662	1,941	2,126	2,033	2,126	2,403	2,033	12,662
Interest		2,873		478	408	328	242	144	46	1,647
	20,980	11,191	12,662	2,419	2,534	2,361	2,368	2,547	2,079	14,308
Principal	500,980	198,626	302,354	46,346	50,760	48,553	50,760	57,381	48,554	302,354
Interest		68,596		11,415	9,735	7,838	5,788	3,447	1,092	39,316
Total Health Debt	500,980	267,222	302,354	57,761	60,495	56,391	56,548	60,828	49,646	341,671
General Fund										
2004 - MDFB D (LEC Expansion)										
Principal	2,425,000	255,000	2,170,000	100,000	105,000	105,000	110,000	115,000	1,635,000	2,170,000
Interest		318,336		89,819	86,819	83,406	79,863	76,013	468,925	884,844
	2,425,000	573,336	2,170,000	189,819	191,819	188,406	189,863	191,013	2,103,925	3,054,844
2004 - Ford F150 4x4 Lease Obligation										
Principal	30,646	30,646	0	0	0	0	0	0	0	0
Interest		3,201		0	0	0	0	0	0	0
	30,646	33,847	0	0	0	0	0	0	0	0
2004 - Ford Econoline Van Lease Obligation										
Principal	18,287	18,287	0	0	0	0	0	0	0	0
Interest		1,887		0	0	0	0	0	0	0
	18,287	20,174	0	0	0	0	0	0	0	0
Principal	2,473,933	303,933	2,170,000	100,000	105,000	105,000	110,000	115,000	1,635,000	2,170,000
Interest		323,423		89,819	86,819	83,406	79,863	76,013	468,925	884,844
Total General Debt	2,473,933	627,356	2,170,000	189,819	191,819	188,406	189,863	191,013	2,103,925	3,054,844
Capital Improvement Projects										
2004 - MDFB D - Fire Trucks & Police Communications System										
Principal	4,435,000	4,435,000	0	0	0	0	0	0	0	0
Interest		437,663		0	0	0	0	0	0	0
Total CIP Tax Debt	4,435,000	4,872,663	0	0	0	0	0	0	0	0
Municipal Golf										
1998 - Golf Course Improvements Special Obligation Bonds										
Principal	285,000	285,000	0	0	0	0	0	0	0	0
Interest		82,829		0	0	0	0	0	0	0
	285,000	367,829	0	0	0	0	0	0	0	0
2007 JACOBSEN MOWER										
Principal	41,172	10,979	30,193	9,545	10,055	10,593	0	0	0	30,193
Interest		181		1,615	1,105	567	0	0	0	3,287
	41,172	11,160	30,193	11,160	11,160	11,160	0	0	0	33,480
Principal	326,172	295,979	30,193	9,545	10,055	10,593	0	0	0	30,193
Interest		83,010	0	0	0	0	0	0	0	0
Total Golf Debt	326,172	378,989	30,193	9,545	10,055	10,593	0	0	0	30,193
Aviation										
1999 - MoDot Innovation STAR Loan - T-Hangars										
Principal	400,000	400,000	0	0	0	0	0	0	0	0
Interest		77,292	0	0	0	0	0	0	0	0
Total Aviation Debt	400,000	477,292	0	0	0	0	0	0	0	0

FUTURE DEBT SERVICE REQUIREMENTS - EACH BY FUND

	Original Issue	Prior Payments	Current Balance	Individually for Next Five Years					Remaining Total	Total Through Maturity
				2008-09	2009-10	2010-2011	2011-2012	2012-2013	2014-2029	
Public Parking										
2003 - Parking Garage Repairs (5th & Felix) PBA Bonds (1994A) Refinanced										
Principal	571,580	226,618	344,962	52,877	57,913	55,395	57,913	65,467	55,397	344,962
Interest		78,263		13,024	11,107	8,943	6,604	3,933	1,246	44,857
Total Parking Debt	571,580	304,880	344,962	65,901	69,020	64,338	64,517	69,400	56,643	389,820
Sewer										
1993 - Sewerage System Revenue Bonds										
Principal	10,308,000	5,506,000	4,802,000	582,000	615,000	647,000	680,000	718,000	1,560,000	4,802,000
Interest		6,425,150		259,308	227,880	194,670	159,732	123,012	127,440	1,092,042
	10,308,000	11,931,150	4,802,000	841,308	842,880	841,670	839,732	841,012	1,687,440	5,894,042
1997 - Sewerage System Revenue Bonds (1997D)										
Principal	6,515,000	2,645,000	3,870,000	345,000	365,000	380,000	405,000	425,000	1,950,000	3,870,000
Interest		3,213,686		198,784	180,591	160,788	139,200	116,375	213,656	1,009,394
	6,515,000	5,858,686	3,870,000	543,784	545,591	540,788	544,200	541,375	2,163,656	4,879,394
1999 - Sewerage System Revenue Bonds - 1992 Series Refinanced										
Principal	2,435,000	1,545,000	890,000	205,000	220,000	225,000	240,000	0	0	890,000
Interest		697,978		41,440	32,215	22,095	11,520	0	0	107,270
		2,242,978	890,000	246,440	252,215	247,095	251,520	0	0	997,270
2003 - Sewerage System Revenue Bonds										
Principal	777,000	152,000	625,000	30,000	30,000	30,000	35,000	35,000	465,000	625,000
Interest		144,002		29,263	28,213	27,058	25,820	24,333	137,619	272,304
		296,002	625,000	59,263	58,213	57,058	60,820	59,333	602,619	897,304
2004 - MDFB C - WWT Plant Expansion										
Principal	11,720,000	445,000	11,275,000	415,000	445,000	465,000	485,000	505,000	8,960,000	11,275,000
Interest		1,680,367		506,075	491,550	473,750	455,150	435,750	3,249,425	5,611,700
		2,125,367	11,275,000	921,075	936,550	938,750	940,150	940,750	12,209,425	16,886,700
2007 - Sewerage System Revenue Bonds										
Principal	20,410,000	0	20,410,000	0	0	0	0	0	1,560,000	1,560,000
Interest		411,909		988,581	988,581	988,581	988,581	988,581	10,482,488	15,425,394
	20,410,000	411,909	20,410,000	988,581	988,581	988,581	988,581	988,581	12,042,488	16,985,394
Principal	52,165,000	10,293,000	41,872,000	1,577,000	1,675,000	1,747,000	1,845,000	1,683,000	14,495,000	23,022,000
Interest		12,573,092	0	2,023,451	1,949,029	1,866,941	1,780,003	1,688,051	14,210,628	23,518,104
Total Sewer Debt	52,165,000	22,866,092	41,872,000	3,600,451	3,624,029	3,613,941	3,625,003	3,371,051	28,705,628	46,540,104
Landfill										
2004 - Advantage 525 Compactor Capital Lease Obligation										
Principal	324,000	293,972	30,028	30,028	0	0	0	0	0	30,028
Interest		40,277		358	0	0	0	0	0	358
	324,000	334,249	30,028	30,386	0	0	0	0	0	30,386
2003 - PBA Bond Issuance Costs (1994A) Refinanced										
Principal	20,780	8,239	12,541	1,922	2,105	2,014	2,105	2,380	2,015	12,541
Interest		2,845		473	404	325	240	143	45	1,630
	20,780	11,084	12,541	2,396	2,509	2,339	2,345	2,523	2,060	14,172
Principal	344,780	302,211	42,569	31,950	2,105	2,014	2,105	2,380	2,015	42,569
Interest		43,122	0	831	404	325	240	143	45	1,988
Total Landfill Debt	344,780	345,333	42,569	32,782	2,509	2,339	2,345	2,523	2,060	44,558
Special Allocation (TIF)										
2004 - MDFB Series A (Triumph Foods TIF)										
Principal	9,170,000	0	9,170,000	350,000	365,000	380,000	395,000	415,000	7,265,000	9,170,000
Interest*		1,847,076	0	471,594	457,594	442,994	427,794	411,500	2,714,163	4,925,638
	9,170,000	1,847,076	9,170,000	821,594	822,594	822,994	822,794	826,500	9,979,163	14,095,638
2004 - MDFB Series B (Triumph Onsite Sewer & Streets Improv)										
Principal	10,475,000	365,000	10,110,000	315,000	330,000	350,000	370,000	390,000	8,355,000	10,110,000
Interest*		2,583,246		707,371	690,078	671,103	650,208	627,268	4,736,807	8,082,833
	10,475,000	2,948,246	10,110,000	1,022,371	1,020,078	1,021,103	1,020,208	1,017,268	13,091,807	18,192,833
2005 - IDA Series A (North Shoppes TIF)										
Principal	26,000,000	1,500,000	24,500,000	720,000	660,000	715,000	690,000	725,000	20,990,000	24,500,000
Interest		4,202,610	0	1,270,788	1,240,638	1,210,594	1,180,738	1,147,044	10,783,416	16,833,216
	26,000,000	5,702,610	20,297,390	1,990,788	1,900,638	1,925,594	1,870,738	1,872,044	31,773,416	41,333,216
2005 - IDA Series B (North Shoppes TIF)										
Principal	16,985,000	305,000	16,680,000	340,000	445,000	395,000	435,000	355,000	14,710,000	16,680,000
Interest		2,494,905	0	888,756	869,131	848,131	827,381	807,631	7,554,878	11,795,909
	16,985,000	2,799,905	14,185,095	1,228,756	1,314,131	1,243,131	1,262,381	1,162,631	22,264,878	28,475,909
Principal	62,630,000	2,170,000	60,460,000	1,725,000	1,800,000	1,840,000	1,890,000	1,885,000	51,320,000	60,460,000
Interest		11,127,837	0	3,338,509	3,257,440	3,172,821	3,086,120	2,993,443	25,789,264	41,637,596
Total Special Allocation	62,630,000	13,297,837	60,460,000	5,063,509	5,057,440	5,012,821	4,976,120	4,878,443	77,109,264	102,097,596
Total All Debt										
Principal	123,945,191	18,697,970	105,247,221	3,546,573	3,705,054	3,812,593	3,959,999	3,813,000	67,560,003	86,397,222
Interest		24,823,825	0	5,477,998	5,315,344	5,140,926	4,959,100	4,765,316	40,471,291	66,129,975
Total Debt Service	123,945,191	43,521,795	105,247,221	9,024,571	9,020,398	8,953,519	8,919,099	8,578,316	108,031,294	152,527,197

* Capitalized Interest covers MDFB2004A until mid-FY2007 and MDFB2004B until mid-FY2006. Debt Service Reserve will cover all of FY2025 payments for A and a good part

** Amount City pays, capitalized interest covers an additional \$235,797 in Series A and \$120,798 in Series B



Demographics

- **Community Profile – Miscellaneous Statistics**
- **Community Profile – Demographic Statistics**



ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Miscellaneous Information

General City Information:

Date of incorporation.....	1851
Form of government.....	Council/Mngr.
Number of employees (excluding police and fire):	369
Classified	269
Exempt	100
Area in square miles.....	45.4
Population (2000 Census).....	73,990
Registered Voters.....	42,136

Facilities and Services:

Miles of streets (paved).....	426
Number of street lights.....	6,652

Culture and Recreation:

Community centers.....	1
Parks and facilities.....	46
Park acreage.....	1,500
Public golf courses.....	2
Private golf courses.....	2
Water Park.....	1
Swimming pools.....	3
Tennis courts.....	37
Indoor ice arena(s).....	1
Baseball Fields.....	23
Parkway system/miles.....	26

Fire Protection:

Number of stations.....	9
Number of fire personnel and officers.....	134
Number of calls (alarms) answered.....	6,895
Number of inspections conducted.....	500

Police Protection:

Number of stations.....	1
Number of police personnel and officers.....	165
Number of patrol and unmarked units.....	108
Number of motorcycle units.....	5
Number of law violations:	
Physical arrests.....	5,610
Traffic violations (citations & warnings).....	15,688
Parking violations.....	11,620

Sewerage System:

Miles of sanitary and storm sewers.....	388
Number of treatment plants.....	1
Number of service connections.....	36,878
Daily average treatment in gallons.....	15,000,000
Maximum daily capacity of treatment plan in gallons	
Primary.....	27,000,000
Secondary.....	27,000,000

ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Miscellaneous Information

Facilities and Services not City-owned:

Water System:

Miles of water mains.....	620
Number of service connections.....	36,878
Number of fire hydrants.....	3,141
Daily average consumption in gallons.....	15,000,000
Maximum daily capacity of plant in gallons.....	30,000,000

Electric Distribution System:

Miles of service.....	799
Number of stations.....	17

Cable Television System:

Miles of service.....	424
Number of satellite receiving stations.....	15

Public Schools:

Elementary Schools

No. of schools.....	18
No. of certificated elementary instructors.....	481

Secondary Schools

No. of schools.....	7
No. of certificated secondary instructors.....	424

Colleges

Missouri Western State University (four year).....	1
Hillyard NS Technical School.....	1
Vatterott College (two year).....	1

Hospitals:

No. of hospitals.....	1
No. of patient beds.....	811

Northwest Missouri Psychiatric Center:

No. of hospitals.....	1
No. of patient beds.....	108

ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Demographics

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">POPULATION **</td> <td style="width: 20%;">73,990</td> <td style="width: 50%;"></td> </tr> <tr> <td>HOUSEHOLDS**</td> <td>29,026</td> <td></td> </tr> <tr> <td> Family Households</td> <td>18,463</td> <td>63.6%</td> </tr> <tr> <td> Married couples</td> <td>13,866</td> <td></td> </tr> <tr> <td> Female Householder</td> <td>3,726</td> <td></td> </tr> <tr> <td> Non-family Households</td> <td>10,563</td> <td>36.4%</td> </tr> <tr> <td>AGE **</td> <td></td> <td></td> </tr> <tr> <td>Under 5 yrs.</td> <td>4,760</td> <td>6.4%</td> </tr> <tr> <td>5-9</td> <td>4,992</td> <td>6.7%</td> </tr> <tr> <td>10-14</td> <td>5,095</td> <td>6.9%</td> </tr> <tr> <td>15-17</td> <td>3,005</td> <td>4.1%</td> </tr> <tr> <td>18-19</td> <td>2,499</td> <td>3.4%</td> </tr> <tr> <td>20-24</td> <td>6,087</td> <td>8.2%</td> </tr> <tr> <td>25-34</td> <td>9,943</td> <td>13.4%</td> </tr> <tr> <td>35-44</td> <td>11,186</td> <td>15.1%</td> </tr> <tr> <td>45-54</td> <td>9,033</td> <td>12.2%</td> </tr> <tr> <td>55-59</td> <td>3,207</td> <td>4.3%</td> </tr> <tr> <td>60-64</td> <td>2,805</td> <td>3.8%</td> </tr> <tr> <td>65-74</td> <td>5,335</td> <td>7.2%</td> </tr> <tr> <td>75-94</td> <td>4,314</td> <td>5.8%</td> </tr> <tr> <td>85+ years</td> <td>1,729</td> <td>2.3%</td> </tr> <tr> <td>Median Age</td> <td>35.6</td> <td></td> </tr> <tr> <td>SEX **</td> <td></td> <td></td> </tr> <tr> <td>Male</td> <td>36,170</td> <td>48.9%</td> </tr> <tr> <td>Female</td> <td>37,820</td> <td>51.1%</td> </tr> <tr> <td>RACE **</td> <td></td> <td></td> </tr> <tr> <td>White</td> <td>67,981</td> <td>91.9%</td> </tr> <tr> <td>Black</td> <td>3,722</td> <td>5.0%</td> </tr> <tr> <td>Other</td> <td>358</td> <td>0.4%</td> </tr> <tr> <td>Hispanic Origin (of any race)</td> <td>1,929</td> <td>2.7%</td> </tr> <tr> <td>HOUSING UNITS **</td> <td>31,752</td> <td></td> </tr> <tr> <td> Owner-Occupied</td> <td>18,823</td> <td>59.3%</td> </tr> <tr> <td> Renter-Occupied</td> <td>10,203</td> <td>32.1%</td> </tr> <tr> <td> Vacant</td> <td>2,726</td> <td>8.6%</td> </tr> <tr> <td>HOUSING VALUE**</td> <td></td> <td></td> </tr> <tr> <td>\$0 - 39,999</td> <td>3,051</td> <td>17.9%</td> </tr> <tr> <td>\$40,000 - 99,999</td> <td>10,084</td> <td>59.2%</td> </tr> <tr> <td>\$100,000 - 149,999</td> <td>2,434</td> <td>14.3%</td> </tr> <tr> <td>\$150,000 - 199,999</td> <td>855</td> <td>5.0%</td> </tr> <tr> <td>\$200,000 - 299,999</td> <td>480</td> <td>2.8%</td> </tr> <tr> <td>\$300,000 or more</td> <td>139</td> <td>0.8%</td> </tr> <tr> <td>Median Home Value/Rent</td> <td>\$ 69,600</td> <td>\$ 348</td> </tr> </table>	POPULATION **	73,990		HOUSEHOLDS**	29,026		Family Households	18,463	63.6%	Married couples	13,866		Female Householder	3,726		Non-family Households	10,563	36.4%	AGE **			Under 5 yrs.	4,760	6.4%	5-9	4,992	6.7%	10-14	5,095	6.9%	15-17	3,005	4.1%	18-19	2,499	3.4%	20-24	6,087	8.2%	25-34	9,943	13.4%	35-44	11,186	15.1%	45-54	9,033	12.2%	55-59	3,207	4.3%	60-64	2,805	3.8%	65-74	5,335	7.2%	75-94	4,314	5.8%	85+ years	1,729	2.3%	Median Age	35.6		SEX **			Male	36,170	48.9%	Female	37,820	51.1%	RACE **			White	67,981	91.9%	Black	3,722	5.0%	Other	358	0.4%	Hispanic Origin (of any race)	1,929	2.7%	HOUSING UNITS **	31,752		Owner-Occupied	18,823	59.3%	Renter-Occupied	10,203	32.1%	Vacant	2,726	8.6%	HOUSING VALUE**			\$0 - 39,999	3,051	17.9%	\$40,000 - 99,999	10,084	59.2%	\$100,000 - 149,999	2,434	14.3%	\$150,000 - 199,999	855	5.0%	\$200,000 - 299,999	480	2.8%	\$300,000 or more	139	0.8%	Median Home Value/Rent	\$ 69,600	\$ 348	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">LAND AREA</td> <td style="width: 20%;">45.4</td> <td style="width: 50%;">sq. miles</td> </tr> <tr> <td>HOUSEHOLD INCOME**</td> <td></td> <td></td> </tr> <tr> <td>Less than \$10,000</td> <td>3,476</td> <td>12.0%</td> </tr> <tr> <td>\$10,000 - 14,999</td> <td>2,541</td> <td>8.8%</td> </tr> <tr> <td>\$15,000 - 24,999</td> <td>4,919</td> <td>16.9%</td> </tr> <tr> <td>\$25,000 - 34,999</td> <td>4,394</td> <td>15.1%</td> </tr> <tr> <td>\$35,000 - 49,999</td> <td>5,057</td> <td>17.4%</td> </tr> <tr> <td>\$50,000 - 74,999</td> <td>5,283</td> <td>18.2%</td> </tr> <tr> <td>\$75,000 - 99,999</td> <td>1,924</td> <td>6.6%</td> </tr> <tr> <td>\$100,000 or more</td> <td>1,428</td> <td>4.9%</td> </tr> <tr> <td>Median</td> <td>\$ 32,663</td> <td></td> </tr> <tr> <td>OCCUPATION</td> <td></td> <td></td> </tr> <tr> <td>Employed persons age 16+</td> <td>30,501</td> <td></td> </tr> <tr> <td> Exec/Admin/Mgr</td> <td>2,746</td> <td>9.0%</td> </tr> <tr> <td> Prof. Specialty</td> <td>3,611</td> <td>11.8%</td> </tr> <tr> <td> Technicians</td> <td>900</td> <td>3.0%</td> </tr> <tr> <td> Sales</td> <td>3,599</td> <td>11.8%</td> </tr> <tr> <td> Clerical/Admin</td> <td>4,425</td> <td>14.5%</td> </tr> <tr> <td> Pvt. Household</td> <td>126</td> <td>0.4%</td> </tr> <tr> <td> Protective</td> <td>439</td> <td>1.4%</td> </tr> <tr> <td> Service</td> <td>4,461</td> <td>14.6%</td> </tr> <tr> <td> Farming/Forestry</td> <td>296</td> <td>1.0%</td> </tr> <tr> <td> Craft/Repair</td> <td>3,399</td> <td>11.1%</td> </tr> <tr> <td> Operative/Asmbl</td> <td>2,994</td> <td>9.8%</td> </tr> <tr> <td> Transp./Moving</td> <td>1,483</td> <td>4.9%</td> </tr> <tr> <td> Laborers</td> <td>2,022</td> <td>6.6%</td> </tr> <tr> <td>VEHICLES/HOUSEHOLD</td> <td></td> <td></td> </tr> <tr> <td>0</td> <td>3,423</td> <td>12.0%</td> </tr> <tr> <td>1</td> <td>11,111</td> <td>39.1%</td> </tr> <tr> <td>2</td> <td>9,982</td> <td>35.1%</td> </tr> <tr> <td>3+</td> <td>3,895</td> <td>13.7%</td> </tr> <tr> <td>SCHOOL YEARS COMPLETED**</td> <td></td> <td></td> </tr> <tr> <td>Population, Age 25+</td> <td>47,401</td> <td></td> </tr> <tr> <td> Not High School Graduate</td> <td>9,031</td> <td>19.1%</td> </tr> <tr> <td> High School Graduate or Higher</td> <td>30,267</td> <td>63.9%</td> </tr> <tr> <td> Bachelor's Degree or Higher</td> <td>8,103</td> <td>17.1%</td> </tr> <tr> <td>AGE OF HOUSING**</td> <td></td> <td></td> </tr> <tr> <td>1939 or earlier</td> <td>9,747</td> <td>33.6%</td> </tr> <tr> <td>1940 - 1959</td> <td>6,670</td> <td>23.0%</td> </tr> <tr> <td>1960 - 1979</td> <td>8,390</td> <td>28.9%</td> </tr> <tr> <td>1980 - 2000</td> <td>4,177</td> <td>14.4%</td> </tr> </table>	LAND AREA	45.4	sq. miles	HOUSEHOLD INCOME**			Less than \$10,000	3,476	12.0%	\$10,000 - 14,999	2,541	8.8%	\$15,000 - 24,999	4,919	16.9%	\$25,000 - 34,999	4,394	15.1%	\$35,000 - 49,999	5,057	17.4%	\$50,000 - 74,999	5,283	18.2%	\$75,000 - 99,999	1,924	6.6%	\$100,000 or more	1,428	4.9%	Median	\$ 32,663		OCCUPATION			Employed persons age 16+	30,501		Exec/Admin/Mgr	2,746	9.0%	Prof. Specialty	3,611	11.8%	Technicians	900	3.0%	Sales	3,599	11.8%	Clerical/Admin	4,425	14.5%	Pvt. Household	126	0.4%	Protective	439	1.4%	Service	4,461	14.6%	Farming/Forestry	296	1.0%	Craft/Repair	3,399	11.1%	Operative/Asmbl	2,994	9.8%	Transp./Moving	1,483	4.9%	Laborers	2,022	6.6%	VEHICLES/HOUSEHOLD			0	3,423	12.0%	1	11,111	39.1%	2	9,982	35.1%	3+	3,895	13.7%	SCHOOL YEARS COMPLETED**			Population, Age 25+	47,401		Not High School Graduate	9,031	19.1%	High School Graduate or Higher	30,267	63.9%	Bachelor's Degree or Higher	8,103	17.1%	AGE OF HOUSING**			1939 or earlier	9,747	33.6%	1940 - 1959	6,670	23.0%	1960 - 1979	8,390	28.9%	1980 - 2000	4,177	14.4%
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*Information taken from 2000 Census of Population and Housing Summary Tape File 3A and Missouri State Census Data Center, 1990 STF3 Extract Report: Missouri Places.

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ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Demographics

Existing Population Distribution

	<i>St. Joseph</i>		<i>Buchanan County</i>		<i>Missouri</i>	
	Number	Percent	Number	Percent	Number	Percent
All Persons	73,990		85,998		5,595,211	
Under 5 years	4,760	6.4%	5,407	6.3%	369,898	6.6%
5 to 9 years	4,992	6.7%	5,791	6.7%	398,898	7.1%
10 to 14 years	5,095	6.9%	6,096	7.1%	412,080	7.4%
15 to 17 years	3,005	4.1%	3,643	4.2%	240,594	4.3%
18 to 19 years	2,499	3.4%	2,825	3.3%	172,702	3.1%
20 to 24 years	6,087	8.2%	6,631	7.7%	369,498	6.6%
25 to 34 years	9,943	13.4%	11,232	13.1%	738,733	13.2%
35 to 44 years	11,186	15.1%	13,299	15.5%	887,569	15.9%
45 to 54 years	9,033	12.2%	10,824	12.6%	742,462	13.3%
55 to 59 years	3,207	4.3%	3,951	4.6%	279,073	5.0%
60 to 64 years	2,805	3.8%	3,423	4.0%	228,325	4.1%
65 to 74 years	5,335	7.2%	6,246	7.3%	393,226	7.0%
75 to 84 years	4,314	5.8%	4,774	5.6%	263,582	4.7%
85+ years	1,729	2.3%	1,856	2.2%	98,571	1.8%

Information from 2000 U.S. Census of Population and Housing

Existing Population: Race and Ethnicity

	<i>St. Joseph</i>		<i>Buchanan County</i>		<i>Missouri</i>	
	Number	Percent	Number	Percent	Number	Percent
All Persons	72,925	98.5%	848,021	98.6%	5,513,150	100.0%
White	67,981	91.9%	79,744	92.7%	4,748,083	84.9%
Black	3,722	5.0%	3,751	4.4%	629,391	11.2%
American Indian	340	0.5%	363	0.4%	25,076	0.4%
Asian & Pacific Islander	370	0.5%	386	0.4%	61,595	1.1%
Hispanic (Any Race)	1,929	2.6%	2,085	2.4%	118,592	2.1%

Information from 2000 U.S. Census of Population and Housing

Existing Population: Educational Attainment

	<i>St. Joseph</i>		<i>Buchanan County</i>		<i>Missouri</i>	
	Number	Percent	Number	Percent	Number	Percent
Persons 25 years and over	47,401		55,583		3,634,906	
Less than 9th grade	3,082	6.5%	3,536	7.5%	237,618	6.5%
9th to 12th grade, no diploma	5,949	12.6%	6,766	14.3%	441,477	12.1%
High School Grad (or equivalent)	17,571	37.1%	21,115	44.5%	1,189,670	32.7%
Some college, no degree	12,696	26.8%	14,789	31.2%	981,665	27.0%
Associate/Bachelor's Degree	5,408	11.4%	6,355	13.4%	507,892	14.0%
Graduate or Professional Degree	2,695	5.7%	3,022	6.4%	276,584	7.6%
Percent high school graduate or higher	80.1%		81.5%		81.3%	
% associate/bachelor's degree or higher	17.1%		16.9%		21.6%	

Information from 2000 U.S. Census of Population and Housing

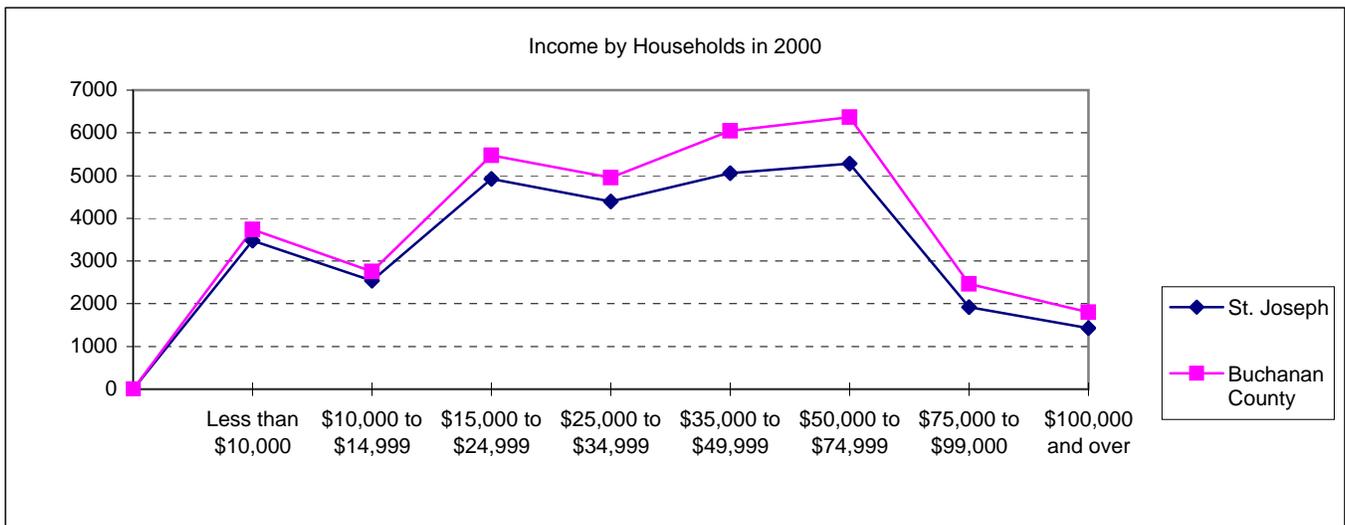
ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Demographics

Existing Population: Income by Households in 1999

	<i>St. Joseph</i>		<i>Buchanan County</i>		<i>Missouri</i>	
	Number	Percent	Number	Percent	Number	Percent
Less than \$10,000	3,476	12.0%	3,738	11.1%	221,242	10.1%
\$10,000 to \$14,999	2,541	8.8%	2,753	8.2%	154,370	7.0%
\$15,000 to \$24,999	4,919	16.9%	5,471	16.3%	319,986	14.6%
\$25,000 to \$34,999	4,394	15.1%	4,952	14.7%	314,611	14.3%
\$35,000 to \$49,999	5,057	17.4%	6,045	18.0%	385,315	17.5%
\$50,000 to \$74,999	5,283	18.2%	6,367	19.0%	415,772	18.9%
\$75,000 to \$99,000	1,924	6.7%	2,462	7.3%	193,561	8.8%
\$100,000 and over	1,428	4.9%	1,804	5.4%	192,357	8.8%
Median/Average Household In	\$ 32,663	\$ 44,547	\$ 34,704	\$ 44,143	\$ 37,934	\$ 49,956

Information from 2000 U.S. Census of Population and Housing



Existing Households: Number and Average Size

	<i>St. Joseph</i>	<i>Buchanan County</i>	<i>Missouri</i>
Number of Housing Units	31,752	36,574	2,442,017
Average Size	2.50	2.50	2.60

Information from 2000 U.S. Census of Population and Housing

Existing Households: Single-parent and Female Heads of Household

	<i>St. Joseph</i>		<i>Buchanan County</i>		<i>Missouri</i>	
	Number	Percent	Number	Percent	Number	Percent
Families	18,463	63.6%	21,928	65.3%	1,476,516	67.3%
Householder Living Alone	8,830	30.4%	9,702	28.9%	599,808	27.3%
Female Head of Households	3,726	12.8%	4,013	12.0%	253,760	11.6%

Information from 2000 U.S. Census of Population and Housing

ST. JOSEPH, MISSOURI

COMMUNITY PROFILE - Demographics

Fiscal Year	(1)	(2)	(3)	(4)	
	Population	Per Capita Income	Public School Enrollment	Unemployment Rate	
				Missouri	City
1987	76,691	\$13,807	12,393	6.3%	7.8%
1988	76,691	\$14,178	12,253	6.0%	6.9%
1989	71,530	\$15,041	12,118	5.6%	5.8%
1990	71,852	\$15,992	12,094	5.1%	5.4%
1991	71,929	\$16,471	12,257	6.3%	7.2%
1992	72,016	\$17,116	12,382	6.9%	7.0%
1993	72,079	\$17,202	12,467	6.2%	6.4%
1994	71,711	\$18,399	12,386	4.6%	6.6%
1995	70,505	\$19,311	12,220	4.9%	7.5%
1996	70,208	\$20,298	12,167	4.4%	6.1%
1997	70,208	n/a	12,199	4.1%	5.2%
1998	70,208	\$22,434	12,234	4.3%	4.7%
1999	70,208	\$20,939	12,184	3.9%	4.7%
2000	71,852	\$26,376	11,817	2.8%	2.4%
2001	73,990	\$26,376	11,733	4.3%	5.6%
2002	73,990	\$24,106	11,689	4.7%	6.2%
2003	73,990	\$24,799	11,817	5.8%	5.6%
2004	73,990	\$25,105	11,689	6.0%	5.4%
2005	73,990	\$24,430	11,690	5.7%	5.9%
2006	73,990	\$32,663	n/a	5.2%	6.1%
2007	73,990	\$32,663	11,466	4.9%	4.5%
2008	73,990	\$39,450	11,432	5.7%	4.7%

Data Sources:

- (1) Bureau of the Census
- (2) Missouri Department of Economic Development
- (3) School District
- (4) Bureau of Labor Statistics

GLOSSARY

Accrual Accounting – A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used. see *also* **modified accrual accounting**

Acronym – An abbreviation used to stand for a phrase, compound word, name, etc. It is used to save space, to avoid repetition of long words and phrases, or simply to conform to conventional usage. The list of the most commonly used acronyms in the Budget Document includes:

CAP	Community Appearance Plan
CDBG	Community Development Block Grant (Fund)
CIP	Capital Improvement Plan
EATS	Economic Activity Taxes
FB	Fund Balance
FY	Fiscal Year
GASB	General Accounting Standards Board
GFOA	Government Finance Officer Association
G.O.	General Obligation (Bond)
HUD	(Department of) Housing and Urban Development
IDA	Industrial Development Authority
LINC	Linking Individuals, Neighborhoods & Community
MDFB	Missouri Development Finance Board
MDNR	Missouri Department of Natural Resources
MoDOT	Missouri Department of Transportation
PILOTS	Payment In Lieu of Taxes
SIMR	Street Improvement Maintenance & Repair (Fund)
TIF	Tax Increment Financing
TDD	Transportation Development District
WIC	Women, Infants and Children (federal grant program)
WPC	Water Pollution Control
WWT	Wastewater Treatment

Ad Valorem Taxes - General Property Taxes levied on the assessed valuation of real and personal property.

Annual Budget and Program of Services - The budget is a policy document, a financial plan, an operations guide, and a communications device covering a specified period of time. The City of St. Joseph prepares an annual operating budget matching planned revenues and expenditures to municipal services. The City's annual fiscal year budgeting period is from July 1 through June 30.

Annual Period - Unless otherwise stated refers to the twelve-month fiscal year commencing July 1 and concluding June 30. see *also* **fiscal year**

Appropriation - A legal authorization granted by the City Council permitting the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance - The official document adopted by the City Council establishing the legal authority to incur obligations and to make expenditures of resources.

Assessed Valuation - The basis for determining property taxes. Assessed valuation determines the value of real and personal property. Personal property located in Missouri is assessed at 33% of its fair market value. Real estate property is assessed at 19%, 32%, and 12% of fair market value for residential, commercial, and agricultural property, respectively.

GLOSSARY

Bonded Debt - A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as construction or repair of buildings, streets, and sewer infrastructure and purchase of high cost machinery and equipment.

Budget Message - The letter of transmittal from the City Manager which provides the City Council and the public with the general summary of the most important aspects of the budget, changes from previous fiscal years, and his views and recommendations.

Budgetary Control - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budgetary Units - Formal cost centers including programs, departments, and funds used for fiscal oversight, compliance, and control.

Capital Improvement Program - The Capital Improvement Program is a five-year plan providing a summary of proposed capital projects including project costs and related financing plan. A Capital Improvement Program document is prepared and updated annually. The document serves as a planning tool identifying projects based on assigned priorities and providing for the coordinated implementation of selected projects. Capital Improvement Programs are adopted by Council Resolution with or without amendment after a public hearing, on or before the last day of the month six months prior to the beginning of the fiscal year.

Capital Lease Obligations - Capital Lease Obligations allow the City to acquire capital assets under fixed monthly payment arrangements over a specified lease term. Such lease Assets are considered City assets. Title to the assets transfers to the City at the end of the lease term and after payment of a one dollar (\$1.00) bargain purchase option. Leases between the Vendor and the City do not require voter approval and are subject to annual appropriation by the City Council.

Capital Outlay - Purchases of fixed assets having a value equal to or greater than five thousand dollars (\$5,000) and having an estimated economic useful life of more than one (1) year. Examples of capital outlay include, but are not necessarily limited to office furniture and equipment, computer hardware and software, vehicles, machinery and equipment, and communications equipment.

Capital Projects - Projects which are identified in the Capital Improvement Program document or the Annual Budget document and which are accounted for in either a Governmental or Proprietary Type Fund. The financial resources and expenditures of capital projects are generally kept separate from other municipal operations by coding such amounts to a CIP Project Program account in the appropriate fund.

Capital Projects Fund - A Governmental Type Fund utilized to account for current financial resources and expenditures related to the acquisition, construction, or repair of capital projects other than those financed by Proprietary Type (Enterprise) Funds.

Civic Facilities - Refers to City owned Civic Arena and Missouri Theater facilities the operations and capital improvements of which are accounted for in the Parks, Recreation & Civic Facilities Fund.

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.

GLOSSARY

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, Sewer, 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.

Fixed 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.

Fiscal Year - The twelve month period to which the operating budget applies. In St. Joseph, the fiscal year is from July 1 through June 30. *see also annual period*

Franchise Fees - A franchise fee assessed major utility companies for the privilege of using public rights-of-way and property within the City limits. The City currently assesses franchise fees to St. Joseph Light & Power, KPL Gas Company, Southwestern Bell, Missouri-American Water Company, St. Joseph Cable Vision.

Function/Functional Classification - A high level of summarization used in the City's Annual Budget and Program of Services. Functional classification represents a grouping of related operations and activities which may cross organizational and formal budgetary unit boundaries. Functional classification, while not a

GLOSSARY

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; Street Improvement, Maintenance & Repair; Parks, Recreation & Civic Facilities; Public Health; Community Development Block Grant; Riverboat Gaming; Special Allocation; Debt Service; CIP Sales Tax; Aviation; Public Parking; Sewer; Municipal Golf; Mass Transit; and Landfill 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. Generally, fund balance represents the amount of unrestricted funds and cash on hand that is available for future budgetary appropriation.

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.

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, and Fire.

General Obligation (G.O.) Bonds - General Obligation bonds can be issued for any qualified "city purpose" in an amount not to exceed 20% of assessed value of taxable tangible property and are backed by the full faith and credit of the City. G.O. Bonds require voter approval of 2/3rds or 4/7ths majorities.

Goal – A long-term, continuing target of the organization. A broad statement of intended accomplishments and/or description of general conditions deemed desirable. Goal statements are specified at the fund, department and/or program level and communicated in the Annual Budget document.

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, Debt Service Fund, and Capital 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.

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.

GLOSSARY

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 fixed asset capitalization policy.

Modified Accrual Accounting – A form of accrual accounting in which (1) expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period. *see also accrual accounting.*

Operating Budget - The portion of the budget that pertains to basic operations of the various municipal funds, departments, and programs.

Payment in Lieu of Taxes - Commonly referred to as PILOTs, this is the term used in TIF projects or in Chapter 100 Agreements to refer to those revenues from real property in the Redevelopment Area as designated by the TIF Commission (when linked to a TIF) and approved by City Council. These revenues are used to retire TIF Obligations and pay other reimbursable project costs which taxing districts would have received had the City not adopted the TIF or granted the Chapter 100 tax abatements.

Personnel Costs - Cost of wages, salaries, retirement, and 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 for one category of Proprietary Type Fund, that being its 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

GLOSSARY

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.

Reserved Fund Balance - For governmental funds and expendable trust funds, the portion of fund balance that is not available for appropriation because it is either legally restricted (e.g., encumbrances) or not spendable (e.g., long-term receivables).

Revenue - Amounts the City of St. Joseph receives and/or earns as income including, but not limited to, such items as taxes, user fees, franchise fees, licenses, bond proceeds, rents, grants, fines, forfeitures, and interest earnings.

Revenue Bonds - Revenue bonds are sold to fund capital improvements when sufficient earnings can be generated from the improvements to repay the bond debt. Revenue bonds require voter approval of 2/3rds or 4/7ths majorities.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner. The City employs a full-time Risk Manager to coordinate this effort. The Risk Management Program is described in the Budget Document under the Human Resources Department in the General Fund.

Sales Tax - A tax remitted to the City by the State applied to the sales of goods and services within City limits.

Special Allocation Fund – the fund established by the City into which, as required by State Statute, all PILOTS, EATS, and other TIF revenues are deposited for the purpose of paying redevelopment project costs and TIF obligations.

Special Revenue Fund - A Governmental Type Fund utilized to account for the proceeds from specific revenue sources (other than from trusts or capital improvement projects) the expenditures of which are legally restricted for specific purposes. The City maintains four budgeted Special Revenue Funds including the Street Improvement, Maintenance & Repair Fund; Parks & Recreation Fund; Public Health & Community Services 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,

GLOSSARY

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.

Unreserved Fund Balance - In a governmental or expendable trust fund, the balance of net financial resources that can be spent or are available for appropriation. In a non-expendable or pension trust fund, the portion of fund balance that is not legally restricted.

User Fees - Receipt of a fee for providing a direct and specifically identifiable service to a particular customer.

