



City of Chesterfield

Annual Budget

Fiscal Year 1994

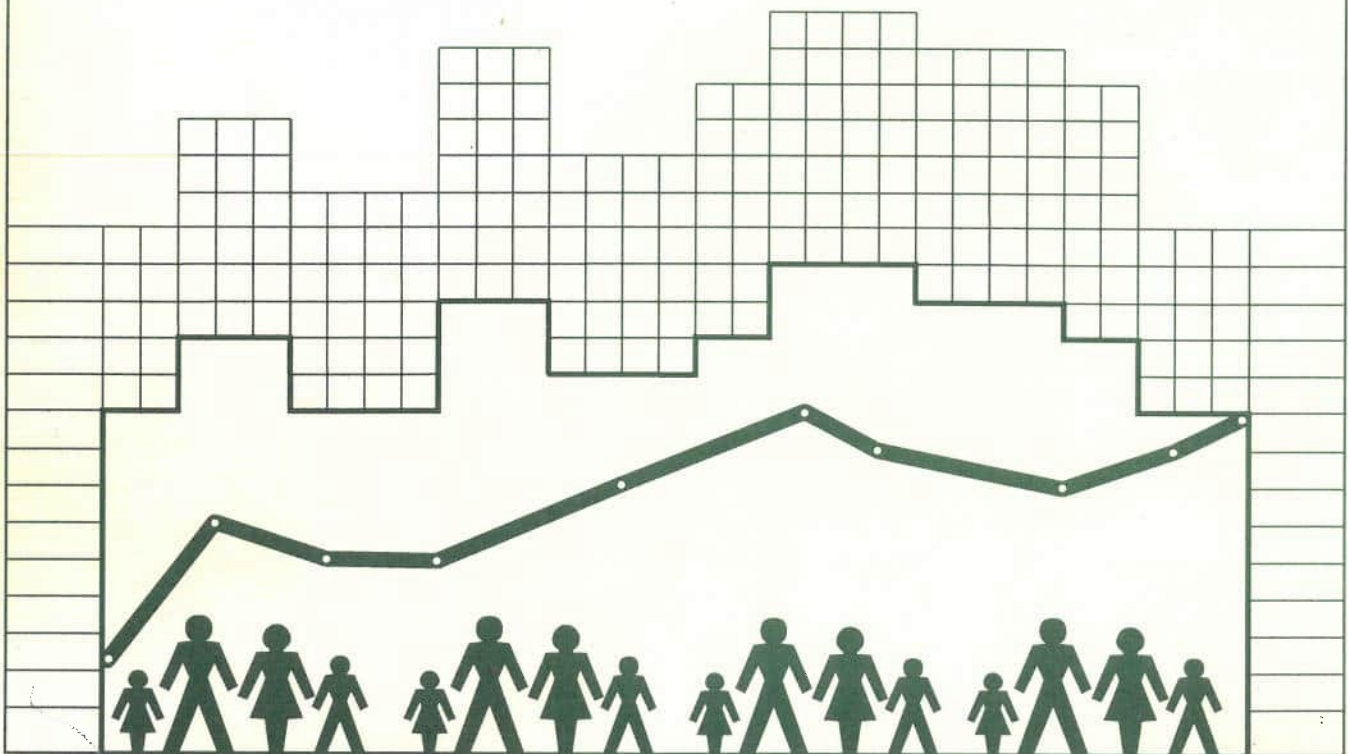


TABLE OF CONTENTS

	<u>Page</u>
Transmittal Letter from City Administrator	1
I. INTRODUCTORY SECTION	
Principal Officials	13
Major Budget Policies	15
Revenue Assumptions	17
Budget Process	23
Accounting System	25
Budget Presentation Award	27
Organizational Chart	29
Combined Statement of Budgeted Revenues, Expenditures and Changes in Fund Balance - All Funds	31
Chart - Budgeted Revenues and Expenditures - All Funds	32
Combined Statement of Budgeted Revenues, Expenditures, and Changes in Fund Balance - All Funds - 1992-1994	33
Budgeted Expenditures by Type - All Funds	35
Budgeted Expenditures by Type - All Funds - 1992-1994	36
II. GENERAL FUND	
Statement of Budgeted Revenues, Expenditures, and Changes in Fund Balance	37
Graph - Revenue By Source	39
Revenue Budget	41
Graph - Expenditures by Department	43
Summary of Expenditures	45
Budgeted Expenditures by Type	47
Budgeted Expenditures by Type - 1992-1994	48
Personnel Schedule Summary	49
Detail of Capital Assets to be Purchased	51

Table of Contents (cont.)

Page

Line Item Budgets

Executive/Legislative:

Mayor and City Council. 53

Administration

1993 Accomplishments. 61
1994 Goals. 63
City Clerk's Office. 65
Legal Services 73
City Administrator 79
Finance. 87
Personnel. 99
Central Services 111

Police

1993 Accomplishments. 129
1994 Goals. 131
Police Administration. 133
Police Patrol Services 149
Police Support Services. 165
Police Criminal Investigations 177

Municipal Court

Municipal Court. 187

Planning

1993 Accomplishments. 197
1994 Goals. 198
Planning. 199

Public Works

1993 Accomplishments. 211
1994 Goals. 212
Public Works Administration and Engineering. 213
Public Works Street and Sewer Maintenance. 233
Public Works Vehicle Maintenance 257
Public Works Buildings and Grounds 273
Public Works Street Lighting. 277

Table of Contents (cont.)

	<u>Page</u>
Parks and Recreation	
Parks and Recreation281
Contingency	
Contingency287
III. CAPITAL PROJECTS FUND	
Statement of Budgeted Revenues and Expenditures291
Budgeted Expenditures by Type - 1992-1994292
Line Item Budgets:	
Capital Improvements293
IV. APPENDIX	
Miscellaneous Statistical and Demographic Data297
Budget Calendar299
Revised Budget Calendar303
Affidavit of Publication of Public Hearing Notice - St. Louis Countian.307
Advertisement of Publication of Public Hearing Notice - Suburban Journals308
Press Release309
Minutes of Public Hearing-Record of Proceeding313
Budget Resolution315
Position Classification Plan317
Merit Pay Plan319
Glossary323

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December 27, 1993

Honorable Mayor and City Council
Chesterfield, Missouri

Subject: Fiscal Year 1994 Budget

Submitted herewith is the proposed annual operating budget for the City of Chesterfield, Missouri. This budget covers the period from January 1, 1994 to December 31, 1994. It is the cumulative result of a comprehensive effort by Department Heads and Executive Staff in projecting expenditure needs for our sixth full year of operation.

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Award to the City of Chesterfield, Missouri, for its annual budget for the fiscal year beginning January 1, 1993, the third consecutive award for the City. In order to receive this award, a governmental unit must publish a budget document which meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

This budget includes a General Fund and a Capital Projects Fund for the City. These funds are the City's only budgeted funds.

The City of Chesterfield, Missouri, provides a full range of municipal services. These services include legislative, administrative, police services, judicial, planning, and public works. The Chesterfield Fire Protection District, as a separate political subdivision, has not met the established criteria for inclusion in the reporting entity and, accordingly, is excluded from this budget.

ECONOMIC CONDITION AND OUTLOOK

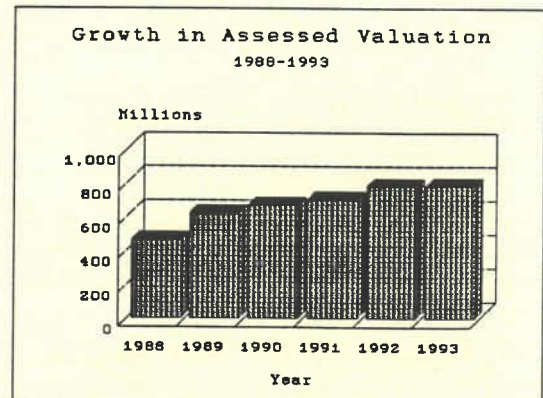
The City of Chesterfield, Missouri, is located on the western edge of St. Louis County. The City was incorporated under Missouri law as a third class City on June 1, 1988. According to 1990 census figures, the City has a current population of 42,332 residents.

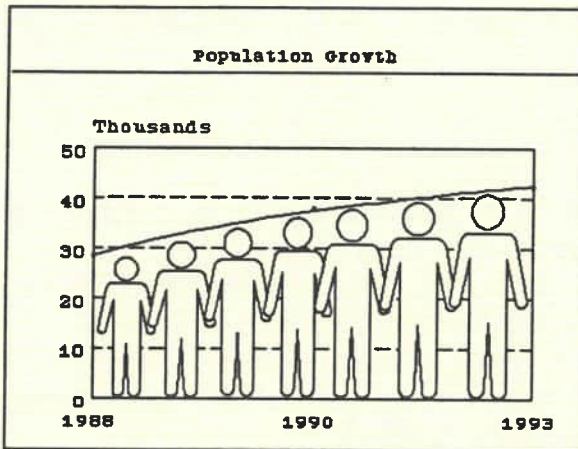
The City of Chesterfield, Missouri, has been considered by many to be one of the fastest growing cities in the Midwest. The City already has a thriving business community convenient to both the City of St. Louis and St. Charles County. Continuing improvements of I-64/Highway 40 assure the City greater opportunity for growth, enhancing its accessibility to downtown St. Louis. The national and international headquarters and regional offices of corporations such as McDonald's Corporation, Merrill Lynch, Mallinckrodt Specialties Chemical Company, Wagner Brake, and Shell Oil Company are located in the City of Chesterfield, Missouri. In addition, Monsanto has a \$150 million Life Sciences Research Center which occupies approximately 900,000 square feet or 210 acres within the City.

The City of Chesterfield, Missouri, also has a strong retail base with Chesterfield Mall, which is one of the largest suburban shopping centers in the metropolitan St. Louis area, and a diversity of shops and restaurants in neighboring shopping centers. Chesterfield Mall has 1.5 million square feet of enclosed suburban shopping space, including three anchor stores (Dillard's, Famous Barr, and Sears), 30 restaurants, a four-screen cinema, and more than 145 boutiques, shops, stores and services. An additional anchor store is planned for the near future, along with additional stores, restaurants and the expansion of Dillard's. This expansion will complete the mall's original design, by adding approximately 424,023 square feet of retail space.

The City's western corridor, referred to as Chesterfield Valley, expanded dramatically over the last several years, with light industrial and office/warehouse facilities, but unfortunately, was dramatically impacted by the flood of 1993. Not only was this a great loss to approximately 300 businesses, 48 residents, and agriculture in Chesterfield Valley, but the entire community suffered when our staff was needed to commit time to the emergency operations, protection, and rebuilding of the Valley. With funds budgeted for communications efforts in both Washington, D.C. and the State of Missouri, we hope to obtain sufficient funds to not only rebuild the existing levee, but to also build a 500 year levee, protecting the Valley from flood waters and allowing economic growth and development to flourish once again.

Based on current projections, continued development within Chesterfield is inevitable. The growth in assessed valuation of the City bears out this fact. The City's assessed valuation of \$786,451,331 as of January 1, 1993, represents an increase of 68.6% from \$465,549,049 as of January 1, 1988, when the City first incorporated.





Population growth directly impacts the City's bottom line in terms of total revenues. The 1990 census determined that 37,991 people resided within the City of Chesterfield. This reflected a 33.6% increase over the 1980 census, which indicated the City's population to be 28,436. Since a significant amount of the City's revenue is based on population (for example, sales tax, motor fuel tax, motor vehicle sales tax and cigarette tax), this 33.6% increase had a sizeable impact on the City's revenues.

The eastern annexation, which was officially completed in May 1992 further increased the City's total population to 42,332. This new total represents an increase of 11.4% over the 1990 census. Presently, Chesterfield is the second largest City in St. Louis County.

1994 BUDGET INFORMATION

The 1994 budget, as submitted, includes total projected revenues of \$11,261,700, and total expenditures of \$11,234,832. The budget highlights are described below.

Sales Tax

The Missouri Legislature passed a new law with regard to the distribution of sales tax revenues in St. Louis County in 1993. This law goes into effect January 1, 1994. The new sales tax is expected to yield approximately \$20 per capita after a three-year phase-in period.

Due to the fact that this legislation is currently tied up in litigation, **no revenues** related to this new source have been included in the 1994 budget. A conservative approach of not budgeting additional revenues is recommended until the litigation is resolved.

Local Use Tax

A "local use tax" which was passed by the Missouri Legislature two sessions ago includes a statewide tax of 1.5% on all sales by out-of-state vendors, including catalog and direct market sales. It became effective on July 1, 1992, and it has yielded approximately \$12.55 per capita, or \$531,100 to date.

However, since the implementation of this new tax is also tied up in litigation and due to the previous recommendations of the Finance and Administration Committee of Council, **no revenues** related to this new source have been included in the 1994 budget. The general feeling is that this litigation also warrants a conservative approach on the City's part.

If, in fact, the court decides in our favor it will be necessary for us to amend the budget to reflect this new source of revenue.

Economic Development

The 1994 budget includes a \$75,000 contribution for the on-going support of the Chesterfield Community Development Council (CCDC), which is the same amount which was included in the 1993 budget, per the City Council's recommendation. In addition, the 1994 budget includes \$24,000 for the last four months of our contract for services of Leon McKinney (consultant) through the CCDC furthering our efforts on levee repairs and upgrades in Chesterfield Valley. Finally, the budget also includes the cost to fund eight months of services by our communication consultants (Hamilton/Griffin).

Business License Fees

Ordinance #433 requires that the City spend revenues from business license fees for specific purposes. Total revenue projected for Fiscal Year 1994 from business licenses amounts to \$230,000. This number reflects a loss of approximately one-half of the businesses affected by the flood of 1993. Included with the proposed expenditure are the following eligible items:

Chesterfield Community Development Council	\$	75,000
Contributions		10,000
Lobbyists for Economic Development		62,000
Chesterfield Valley Study		<u>215,000</u>
Total	\$	362,000
Shortage due from other sources		< 132,000 >

You will note that eligible expenses exceed available business license revenue. Therefore, some of these items will need to be funded out of other general operating revenues.

Capital Improvements - Accomplishments in 1993 and Plans/Goals for 1994

During 1990 through 1993, the City of Chesterfield made significant strides with regard to improving street maintenance within our community.

In 1993, the City spent approximately \$1,281,288 from the Capital Projects Fund on contractual street improvement projects. These projects were comprised of the replacement of approximately 3.4 miles of streets throughout the City.

The 1994 General Fund budget includes a transfer to the Capital Projects Fund of \$2,954,203. Of this amount, \$1,189,203 is for contractual capital street improvement projects per the recommendations of Havens and Emerson, the City's consultant in the preparation of the comprehensive street improvement plans. (Please note that their figure has been adjusted using a 4.0% inflation factor.) With these funds, the City should be able to replace approximately 2.7 miles of streets throughout the City during 1994.

With the completion of the comprehensive capital street improvement study, outstanding needs of approximately \$11.7 million (in 1992 dollars) have been identified for completion over the next ten years, as shown below:

<u>Project Year</u>	<u>Cost 1992 Dollars</u>
1994	\$ 1,155,705
1995	1,269,217
1996	1,188,986
1997	1,164,470
1998	1,251,417
1999	1,148,383
2000	1,152,189
2001	1,202,131
2002	1,057,626
2003	<u>1,151,658</u>
	\$ 11,741,782

The 1994 budget also includes a transfer of \$1,500,000 (of which \$1,200,000 will come from an I.S.T.E.A. grant) to the Capital Projects Fund for the funding of the Wilson Avenue project.

The 1994 budget also includes a transfer of \$100,000 (of which a \$33,000 match will come from St. Louis Metropolitan Sewer District) for storm water projects and \$60,000 for other storm water projects. With these funds we will be able to complete the next phase of the Westbury Manor project for drainage.

The 1994 budget also includes a transfer of \$50,000 for sidewalk replacement. With these funds we will be able to complete approximately 15,000 square feet of sidewalks throughout the City.

The 1994 budget also includes a transfer of \$55,000 for highway beautification. With these funds, we will be able to complete additional highway beautification projects which may include tree planting and landscaping along major City roads.

With all of the above-listed fund transfers and grants funds the City should be able to make significant improvements to its infrastructure without reducing its General Fund reserves.

The City has received numerous calls, complimenting the City for its willingness to address our many capital improvement needs during our first few years of existence. This proposed budget continues to reflect this commitment to upgrade and maintain our extensive infrastructure network.

New Personnel

The proposed new positions are:

1. One (1) additional relief Police Sergeant - classified at Level 21H with a salary range of \$32,701 - \$44,147. This position will enable the City to assign 2 Sergeants to each shift; on 6 out of 9 days only 1 Sergeant will work per shift (due to the 6 days on/3 days off schedule). On the other 3 days when there are 2 Sergeants, the Sergeants will split the City for supervisory coverage. The second Sergeant for each shift will also come in when and if the other Sergeant for the same shift is on vacation or sick leave. This additional position will help eliminate the scheduling problems currently experienced by having only 2 relief Sergeant positions. Currently, the relief Sergeant's schedule must constantly be changed (7-3/3-11/11-7) during a six day work cycle.

This proposal would increase the Sergeant personnel from six (6) positions to seven (7) positions. One Sergeant is currently assigned to the MEG Unit. The additional position would be supervised by the Lieutenants heading the Patrol Division.

2. One (1) additional Engineering Construction Inspector - classified at Level 18H with a salary range of \$28,249 - \$38,136. This position will provide construction inspection to ensure work is in conformance with plans and specifications. It will conduct routine field material and quality control tests.

This position will help the Public Works Department keep up with the Subdivision and Capital Improvement Program inspections. The current inspection staff cannot keep up with the Subdivision inspections. There are currently 40 active subdivisions requiring various inspections such as concrete, siltation control, sewer installations, escrow releases, street trees, and finish grading. Each inspector is handling 20 projects each; each project is looked at weekly. In addition, the Capital Improvement Program requires inspections because 2-3 crews are at work at any time; the Engineering Technicians and Civil Engineer fill in for these inspections. The Engineering Technicians are doing all the Work Order inspections. Even with this proposal, the Department anticipates continuing to cover peak inspection times by contract.

This position can cover its cost because the City can bill out \$60,000 - \$70,000 of inspections annually that are not being billed at this time. Subdivision inspections can be billed out at \$30/hour.

This proposal would increase the number of Engineering Construction Inspector positions from two (2) to three (3) positions. This position is supervised by the Assistant City Engineer.

3. Two (2) additional Street Maintenance Workers - classified at Level 10 with a salary range of \$19,120 - \$25,812. These positions will assist the Public Works Maintenance Division in addressing additional storm sewer maintenance responsibilities that were assumed this year when the storm sewer maintenance policy was amended, and improve allocation of manpower during snow emergencies. The additional manpower will also help the City address the work-order backlog that existed prior to the flood and that has grown since the flood.

This proposal will increase the number of Street Maintenance Workers positions from nineteen (19) to twenty-one (21) positions.

These positions will be supervised by the Street Maintenance Supervisors.

4. One (1) additional Equipment Maintenance Mechanic - classified at Level 14 with a salary range of \$23,241 - \$31,375. This position will enable the Vehicle and Equipment Maintenance Division of Public Works to address the volume of fleet and equipment needs that have grown since incorporation. Street Maintenance Workers have been assisting in this Division whenever possible in order to keep up with the workload. Some of the City equipment and fleet is beginning to age and will require additional repair work to extend service life. The mechanics also make road service calls which are frequent; an additional mechanic will enable this function to be fulfilled and to still continue necessary repair work in the maintenance garage.

This proposal would increase the number of Equipment Maintenance Mechanic positions from two (2) to three (3) positions.

This position is supervised by the Equipment Maintenance Supervisor.

5. One (1) Data Systems Administrator - classified at Level 18H with a salary range of \$28,249 - \$38,136. This position will provide administration and on-going reconfiguration of all data processing functions for the City. It will include administration of the network between the Government Center, Police Department, and Public Works Facility, application development for the data base and financial systems, technical expertise for future equipment purchases and software directions such as the proposed Geographic Information Systems (GIS) package, and consultation on all data processing needs for City Departments.

This position will eliminate the current \$25,000 expense per year for approximately 15 hours per week of consultant time. It will alleviate a Police Captain and Accounting Clerk from many assignments that take time from their primary position responsibilities. It will assist the City in addressing a number of programming needs/requests from all departments that

have been delayed for lack of available hours from the consultant, who has had to primarily address systems administration needs.

This position would be supervised by the Finance Director.

6. One (1) Parks and Recreation Director - unclassified position with final job description and classification to be finalized based upon the completion of the Booker Parks Plan and a final decision made by City Council re: implementation of the recommendations contained therein. Budgeted starting salary for position is \$30,000.

This position will eliminate the \$18,000 part-time Recreation Activities Coordinator contractual position. This position will be responsible for developing a Park and Recreation Department and for carrying out any acquisition and development plans for a park system and recreation programs associated with the park system.

This position will be supervised by the City Administrator.

Salary Increases

As established with the adoption of our Comprehensive Performance Evaluation Pay Plan, employees are only eligible for annual salary adjustments to the extent that their actual on-the-job performance warrants such adjustments, a plan which is unlike most other local governments. Employees for the City of Chesterfield are not eligible for and do not receive annual cost-of-living increases. Performance evaluations are completed for all employees by their immediate supervisors and Department Heads, in a process monitored by the Assistant City Administrator/Personnel Director and City Administrator. Salary adjustments recommended must correspond to the performance rating score received, such that only top performers receive the better increases.

In deciding how much to budget for salary adjustments for Fiscal Year 1994, we sought direction from the members of the Finance and Administration Committee. This Committee voted unanimously to recommend that three percent (3.0%) be budgeted for this purpose, or the amount equal to the June, 1993 Consumer Price Index. Please keep in mind that not all employees receive this amount, since amounts actually granted for raises must directly correlate to performance evaluation scores. Department Heads cannot exceed the total budgeted amount (3.0%) in allocating these performance-based salary adjustments for employees under their supervision.

This three percent (3.0%) amounts to a total of \$88,919 for 1994. This amount has been budgeted in each individual department per the request of City Council.

It should be noted that the management staff is currently reviewing the method by which the pay adjustments are administered. As soon as that information is available, it will be

brought forward for review by the Finance and Administration Committee of City Council and, ultimately, City Council.

Grants - Federal/State/County

The City of Chesterfield will receive grant funding from several different sources, including an Intermodal Surface Transportation Efficiency Act (I.S.T.E.A.), a Community Development Block Grant, a St. Louis Metropolitan Sewer funding match and a Metropolitan Enforcement Grant (M.E.G.).

The City of Chesterfield will receive \$1,200,000 in 1994 from I.S.T.E.A. for Wilson Avenue improvements. Included among these street improvements is the widening of the road, replacement of substandard curbs, and the replacement and widening of the one lane bridge. This grant comprises eighty percent (80%) of the total cost of the project (\$1,500,000).

The City of Chesterfield will also receive Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development. The 1994-1995 entitlement is estimated at \$76,927. The City has used these funds in the past to fund items such as handicapped access ramps and a home improvement program. Because this program is operated through St. Louis County, which makes all payments on behalf of the City of Chesterfield, this grant is not included in the City of Chesterfield's annual operating budget.

Finally, the City of Chesterfield (acting as administrator on behalf of a four-City consortium) receives a Metropolitan Enforcement Grant (MEG) through the Missouri Department of Public Safety. Estimated receipts for Fiscal Year 1994 are approximately \$60,000. Because this grant program is operated independently from the City and because these cities are directly responsible for the budget which they submit to the State of Missouri, MEG funds are not included in the City's annual operating budget either.

Bonded Indebtedness

As stated earlier, as of January 1, 1993, the total assessed valuation for the City of Chesterfield was \$784,754,085. Under Missouri Law, we are authorized to incur debt totalling no more than ten percent (10%) of our assessed valuation, or \$78,475,408, if approved by the voters of our community. At the present time, the City of Chesterfield has incurred no long-term debt.

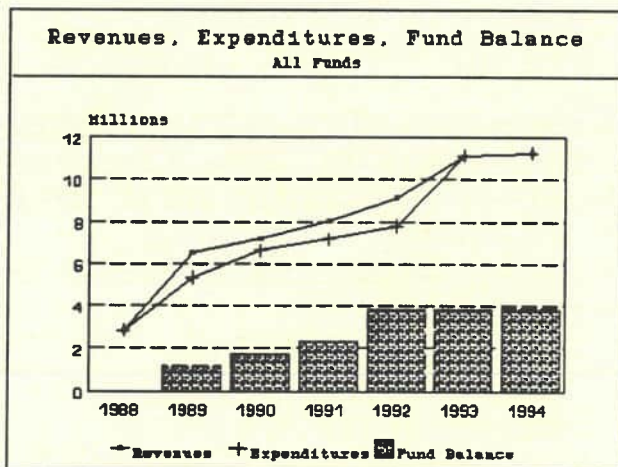
Contingency

This proposed budget contains an allocation for a Contingency Fund, totalling \$300,000, which is designed to cover either unanticipated shortfalls in revenues or unbudgeted expenditures. Transfers from this account can only be approved by City Council.

During Fiscal Year 1993, this account totalled \$300,000. As of this writing, \$279,700 has been transferred by City Council. These funds have been used to cover unbudgeted expenditures for the cost of:

04/20/93	2,000.00	Installation of Sand Volleyball Courts
06/21/93	135,000.00	Phase II of Chesterfield Valley Study
06/21/93	100,000.00	Storm Water Reconstruction
06/21/93	15,000.00	I.S.T.E.A. Project Study
07/19/93	3,500.00	City Council Retreat/Strategic Planning
07/19/93	16,700.00	Reorganization of Planning Department
07/19/93	2,500.00	Addtl Cost/Prosecuting Attorney Fees
09/07/93	2,000.00	Cost of professional services associated with sales tax redistribution lawsuit
10/07/93	3,000.00	Broadcast fax services
11/15/93	3,700.00	Traffic Study

Assuming that these contingency funds (totaling \$16,600) remain unallocated as of December 31, 1993, we are showing them as part of the fund balance, which is discussed below in detail.



Fund Balance

As you will recall, our unreserved fund balance, as of December 31, 1992, totalled \$3,902,552. The fund balance is projected to total \$3.8 million by December 31, 1993, and \$4.0 million by December 31, 1994. City Council established a goal that the fund balance equal a minimum of fifty percent (50%) of the operations general fund expenditures. This proposed budget contains projected operating expenditures of \$7,960,729. Fifty percent (50%) of this total equals \$3.98 million. Given the

performance of past budgets, I anticipate that the City will reach this goal by the end of 1994.

This fund balance gives us the ability to deal with the unexpected, whether it be a natural disaster or a severe economic downturn, both of which could significantly affect the flow of revenues to the City. Especially during times of natural disaster, we must be able to guarantee that our municipal services, such as police and public works, will continue to be provided to our citizens.

OTHER INFORMATION

Awards

The Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Distinguished Budget Presentation Award to the City of Chesterfield for its 1993 Annual Operating Budget. The Distinguished Budget Presentation Award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by the elected officials and administrative staff of the City of Chesterfield.

In order to receive this award, the City had to submit its budget document for review by a panel of independent budget experts. Using extensive criteria, the reviewers evaluate the effectiveness of the City's budget as a policy document, an operations guide, a financial plan and a communications device. Award-winning documents must be rated "proficient" in all four categories.

The award is valid for one year only. The City of Chesterfield plans to prepare its 1994 budget in conformance with program requirements and to submit it to GFOA to determine its eligibility for another award.

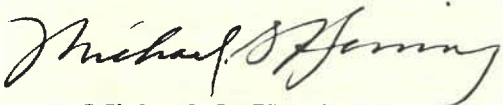
Acknowledgements

This proposed budget is a direct result of input that I have received from each of you over the past year. As such, it reflects your desire to dramatically increase our efforts at repairing and maintaining our infrastructure, while, at the same time, making significant progress toward the attainment of our goal concerning total fund reserves.

We can and should take pride in the fact that we are in excellent financial shape and, as a result, are able to continue to meet our short-term obligations of providing quality, municipal services to the citizens of our community.

I would like to take this opportunity to thank the members of each of the Standing Committees of City Council for their input into the development of this proposed budget. In addition, I greatly appreciate the tireless efforts of Finance Director, Jan Hawn, and other Department Heads and Executive Staff. Budget preparation is truly a team effort!

Sincerely,



Michael G. Herring
City Administrator

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**CITY OF CHESTERFIELD
Principal Officials**

Mayor

Jack Leonard

City Council

Nancy Greenwood
Colleen Hilbert
Susan Clarke
Ed Levinson
Daniel Hurt
Alan J. Politte
Richard Hrabko
Linda Tilley

Other City Officials:

City Administrator

Michael G. Herring

Assistant City Administrator /
Personnel Director

Brenda Love Collins

Finance Director

Janet S. Hawn

City Clerk

Marty DeMay

Police Chief

Ray Johnson

Director of Planning

Jerry Duepner

Director of Public Works /
City Engineer

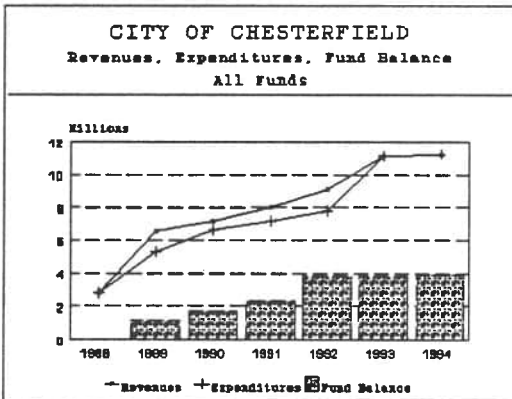
William C. Hawn

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MAJOR BUDGET POLICIES

Fund Reserve Level

The City established a goal in 1993 to maintain a reserve level of a minimum of 50% of general fund operating expenditures. The budget adheres to this policy with an unbudgeted fund balance as of December 31, 1994, of \$3.9 Million. This is considered a prudent reserve level for meeting unanticipated expenditure requirements, a major revenue shortfall, or an emergency. The City plans to maintain this reserve level indefinitely.



Contingency Fund

Besides the reserves, the City appropriates contingency funds. The Council has set a goal of at least 3% of General Fund operating expenditures in contingency. The 1994 budget adheres to this policy with a contingency budget of approximately 3.8% of anticipated operating expenditures, or \$300,000. These funds, at the Council's discretion, may be used for unanticipated expenses, such as litigation, grant matching, or the

coverage of expenditure overages or revenue shortfalls.

Annual Salary Adjustments

One of the perennial issues for City governments during the budget process concerns annual pay increases for City employees. The 1994 budget includes a 3.0% increase (based on the June 1993 Consumer Price Index), as recommended by the Finance and Administration Committee of Council.

Capital Asset Expenditure

Expenditures of \$1,000 or more on items having an expected life of over one year are considered to be capital assets for the purpose of classification of expenditures. The City budget appropriates general fund monies for those capital assets used to provide services within the normal operation.

Debt Management

The City has no outstanding bonds or any unissued authorized bonds. The maintenance of a high fund balance in the General Fund provides the necessary cash to avoid the need for short-term borrowing. Bonded indebtedness is limited by Sections 95.115 and 95.120 of the Missouri Revised Statutes (1986) to 10% of the assessed value of taxable tangible property. Based on the City's 1993 assessed valuation of \$784,754,085, the City's legal debt margin is \$78,475,408.

The City reviews each potential issue of debt either in house or through an independent financial advisor on a case-by-case basis.

Capital Improvement Projects

The City appropriates funds from the General Fund for the planning, acquisition, and construction of major capital facilities. This includes reconstructing streets and storm sewers. These projects are not normally considered on-going or regular maintenance.

Cash and Investment Policy

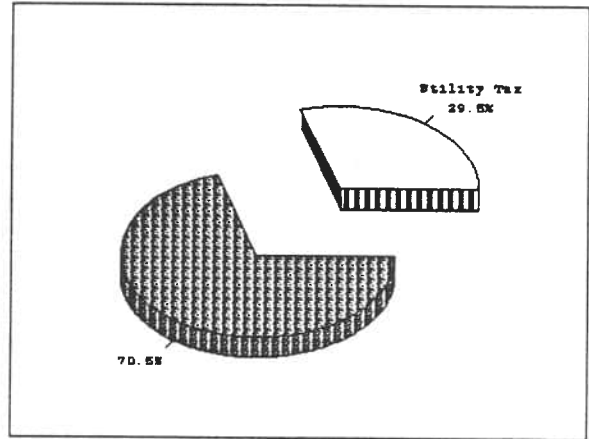
State statutes authorize Missouri local governments to invest in obligations of the United States Treasury and United States agencies, obligations of the State of Missouri, or the City itself, time deposit certificates and repurchase agreements. It is the policy of the City of Chesterfield to invest 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 conforming to all state and local statutes governing the investment of public funds.

REVENUE ASSUMPTIONS

Utility Gross Receipts Tax

The City of Chesterfield levies a 5% gross receipts tax on electric, gas, telephone, and water companies within the City. The utility tax is collected by the utility company at the time of their monthly billing and is remitted to the City within twenty (20) days following the last day of each month.

Revenue receipts from the utility gross receipts tax are currently estimated based on the City's experience, as well as information supplied by the utility companies. It should be noted that the estimates for utility taxes are dependent on weather conditions. Revenues for Fiscal Year 1994 from the utility gross receipts tax are estimated at \$3,321,000, as shown below:

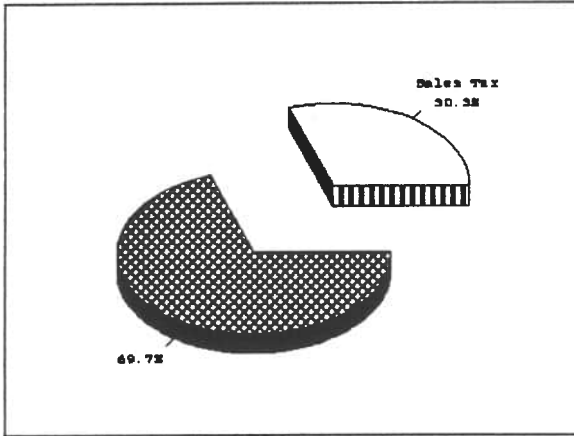


Utility Taxes - Electric	\$ 1,976,000
Utility Taxes - Gas	555,000
Utility Taxes - Telephone	615,000
Utility Taxes - Water	<u>175,000</u>
Total	\$ 3,321,000

Sales Tax

There are basically two ways in which cities in St. Louis County receive sales tax distributions. One means is through a "point-of-sale" method; the other is through a county-wide sales tax "pool." Cities under the "point-of-sale" method receive actual taxes collected within their city. Cities in the "pool" receive a share based upon its population as a percentage of the "pool" population. These population figures are adjusted decennially, based upon the latest census figures. Interim changes, aside from annexations, are not made.

The City of Chesterfield receives a share of the county-wide 1% tax on retail sales through a pool comprised of unincorporated St. Louis County and many of the cities throughout St. Louis County. According to Missouri statutes, the City of Chesterfield does not have the option to choose which the method through which it receives sales tax. Cities incorporated after March 19, 1984, or areas annexed after March 19, 1984, are automatically included in -



the sales tax pool under state law, with no option of withdrawing. Although the City has taken legal action to attempt to challenge this law, to date, it has been unsuccessful. It should be noted that the exact difference to the City of Chesterfield is not really known. State Statutes do not allow the State to provide municipalities in the "pool" with information regarding direct sales within their municipality.

It should also be noted that a new sales tax distribution formula was enacted by the State Legislature in 1993. This new legislation requires point-of-sale cities to share revenues

with "pool" cities. However, due to the fact that this legislation is currently tied up in litigation, no additional revenues have been recognized or budgeted for in Fiscal Year 1994.

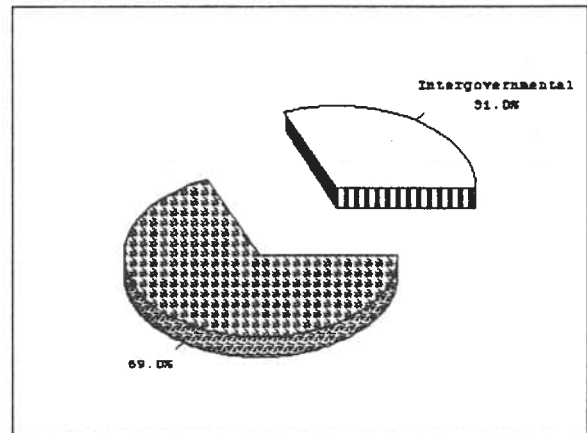
Sales tax is collected by the State of Missouri and wire transferred to the City on the 10th of each month. The amount collected varies due to the fact that some businesses make quarterly contributions.

Revenues for Fiscal Year 1994 from sales tax are estimated at \$3,408,000, based on estimates of a per capita distribution of about \$80.51.

Intergovernmental Taxes

Intergovernmental taxes include the motor fuel tax, motor vehicle sales tax, cigarette tax, the County road & bridge tax, an I.S.T.E.A. grant, a police academy grant, and a Metropolitan Sewer District grant.

Motor fuel and motor vehicle sales taxes are collected by the State of Missouri and remitted to the City for the purpose of maintaining roads and bridges. Receipts are distributed on a monthly basis.



Motor fuel tax revenue is generated based on a charge of \$.13 per gallon for the first quarter of 1994 and \$.15 per gallon from April 1, 1994 forward when the State-mandated increase goes into effect. Motor fuel tax is distributed based on population. Motor vehicle sales tax is general from State-imposed fees for licenses, plates, and sales tax, and is also remitted to

cities based on population. Revenues for Fiscal Year 1994 from the motor fuel and motor vehicle sales tax are estimated at \$886,000 and \$373,000, respectively.

Cigarette taxes are also collected by the State of Missouri and distributed to cities based on population. These receipts are wired monthly to the City. In St. Louis County, all municipalities share in a five-cent County cigarette tax levy. Revenues for Fiscal Year 1994 from cigarette tax are estimated at \$195,000.

The County's road and bridge tax of \$.105 per \$100 of assessed valuation and is distributed to the City based on the City's assessed valuation. It is billed, along with other property tax assessments in the fall of each year and is due December 31. It is distributed to the cities (net of a 1% collection fee) as received and is intended for, as it name states, roads and bridges. The assessed valuation for the City of Chesterfield as of January 1, 1993 was \$784,754,085. Billings for the tax year are based on the assessed value of property as of January 1 of each year. Assessed valuation within the City of Chesterfield has grown steadily over the last several years, partially due to growth in the community and partially due to reassessment (mandated State reassessment takes place in even-numbered years), as shown below:

<u>Date</u>	<u>Assessed Valuation</u>	<u>Percent Increase</u>
January 1, 1989	\$ 623,472,309	*
January 1, 1990	\$ 670,737,358	7.1%
January 1, 1991	\$ 705,217,404	5.1%
January 1, 1992	\$ 782,785,825	11.0%
January 1, 1993	\$ 784,754,085	0.3%

*Figures for 1988 were not available.

The revenue estimate for Fiscal Year 1994 is \$759,000, based on a projected growth in assessed valuation of 3%, less a 1% collection fee and 3% allowance for uncollectible taxes and a slight loss due to reassessment of properties impacted by the flood of 1993.

The I.S.T.E.A. (Intermodal Surface Transportation Efficiency Act) grant is funded through the Federal government. This grant will fund 80% of the cost of major improvements to Wilson Road. Receipts for Fiscal Year 1994 are estimated at \$1.2 million.

The City also provides the St. Louis Police Academy with a Police Officer who teaches at their facility. The Fiscal Year 1994 budget includes \$40,200 for reimbursements for the officer's salary and fringe benefits.

The Metropolitan Sewer District (MSD) shares in one-third (1/3) of the cost for storm water projects. The 1994 budget includes \$33,000 in reimbursements from MSD.

NOTE: A "local use tax" passed by the Missouri Legislature includes a statewide tax of 1.5% on all sales by out-of-state vendors, including catalog and direct market sales. It became effective on July 1, 1992, and it has been conservatively estimated that this source will provide approximately \$12.00 per capita, or approximately \$508,000 on an annual basis, of additional revenue for the City of Chesterfield. However, since the legality of this new tax is tied up in litigation and due to the previous recommendations of the Finance and Administration Committee of Council, no revenues related to this new source have been included in the 1994 budget. The general feeling is that litigation warrants a conservative approach on the city's part. If, in fact, the court decides in our favor and the State does begin to collect these revenues and distribute them to local governments, it will be necessary for us to amend the budget to reflect this new source of revenue.

Other Sources

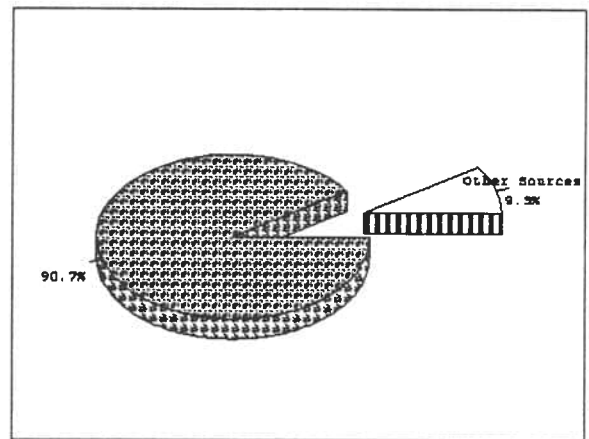
Licenses and Permits.

The City of Chesterfield collects revenues from the licensing of businesses, liquor sales, vending machines, cable television franchises, trash haulers licenses, alarm company licenses, and a few miscellaneous sources, such as excavation permits, grading permits, and solicitors' permits.

The annual business license fees are based on square footage, as well as the type of business operated. Retail businesses pay \$.08 per square footage; services and offices, \$.04 per square foot; and manufacturers and warehouses, \$.02 per square foot. This business license fee structure was implemented in July 1990 (following voter approval). The business license year runs from July 1 through June 30 of each year and the majority of the receipts are collected early during the licensing period. Revenue estimates for Fiscal Year 1994 are \$230,000.

Liquor license fees range from 22.50 to \$450.00 annually, depending on the type of liquor license issued. Vending machine licenses are \$5.00 per vending machine. Both the liquor licenses and the vending machine licenses are issued for the period July 1 through June 30 of each year, like business licenses. Thus, the majority of these revenues are received during the summer as well. Revenue estimates for these two sources for Fiscal Year 1994 are \$34,000 and \$15,000, respectively.

Cable television franchise fees represent 5% of the gross sales of each cable television company annually. They are remitted to the City within sixty (60) days



following the end of each quarter. The revenue estimate for Fiscal Year 1994 from cable television franchise fees is \$217,000.

Trash haulers license fee ranges vary depending on the number of vehicles or dumpsters they have in the City. Trash hauling licenses are estimated at \$7,500 for Fiscal Year 1994.

Alarm company license fees are \$50 for each company engaged in the business of selling, leasing, maintaining, servicing, repairing, altering, replacing, moving or installing alarm systems. Alarm licenses are estimated at \$2,500 for Fiscal Year 1994 based on approximately 50 businesses engaged in such activities.

Other licenses and permits are those items which do not fall into any other category. In total, other licenses and permits make up only \$5,000 of the City's revenues for Fiscal Year 1994.

Charges for Services

Charges for services include engineering inspection fees, subdivision processing fees, zoning application fees, police report fees, false alarm fees, police holdover fees, and miscellaneous other charges. The charges generated from these sources are defined by the City's ordinances. Revenues from charges for services for Fiscal Year 1994 are estimated at \$88,500.

Court Receipts

Court fines and fees are also determined by municipal ordinance. Court costs are \$12.00 per ticket plus \$2.25 for training fees and Crime Victims Compensation Fund fees. The fines vary depending on the violation. Court receipts make up 2.8% of the City's revenue, or \$319,000 in Fiscal Year 1994.

Other Revenues

Other revenues include interest on investments, insurance reimbursements, contributions and fund-raising, police property forfeitures and miscellaneous sources not included elsewhere.

Interest earnings make up approximately 1.0% of the City's revenue. The City's revenue from this source has increased over the years as the City's fund balance has increased. Interest earnings projected for Fiscal Year 1994 are estimated at \$110,000.

Miscellaneous other sources are a very small part of the City's budget, at about two-tenths of a percentage point of the City's revenues, estimated at \$18,000 for Fiscal Year 1994. This category is used only for items which do not properly belong in any other category.

BUDGET PROCESS

The annual budget process is designed to meet the requirements of the ordinances of the City of Chesterfield and the statutes of the State of Missouri.

During the beginning of July of each year, the Finance Director prepares a budget calendar a copy of which is included in this document. This calendar outlines the process through budget adoption and implementation. The calendar for the preparation of the Fiscal Year 1994 budget was amended due to the flood of 1993 which caused the Mayor to declare a state of emergency. Due to flood-fighting activities and the protection of properties, the budget process was abbreviated during 1993. A copy of the revised budget calendar is also included in this document.

The budget documents and instructions are distributed by the Finance Director to all of the departments. Each of the departments prepare their individual budgets while the Finance Director prepares revenue estimates for the upcoming year.

The Department Heads submit budget requests to the Finance Director who reviews them and requests additional information as necessary. The City Administrator and Finance Director meet with each Department Head to review the budget requests. Based on these meetings, the City Administrator submits a proposed budget to the City Council.

The City Council holds a budget work session to discuss the details of the proposed budget. In addition, the City Council holds a public hearing to formally present the budget. Notice of this hearing is given by publication in a newspaper of general circulation in the City at least one week prior to the time of the hearing. A copy of the budget document is available for public inspection in the Finance Department for at least 10 days prior to the passage of the budget by City Council.

Following the work session and a public hearing, the City Council adopts the budget by resolution, which goes into effect on the first day of January.

The annual budget may be revised by a majority vote of the City Council. No revision of the budget is allowed to increase the budget in the event that funds are not available.

Budget transfers within the annual budget are made as follows:

- A. Department Heads may make transfers within their department budget up to \$2,500 with prior approval of the Finance Director.

- B. Department Heads may make transfers within their department from \$2,500 up to \$5,000 with prior approval of the Finance Director and City Administrator.
- C. Transfers within department budgets over \$5,000 may be made only with prior approval of a majority of the City Council.

Budget transfers between departments must be approved by a majority of the members of the City Council.

Budget transfers from contingency accounts must be approved prior thereto by a majority of the members of the City Council.

ACCOUNTING SYSTEM

The City of Chesterfield's accounts are organized on the basis of fund and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liability, fund equity, revenues and expenditures or expenses.

In Governmental Funds (General Fund, Special Revenue, Debt Service and Capital Projects Funds), the modified accrual basis of accounting issued. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the liabilities are incurred. Currently, the City of Chesterfield has a General Fund and a Capital Projects Fund. The budget for the General Fund and Capital Project Fund is prepared on a modified accrual basis.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed in the governmental fund types. Since appropriations lapse at year end, outstanding encumbrances are reappropriated in the subsequent fiscal year's budget to provide for the liquidation of the prior commitments.

In Proprietary Funds (Enterprise Funds and Internal Service Funds), the accrual basis of accounting is used. Revenues are recognized in the accounting period in which they are earned. Expenses are recognized in the accounting period in which they are incurred. The City of Chesterfield does not currently have any Proprietary Funds.

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BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Chesterfield for its annual budget for the fiscal year beginning January 1, 1993.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

**PRESENTED TO
City of Chesterfield,
Missouri**

**For the Fiscal Year Beginning
January 1, 1993**

Arnold H. Hahn *Jeffrey L. Esser*

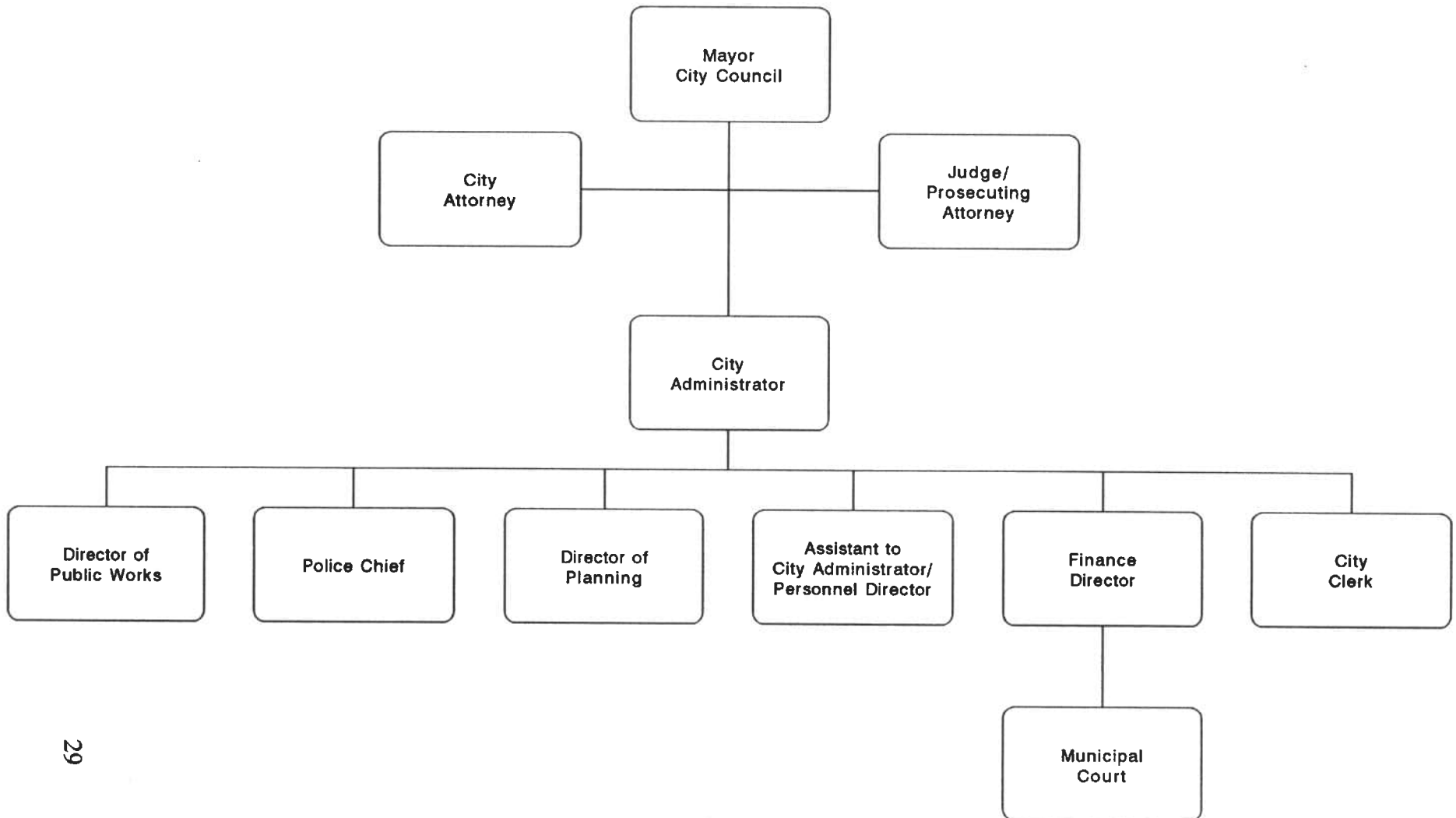
President

Executive Director

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CITY OF CHESTERFIELD

Organizational Chart 1994



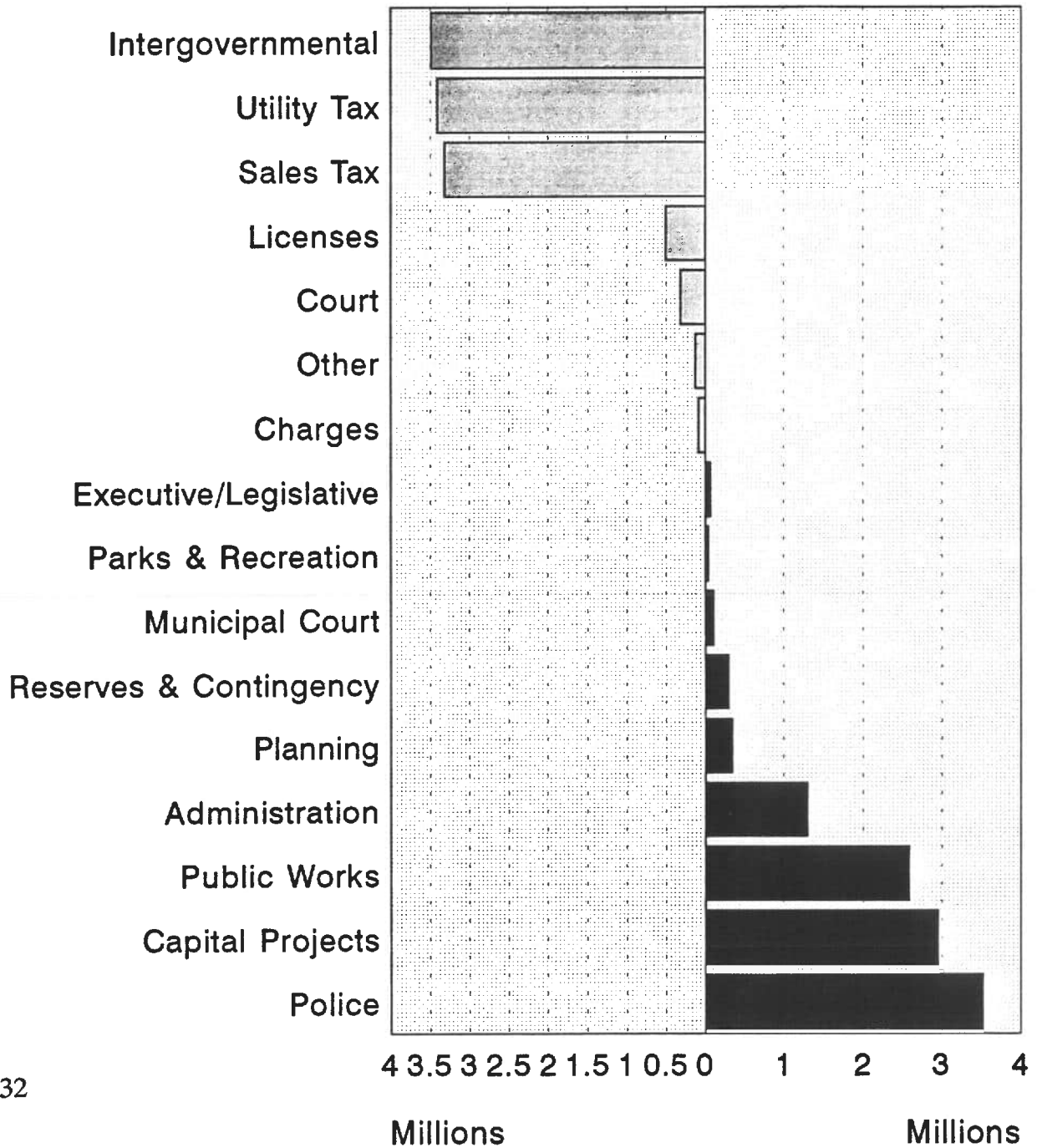
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**CITY OF CHESTERFIELD
 COMBINED STATEMENT OF BUDGETED REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCE
 ALL FUNDS
 FISCAL YEAR 1994**

	GENERAL FUND	CAPITAL PROJECTS FUND	TOTAL
REVENUES:			
Utility Gross Receipts Taxes	3,321,000		3,321,000
Sales Tax	3,408,000		3,408,000
Intergovernmental Revenues	3,486,200		3,486,200
Licenses & Permits	511,000		511,000
Charges for Services	88,500		88,500
Parks & Recreation Contributions	0		0
Court Receipts	319,000		319,000
Other Revenues	128,000		128,000
TOTAL REVENUE	11,261,700	0	11,261,700
EXPENDITURES:			
Executive & Legislative Administration	69,055		69,055
Police	1,307,209		1,307,209
Municipal Court	3,524,508		3,524,508
Planning & Zoning	107,713		107,713
Public Works	344,304		344,304
Parks & Recreation	2,583,768	2,954,203	5,537,971
Reserves & Contingencies	44,072		44,072
	300,000		300,000
TOTAL EXPENDITURES	8,280,629	2,954,203	11,234,832
Excess (deficiency) of revenues over (under) expenditures	2,981,071	(2,954,203)	26,868
Transfers in (out)	(2,954,203)	2,954,203	0
Change in Fund Balance	26,868	0	26,868
Fund Balance January 1, 1994	3,836,538	0	3,836,538
Fund Balance December 31, 1994	3,863,406	0	3,863,406

CITY OF CHESTERFIELD

Budgeted Revenues and Expenditures All Funds



**CITY OF CHESTERFIELD
 COMBINED STATEMENT OF BUDGETED REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCE
 ALL FUNDS - 1992 TO 1994
 FISCAL YEAR 1994**

	1992 ACTUAL	1993 PROJECTED	1994 BUDGET
REVENUES:			
Utility Gross Receipts Taxes	2,822,781	3,224,000	3,321,000
Sales Tax	3,090,961	3,308,000	3,408,000
Intergovernmental Revenues	2,122,091	3,401,455	3,486,200
Licenses & Permits	496,853	529,600	511,000
Charges for Services	122,455	65,500	88,500
Parks & Recreation Contributions	4,162	1,810	0
Court Receipts	372,818	310,000	319,000
Other Revenues	121,285	287,500	128,000
TOTAL REVENUE	9,153,406	11,127,865	11,261,700
EXPENDITURES:			
Executive & Legislative Administration	124,921	68,066	69,055
Police	916,074	1,129,605	1,307,209
Municipal Court	3,151,820	3,563,208	3,524,508
Planning & Zoning	95,996	99,124	107,713
Public Works	272,069	308,085	344,304
Parks & Recreation	3,230,952	3,261,541	2,583,768
Reserves & Contingencies	16,750	69,725	44,072
	0	0	300,000
TOTAL EXPENDITURES	7,808,582	8,499,354	8,280,629
Excess (deficiency) of revenues over (under) expenditures	1,344,824	2,628,511	2,981,071
Fund Balance Designated for Levee	0	(1,000,000)	0
Transfers in (out)	0	(1,694,525)	(2,954,203)
Change in Fund Balance	1,344,824	(66,014)	26,868
Fund Balance January 1	2,557,728	3,902,552	3,836,538
Fund Balance December 31	3,902,552	3,836,538	3,863,406

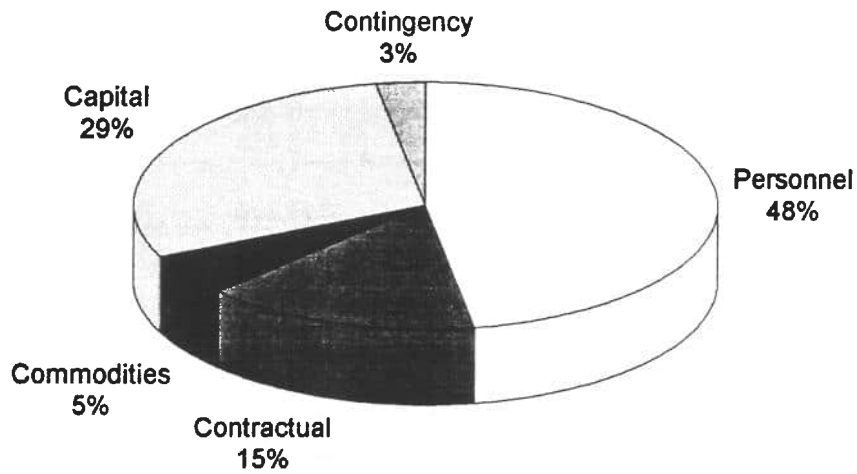
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**CITY OF CHESTERFIELD
BUDGETED EXPENDITURES BY TYPE
ALL FUNDS
FISCAL YEAR 1994**

	<u>Personnel</u>	<u>Contractual</u>	<u>Commodities</u>	<u>Capital</u>	<u>Contingencies</u>	<u>Totals</u>
Executive & Legislative:						
Mayor & City Council	64,680	4,075	300	0	0	69,055
Administration:						
City Clerk	60,309	15,870	0	0	0	76,179
Legal Services	0	75,650	0	0	0	75,650
City Administrator	105,841	8,500	600	0	0	114,941
Finance	142,942	22,500	1,000	2,800	0	169,242
Personnel	93,751	38,135	300	0	0	132,186
Central Services	66,936	612,575	36,000	23,500	0	739,011
	<u>469,779</u>	<u>773,230</u>	<u>37,900</u>	<u>26,300</u>	<u>0</u>	<u>1,307,209</u>
Police:						
Administration	266,474	96,395	9,100	3,500	0	375,469
Patrol Services	2,199,932	32,915	89,200	110,500	0	2,432,547
Support Services	172,960	262,085	6,600	3,500	0	445,145
Criminal Investigations	253,252	7,645	10,450	0	0	271,347
	<u>2,892,618</u>	<u>399,040</u>	<u>115,350</u>	<u>117,500</u>	<u>0</u>	<u>3,524,508</u>
Municipal Court:						
Municipal Court	39,383	67,080	1,250	0	0	107,713
Planning:						
Planning & Zoning	317,744	18,060	3,000	5,500	0	344,304
Public Works:						
Administration & Engineerin	467,983	54,363	16,035	38,090	0	576,471
Street & Sewer Maintenanc	884,956	146,147	410,375	123,950	0	1,565,428
Vehicle Maintenance	154,030	24,575	31,950	8,560	0	219,115
Buildings & Grounds	0	221,354	500	0	0	221,854
Street Lights	0	900	0	0	0	900
Capital Improvements	0	0	0	2,954,203	0	2,954,203
	<u>1,506,969</u>	<u>447,339</u>	<u>458,860</u>	<u>3,124,803</u>	<u>0</u>	<u>5,537,971</u>
Parks & Recreation:						
Parks & Recreation	39,072	5,000	0	0	0	44,072
Contingencies:						
Contingency	0	0	0	0	300,000	300,000
Total Expenditures	<u>5,330,245</u>	<u>1,713,824</u>	<u>616,660</u>	<u>3,274,103</u>	<u>300,000</u>	<u>11,234,832</u>

**CITY OF CHESTERFIELD
BUDGETED EXPENDITURES BY TYPE
ALL FUNDS**

	<u>1992 ACTUAL</u>		<u>1993 PROJECTED</u>		<u>1994 BUDGET</u>	
Personnel	4,452,262	57%	5,040,558	49%	5,330,245	47%
Contractual	1,538,142	20%	2,230,748	22%	1,713,824	15%
Commodities	598,000	8%	806,882	8%	616,660	5%
Capital	1,220,178	16%	2,115,690	21%	3,274,103	29%
Contingency	0	0%	0	0%	300,000	3%
	7,808,582	100%	10,193,879	100%	11,234,832	100%



**CITY OF CHESTERFIELD
STATEMENT OF BUDGETED REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
GENERAL FUND
FISCAL YEAR 1994**

	<u>1992 ACTUAL</u>	<u>1993 PROJECTED</u>	<u>1994 BUDGET</u>
FUND BALANCE, JANUARY 1	2,557,728	2,902,552	3,836,538
REVENUES:			
Utility Gross Receipts Taxes	2,822,781	3,224,000	3,321,000
Sales Tax	3,090,961	3,308,000	3,408,000
Intergovernmental Revenues	2,122,091	3,401,455	3,486,200
Licenses & Permits	496,853	529,600	511,000
Charges for Services	122,455	65,500	88,500
Parks & Recreation Contributions	4,162	1,810	0
Court Receipts	372,818	310,000	319,000
Other Revenues	121,285	287,500	128,000
TOTAL REVENUES	<u>9,153,406</u>	<u>11,127,865</u>	<u>11,261,700</u>
TOTAL AVAILABLE FUNDS	<u>11,711,133</u>	<u>14,030,417</u>	<u>15,098,238</u>
EXPENDITURES:			
Executive & Legislative Administration	124,921	68,066	69,055
Police	916,074	1,129,605	1,307,209
Municipal Court	3,151,820	3,563,208	3,524,508
Planning & Zoning	95,996	99,124	107,713
Public Works	272,069	308,085	344,304
Parks & Recreation	3,230,952	3,261,541	2,583,768
Reserves & Contingencies	16,750	69,725	44,072
	0	0	300,000
TOTAL EXPENDITURES	<u>7,808,582</u>	<u>8,499,354</u>	<u>8,280,629</u>
TRANSFER TO OTHER FUNDS	<u>1,000,000</u>	<u>1,694,525</u>	<u>2,954,203</u>
FUND BALANCE, DECEMBER 31	<u>2,902,552</u>	<u>3,836,538</u>	<u>3,863,406</u>

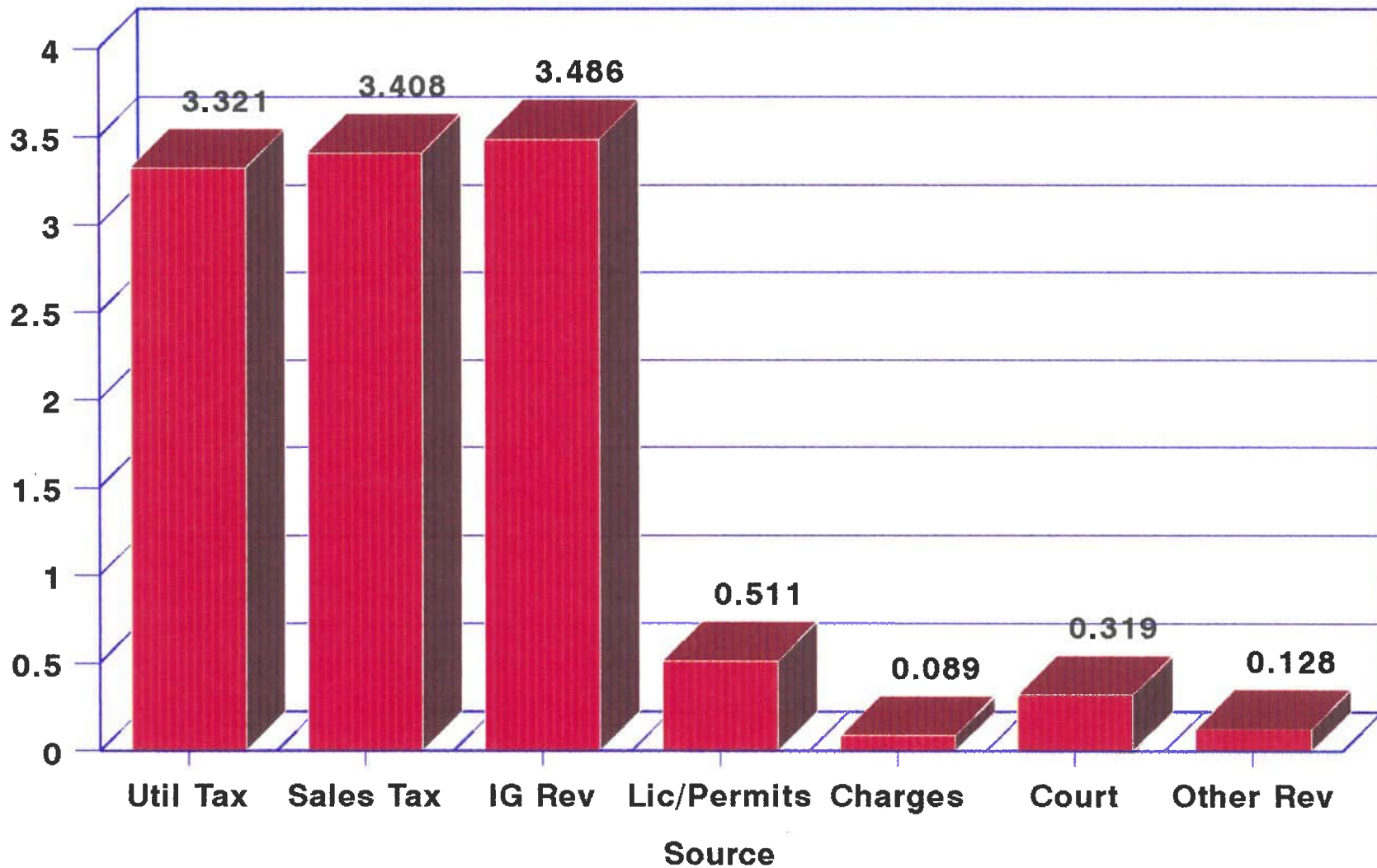
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CITY OF CHESTERFIELD

GENERAL FUND

REVENUES BY SOURCES - FISCAL YEAR 1994

(Millions of Dollars)



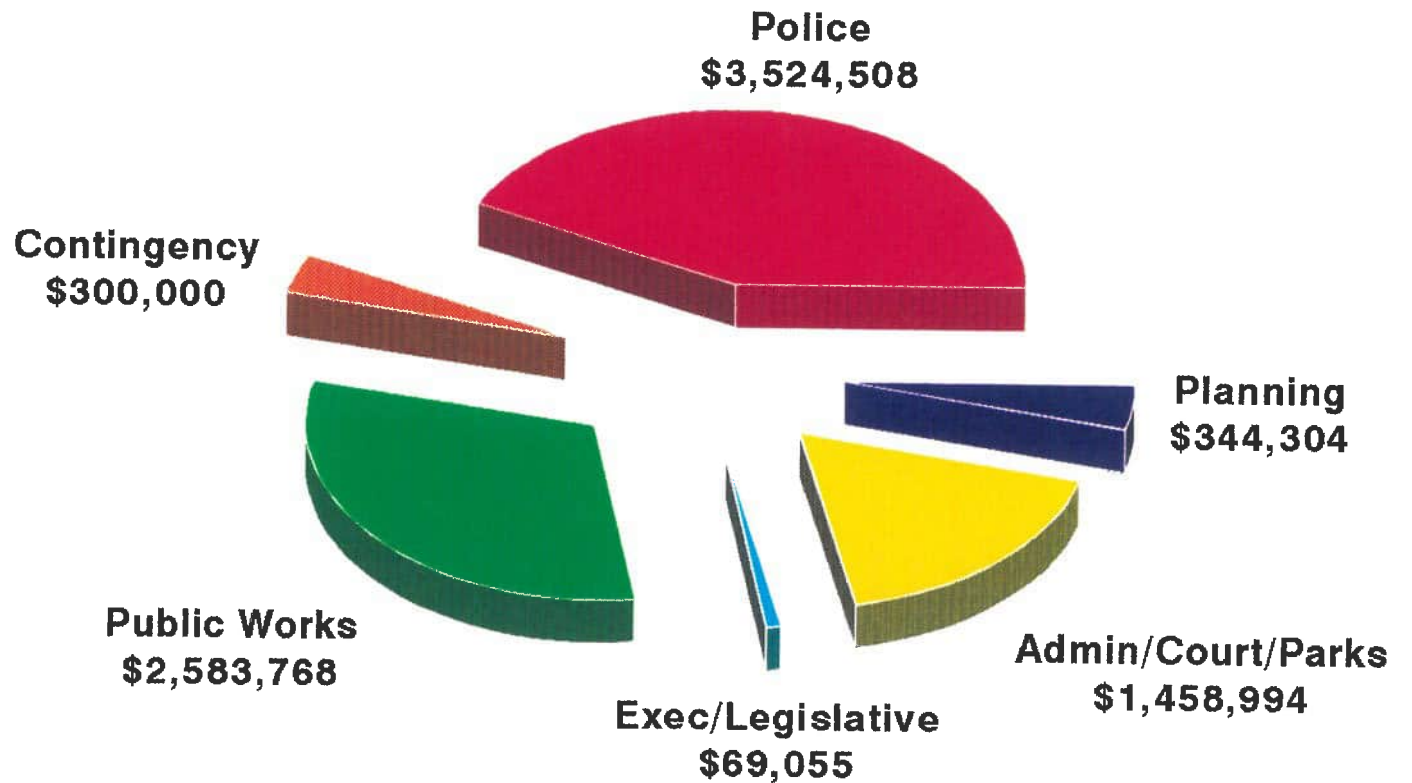
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**CITY OF CHESTERFIELD
REVENUE BUDGET - GENERAL FUND
FISCAL YEAR 1994**

DESCRIPTION	1992 ACTUAL	1993 PROJECTED	1994 BUDGET
Utility Taxes:			
410.100 Utility Taxes - Electric	1,710,023	1,918,000	1,976,000
410.200 Utility Taxes - Gas	413,293	539,000	555,000
410.300 Utility Taxes - Telephone	526,181	597,000	615,000
410.400 Utility Taxes - Water	173,284	170,000	175,000
Total Utility Taxes	2,822,781	3,224,000	3,321,000
Sales Tax:			
420.000 Sales Tax	3,090,961	3,308,000	3,408,000
Intergovernmental Taxes:			
430.000 Motor Fuel Tax	741,287	818,000	886,000
431.000 Motor Vehicle Sales Tax	326,913	362,000	373,000
432.000 Cigarette Tax	182,302	190,000	195,000
433.000 County Road/Bridge Tax	818,552	812,000	759,000
434.100 FEMA Reimbursements	0	750,000	0
434.200 I.S.T.E.A. Grant	0	64,000	1,200,000
434.500 Police Academy Grant	0	22,700	40,200
434.600 Hazardous Waste Grant	0	4,600	0
434.700 Cty.-Bonhomme Creek	0	201,155	0
434.800 State CDBG-Levee	0	130,000	0
436.000 Police Traffic Grant	37,081	14,000	0
439.000 MSD Refunds	15,956	33,000	33,000
Total Intergovernmental Taxes	2,122,091	3,401,455	3,486,200
Licenses & Permits:			
440.000 Business Licenses	256,852	259,000	230,000
441.000 Liquor Licenses	28,620	29,000	34,000
442.000 Vending Licenses	10,288	15,000	15,000
443.000 Cable TV Franchise	186,217	211,000	217,000
445.000 Trash Hauler's License	1,190	7,300	7,500
446.000 Alarm Company License	0	2,300	2,500
449.000 Misc. Licenses & Permits	13,687	6,000	5,000
Total Licenses & Permits	496,853	529,600	511,000

DESCRIPTION	1992 ACTUAL	1993 PROJECTED	1994 BUDGET
Charges for Services:			
451.000 Engineering Insp. Fees	66,241	10,000	30,000
452.000 Subdivision Proc. Fees	7,355	10,000	10,000
453.000 Zoning Applications	13,989	13,000	15,000
454.000 Police Reports	12,478	15,000	15,000
455.000 False Alarms	16,950	14,000	15,000
457.000 Police Holdover Charges	2,100	1,000	1,000
459.000 Misc. Other Charges	3,342	2,500	2,500
Total Charges for Services	122,455	65,500	88,500
Parks & Recreation:			
460.000 Contributions	4,162	1,810	0
Total Parks & Recreation	4,162	1,810	0
Court Receipts:			
480.000 Court Fines & Fees	362,241	302,000	311,000
481.000 Court Fees - Training	9,904	7,500	7,500
482.000 Court Fees - CVC Fees	673	500	500
Total Court Receipts	372,818	310,000	319,000
Other Revenues:			
490.100 Interest on Investments	86,701	110,000	110,000
491.000 Historical Committee	5,395	4,000	0
492.000 Insurance Reimbursements	25,606	170,800	15,000
494.000 Sale of Fixed Assets	3,340	0	0
495.000 Miscellaneous	243	2,500	2,500
496.000 Police Property Forfeitures	0	200	500
Total Other Revenues	121,285	287,500	128,000
TOTAL REVENUE	9,153,406	11,127,865	11,261,700

CITY OF CHESTERFIELD GENERAL FUND EXPENDITURES BY DEPARTMENT - FISCAL YEAR 1994



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**CITY OF CHESTERFIELD
SUMMARY OF EXPENDITURES - GENERAL FUND
FISCAL YEAR 1994**

	<u>1992 ACTUAL TOTAL</u>	<u>1993 PROJECTED TOTAL</u>	<u>1994 PROPOSED BUDGET</u>
Executive & Legislative:			
011 Mayor & City Council	<u>124,921</u>	<u>68,066</u>	<u>69,055</u>
Administration:			
031 City Clerk	72,322	81,356	76,179
032 Legal Services	74,455	72,300	75,650
033 City Administrator	111,755	114,318	114,941
034 Finance	148,536	164,872	169,242
035 Personnel	116,192	121,958	132,186
036 Central Services	<u>392,814</u>	<u>574,801</u>	<u>739,011</u>
	916,074	1,129,605	1,307,209
Police:			
041 Administration	323,334	374,046	375,469
042 Patrol Services	2,200,211	2,440,804	2,432,547
043 Support Services	368,053	474,701	445,145
044 Criminal Investigations	<u>260,222</u>	<u>273,656</u>	<u>271,347</u>
	3,151,820	3,563,208	3,524,508
Municipal Court:			
051 Municipal Court	<u>95,996</u>	<u>99,124</u>	<u>107,713</u>
Planning:			
061 Planning & Zoning	<u>272,069</u>	<u>308,085</u>	<u>344,304</u>
Public Works:			
071 Administration & Engineering	529,090	714,956	576,471
072 Street & Sewer Maintenance	2,261,862	2,028,021	1,565,428
073 Vehicle Maintenance	176,593	197,858	219,115
074 Buildings & Grounds	257,541	318,358	221,854
075 Street Lights	<u>5,866</u>	<u>2,348</u>	<u>900</u>
	3,230,952	3,261,541	2,583,768

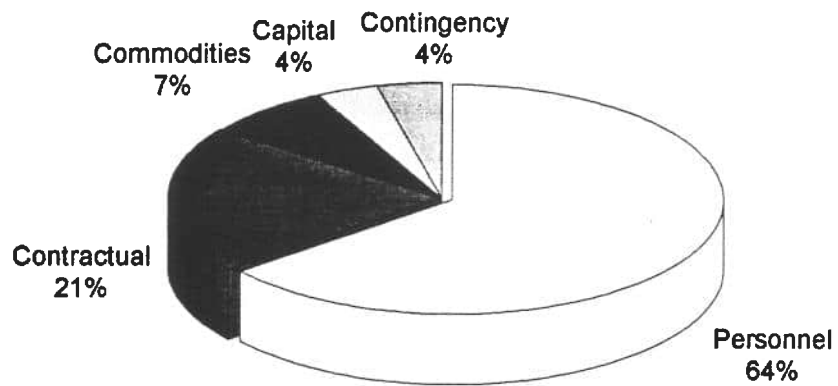
	<u>1992 ACTUAL TOTAL</u>	<u>1993 PROJECTED TOTAL</u>	<u>1994 PROPOSED BUDGET</u>
Parks & Recreation:			
081 Recreation Activities	16,750	69,725	44,072
Contingencies:			
091 Contingency	<u>0</u>	<u>0</u>	<u>300,000</u>
Totals	<u>7,808,582</u>	<u>8,499,354</u>	<u>8,280,629</u>

**CITY OF CHESTERFIELD
BUDGETED EXPENDITURES BY TYPE
GENERAL FUND
FISCAL YEAR 1994**

	<u>Personnel</u>	<u>Contractual</u>	<u>Commodities</u>	<u>Capital</u>	<u>Contingencies</u>	<u>Totals</u>
Executive & Legislative:						
Mayor & City Council	64,680	4,075	300	0	0	69,055
Administration:						
City Clerk	60,309	15,870	0	0	0	76,179
Legal Services	0	75,650	0	0	0	75,650
City Administrator	105,841	8,500	600	0	0	114,941
Finance	142,942	22,500	1,000	2,800	0	169,242
Personnel	93,751	38,135	300	0	0	132,186
Central Services	66,936	612,575	36,000	23,500	0	739,011
	469,779	773,230	37,900	26,300	0	1,307,209
Police:						
Administration	266,474	96,395	9,100	3,500	0	375,469
Patrol Services	2,199,932	32,915	89,200	110,500	0	2,432,547
Support Services	172,960	262,085	6,600	3,500	0	445,145
Criminal Investigations	253,252	7,645	10,450	0	0	271,347
	2,892,618	399,040	115,350	117,500	0	3,524,508
Municipal Court:						
Municipal Court	39,383	67,080	1,250	0	0	107,713
Planning:						
Planning & Zoning	317,744	18,060	3,000	5,500	0	344,304
Public Works:						
Administration & Engineerin	467,983	54,363	16,035	38,090	0	576,471
Street & Sewer Maintenanc	884,956	146,147	410,375	123,950	0	1,565,428
Vehicle Maintenance	154,030	24,575	31,950	8,560	0	219,115
Buildings & Grounds	0	221,354	500	0	0	221,854
Street Lights	0	900	0	0	0	900
	1,506,969	447,339	458,860	170,600	0	2,583,768
Parks & Recreation:						
Parks & Recreation	39,072	5,000	0	0	0	44,072
Contingencies:						
Contingency	0	0	0	0	300,000	300,000
Total Expenditures	5,330,245	1,713,824	616,660	319,900	300,000	8,280,629

**CITY OF CHESTERFIELD
BUDGETED EXPENDITURES BY TYPE
GENERAL FUND**

	<u>1992 ACTUAL</u>		<u>1993 PROJECTED</u>		<u>1994 BUDGET</u>	
Personnel	4,452,262	57%	5,040,558	59%	5,330,245	64%
Contractual	1,538,142	20%	2,230,748	26%	1,713,824	21%
Commodities	598,000	8%	806,882	9%	616,660	7%
Capital	1,220,178	16%	421,165	5%	319,900	4%
Contingency	0	0%	0	0%	300,000	4%
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	7,808,582	100%	8,499,354	100%	8,280,629	100%



**CITY OF CHESTERFIELD
PERSONNEL SCHEDULE SUMMARY
FISCAL YEAR 1994**

<u>Department/Activity</u>	<u>Position Title</u>	<u>1992 Authorized</u>	<u>1993 Authorized</u>	<u>1994 Proposed</u>
Administration:				
City Clerk	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	2
City Administrator	City Administrator	1.00	1.00	1
Finance	Finance Director	1.00	1.00	1.00
	Administrative Assistant	0.50	0.50	4.13
	Accounting Clerk	2.00	2.00	2.00
	Clerk Typist	0.13	0.13	0.13
Personnel	Assistant City Administrator/ Personnel Director	1.00	1.00	1
	Administrative Assistant	0.50	0.50	0.50
	Clerk Typist	0.13	0.38	0.38
Central Services	Receptionist	1.00	1.00	1.00
	Data Systems Administrator	0.00	0.00	1
Police:				
Administration	Police Chief	1.00	1.00	1.00
	Lieutenant	1.00	1.00	1.00
	Police Officer	1.00	2.00	2.00
	Executive Secretary	1.00	1.00	1.00
Patrol Services	Captain	1.00	1.00	1.00
	Lieutenant	3.00	3.00	3.00
	Sergeant	6.00	6.00	7.00
	Police Officer	37.00	38.00	38.00
Support Services	Captain	1.00	1.00	1.00
	Records Clerk	3.00	3.00	3.00
	Part-time Records Clerk (4)	1.00	1.33	1.33
Criminal Investigations	Lieutenant	1.00	1.00	1.00
	Detective	4.00	4.00	4.00
	Evidence/Property Clerk	1.00	1.00	1.00
Municipal Court	Court Clerk	1.00	1.00	1.00
	Clerk Typist	0.25	0.25	0.25

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**CITY OF CHESTERFIELD
PERSONNEL SCHEDULE SUMMARY
FISCAL YEAR 1994**

<u>Department/Activity</u>	<u>Position Title</u>	<u>1992 Authorized</u>	<u>1993 Authorized</u>	<u>1994 Proposed</u>
Planning	Director of Planning	1.00	1.00	1.00
	Senior Planner	1.00	1.00	1.00
	Planner II	0.00	1.00	1.00
	Planner I	0.00	1.00	1.00
	Planning Specialist	1.00	0.00	0.00
	Planning Technician	1.00	1.00	1.00
	Zoning Inspector	1.00	1.00	1.00
	Executive Secretary	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00
Public Works:				
Administration & Engineering	Director of Public Works	1.00	1.00	1.00
	Assistant City Engineer	1.00	1.00	1.00
	Civil Engineer	1.00	1.00	1.00
	Engineering Plan Reviewer	1.00	1.00	1.00
	Engineering Construction Insp.	2.00	2.00	3.00
	Engineering Technician	1.00	2.00	2.00
	Executive Secretary	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00
	Engineering Intern	0.29	0.29	0.29
Street & Sewer Maintenance	Street Superintendent	1	1.00	1.00
	Street Supervisor	4.00	4.00	4.00
	Street Maintenance Worker	19.00	19.00	21.00
	Temp. Street Mtn. Worker (10)	2.88	2.88	2.88
Vehicle Maintenance	Mechanic Supervisor	1.00	1.00	1.00
	Mechanic	2.00	2.00	3.00

Total Personnel

*1995
+ 3 smw's*

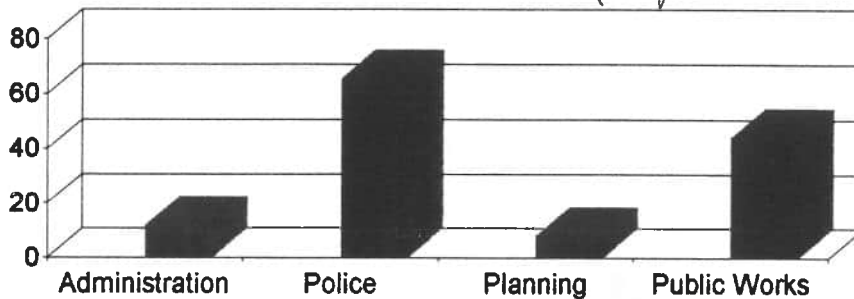
*1995
up to 15*

*Parks & Recreation
Director + 1 person*

118.68

123.26

129.26

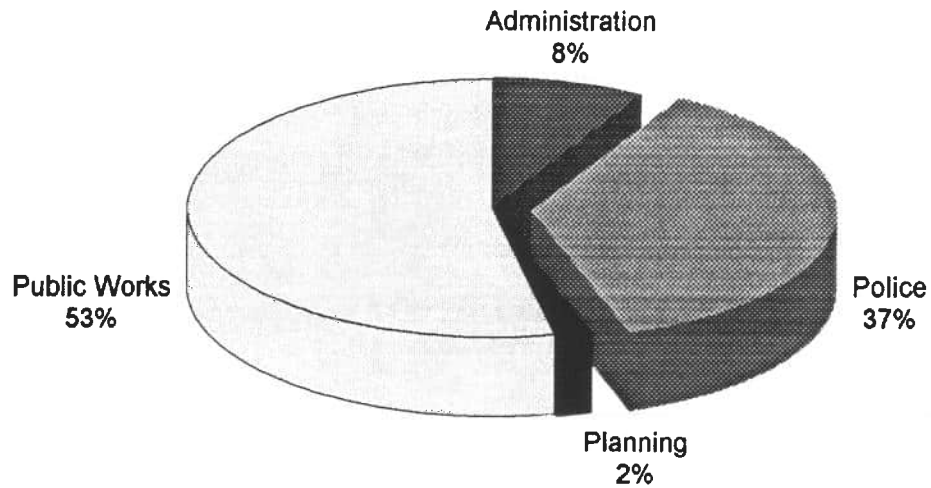


**CITY OF CHESTERFIELD
 DETAIL OF CAPITAL ASSETS TO BE PURCHASED
 FISCAL YEAR 1994**

<u>Department/Activity</u>	<u>Description</u>	<u>Amount</u>	<u>Activity Total</u>
Administration:			
Finance	Dot Matrix Printer (1)	1,500	
	Check Signer for Printer (1)	1,300	2,800
Central Services	Cable Link Equipment	8,000	
	Network Tape Backup System	5,000	
	Imaging Software	5,000	
	Computer Terminal (1)	1,500	
	Laserjet Printer (1)	4,000	23,500
Police:			
Administration	Computer Terminal (1)	1,500	
	Storage Room	2,000	3,500
Patrol Services	Computer Terminal (1)	1,500	
	Hand Held Radar Gun (2)	3,000	
	Fixed Mount Radar Unit (1)	2,500	
	Replacement Patrol Vehicles (9)	103,500	110,500
Support Services	Scanner (1)	2,000	
	Laser Printer (1)	1,500	3,500
Planning	Computer Terminal (2)	3,000	
	Modular Workstation (1)	2,500	5,500
Public Works:			
Administration & Engineering	CADD Civil Bundle	7,895	
	GIS Software	7,000	
	Project Management Software	4,500	
	Nuclear Densometer (1)	5,500	
	Portable Radio MTX 8000-3 Watt (1)	1,195	
	S-10 4X4 (1)	12,000	38,090
Street & Sewer Maintenance	Crack Router (1)	6,800	
	20' Concrete Screed (1)	6,075	
	Skid Steer Loader Buyer (1)	4,880	
	Heat Lance Seal - All Torch (1)	2,500	
	5000 Watt Generator (1)	2,195	
	2.5 Ton Dump w/10' Snow Pkg. (1)	55,500	
	1 Ton 4X4 w/8' Snow Plow (2)	46,000	123,950

**CITY OF CHESTERFIELD
 DETAIL OF CAPITAL ASSETS TO BE PURCHASED
 FISCAL YEAR 1994**

<u>Department/Activity</u>	<u>Description</u>	<u>Amount</u>	<u>Activity Total</u>
Vehicle Maintenance	Pressure Washer (1)	3,515	<u>8,560</u>
	Plasma Cutter (1)	2,295	
	Tool Box/Tool Kit (1)	1,500	
	King Pin Press (1)	<u>1,250</u>	
Total Capital			<u>319,900</u>



CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	EXECUTIVE/LEGISLATIVE	MAYOR & COUNCIL	010.011
Activity		Remarks	
Mayor		The Mayor is the Chief Executive Officer of the City. He presides at City Council meetings and may vote on legislation to break a tie. The Mayor is elected at large for a four year term.	
City Council		The eight councilmembers are the legislative branch of the City Government responsible for the adoption of the budget, the passage of local ordinances, and the establishment of policy. Councilmembers are elected to serve two-year overlapping terms; one Councilmember from each of four wards is elected each year.	
		MAJOR CHANGE: This budget reflects the transfer out of certain costs to Central Services (030.036) beginning in Fiscal Year 1993. These costs include advertising, boards and commissions dinner, contributions, committee expenses, economic development, printing and binding, public relations, and memberships in the Chamber of Commerce, St. Louis County Municipal League, and the Missouri Municipal League.	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	EXECUTIVE/LEGISLATIVE	MAYOR & COUNCIL		010.011
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	61,515	64,902	64,680	
Contractual Services	63,402	4,475	4,075	
Commodities	4	500	300	
Capital Outlay	0	0	0	
Transfers	0	0	0	
TOTAL	124,921	69,877	69,055	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	EXECUTIVE/LEGISLATIVE	MAYOR & COUNCIL		010.011
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.114	SALARIES-ELECTED OFFICIAL	57,000	60,000	60,000
510.120	SOCIAL SECURITY	4,361	4,680	4,680
510.122	WORKERS COMPENSATION	154	222	0
	TOTAL	<u>61,515</u>	<u>64,902</u>	<u>64,680</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		EXECUTIVE/LEGISLATIVE	MAYOR & COUNCIL			010.011
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.210	ADVERTISING	225	0	0	Cost transferred to 036	
520.212	BOARDS/COMMISSIONS DINNER	3,611	0	0	Cost transferred to 036	
520.214	CONTRIBUTIONS	6,000	0	0	Cost transferred to 036	
520.220	ECONOMIC DEVT. COUNCIL	20,980	0	0	Cost transferred to 036	
520.230	HISTORICAL COMMITTEE	3,854	0	0		
520.249	MEMBERSHIPS/SUBSCRIPTIONS	7,165	225	225	See attached detail	
520.260	PRINTING & BINDING	1,178	0	0	Cost transferred to 036	
520.261	PROFESSIONAL SERVICES	105	750	350	Pictures	
520.262	PUBLIC RELATIONS	17,323	0	0	Cost transferred to 036	
520.277	TRAVEL & TRAINING	2,961	3,500	3,500	See attached detail	
	TOTAL	63,402	4,475	4,075		

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	EXECUTIVE/LEGISLATIVE	MAYOR & COUNCIL	010.011-520.249
Organization	Member	Amount	Remarks
Mayors of Large Cities	Mayor	225	Local organization membership dues
	TOTAL	225	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department EXECUTIVE/LEGISLATIVE	Program MAYOR & COUNCIL		Account Number 010.011-520.277
Seminar or Conference		Location	Amount	Remarks
Missouri Municipal League		Kansas City, MO	1,500	Annual conference
MO Mun. League Legis. Conference		Jefferson City, MO	500	Two-day session with legislators
MO Mun. League Newly Elected Off.		Columbia, MO	500	One-day educational session
Miscellaneous Expenses		Metro Area	1,000	Miscellaneous seminars and meetings
		TOTAL	<u>3,500</u>	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department EXECUTIVE/LEGISLATIVE	Program MAYOR & COUNCIL			Account Number 010.011
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	4	500	300	Picture frames, misc. supplies
	TOTAL	4	500	300	

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1993 ACCOMPLISHMENTS

ADMINISTRATION

- ▶ Published four (4) Chesterfield Citizen newsletters.
- ▶ Updated taped telephone information hotline on a weekly basis.
- ▶ Began utilization of broadcast faxes to individuals and businesses impacted by the flood on a daily basis during the crisis and on a weekly basis thereafter.
- ▶ Helped sponsor the Chesterfield Community Events Corporation's Haunted House display at Chesterfield Mall.
- ▶ Sponsored other civic events through contributions to Parkway Central Senior High for their Project Graduation, the Rotary Club of Chesterfield for Safety Town, the West County YMCA for their gymnastics program, and the Kammergild Chamber Orchestra for concerts.
- ▶ Coordinated Trustee mailing in January 1993.
- ▶ Secured \$76,927 in Community Development Block Grant (CDBG) funds.
- ▶ Secured \$535,000 grant from the State of Missouri CDBG program for levee repairs.
- ▶ Secured \$1.2 million from the Intermodal Surface Transportation Efficiency Act (I.S.T.E.A.).
- ▶ Maintained 37.6% of 1993 General Fund expenditures in fund reserves.
- ▶ Aggressively bid out numerous supplies and services during 1993 and aggressively utilized state and government contracts.
- ▶ Saved 40% on long distance calling by signing up for the National League of Cities municipal long distance program through MCI.
- ▶ Received unqualified audit opinion for 1993 audit of 1992 financial statements.
- ▶ Received Certificate of Achievement for 1992 Comprehensive Annual Financial Report.
- ▶ Received Distinguished Budget Presentation Award for the City's 1993 budget.
- ▶ Increased posting of mail to two times per day, which resulted in faster distribution of mail, as well as reducing the need for assistance at the front desk.

- ▶ Reorganized the supply room and updated the office supply restocking list.
- ▶ Revised business license programming for better reporting.
- ▶ Added Report Writer for Windows software package for better accumulation of data.
- ▶ Added document imaging system for document storage and retrieval.
- ▶ Coordinated April 1993 election activities for four (4) Councilmember seats.
- ▶ Coordinated November 1993 election activities for riverboat gambling.
- ▶ Coordinated quarterly updates through Municipal Code Corporation.
- ▶ Issued 1,199 business licenses, 80 liquor licenses, 19 solicitor licenses, 546 vending machine licenses, 26 tax cab licenses, and 36 tax cab driver's licenses.
- ▶ Provided timely recruitment and candidate evaluations (six weeks or less for most positions, 12 weeks for Police positions without current eligibility list).
- ▶ Retained highly qualified personnel by maintaining 5.1% turnover rate for 1993.
- ▶ Awarded six (6) Outstanding Employee Awards for 1993, two for each of the City's three facilities.
- ▶ Sent three Street Maintenance employees to supervisory training program through the University of Missouri-St. Louis.
- ▶ Contracted with retirement plan consultant for three-year performance review of retirement plan investment services.
- ▶ Conducted a review of health insurance by the Finance and Administration Citizens Advisory Committee, increased co-pay for doctors office co-pays to \$15 for cost containment, and participated in a study of municipal group coverage with other local municipalities.
- ▶ Promoted Wellness Program's inoculation program for Hepatitis B for all police officers and reserves.
- ▶ Maximized recordkeeping abilities by placing salary and leave records on Human Resource Information Software system.

GOALS FOR 1994

ADMINISTRATION

Increase citizen and corporate awareness, support of, and satisfaction with City services:

- ▶ Continue to provide valuable information through the Automated Call Directory/broadcast faxes Information Hotline, and the Chesterfield Citizen newsletter.
- ▶ Continue to work on community projects and events through the Chesterfield Community Events Corporation.
- ▶ Coordinate a Trustee mailing twice yearly of ordinances adopted by the City Council.
- ▶ Organize appreciate dinner for residents who volunteer to serve on citizen committees.

Maintain adequate financial capacity to respond to unanticipated opportunities and problems:

- ▶ Seek federal and state funding for the rebuilding of Chesterfield Valley.
- ▶ Submit a successful grant application to continue receiving federal Community Development Block Grant funds for the City, and any other grant applications which will help underwrite financial cost for activities undertaken by the City.
- ▶ Maintain fund reserves of at least 50% of operating General Fund expenditures.
- ▶ Continue to seek cost effective/efficient means of delivering quality municipal services.

Increase effectiveness and efficiency of City operations:

- ▶ Continue to receive an unqualified audit opinion.
- ▶ Continue to receive a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers of the United States and Canada.
- ▶ Continue to receive the Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada.

- ▶ Continue to receive the Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada.
- ▶ Continue to improve efficiency by providing centralized services to other departments within the City on mailings and special projects.
- ▶ Improve and maintain an office supplies inventory.
- ▶ Refine and improve data gathering, processing, storing, and reporting.
- ▶ Implement geographic information systems.
- ▶ Continue to coordinate election activities with the St. Louis County Board of Election Commissioners.
- ▶ Continue to maintain the Code of Ordinance Book.
- ▶ Continue to issue business licenses, liquor licenses, solicitors licenses, vending machine licenses, taxi cab and taxi cab driver's licenses.

Improve personnel functions of the City:

- ▶ Provide timely recruitments and thorough candidate evaluations for all open job positions that occur (six weeks or less for most positions; 12 weeks or less for Police positions, if no current eligibility list).
- ▶ Encourage and promote the retention of highly qualified personnel by managing the City's investment in people for competitive advantage through recognition programs, supervisory training programs, and in-house training that maximizes the City's dollars for an investment in the future operations of the City.
- ▶ Further evaluate the City's health insurance costs as more information regarding new national health care initiatives become available and manage other health care costs through preventative and maintenance health care programs such as the Wellness and Safety Programs.
- ▶ Maximize record-keeping abilities by placing training records on the Human Resource Information Software system and making employee record information available to various supervisory personnel through code access to the Human Resource Information Software system.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	CITY CLERK	030.031
Activity		Remarks	
City Clerk		<p>The City Clerk's Office is responsible for recording and filing official City records, preparation and distribution of City Council ordinances and resolutions, certifying and issuing official documents, attending City Council meetings, preparing and maintaining the minutes of City Council proceedings and filing official notices and advertisements. This office, also, issues liquor licenses, vending machine licenses, solicitors permits, taxicab licenses.</p> <p>The City Clerk's Office performs voter registration activities, notary public services, accepts filing for candidacy in City elections and officially swears in public officials and certain public employees for public office and duty.</p> <p>The City Clerk's Office provides clerical assistance to the Mayor, City Council and City Administrator, as needed.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program	Account Number
General	ADMINISTRATION	CITY CLERK	030.031
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	56,755	63,431	60,309
Contractual Services	15,567	16,486	15,870
Commodities	0	0	0
Capital Outlay	0	0	0
Transfers	0	0	0
TOTAL	<u>72,322</u>	<u>79,917</u>	<u>76,179</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	ADMINISTRATION	CITY CLERK		030.031
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
City Clerk		1.00	1.00	1.00
Deputy City Clerk		1.00	1.00	1.00
TOTALS		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	ADMINISTRATION	CITY CLERK		030.031
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	26,927	27,520	28,927
510.111	SALARIES - FULL-TIME	19,138	23,824	20,233
510.113	SALARIES - OVERTIME	0	0	500
510.120	SOCIAL SECURITY	3,464	4,005	3,873
510.122	WORKERS COMPENSATION	131	190	199
510.124	HEALTH INSURANCE	3,932	4,402	3,147
510.125	LIFE INSURANCE	121	173	214
510.127	DISABILITY INSURANCE	240	236	236
510.130	PENSION	2,802	3,081	2,980
	TOTAL	<u>56,755</u>	<u>63,431</u>	<u>60,309</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	ADMINISTRATION	CITY CLERK			030.031
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.210	ADVERTISING	1,584	500	500	Public Hearings & Special Meetings
520.223	ELECTION EXPENSE	4,827	8,126	8,500	One (1) election - April
520.249	MEMBERSHIPS/SUBSCRIPTIONS	150	160	170	See attached detail
520.251	MISCELLANEOUS CONTRACTUAL	7,675	6,000	5,000	Codification of ordinances
520.260	PRINTING & BINDING	938	1,000	1,000	Vending - 300 Liquor - 50 Taxicab - 500 Misc. - 150
520.277	TRAVEL & TRAINING	393	700	700	See attached detail
	TOTAL	<u>15,567</u>	<u>16,486</u>	<u>15,870</u>	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department ADMINISTRATION	Program CITY CLERK	Account Number 030.031-520.249	
Organization	Member	Amount	Remarks	
Municipal City Clerk Assoc. (MCCFOA)	Marty DeMay	40	Local Organization	
Municipal City Clerk Assoc. (MCCFOA)	Marty DeMay	45	State organization	
Internat'l Inst. Mun. Clerks (IIMC)	Marty DeMay	85	International organization	
TOTAL		170		

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department ADMINISTRATION	Program CITY CLERK	Account Number 030.031-520.277	
Seminar or Conference		Location	Amount	Remarks
Mun.City Clerk Education Seminar		Columbia or Jeff City	300	Spring seminar
Mtgs,Chamber of Comm, seminars		St. Louis County	250	
Missouri Municipal League		Kansas City, MO	150	MML/CCFOA Conference
		TOTAL	700	

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	LEGAL SERVICES	030.032
Activity		Remarks	
Legal Services		<p>Legal services includes the City Attorney who represents the City in civil suits, provides legal counsel, and drafts ordinances.</p> <p>The City Attorney is an appointed official of the City, pursuant to state statutes and City ordinances. He serves as the principal legal advisor to the City.</p>	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program		Account Number
General	ADMINISTRATION	LEGAL SERVICES		030.032
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	0	0	0	
Contractual Services	74,455	87,000	75,650	
Commodities	0	0	0	
Capital Outlay	0	0	0	
Transfers	0	0	0	
TOTAL	<u>74,455</u>	<u>87,000</u>	<u>75,650</u>	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department ADMINISTRATION	Program LEGAL SERVICES			Account Number 030.032
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.249	MEMBERSHIPS/SUBSCRIPTIONS	23	50	50	See attached detail
520.251	MISCELLANEOUS CONTRACTUAL	933	2,500	0	
520.261	PROFESSIONAL SERVICES	73,224	84,000	75,000	City Attorney's services
520.277	TRAVEL & TRAINING	275	450	600	See attached detail
TOTAL		<u>74,455</u>	<u>87,000</u>	<u>75,650</u>	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	ADMINISTRATION	LEGAL SERVICES	030.032-520.249
Organization	Member	Amount	Remarks
Municipal Attorney's Association	City Attorney	50	Statewide membership dues
	TOTAL	50	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number	
General	ADMINISTRATION	LEGAL SERVICES	030.032-520.277	
Seminar or Conference		Location	Amount	Remarks
Missouri Municipal Attorney's Assn.		Lake of the Ozarks, MO	300	Annual conference
Missouri Municipal League		Kansas City, MO	300	Annual conference
		TOTAL	600	

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	CITY ADMINISTRATOR	030.033
Activity		Remarks	
City Administrator		<p>The City Administrator is the Chief Appointed Officer of the City, responsible to the Mayor and City Council for the administration of all affairs of the City coming under his jurisdiction. He supervises all departments, sees that all laws and ordinances are enforced and all contracts are kept and performed, and makes recommendations to the City Council regarding City operations and policy.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program	Account Number
General	ADMINISTRATION	CITY ADMINISTRATOR	030.033
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	102,516	100,494	105,841
Contractual Services	8,665	8,555	8,500
Commodities	574	600	600
Capital Outlay	0	0	0
Transfers	0	0	0
TOTAL	111,755	109,649	114,941

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program			Account Number
General	ADMINISTRATION	CITY ADMINISTRATOR			030.033
Position Title		Number of Employees			
		1992 Actual	1993 Authorized	1994 Requested	
City Administrator		1.00	1.00	1.00	
TOTALS		1.00	1.00	1.00	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	ADMINISTRATION	CITY ADMINISTRATOR		030.033
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	80,049	78,467	83,246
510.120	SOCIAL SECURITY	4,686	4,524	4,524
510.122	WORKERS COMPENSATION	202	290	333
510.124	HEALTH INSURANCE	4,057	4,241	4,390
510.125	LIFE INSURANCE	397	479	559
510.126	DENTAL INSURANCE	318	385	385
510.127	DISABILITY INSURANCE	391	328	363
510.129	DEFERRED COMPENSATION	7,500	7,500	7,500
510.130	PENSION	4,916	4,280	4,541
	TOTAL	<u>102,516</u>	<u>100,494</u>	<u>105,841</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		ADMINISTRATION	CITY ADMINISTRATOR			030.033
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.248	MAINT. & REPAIR-VEHICLES	176	300	250	Car maintenance	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	916	830	880	See attached detail	
520.268	RENTAL - EQUIPMENT	4,396	4,500	4,400	Car - 3,500 Car Phone - 900	
520.277	TRAVEL & TRAINING	3,177	2,925	2,970	See attached detail	
	TOTAL	<u>8,665</u>	<u>8,555</u>	<u>8,500</u>		

5/18 in 500.251
See attached detail
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Transferred to 251

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department ADMINISTRATION	Program CITY ADMINISTRATOR	Account Number 030.033-520.249
Organization	Member	Amount	Remarks
International City Management Assn.	City Administrator	700	National professional organization dues
Missouri City Management Assn.	City Administrator	50	Statewide professional organization dues
St. Louis Area City Manager's Assn.	City Administrator	30	Local professional organization dues
Miscellaneous books & subscriptions	N/A	100	
		<hr/> TOTAL	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	ADMINISTRATION	CITY ADMINISTRATOR	030.033-520.277
Seminar or Conference	Location	Amount	Remarks
International City Management Assn.	Chicago, IL	1,200	Annual conference
Missouri City Management Assn.	Springfield, MO	300	Annual conference
Missouri City Management Assn.	Black River Lodge, MO	200	Summer conference
Local meetings/seminars	Metro Area	970	Chamber of Commerce, SLACMA meetings, various other local meetings
Missouri Municipal League	Kansas City, MO	300	Annual conference
	TOTAL	2,970	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department ADMINISTRATION	Program CITY ADMINISTRATOR			Account Number 030.033
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	106	100	100	Revised statutes; reference books, etc.
530.318	GASOLINE & OIL	468	500	500	Direct charges for gasoline & oil
TOTAL		574	600	600	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	FINANCE	030.034
Activity		Remarks	
Finance		<p>The Finance Department is responsible for all financial and accounting functions of the city, as well as for budget preparation and monitoring. The Finance Department is also responsible for cash management and investment, payroll and cash disbursements in compliance with Federal and State regulations regarding payroll reporting, purchasing, budget preparation, grant compliance, etc. The Finance Department is also responsible for internal accounting controls.</p> <p>The Finance Department is responsible for the licensing of businesses in the City.</p> <p>The Finance Director also supervises the Data Systems Administrator, as well as the Municipal Court Clerk.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund General	Department ADMINISTRATION	Program FINANCE	Account Number 030.034
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	129,102	137,612	142,942
Contractual Services	17,830	23,964	22,500
Commodities	1,604	1,000	1,000
Capital Outlay	0	0	2,800
Transfers	0	0	0
TOTAL	<u>148,536</u>	<u>162,576</u>	<u>169,242</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	ADMINISTRATION	FINANCE		030.034
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Finance Director		1.00	1.00	1.00
Administrative Assistant		0.50	0.50	0.50
Accounting Clerk		2.00	2.00	2.00
Clerk/Typist		0.13	0.13	0.13
TOTALS		<u>3.63</u>	<u>3.63</u>	<u>3.63</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	ADMINISTRATION	FINANCE		030.034
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	53,162	53,745	56,418
510.111	SALARIES - FULL-TIME	52,052	56,071	58,191
510.112	SALARIES - PART-TIME	1,883	1,827	1,867
510.113	SALARIES - OVERTIME	52	1,000	500
510.120	SOCIAL SECURITY	7,861	8,786	9,124
510.122	WORKERS COMPENSATION	240	417	468
510.124	HEALTH INSURANCE	7,163	8,043	8,325
510.125	LIFE INSURANCE	316	459	480
510.127	DISABILITY INSURANCE	504	505	550
510.130	PENSION	5,869	6,759	7,019
	TOTAL	<u>129,102</u>	<u>137,612</u>	<u>142,942</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department		Program		Account Number
General		ADMINISTRATION		FINANCE		030.034
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.210	ADVERTISING	2,811	3,000	3,000	Advertising for request for proposals, publication of financial statements	
520.211	AUDITING SERVICES	7,800	9,200	9,500	Annual audit fee - 8,500 Single audit fee - 1,000	
520.221	DATA PROCESSING	1,730	2,050	1,600	Software maintenance support - 750 Finance software programs & upgrades - 850	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	326	349	300	See attached detail	
520.251	MISCELLANEOUS CONTRACTUAL	0	250	500	Bank charges - 250 U.E. charge for printout - 150 Copies of MML procurement contracts - 100	
520.260	PRINTING & BINDING	2,182	4,565	4,000	Purchase orders - 1,000 Checks/receipts -	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	ADMINISTRATION	FINANCE			030.034
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.261	PROFESSIONAL SERVICES	51	1,450	1,000	500 W-2s - 250 Budget - 1,850 Business Licenses - 250 Other forms - 150
520.268	RENTAL - EQUIPMENT	100	150	150	GFOA award application fees - Budget - 150 CAFR - 350 Misc. reports from St. Louis Cty - 500
520.277	TRAVEL & TRAINING	2,830	2,950	2,450	Rental of printer for business license applications
	TOTAL	<u>17,830</u>	<u>23,964</u>	<u>22,500</u>	See attached detail

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department ADMINISTRATION	Program FINANCE	Account Number 030.034-520.249
Organization	Member	Amount	Remarks
Government Finance Officers Assn.	Finance Director	170	National professional organization dues
Municipal Fin. Off. & Treas. Assn.	Finance Director	30	State and local professional organization dues
Misc. books & subscriptions	N/A	100	Miscellaneous financial management and management information systems books and subscriptions
TOTAL		300	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department ADMINISTRATION	Program FINANCE	Account Number 030.034-520.277
Seminar or Conference	Location	Amount	Remarks
Government Finance Officers Assn.	Minneapolis, MN	1,200	Annual conference
Gov. Fin. Off. Assn. National Comm.	Washington, D.C.	500	National Committee on Budgeting and Management annual meeting
MO Mun. League/Mun. Fin. Officers	Kansas City, MO	250	Annual conference
Municipal Fin. Off. & Treas. Assn.	Columbia, MO	100	One-day training session
Municipal Fin. Off. & Treas. Assn.	Lake of the Ozarks, MO	200	Spring seminar
Local meetings	Metro Area	200	MFOTA local meetings, Chamber of Commerce meetings, misc. local meetings
	TOTAL	2,450	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department ADMINISTRATION	Program FINANCE			Account Number 030.034
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	1,604	1,000	1,000	Accounting supplies, ledgers, computer and adding machines supplies, binders, fixed assets tags, signature plates for checking-signing machine
	TOTAL	<u>1,604</u>	<u>1,000</u>	<u>1,000</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL EXPENDITURES**

Fund	Department	Program			Account Number
General	ADMINISTRATION	FINANCE			030.034
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.440	MACHINERY & EQUIPMENT	0	0	2,800	See attached detail.
	TOTAL	0	0	2,800	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department ADMINISTRATION	Program FINANCE		Account Number 034-540.440	
Description Dot Matrix Printer		No# Requested 1		Unit Cost 1,500	Total Cost 1,500
Explain reason for request (describe use and workload) To replace current Epson. Head has had to be replace several times during 1993 alone, which would have cost \$300 each time w/o warranty.			# of similar units on hand 1	Replacement/Addition Replacement	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Vendor

Other remarks.

Approved by the Computer Committee as part of the Strategic Plan for MIS.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program	Account Number
General	ADMINISTRATION	FINANCE	034-540.440
Description	No# Requested	Unit Cost	Total Cost
Check signer	1	1,300	1,300
Explain reason for request (describe use and workload)	# of similar units on hand	Replacement/Addition	
To ensure better system of internal controls. Automates system so that checks up to \$5,000 are signed as they are printed & voids check if zero.	0	A	
Specify items to be replaced			
Item	Make	Age	Recommended Disposition

What source was used for unit cost?

Vendor quote

Other remarks.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	PERSONNEL	030.035
Activity		Remarks	
Personnel		This activity involves recruiting, compensation planning and administration, benefit planning and administration, employee records and relations, safety administration, and wellness programs for employees.	

CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST

Fund	Department	Program	Account Number
General	ADMINISTRATION	PERSONNEL	030.035
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	80,697	95,016	93,751
Contractual Services	34,470	39,125	38,135
Commodities	300	300	300
Capital Outlay	725	0	0
Transfers	0	0	0
TOTAL	116,192	134,441	132,186

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund General	Department ADMINISTRATION	Program PERSONNEL			Account Number 030.035
Position Title		Number of Employees			
		1992 Actual	1993 Authorized	1994 Requested	
Asst. City Administrator/Personnel Dir.		1.00	1.00	1.00	
Administrative Assistant		0.50	0.50	0.50	
Clerk Typist		0.13	0.38	0.38	
TOTALS		<u>1.63</u>	<u>1.88</u>	<u>1.88</u>	

CITY OF CHESTERFIELD 1994 BUDGET
PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	ADMINISTRATION	PERSONNEL		030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	50,419	51,219	53,863
510.111	SALARIES - FULL-TIME	13,019	13,050	13,534
510.112	SALARIES - PART-TIME	1,883	5,481	5,457
510.113	SALARIES - OVERTIME	380	1,000	1,000
510.120	SOCIAL SECURITY	4,471	5,519	5,761
510.122	WORKERS COMPENSATION	196	262	295
510.123	UNEMPLOYMENT COMPENSATION	2,392	10,000	5,000
510.124	HEALTH INSURANCE	3,447	3,642	3,769
510.125	LIFE INSURANCE	219	302	317
510.127	DISABILITY INSURANCE	316	296	324
510.130	PENSION	3,955	4,245	4,431
	TOTAL	80,697	95,016	93,751

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	ADMINISTRATION	PERSONNEL			030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.210	ADVERTISING	5,517	4,000	5,000	Post-Dispatch - 4,500 Other - 500
520.222	EDUC./TUITION REIMB.	1,867	5,000	5,000	Reimbursement for college classes
520.224	EMPLOYEE RECRUITMENT	6,331	6,125	5,000	Med Exams - 1,170 Test Rentals - 1,300 Drug Tests - 760 Psychological - 1,200 Polygraph - 200 Credit Reports - 20 Avert Reports - 100 Assessment Ctr. - 250
520.225	EMPLOYEE RELATIONS	2,918	4,360	4,500	Award Lunch - 1,100 Corp. Picnic - 1,650 Outstanding Employee Recognition - 240 5 Yr. Serv. Awards - 1,180 Acknowledgements - 330
520.247	MAINT. & REPAIR-EQUIPMENT	1,000	1,000	1,000	Maintenance Agreement HRIC Software - 700 Phone Support Line Charges - 300

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		ADMINISTRATION	PERSONNEL			030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	1,041	1,010	1,015	See attached detail	
520.260	PRINTING & BINDING	1,791	1,000	1,000	Emp. News - 100 Manual Updates - 400 Applications - 150 Forms (PAFs, Leave Requests) - 350	
520.261	PROFESSIONAL SERVICES	9,932	11,455	10,700	EAP - 2,500 Unemp. Comp - 300 All Dept. Ed/Trng. (Inst. Materials, etc.) - 1,000 Supervisory Training Series - 2,800 Clerical Training-500 Retirement Plan (Consulting & Legal) - 1,000 Sec. 125 Admin. - 2,600	
520.272	SAFETY PROGRAM	1,434	2,000	1,700	Payroll Enc./Subs. - 80 Seminars/Trng. - 300 Nat'l Safety Council - 220 Accident Ref. Cards & Covers - 100	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	ADMINISTRATION	PERSONNEL			030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.277	TRAVEL & TRAINING	2,211	2,050	2,050	Safety Recognitions & Awards - 250 Innoculations - 750 See attached detail
520.289	WELLNESS PROGRAM	428	1,125	1,170	Physicals - 300 Corporate Fitness/ Joining Fees - 150 Health Fair - 250 Wellness Association Dues - 120 YMCA Corp. Challenge Olympics - 250 Educ. Materials - 100
	TOTAL	<u>34,470</u>	<u>39,125</u>	<u>38,135</u>	

CITY OF CHESTERFIELD 1994 BUDGET
MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	ADMINISTRATION	PERSONNEL	030.035-520.249
Organization	Member	Amount	Remarks
Intl. Personnel Mgmt. Assoc. (IPMA)	Agency - City	220	National and local professional association
Intl. City Managers Assoc. (ICMA)	Asst. City Adm./Per. Dir.	390	National professional association
Mo. City Managers Assoc. (MCMA)	Asst. City Adm./Per. Dir.	25	State professional association
STL. Area City Mgrs. Assoc. (SLACMA)	Asst. City Adm./Per. Dir.	30	Local professional association
MAPERS	Agency - City	100	State public retirement systems
Misc. Books and Subscriptions	N/A	250	Miscellaneous resource information regarding current developments in emp. benefits, personnel law, policies (ex. Spencers, Int'l Foundation on Employee Benefit Plans, etc.)
	TOTAL	1,015	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	ADMINISTRATION	PERSONNEL	030.035-520.277
Seminar or Conference	Location	Amount	Remarks
IPMA	San Antonio, Texas	1,200	Annual Conference - Collins
MCMA	Springfield, MO	300	Annual Conference - Collins
Test Administration Workshop - IPMA	If held in St. Louis, MO	200	Designed for non-personnel specialists - Administrative Assistant
Local Meetings/Seminars	Metro Area	350	Attendance at meetings of Coffee Currents, SLACMA, IPMA sponsored events, Chamber luncheons, Greater St. Louis Safety Council events, etc.
TOTAL		2,050	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department ADMINISTRATION	Program PERSONNEL			Account Number 030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	300	300	300	Film - 150 Misc. - 150
	TOTAL	300	300	300	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund General	Department ADMINISTRATION	Program PERSONNEL			Account Number 030.035
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	725	0	0	
	TOTAL	725	0	0	

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	ADMINISTRATION	CENTRAL SERVICES	030.036
Activity		Remarks	
Central Services		<p>Central Services provides services to all departments that are more efficiently provided in a centralized manner, such as clerical assistance, copier, telephone, office supplies, postage, insurance, management information services, etc.</p> <p>MAJOR CHANGE: This budget reflects the transfer in of certain costs previously budgeted in the Mayor and City Council budget (010.011) beginning with Fiscal Year 1993. These costs include advertising, contributions, committee expenses, economic development, printing and binding, public relations, and memberships in the Chamber of Commerce, St. Louis County Municipal League, and the Missouri Municipal League.</p> <p>This budget also includes the addition of a Data Systems Supervisor to oversee systems administration and perform programming functions for the City. Funds for this position will eliminate the need for contractual consulting services.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	ADMINISTRATION	CENTRAL SERVICES		030.036
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	20,885	23,017	66,936	
Contractual Services	319,883	537,792	612,575	
Commodities	37,726	33,303	36,000	
Capital Outlay	14,320	19,082	23,500	
Transfers	0	0	0	
TOTAL	392,814	613,194	739,011	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES		Account Number 030.036
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Receptionist		1.00	1.00	1.00
Data Systems Administrator		0.00	0.00	1.00
TOTALS		<u>1.00</u>	<u>1.00</u>	<u>2.00</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	ADMINISTRATION	CENTRAL SERVICES		030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.111	SALARIES - FULL-TIME	17,106	17,706	52,465
510.113	SALARIES - OVERTIME	0	1,000	500
510.120	SOCIAL SECURITY	1,332	1,459	4,131
510.122	WORKERS COMPENSATION	46	69	212
510.124	HEALTH INSURANCE	1,443	1,521	5,964
510.125	LIFE INSURANCE	44	59	234
510.127	DISABILITY INSURANCE	86	81	252
510.130	PENSION	828	1,122	3,178
	TOTAL	<u>20,885</u>	<u>23,017</u>	<u>66,936</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department		Program		Account Number
General		ADMINISTRATION		CENTRAL SERVICES		030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.210	ADVERTISING	0	2,000	2,725	Chamber advertisement -225 Annexation public hearings - 1,000 Chamber magazine advertisement - 1,500 (transferred from 011)	
520.212	BOARDS/COMMISSIONS DINNER	0	0	4,000	Bi-annual dinner for Boards & Commissions members	
520.214	CONTRIBUTIONS	0	10,000	10,000	Contributions to various organizations for various events (transferred from 011)	
520.220	ECONOMIC DEVT. COUNCIL	0	75,000	89,000	City's share of CCDC - 75,000 Chesterfield Valley 2000 (L. McKinney - 4 months) - 14,000 (transferred from 011)	
520.221	DATA PROCESSING	4,883	2,000	4,750	Software updates & upgrades per	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		ADMINISTRATION	CENTRAL SERVICES			030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.240	INSURANCE	124,686	104,542	111,700	Strategic Plan for MIS approved by the Computer Committee - 4,000 Network Operating Systems for Public Works Facility - 750 PACT-G/L - 22,000 PACT-A/L - 36,000 SLAIT - 4,000 Pub. Off. Liab - 7,600 Property - 31,000 Deductibles - 10,000 Pub. Emp. Blanket Bond-All employees - 325 Bond-Finance Director - 275 Misc. Bonds - 500	
520.247	MAINT. & REPAIR-EQUIPMENT	16,040	16,580	14,500	Typewriter service agreements - 400 Fax machine - 400 Printers - 1,200 Electronic Mailing Microfilm reader/printer - 1,500	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES			Account Number 030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					Computer Hardware (parts & service) - 10,000 Other office machines & equipment - 1,000
520.248	MAINT. & REPAIR-VEHICLES	94	1,000	1,000	Car maintenance for four (4) pool vehicles
520.249	MEMBERSHIPS/SUBSCRIPTIONS	205	7,470	8,550	See attached detail (transferred from 011)
520.251	MISCELLANEOUS CONTRACTUAL	24,212	53,700	10,100	Temporary help (16 weeks @ \$15 per hr.) - 9,600 Delivery charges - 500
520.252	POSTAGE	15,986	16,000	16,000	Postage for entire city including special mailings
520.260	PRINTING & BINDING	3,596	4,000	4,000	Annual report; no smoking booklets; business cards; letterhead; envelopes; Misc.

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES			Account Number 030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.261	PROFESSIONAL SERVICES	95,815	178,000	264,500	office materials Communications Specialist - 48,000 Office Recycling Program - 1,500 Chesterfield Valley Study Master Development Plan - 215,000
520.262	PUBLIC RELATIONS	0	26,000	26,000	Four newsletters (transferred from 011) - 24,000 Update of one-page information sheet with letter (transferred from 011) - 1,500 Flowers/Cards (transferred from 011) - 500
520.268	RENTAL - EQUIPMENT	3,737	4,000	13,250	Primary copier - 8,500 Postage meter - 750 Secondary copier - 4,000

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	ADMINISTRATION	CENTRAL SERVICES			030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.276	TELEPHONE	28,580	36,500	31,500	Southwestern Bell monthly charges; AT&T equipment & maintenance agreement charges; long distance charges - 30,000 Broadcast Faxes - 500 AT&T repairs - 500 Misc. expenses - 500
520.277	TRAVEL & TRAINING	2,049	1,000	1,000	See attached detail
	TOTAL	<u>319,883</u>	<u>537,792</u>	<u>612,575</u>	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES	Account Number 030.036-520.249
Organization	Member	Amount	Remarks
St. Louis County Municipal League	City	3,600	Local membership dues (transferred from 011)
Sam's Wholesale Club	City	60	Wholesale club providing better pricing for various supplies for the city
Revisor of Statutes	N/A	125	Revised copies of statutes (5 copies)
Chamber of Commerce	City	115	Membership in Chesterfield Chamber of Commerce (tranferred from 011)
Missouri Municipal League	City	4,650	Statewide membership dues (transferred from 011)
TOTAL		8,550	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES	Account Number 030.036-520.277	
Seminar or Conference	Location	Amount	Remarks	
Systems Administration Training	Metro Area	1,000	Novell; Upgrade and repair for PC's; Installation, maintenance & troubleshooting network & peripherals.	
	TOTAL	1,000		

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund		Department	Program			Account Number
General		ADMINISTRATION	CENTRAL SERVICES			030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
530.318	GASOLINE & OIL	793	1,000	1,000	Direct charges for gasoline & oil for 4 pool vehicles	
530.325	MISCELLANEOUS SUPPLIES	3,433	2,250	5,000	Flags - 250 Kitchen and cleaning supplies, paper products, coffee - 2,500 Hard drives for both fileservers - 1,500 Electronic postage scale - 500 Misc. meeting Supplies - 250	
530.330	OFFICE SUPPLIES	33,500	30,053	30,000	Office supplies for all departments	
	TOTAL	37,726	33,303	36,000		

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	ADMINISTRATION	CENTRAL SERVICES			030.036
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	3,103	1,500	19,500	See attached detail
540.440	MACHINERY & EQUIPMENT	1,628	17,582	4,000	See attached detail
540.460	AUTOMOBILES & TRUCKS	9,589	0	0	See attached detail
	TOTAL	<u>14,320</u>	<u>19,082</u>	<u>23,500</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program	Account Number
General	ADMINISTRATION	CENTRAL SERVICES	036-540.410

Description	No# Requested	Unit Cost	Total Cost
Cable Link Equipment	1	8,000	8,000

Explain reason for request (describe use and workload)	# of similar units on hand	Replacement/Addition
Equipment necessary to provide cable link between all 3 city facilities. Allows shared use of data. This offset's UVC's \$100,000 investment.	0	Addition

Specify items to be replaced			
Item	Make	Age	Recommended Disposition

*Computer Discount Warehouse - modems
App Products - bridges*

What source was used for unit cost?
Consultant

Other remarks.
Links all 3 sites via RF modem; reduces phone lines & bridging equipment.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES		Account Number 036-540.410	
Description Network Tape Backup System		No# Requested 1		Unit Cost 5,000	Total Cost 5,000
Explain reason for request (describe use and workload) To provide network and local hard drive backup system across the network as recommended by the city's auditors in 1991.			# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

OK Sauter

What source was used for unit cost?

Consultant

Other remarks.

Approved by the Computer Committee as part of the Strategic Plan for MIS.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program		Account Number	
General	ADMINISTRATION	CENTRAL SERVICES		036-540.410	
Description Imaging Software		No# Requested 1		Unit Cost 5,000	Total Cost 5,000
Explain reason for request (describe use and workload) To expand imaging software to the Police Dept. and allow for more simultaneous users.			# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		



What source was used for unit cost?

Consultant

Other remarks.

Approved by the Computer Committee as part of the Strategic Plan for MIS.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES		Account Number 036-540.410	
Description Computer Terminal		No# Requested 1		Unit Cost 1,500	Total Cost 1,500
Explain reason for request (describe use and workload) To provide a workstation for the Data Systems Administrator.			# of similar units on hand 1	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

OK Committee

What source was used for unit cost?

Computer Committee

Other remarks.

Approved by the Computer Committee as part of the Strategic Plan for MIS.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department ADMINISTRATION	Program CENTRAL SERVICES		Account Number 036-540.440	
Description Laserjet	No# Requested 1		Unit Cost 4,000		Total Cost 4,000
Explain reason for request (describe use and workload) To replace current laserjet which is aging and unable to perform tasks such as duplexing because of the fact that it is worn out.			# of similar units on hand 1		Replacement/Addition Replacement
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

OK for use Assuranc Corp

What source was used for unit cost?

Vendor

Other remarks.

Approved by Computer Committee as part of the Strategic Plan for MIS.

1993 ACCOMPLISHMENTS

POLICE

- ▶ Reduced response time for police emergency calls during 1993 from 5.6 minutes to 5.0 minutes.
- ▶ Reduced response time for police service calls during 1993 from less than 10 minutes to 7 minutes.
- ▶ Implemented Home Patrol Program in spring of 1993 patrolling every subdivision and scheduling officers in subdivisions for at least two (2) hours every day.
- ▶ Established "X cars" as supplemental patrol units and maintained no less than six (6) cars on duty during 1993.
- ▶ Added three (3) reserve officers during 1993 to force and ended year with total Police Reserve Unit of eighteen (18) officers.
- ▶ Utilized Federal funds to pay for the salaries of two (2) traffic officers during 1993.
- ▶ Participated in statewide system known as MOTIS (Missouri Traffic Information System) to track all accidents by time of day, day of week, location, and causative factors and assigned enforcement activities accordingly.
- ▶ Established top ten (10) accident locations and prioritized traffic patrol units at those locations.
- ▶ Concentrated efforts on DWI enforcement and arrests.
- ▶ Expanded the D.A.R.E. Program through "K through Visitation Program" to grades kindergarten through fourth grade.
- ▶ Used Federal Metropolitan Enforcement Grant (MEG) funds to support ongoing MEG Unit with neighboring cities of Ballwin, Ellisville and Manchester for tracking and combatting drug use.
- ▶ Added four (4) neighborhoods to the Neighborhood Watch Program (fifth neighborhood was not added due to flood-related activities).
- ▶ Provided "Safety Town" training to 192 pre-schoolers (two classes of 32 each were cancelled due to flood-related activities).

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GOALS FOR 1994

POLICE

Provide a timely response to all calls with a direct emphasis on minimizing loss of life and property:

- ▶ Reduce response time for all **police emergency** calls to less than five (5) minutes.
- ▶ Maintain a response time of less than ten (10) minutes for all police service calls.
- ▶ Maintain a high visibility and presence of police in residential subdivisions through the Home Patrol Program.
- ▶ Increase visibility and presence of police in specified business areas by establishing two Police sub-stations.
- ▶ Provide a staffing pattern to allow for a minimum of six marked patrol units (including street supervisor) on duty at all times.
- ▶ Maintain a Police Reserve Unit of fifteen (15) officers to augment regular police activities and provide additional manpower for unusual occurrences.

Reduce the number of vehicle accidents causing serious injury or death:

- ▶ Utilize Federal Highway funds to supplement salaries of officers assigned to traffic enforcement, allowing for more enforcement.
- ▶ Maintain statistical data to identify accident locations and direct enforcement at those locations and to assign traffic enforcement activities accordingly.
- ▶ Reduce DWI motorists through increased enforcement activities and arrests.

Continue the "War on Drugs":

- ▶ Expand the D.A.R.E. Program to include a special program "K through 4 Visitation Program" which introduces D.A.R.E. to grades Kindergarten through 4th Grade.

- ▶ Utilize Federal Funds to continue multi-jurisdictional narcotics unit to track and combat drug use.

Maintain community awareness and support:

- ▶ Add five neighborhoods to the Neighborhood Watch Program.
- ▶ Provide "Safety Town" training to 256 pre-schoolers.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	POLICE	POLICE ADMINISTRATION	040.041
Activity		Remarks	
Police Administration		<p>Responsible for the overall supervision of all sworn, civilian and voluntary members of the police department. Set policy, assure procedures of department are carried out. Provide overall leadership and direction for department activities.</p> <p>Activities involve planning, organization, directing and controlling the operations of the department to include budgeting, staffing, purchasing, research, training and inventory control.</p>	
Crime Prevention/Analysis		<p>Responsible for establishment and administration of community based crime prevention programs. Also the compiling of statistical data, review of crime trends and patterns and the dissemination of information to patrol and investigative units.</p> <p>Administer and conduct D.A.R.E. training in the schools within the City.</p>	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program		Account Number
General	POLICE	POLICE ADMINISTRATION		040.041
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	203,080	250,003	266,474	
Contractual Services	104,168	98,415	96,395	
Commodities	3,800	8,395	9,100	
Capital Outlay	12,287	2,600	3,500	
Transfers	0	0	0	
TOTAL	<u>323,335</u>	<u>359,413</u>	<u>375,469</u>	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund General	Department POLICE	Program POLICE ADMINISTRATION		Account Number 040.041
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Police Chief		1.00	1.00	1.00
Lieutenant		1.00	1.00	1.00
Police Officer		1.00	2.00	2.00
Executive Secretary		1.00	1.00	1.00
TOTALS		<u>4.00</u>	<u>5.00</u>	<u>5.00</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	POLICE	POLICE ADMINISTRATION		040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	108,020	109,328	113,363
510.111	SALARIES - FULL-TIME	56,844	86,821	96,050
510.113	SALARIES - OVERTIME	12	2,500	2,500
510.120	SOCIAL SECURITY	11,474	15,495	16,529
510.122	WORKERS COMPENSATION	5,566	9,220	9,990
510.124	HEALTH INSURANCE	9,606	13,045	13,502
510.125	LIFE INSURANCE	463	773	820
510.127	DISABILITY INSURANCE	811	902	1,005
510.130	PENSION	10,284	11,919	12,715
	TOTAL	<u>203,080</u>	<u>250,003</u>	<u>266,474</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	POLICE	POLICE ADMINISTRATION			040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.240	INSURANCE	18,831	20,000	20,500	Police Liability - 18,500 Flood Insurance - 2,000
520.247	MAINT. & REPAIR-EQUIPMENT	49	0	0	
520.248	MAINT. & REPAIR-VEHICLES	30	300	500	Tires, Wash, Repair parts - Chief's car & D.A.R.E. van
520.249	MEMBERSHIPS/SUBSCRIPTIONS	430	630	665	See attached detail
520.251	MISCELLANEOUS CONTRACTUAL	0	0	900	Mobile phone for Chief of Police
520.260	PRINTING & BINDING	1,215	800	1,000	Employee business cards, victim forms, other special forms or printing
520.268	RENTAL - EQUIPMENT	4,277	1,000	0	
520.269	RENTAL - BUILDING	41,280	36,000	36,000	Police Department building lease
520.276	TELEPHONE	22,645	24,000	18,000	Telephone lines & AT&T Equipment

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department		Program		Account Number
General		POLICE		POLICE ADMINISTRATION		040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.277	TRAVEL & TRAINING	2,793	2,710	3,580	See attached detail	
520.285	UTILITIES-ELECTRIC	11,654	12,000	14,000	Electric bill for Police Department & Dusk to Dawn Lighting	
520.286	UTILITIES-GAS	452	450	450	Gas usage	
520.287	UTILITIES-WATER	246	225	400	Water usage	
520.288	UTILITIES-SEWER	266	300	400	Sewer bills	
	TOTAL	104,168	98,415	96,395		

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	POLICE	POLICE ADMINISTRATION	040.041-520.249
Organization	Member	Amount	Remarks
Intern. Assoc. Chiefs of Police	Chief of Police	100	International Association of Chiefs of Police - National Professional Organization
Mo. Police Chiefs Association	Chief of Police	125	Missouri Police Chiefs Association - State professional organization
Law Enforcement Officials	Chief of Police	10	Law Enforcement Officials - Professional organization for St. Louis area.
Mo. Peace Officers Association	Chief of Police	25	Missouri Peace Officers Association - Statewide organization
F.B.I. National Academy	Chief of Police	20	FBI National Academy Association - Training organization for Academy graduates
Mo. Crime Prevention Association	1 Lieut. 3 Pol. Officers	60	Missouri Crime Prevention Association - Statewide crime prevention organization
Gateway Crime Prevention Council	1 Lieut. 3 Pol. Officers	40	Regional crime prevention organization
Mo. Org. for Victims Assistance	1 Lieutenant	35	Missouri Organization for Victims Assistance - Statewide victims advocacy organization

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	POLICE	POLICE ADMINISTRATION	040.041-520.249
Organization	Member	Amount	Remarks
Mo. DARE Officers Association	4 D.A.R.E. Instructors	40	Missouri Dare Officers Association - statewide professional organization for D.A.R.E. Police Officers
National Crime Prevention Digest	1 Lieut.	10	National Crime Prevention Institute Alumni Association
Law Enforcement Scouting	Department Explorer Post	100	Fee to renew Department post charter
SUBSCRIPTIONS		100	Comunity Crime Prevention Digest Crime Prevention and Police Administration Subscriptions
	TOTAL	665	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	POLICE	POLICE ADMINISTRATION	040.041-520.277
Seminar or Conference	Location	Amount	Remarks
Professional Associations	State & Local	300	Chief's attendance at Law Enforcement Officers' meetings, MPCA meetings, and Chamber of Commerce lunches
Intern. Assoc. Chiefs of Police	Albuquerque, NM	1,000	Annual Conference, International Association of Chiefs of Police
Mo. Police Chiefs Association	Lake of the Ozarks	300	Annual Conference, Missouri Police Officers Association
Mo./Gateway Crime Prevention Assoc.	State/Local	290	Missouri/Gateway Crime Prevention Association Training
Nat. Drug Abuse Resistance Educa.	Orlando, FL	500	National D.A.R.E. officers training session
Mo. DARE Officers Association	To be determined	290	Missouri D.A.R.E. officers training sessions
DARE Junior High Instructor Trng.	Springfield, IL	250	Training for DARE officer to teach the Junior High School DARE program
Police Chaplains Association	St. Louis, MO	100	Conference for area Law Enforcement Chaplains
Law Enforcement Explorer Academy	Local	200	Required training for

**CITY OF CHESTERFIELD 1994 BUDGET
TRAINING / TRAVEL**

Fund General	Department POLICE	Program POLICE ADMINISTRATION	Account Number 040.041-520.277
Seminar or Conference	Location	Amount	Remarks
Professional Training	Metropolitan Area	350	Department Explorers Various professional training seminars and school. MEG & Media lunches
	TOTAL	<u>3,580</u>	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department POLICE	Program POLICE ADMINISTRATION			Account Number 040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.312	CRIME PREVENTION SUPPLIES	1,198	7,195	7,750	Coloring books - 400 Badges - 950 Police logo stickers - 250 Neighborhood watch/security manuals - 800 National night out supplies - 200 Police logo shirts - 100 Special event material - 2,400 Coach's shorts 50 Business Watch Supplies - 1,300 Misc. D.A.R.E. Supplies - 1,300
530.313	DEPARTMENTAL SUPPLIES	1,272	200	350	Connector/Answering Machine - Police Community Relations -150 Misc. Dept. Supplies -200
530.318	GASOLINE & OIL	1,308	1,000	1,000	Gasoline & oil for Chief's car

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department POLICE	Program POLICE ADMINISTRATION			Account Number 040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.325	MISCELLANEOUS SUPPLIES	22	0	0	
	TOTAL	<u>3,800</u>	<u>8,395</u>	<u>9,100</u>	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	POLICE	POLICE ADMINISTRATION			040.041
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	0	0	1,500	See Attached Detail
540.420	FURNITURE	566	0	0	
540.440	MACHINERY & EQUIPMENT	0	0	0	
540.460	AUTOMOBILES & TRUCKS	10,734	0	0	
540.480	IMPROVEMENTS TO BUILDINGS	987	2,600	2,000	See attached detail
	TOTAL	<u>12,287</u>	<u>2,600</u>	<u>3,500</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program		Account Number	
General	POLICE	POLICE ADMINISTRATION		041-540.410	
Description		No# Requested		Unit Cost	Total Cost
Computer Terminal		1		1,500	1,500
Explain reason for request (describe use and workload)			# of similar units on hand	Replacement/Addition	
To furnish one workstation for new PCR Office			3	Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		
What source was used for unit cost?					
Computer Committee					
Other remarks.					

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program POLICE ADMINISTRATION	Account Number 041-540.480
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Description Storage Room at Police Dept.	No# Requested 1	Unit Cost 2,000	Total Cost 2,000
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Explain reason for request (describe use and workload) To allow for storage of records and files that have to be moved from record room.	# of similar units on hand 0	Replacement/Addition Additional
--	--	---

Specify items to be replaced			
Item	Make	Age	Recommended Disposition

What source was used for unit cost?
Current construction cost

Other remarks.

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	POLICE	PATROL SERVICES	040.042
Activity		Remarks	
Patrol		Provides 24 hour conspicuous patrol of City's residential and commercial areas, maintaining an awareness of unusual conditions or incidents. Responds to all calls for service or criminal complaints.	
Traffic Enforcement		Responsible for accident reduction and for the safety of motoring public through the enforcement of traffic code, laws and ordinances. Investigates MVA's and provides assistance to those involved motorists. Provide traffic direction and control as necessary to assure the smooth safe flow of motor vehicles through the City.	
Police Reserves		<p>Civilian volunteers used to supplement patrol services and to assist at special functions, events, and during emergencies.</p> <p>MAJOR CHANGE: This division proposes to promote one officer to the rank of sergeant and hire one officer to replace the officer promoted. This will allow the elimination of "relief sergeants," and provide for more effective supervision on all shifts.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	POLICE	PATROL SERVICES		040.042
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	1,962,944	2,069,838	2,199,932	
Contractual Services	28,791	31,540	32,915	
Commodities	91,532	96,662	89,200	
Capital Outlay	116,944	110,285	110,500	
Transfers	0	0	0	
TOTAL	2,200,211	2,308,325	2,432,547	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	POLICE	PATROL SERVICES		040.042
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Captain Lieutenant Sergeant Police Officer		1.00 3.00 6.00 37.00	1.00 3.00 6.00 38.00	1.00 3.00 7.00 38.00
TOTALS		47.00	48.00	49.00

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	POLICE	PATROL SERVICES		040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	399,948	404,402	461,472
510.111	SALARIES - FULL-TIME	1,116,112	1,158,448	1,197,287
510.113	SALARIES - OVERTIME	21,310	20,000	20,000
510.115	POLICE HOLIDAY PAY	44,023	55,000	55,000
510.120	SOCIAL SECURITY	117,055	127,725	135,233
510.122	WORKERS COMPENSATION	59,821	85,004	91,196
510.124	HEALTH INSURANCE	102,964	110,547	122,183
510.125	LIFE INSURANCE	3,757	5,251	5,573
510.127	DISABILITY INSURANCE	7,423	7,190	7,962
510.130	PENSION	90,531	96,271	104,026
	TOTAL	<u>1,962,944</u>	<u>2,069,838</u>	<u>2,199,932</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		POLICE	PATROL SERVICES			040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.247	MAINT. & REPAIR-EQUIPMENT	5,350	5,200	5,200	Mobile Radio Repair Contract - 4,000 Radar and other Equipment Repair - 600 Spare parts for service pistols - 600	
520.248	MAINT. & REPAIR-VEHICLES	18,221	18,000	20,400	Maint. of patrol vehicles - 17 Veh x 765.00 - 13,000 New vehicle changeover - 5,900 Washes - 1,500	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	350	540	540	See attached detail	
520.251	MISCELLANEOUS CONTRACTUAL	0	0	1,200	Supervisor's Phone	
520.260	PRINTING & BINDING	1,151	1,000	1,300	Missouri Traffic Tickets -1,200 Other Forms - 100	
520.261	PROFESSIONAL SERVICES	1,637	2,500	1,500	Medical checks for prisoners when needed due to illness or other circumstances	
520.268	RENTAL - EQUIPMENT	601	1,500	0		

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department POLICE	Program PATROL SERVICES			Account Number 040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.277	TRAVEL & TRAINING	1,481	2,800	2,775	See attached detail
	TOTAL	<hr/> 28,791	<hr/> 31,540	<hr/> 32,915	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	POLICE	PATROL SERVICES	040.042-520.249
Organization	Member	Amount	Remarks
American Society Law Enf. Trainers	1 Lieut.	45	Membership in organization promoting training and legal liability
Intern. Assoc. Firearms Instructors	4 Firearms Instructors	200	International Association of Law Enforcement Firearms Instructors
F.B.I. National Academy	1 Capt. 1 Lieut.	40	National Academy Association
National Safety Council	1 Lieut.	65	National organization promoting traffic safety
Mo. Association Traffic Enforcement	1 Lieut.	40	State organization for traffic enforcement
SUBSCRIPTIONS		0	
Law Enforcement News	Department	20	Subscription
Police Magazine	Department	20	Subscription
Law Officers Bulletin	Department	60	Subscription
Professional Publications	Department	50	Law updates and changes
	TOTAL	540	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department POLICE	Program PATROL SERVICES	Account Number 040.042-520.277
Seminar or Conference	Location	Amount	Remarks
Law Enforcement Traffic Services	Lake of the Ozarks	300	Law Enforcement Traffic Services Advisory Council Annual Conference
Missouri Highway Patrol Academy	Jefferson City	2,475	TRAINING: Supervision Emergency Veh Oper Blood Alcohol Content Management Development Firearms Instructor
		TOTAL	
		2,775	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department POLICE	Program PATROL SERVICES			Account Number 040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	18,623	18,287	14,750	Ammunition - 8,920 Range Supplies - 500 2 Prisoner Vehicle Shields - 700 30 Walkie Talkie Batteries - 1,200 Radar Gun Battery - 60 Traffic flares - 1,500 5 Walkie-Talkie Microphones - 400 10 Pepper Mace - 150 Lens Covers - 200 2 Push Bumpers - 220 9 Electrical Cables - 900
530.318	GASOLINE & OIL	53,041	53,500	50,000	Gasoline & oil for 19 patrol vehicles
530.321	INVESTIGATIVE SUPPLIES	264	700	700	Breathalyzer supplies - 400 Traffic Investigation - 300
530.325	MISCELLANEOUS SUPPLIES	389	750	750	Prisoner Food

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund	Department	Program			Account Number
General	POLICE	PATROL SERVICES			040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.343	UNIFORMS	19,215	23,425	23,000	Includes new and replacement uniforms for 49 commissioned officers (including one new sergeant and reserve officers)
	TOTAL	91,532	96,662	89,200	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	POLICE	PATROL SERVICES			040.042
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	2,490	2,450	1,500	See attached detail
540.440	MACHINERY & EQUIPMENT	8,100	3,000	5,500	See attached detail
540.460	AUTOMOBILES & TRUCKS	106,354	104,835	103,500	See attached detail
	TOTAL	<u>116,944</u>	<u>110,285</u>	<u>110,500</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program	Account Number
General	POLICE	PATROL SERVICES	042-540.410

Description	No# Requested	Unit Cost	Total Cost
Computer Terminal	1	1,500	1,500

Explain reason for request (describe use and workload)	# of similar units on hand	Replacement/Addition
To allow Sergeants access to computer services and allow all personnel to participate in computerized legal training for Sergeants and Police Officers.	1	Additional

Specify items to be replaced			
Item	Make	Age	Recommended Disposition

Not applicable.

What source was used for unit cost?
Computer committee

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program PATROL SERVICES	Account Number 042-540.440
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Description Hand Held Radar Gun	No# Requested 2	Unit Cost 1,500	Total Cost 3,000
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Explain reason for request (describe use and workload) To replace existing units that were given to the Department by the State after they took them out of service. Repair cost have become prohibitive.	# of similar units on hand 7	Replacement/Addition Replacement
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Specify items to be replaced

Item	Make	Age	Recommended Disposition
2 Radar Guns	Decatur	7 years	Return to state

What source was used for unit cost?
Vendor Information

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program PATROL SERVICES		Account Number 042-540.440	
Description Fixed Mount Radar Unit		No# Requested 1		Unit Cost 2,500	Total Cost 2,500
Explain reason for request (describe use and workload) To add fixed radar capacity to one more marked police unit			# of similar units on hand 3	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Vendor

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program PATROL SERVICES	Account Number 042-540.460
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Description Replacement Patrol Vehicles	No# Requested 9	Unit Cost 11,500	Total Cost 103,500
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Explain reason for request (describe use and workload) To replace 1990, and 1991 patrol vehicles with excessive mileage. As per vehicle plan approved by Council.	# of similar units on hand 19	Replacement/Addition Replacement
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Specify items to be replaced			
Item	Make	Age	Recommended Disposition
Vehicles	Chev./Ford	2-4 Years	Trade In

What source was used for unit cost?
Possible State Bid

Other remarks.
Cost of unit is based on expected trade in value of \$18,000.

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	POLICE	SUPPORT SERVICES	040.043
Activity		Remarks	
Records		Provides central location for all police records and reports, and sells reports as authorized by law. Compiles statistical data for monthly, quarterly, and annual reports. Provides criminal history data and other information as needed by line function.	
Communications		<p>Receives all incoming calls and directs the call to the proper unit. Utilizes Computer Aided Dispatch to route calls through St. Louis County Police Department. Provides 24 hour coverage at the station for citizen calls/complaints at the station.</p> <p>Monitors persons incarcerated at the station and immediately notifies on duty supervisor of any irregularities.</p>	
Internal Affairs		<p>Assist and supports patrol and criminal investigation with information and messages received.</p> <p>Conducts and/or assigns all internal department investigations into officer improprieties or departmental matters. Reports recommendations directly to Chief of Police.</p>	
Training/Personnel		<p>Provides and monitors training for all employees. Assist Board of Police commissioners and City Personnel Department with hiring of personnel.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	POLICE	SUPPORT SERVICES		040.043
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	144,619	162,878	172,960	
Contractual Services	209,844	239,888	262,085	
Commodities	6,452	6,000	6,600	
Capital Outlay	7,137	2,327	3,500	
Transfers	0	0	0	
TOTAL	<u>368,052</u>	<u>411,093</u>	<u>445,145</u>	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program			Account Number
General	POLICE	SUPPORT SERVICES			040.043
Position Title		Number of Employees			
		1992 Actual	1993 Authorized	1994 Requested	
Captain		1.00	1.00	1.00	
Records Clerks		3.00	3.00	3.00	
Records Clerks (4 part-time)		1.00	1.33	1.33	
TOTALS		5.00	5.33	5.33	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	POLICE	SUPPORT SERVICES		040.043
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	52,200	52,555	55,383
510.111	SALARIES - FULL-TIME	49,868	52,764	55,105
510.112	SALARIES - PART-TIME	16,862	27,104	30,441
510.113	SALARIES - OVERTIME	230	1,000	1,000
510.120	SOCIAL SECURITY	8,735	10,407	11,070
510.122	WORKERS COMPENSATION	2,141	3,027	3,259
510.124	HEALTH INSURANCE	8,082	8,804	9,112
510.125	LIFE INSURANCE	252	354	371
510.127	DISABILITY INSURANCE	498	484	530
510.130	PENSION	5,751	6,379	6,689
	TOTAL	<u>144,619</u>	<u>162,878</u>	<u>172,960</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		POLICE	SUPPORT SERVICES			040.043
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.245	MEG EXPENSES	4,033	5,000	5,000	Chesterfield's share of matching funds for M.E.G. Unit	
520.247	MAINT. & REPAIR-EQUIPMENT	5,156	5,538	4,400	Copier/Office Equipment - 2,000 Building - 2,400	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	29	85	285	See attached detail	
520.251	MISCELLANEOUS CONTRACTUAL	188,108	213,748	230,000	County Dispatching - 210,100 REJIS - 15,000 Janitorial - 4,000 Mobile Telephone - 900	
520.260	PRINTING & BINDING	20	1,052	700	Record Room forms and envelopes - 500 Missouri Statute Books - 200	
520.268	RENTAL - EQUIPMENT	877	1,200	7,800	Copier - 6,500 Pagers - 1,300	
520.277	TRAVEL & TRAINING	11,621	13,265	13,900	See attached detail	
	TOTAL	209,844	239,888	262,085		

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department POLICE	Program SUPPORT SERVICES	Account Number 040.043-520.249
Organization	Member	Amount	Remarks
F.B.I. National Academy	1 Capt.	20	FBI National Academy Association - Training organization for Academy graduates
Emergency Operations Council STL	1 Capt.	15	Local organization for emergency management
Professional Publications	Department	250	Books and pamphlets for training and updates of police practices and laws. Replacement of books lost in flood.
TOTAL		285	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	POLICE	SUPPORT SERVICES	040.043-520.277
Seminar or Conference	Location	Amount	Remarks
Mo. Traffic Information System	Warrensburg	100	Missouri Traffic Information System - Training for State Traffic Computer System
Emergency Management	Federal, State, Local	300	Various training sessions conducted by F.E.M.A. and S.E.M.A. and HAZMAT (hazardous materials) training as required by federal law.
Miscellaneous	Metropolitan Area	250	Local and department sponsored training
L.E.T.N./Computerized Legal Studies	N/A	5,800	Law Enforcement Television Network/Computerized Legal Studies: Training for all officers - FIXED COST
County-Municipal Police Academy	Wellston	6,200	Police Academy training and in-service training for Officers and Reserves - FIXED COST
Range Fees	Metropolitan Area	650	Fees for use of firearm ranges to re-qualify officers
Police Olympics	To be determined	600	Registration fees
		TOTAL	13,900

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund	Department	Program			Account Number
General	POLICE	SUPPORT SERVICES			040.043
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	6,452	6,000	6,600	CD ROM Player - 600 Janitorial Supplies - 3,000 Record Room Supplies - 1,000 Building Supplies - 1,000 Physical Assessment Supplies: Dummy - 600 Blood Pressure Kit - 100 Obstacle Course Equipment - 300
	TOTAL	6,452	6,000	6,600	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	POLICE	SUPPORT SERVICES			040.043
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	3,038	1,500	3,500	See attached detail
540.440	MACHINERY & EQUIPMENT	4,099	827	0	
	TOTAL	<u>7,137</u>	<u>2,327</u>	<u>3,500</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program SUPPORT SERVICES		Account Number 043-540.410	
Description Scanner		No# Requested 1		Unit Cost 2,000	Total Cost 2,000
Explain reason for request (describe use and workload) To allow hard copy records to be scanned into the Department computer system. This would replace manual files and cut down on storage requirements.			# of similar units on hand 0	Replacement/Addition Addtition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Computer Committee

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department POLICE	Program SUPPORT SERVICES		Account Number 043-540.410	
Description Laser Printer		No# Requested 1		Unit Cost 1,500	Total Cost 1,500
Explain reason for request (describe use and workload) To augment current laser printer which can no longer keep up with workload demanded.			# of similar units on hand 1	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Computer Committee

Other remarks.

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	POLICE	CRIMINAL INVESTIGATIONS	040.044
Activity		Remarks	
Detective Division		Responsible for investigation and follow-up on all crimes reported through Patrol Division. Handles crime scene processing, evidence collection and preservation, warrant application, narcotics enforcement, intelligence gathering, and juvenile crimes.	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	POLICE	CRIMINAL INVESTIGATIONS		040.044
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	239,766	255,167	253,252	
Contractual Services	5,320	7,860	7,645	
Commodities	10,072	9,960	10,450	
Capital Outlay	5,063	1,350	0	
Transfers	0	0	0	
TOTAL	260,221	274,337	271,347	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	POLICE	CRIMINAL INVESTIGATIONS		040.044
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Lieutenant		1.00	1.00	1.00
Detectives		4.00	4.00	4.00
Evidence Property Clerk		1.00	1.00	1.00
TOTALS		6.00	6.00	6.00

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	POLICE	CRIMINAL INVESTIGATIONS		040.044
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	41,074	41,509	43,285
510.111	SALARIES - FULL-TIME	148,293	157,581	154,092
510.113	SALARIES - OVERTIME	1,275	2,500	2,500
510.115	POLICE HOLIDAY PAY	725	0	0
510.120	SOCIAL SECURITY	14,476	15,724	15,590
510.122	WORKERS COMPENSATION	7,078	9,607	10,514
510.124	HEALTH INSURANCE	13,538	14,566	13,668
510.125	LIFE INSURANCE	479	669	663
510.127	DISABILITY INSURANCE	954	916	947
510.130	PENSION	11,874	12,095	11,993
	TOTAL	<u>239,766</u>	<u>255,167</u>	<u>253,252</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	POLICE	CRIMINAL INVESTIGATIONS			040.044
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.244	INVESTIGATIVE EXPENSES	923	1,000	1,000	Investigative Expenses (e.g. Major Case Activation)
520.247	MAINT. & REPAIR-EQUIPMENT	189	350	350	Photographic and Video Equipment Repair
520.248	MAINT. & REPAIR-VEHICLES	791	1,500	1,500	Maintenance of four vehicles
520.249	MEMBERSHIPS/SUBSCRIPTIONS	335	370	370	See attached detail
520.251	MISCELLANEOUS CONTRACTUAL	1,013	2,000	2,000	County Photo Processing - 1,500 Lab tests - 500
520.260	PRINTING & BINDING	36	200	400	Evidence envelopes and tags
520.268	RENTAL - EQUIPMENT	604	725	725	Identa-Kit - 450 Haines Directory - 275
520.277	TRAVEL & TRAINING	1,429	1,715	1,300	See attached detail
	TOTAL	<u>5,320</u>	<u>7,860</u>	<u>7,645</u>	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department POLICE	Program CRIMINAL INVESTIGATIONS	Account Number 040.044-520.249
Organization	Member	Amount	Remarks
Professional Investigator's Council	1 Detective	20	Membership in local group to promote the exchange of crime information
Missouri Association Identification	1 Detective	10	Statewide organization to promote training and information in criminal information
Mid States Organ. Crime Info. Ctr.	Department	250	Mid States Organized Crime Information Center - 8 State organization for support and exchange of criminal information
Credit Card & Check Investigators	Department	10	Organization for exchanging information and tracking fraud investigation
Intern. Juvenile Officers Assoc.	1 Detective	15	International Juvenile Officers Assn. membership
Mo. Police Juvenile Officers Assoc.	1 Detective	15	Missouri Police Juvenile Officers Assn. membership
Criminal Information Exchange	Department	25	Monthly meeting of detectives to exchange information
Professional Publications	Department	25	Books and pamphlets
		TOTAL	370

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	POLICE	CRIMINAL INVESTIGATIONS	040.044-520.277
Seminar or Conference	Location	Amount	Remarks
Major Case Squad Training	St. Louis, MO	160	Required training for squad members
Missouri Police Juvenile Conference	Jefferson City, MO	300	One detective to attend for juvenile crime update.
Medicological Death Investigator	St. Louis University	370	Five day course conducted by Medical Examiner's Office in Death Investigation
Basic Criminal Investigation	M.S.H.P. Jefferson City	470	Two week school for detectives
TOTAL		1,300	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund		Department	Program			Account Number
General		POLICE	CRIMINAL INVESTIGATIONS			040.044
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
530.313	DEPARTMENTAL SUPPLIES	766	560	950	Telephone/Recorder Connector - 150 Storage Shelves - 800	
530.318	GASOLINE & OIL	2,494	2,500	2,500	Gasoline & oil for four detective vehicles	
530.321	INVESTIGATIVE SUPPLIES	3,825	4,300	4,400	Film and video tape - 2,400 Batteries - 100 Crime scene processing supplies - 1,200 Palm Roller - 140 Crime Scene Cameras (2) - 560	
530.325	MISCELLANEOUS SUPPLIES	0	200	200	Criminal informant fund	
530.343	UNIFORMS	2,987	2,400	2,400	Clothing allowance for 5 detectives @ \$480.00 each	
	TOTAL	10,072	9,960	10,450		

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund General	Department POLICE	Program CRIMINAL INVESTIGATIONS			Account Number 040.044
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	1,824	1,350	0	
540.440	MACHINERY & EQUIPMENT	3,239	0	0	
	TOTAL	<u>5,063</u>	<u>1,350</u>	<u>0</u>	

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	MUNICIPAL COURT	MUNICIPAL COURT	050.051
Activity		Remarks	
Municipal Court		<p>Municipal Court is the judicial branch of the city government. The Judge and Prosecuting Attorney are appointed by the Mayor with the consent of the City Council. Traffic violations and other city ordinance violations are tried by the Court. The Clerk of the Court operates the Traffic Violations Bureau and administers the day-to-day functions of the Court. A part-time clerk/typist assist the Court Clerk with filing and typing and is trained to help with the normal functions of court operations. Both Court Clerk and Clerk/Typist are under the supervision of the Finance Director and the Municipal Judge.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	MUNICIPAL COURT	MUNICIPAL COURT		050.051
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	36,735	38,294	39,383	
Contractual Services	58,411	64,000	67,080	
Commodities	0	250	1,250	
Capital Outlay	850	0	0	
Transfers	0	0	0	
TOTAL	95,996	102,544	107,713	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	MUNICIPAL COURT	MUNICIPAL COURT		050.051
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Court Clerk Clerk/Typist		1.00 0.25	1.00 0.25	1.00 0.25
TOTALS		<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	MUNICIPAL COURT	MUNICIPAL COURT		050.051
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.111	SALARIES - FULL-TIME	25,701	26,371	27,322
510.112	SALARIES - PART-TIME	3,770	3,654	3,590
510.113	SALARIES - OVERTIME	1,524	2,000	2,000
510.120	SOCIAL SECURITY	2,390	2,498	2,567
510.122	WORKERS COMPENSATION	87	118	132
510.124	HEALTH INSURANCE	1,332	1,521	1,574
510.125	LIFE INSURANCE	65	89	92
510.127	DISABILITY INSURANCE	128	121	131
510.130	PENSION	1,738	1,922	1,975
	TOTAL	<u>36,735</u>	<u>38,294</u>	<u>39,383</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department		Program		Account Number
General		MUNICIPAL COURT		MUNICIPAL COURT		050.051
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.213	COURT DOCKETING	17,687	17,000	17,000	REJIS charges, docket delivery charges	
520.247	MAINT. & REPAIR-EQUIPMENT	0	0	100		
520.249	MEMBERSHIPS/SUBSCRIPTIONS	225	235	235	See attached detail	
520.260	PRINTING & BINDING	2,837	3,500	2,800	Court files, receipts and all printed materials	
520.261	PROFESSIONAL SERVICES	34,826	39,800	43,300	Judge - 15,000 P.A. - 25,800 Subs - 2,500	
520.268	RENTAL - EQUIPMENT	1,958	2,150	2,150	REJIS terminal, monitor and printer	
520.277	TRAVEL & TRAINING	878	1,315	1,495	See attached detail	
	TOTAL	58,411	64,000	67,080		

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department MUNICIPAL COURT	Program MUNICIPAL COURT	Account Number 050.051-520.249
Organization	Member	Amount	Remarks
Met. St. Louis Assn. Court Admin.	Nancy Morr	25	Local Court Clerk's Association for Court Clerk.
Mo. Assn. Court Administration	Nancy Morr	35	State Court Association, Court Clerk holds position of President-Elect.
Muni/Assoc. Circ. Judges Assn.	Michael Doster	50	State Court Association, Judge holds position of Director at Large.
Muni/Assoc. Circ. Judges Assn.	Rick Brunk	50	State Court Association for P.A.
National Assn. Court Management	Nancy Morr	75	Annual dues for National Association for Court Management for Court Clerk.
	TOTAL	235	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	MUNICIPAL COURT	MUNICIPAL COURT	050.051-520.277
Seminar or Conference	Location	Amount	Remarks
Mo. Assn. Court Admin. Conference	Lodge of Four Seasons	465	Annual Court Conference for Court Clerk to attend. Five nights lodging and registration fees.
Muni/Assoc. Circ. Judges Conference	Lodge of Four Seasons	480	Annual Court Conference for Judge and P.A. to attend. Two nights lodgings and registration fees.
Mo. Assn. Court Admin. Meetings	Lodge of Four Seasons	100	Two board meetings a year for Court Clerk who holds position of Secretary.
Muni/Assoc. Circ. Judges Mtngs	Lodge of Four Seasons	200	Board meetings for Judge who holds position of Director at Large.
Met. St. Louis Assn. Court Admin.	St. Louis Area	100	Monthly meetings held locally for Court Clerk who holds the position of Director.
National Assn. Court Management	St. Louis/Adams Mark	150	Court Clerk to attend National Regional Meeting in St. Louis for National Court Clerk's Association.
	TOTAL	1,495	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department MUNICIPAL COURT	Program MUNICIPAL COURT			Account Number 050.051
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	0	250	1,250	Computer supplies, Cash Register and rolling table.
	TOTAL	0	250	1,250	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund General	Department MUNICIPAL COURT	Program MUNICIPAL COURT			Account Number 050.051
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	850	0	0	
	TOTAL	850	0	0	

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1993 ACCOMPLISHMENTS

PLANNING

- ▶ Published all required notices in the St. Louis Countian.
- ▶ Published notices of all Planning Commission and Board of Adjustment meetings in the Chesterfield Journal, although not legally required, to keep public informed.
- ▶ Created zoning process pamphlets.
- ▶ Started process of revising zoning and subdivision ordinance.
- ▶ Responded to all complaints with regard to zoning and nuisance violations.
- ▶ Prosecuted violators of zoning and nuisance ordinance.
- ▶ Upgraded and revised guidelines for landscaping, including the preparation of a list of acceptable trees with little or no impact to public improvements and minimal cost to the City.
- ▶ Revised zoning ordinance to facilitate quality development, such as allowing churches in industrial districts and the development of commercial service procedures.
- ▶ In process of developing flowcharts to facilitate development process.
- ▶ Accumulated information from the 1990 Census.
- ▶ Compiled information and demographics for three (3) potential annexations.
- ▶ Department staff participated in public awareness programs at local schools.

GOALS FOR 1994

PLANNING

Increase citizen awareness of City activities:

- ▶ Meet legal requirements for publication notices in the St. Louis Countian.
- ▶ Publish notices of the Planning Commission and Board of Adjustment meetings in the Chesterfield Journal.
- ▶ Prepare and update informational brochures regarding the zoning, subdivision and development processes.

Improve the quality of life in the City:

- ▶ Monitor land use and development within the City and enforce the provisions of the Zoning and Nuisance Ordinance as appropriate.
- ▶ Revise standards for public improvements where necessary to maintain and improve the overall quality of development within the City.
- ▶ Revise development requirements and processes by revisions to ordinances and policies to facilitate quality growth within the City.

Improve awareness of City:

- ▶ Develop and maintain information on the physical, social and economic characteristics of the City.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PLANNING	PLANNING & ZONING	060.061
Activity		Remarks	
Zoning Ordinance Administration		Analysis, review, preparation and presentation of reports to Planning Commission; review site plans; maintain official zoning map of City of Chesterfield.	
Board of Adjustment		Assist public with Board variance requests and serve as technical advisor to Board.	
Subdivision Ordinance Admin.		Review of subdivision plats; monitor escrow accounts; and review subdivision variance requests.	
General Public Contact		Meet citizens, developers, consultants concerning Zoning and Subdivision Ordinance.	
Inspection and Enforcement		Inspect zoning and nuisance violations; appear in Court, as required.	
Comprehensive Planning		Provide long/short-range planning for City. Prepare and submit Plans of Intent for annexations to County Boundary Commission.	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	PLANNING	PLANNING & ZONING		060.061
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	251,706	286,613	317,744	
Contractual Services	16,509	17,738	18,060	
Commodities	3,854	2,550	3,000	
Capital Outlay	0	0	5,500	
Transfers	0	0	0	
TOTAL	272,069	306,901	344,304	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	PLANNING	PLANNING & ZONING		060.061
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Director of Planning		1.00	1.00	1.00
Senior Planner		1.00	1.00	1.00
Planner II		0.00	1.00	1.00
Planner I		0.00	1.00	1.00
Planning Specialist		1.00	0.00	0.00
Planning Technician		1.00	1.00	1.00
Zoning Inspector		1.00	1.00	1.00
Executive Secretary		1.00	1.00	1.00
Secretary		1.00	1.00	1.00
TOTALS		7.00	8.00	8.00

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	PLANNING	PLANNING & ZONING		060.061
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	103,264	105,098	108,438
510.111	SALARIES - FULL-TIME	109,236	126,104	152,390
510.113	SALARIES - OVERTIME	2,741	3,000	1,000
510.120	SOCIAL SECURITY	15,103	18,265	20,423
510.122	WORKERS COMPENSATION	1,451	1,893	2,129
510.124	HEALTH INSURANCE	12,414	16,248	15,409
510.125	LIFE INSURANCE	529	890	993
510.127	DISABILITY INSURANCE	1,035	1,063	1,252
510.130	PENSION	5,933	14,052	15,710
	TOTAL	<u>251,706</u>	<u>286,613</u>	<u>317,744</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department PLANNING	Program PLANNING & ZONING			Account Number 060.061
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.210	ADVERTISING	3,765	4,000	4,000	Public Hearing Notices
520.248	MAINT. & REPAIR-VEHICLES	101	300	300	Misc. repairs to vehicles
520.249	MEMBERSHIPS/SUBSCRIPTIONS	1,158	1,203	1,250	See attached detail
520.251	MISCELLANEOUS CONTRACTUAL	3,585	2,300	5,000	Map Reproduction - 300 County Computer Access - 500 Microfilm Copies - 1,500 Code Compliance - 500 Film processing - 800 Director's Car Phone - 900 Portable Car Phone - 500
520.260	PRINTING & BINDING	446	1,250	1,250	Information pamphlets and ordinances
520.261	PROFESSIONAL SERVICES	231	1,425	500	Board of Adjustment Reporter
520.268	RENTAL - EQUIPMENT	4,720	4,910	3,410	Director's Car

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department PLANNING	Program PLANNING & ZONING			Account Number 060.061
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.277	TRAVEL & TRAINING	2,503	2,350	2,350	
	TOTAL	16,509	17,738	18,060	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department PLANNING	Program PLANNING & ZONING	Account Number 060.061-520.249	
Organization		Member	Amount	Remarks
American Planning Association		Director of Planning	165	Membership Fee for Nat'l & State Assoc.
American Planning Association		Senior Planner	110	Membership Fee for Nat'l & State Assoc.
American Planning Association		Director of Planning	15	Membership Fee for St. Louis Chapter
American Planning Association		Senior Planner	15	Membership Fee for St. Louis Chapter
American Planning Association		Planner II	15	Membership Fee for St. Louis Chapter
Planning Advisory Service		N/A	395	Subscription
Zoning News		N/A	45	Subscription
Land Use Law & Digest		N/A	220	Subscription
Urban Land Institute		N/A	120	Subscription
Miscellaneous		N/A	150	Subscriptions
		TOTAL	1,250	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department PLANNING	Program PLANNING & ZONING	Account Number 060.061-520.277
Seminar or Conference	Location	Amount	Remarks
Mtgs/Seminars/Training	Metro Area	550	Director, staff, and Planning Commission attendance at APA meetings, seminars, and classes for professional improvement
American Planning Association	San Francisco, CA	1,200	National Conference for Director
American Planning Association	Jefferson City, MO	300	State Conference for Planner II
Amer.Plan. Assoc.(4 State Conf)	Oklahoma City	300	Conference for Senior Planner
	TOTAL	2,350	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PLANNING	Program PLANNING & ZONING			Account Number 060.061
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	2,845	1,550	2,000	Film - 500 Slides - 350 Drafting Supplies - 200 Catalog rack - 250 35mm camera - 200 Misc. supplies - 500
530.318	GASOLINE & OIL	1,009	1,000	1,000	Direct charges for director's car and Aries
TOTAL		<u>3,854</u>	<u>2,550</u>	<u>3,000</u>	

CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	PLANNING	PLANNING & ZONING			060.061
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	0	0	3,000	See Attached Detail
540.420	FURNITURE	0	0	2,500	See Attached Detail
	TOTAL	0	0	5,500	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PLANNING	Program PLANNING & ZONING		Account Number 061-540.410	
Description Computers - Network Compatible		No# Requested 2		Unit Cost 1,500	Total Cost 3,000
Explain reason for request (describe use and workload) Added Personnel & Modem Hook-up on Existing Computer (Utilized by Several Persons)			# of similar units on hand 6	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Computer Committee to Determine

Other remarks.

Estimated Price Shown at this time.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PLANNING	Program PLANNING & ZONING		Account Number 061-540.420	
Description Modular Work Station		No# Requested 1		Unit Cost 2,500	Total Cost 2,500
Explain reason for request (describe use and workload) Work Station for Senior Planner			# of similar units on hand 7	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Hayworth

Other remarks.

1993 ACCOMPLISHMENTS

PUBLIC WORKS

- ▶ Removed and replaced 300 slabs of existing concrete streets with street division personnel.
- ▶ Removed and replaced 19,102 feet of existing concrete streets on a contract basis.
- ▶ Provided emergency snow removal for all City-maintained streets; strive to achieve curb-to-curb bare pavement within 48 hours or less from the end of snowfall.
- ▶ Inspected and mudjacked streets; Completed 37 undermine-related work orders.
- ▶ Cracksealed 10 miles of existing concrete streets.
- ▶ Systematically addressed potholes throughout the City using 800 tons of patching materials.
- ▶ Removed and replaced 980 slabs of existing concrete sidewalk throughout; entered into contract for additional 638 slabs on River Valley Drive.
- ▶ Swept all City streets two times, once in May and once in December.
- ▶ Trimmed 15 centerline miles of street trees to provide safe passage of vehicles and pedestrians.
- ▶ Conducted 403 plan reviews and approximately 2,500 hours of construction inspections on development in the City.
- ▶ Repaired or reconstructed storm sewers, addressing 50 sewer-related work orders, involving approximately 1,345 man hours of labor.
- ▶ Provided cost-effective maintenance on all City vehicles, contracting for fleet maintenance programming services to assist in this effort.

GOALS FOR 1994

PUBLIC WORKS

Improve the quality of City-maintained streets and sidewalks:

- ▶ Remove and replace 450 slabs of existing concrete streets with street division personnel.
- ▶ Remove and replace 1575 feet of existing concrete streets on a contract basis.
- ▶ Provide emergency snow removal for all City maintained streets. Strive to achieve curb to curb bare pavement within 48 hours from the end of snowfall.
- ▶ Inspect and mudjack streets. Work towards completion of 55 undermine related work orders.
- ▶ Crackseal 25 miles of existing concrete streets.
- ▶ Remove and replace 1300 slabs of existing concrete sidewalk.
- ▶ Sweep all City streets two times.

Improve the quality of services within the City:

- ▶ Continue to trim street trees to provide safe passage of vehicles and pedestrians.
- ▶ Conduct plan review and construction inspections on development in the City.

Work to resolve storm water and erosion control problems:

- ▶ Repair or reconstruct storm sewers addressing 125 sewer related work orders.

Provide adequate, safe vehicles and equipment for all City operations:

- ▶ Provide cost effective maintenance on all City vehicles.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING	070.071
Activity		Remarks	
Department Administration		This activity involves budget preparation & control, personnel management, clerical & record keeping functions, & planning & evaluation of department programs.	
Public Service		This activity involves the handling of public service requests & public contact.	
Project Engineering		This activity involves preparing & updating, annually, a street maintenance plan, as well as, projecting new construction and reconstruction.	
Construction Inspection		This activity involves inspection of various developments & improvements to insure proper code & contract compliance.	
Development & Plan Review		This activity involves insuring proper enforcement of development standards & other applicable standards and codes.	
Traffic Surveys		This activity involves taking traffic counts necessary for future planning.	
Drafting & Mapping		This activity involves the preparation of various sketches, drawings & maps for City use.	
		<p>MAJOR CHANGE: The Public Works Administration and Engineering Division proposes to add a Construction Inspector position in 1994. This budget also provides for the addition of Geographic Information System.</p>	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program	Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING	070.071
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	365,007	397,559	467,983
Contractual Services	115,113	123,390	54,363
Commodities	12,127	15,960	16,035
Capital Outlay	36,843	13,195	38,090
Transfers	0	0	0
TOTAL	<u>529,090</u>	<u>550,104</u>	<u>576,471</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program		Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING		070.071
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Director/Public Works/City Engineer		1.00	1.00	1.00
Assistant City Engineer		1.00	1.00	1.00
Civil Engineer		1.00	1.00	1.00
Engineering Plan Reviewer		1.00	1.00	1.00
Engineering Construction Inspector		2.00	2.00	3.00
Engineering Technician		1.00	2.00	2.00
Executive Secretary		1.00	1.00	1.00
Secretary		1.00	1.00	1.00
Engineering Intern		0.29	0.29	0.29
TOTALS		<u>9.29</u>	<u>10.29</u>	<u>11.29</u>

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING		070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	111,990	105,123	118,367
510.111	SALARIES - FULL-TIME	176,733	210,553	254,079
510.112	SALARIES - PART-TIME	3,079	3,626	3,840
510.113	SALARIES - OVERTIME	10,048	4,000	4,000
510.120	SOCIAL SECURITY	21,731	25,889	29,662
510.122	WORKERS COMPENSATION	4,240	5,293	7,939
510.124	HEALTH INSURANCE	17,503	22,010	24,355
510.125	LIFE INSURANCE	746	1,200	1,366
510.127	DISABILITY INSURANCE	1,414	1,492	1,788
510.130	PENSION	17,523	18,373	22,587
	TOTAL	<u>365,007</u>	<u>397,559</u>	<u>467,983</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department		Program		Account Number
General		PUBLIC WORKS		ADMINISTRATION & ENGINEERING		070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.221	DATA PROCESSING	1,264	500	750	Autocad - 500 Misc. Software Upgrades - 250	
520.247	MAINT. & REPAIR-EQUIPMENT	3,601	6,080	6,400	Traffic counters survey/testing equipment - 500 Plan copier - 1,800 Photo copier drum - 2,000. Roll feed - 600 Plotter - 1,000 Repeater - 500	
520.248	MAINT. & REPAIR-VEHICLES	702	1,500	1,300	Director's vehicle; 3 trucks	
520.249	MEMBERSHIPS/SUBSCRIPTIONS	1,293	1,953	2,078	See attached detail	
520.251	MISCELLANEOUS CONTRACTUAL	35,962	20,760	30,000	Const. test - 12,000 Vector control - 7,300 Record plats - 1,000 Blueprints/copies - 500 NRC License - 2,000 Doubletree Lease-600 County file reprod. - 500	

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING			070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					Film develop. - 500 County programming - 500 NRC Film Badges - 300 Couriers - 100 Freight - 100 Surdex - 2,500 Directors car phone - 1,200 Portable car phone - 900
520.260	PRINTING & BINDING	0	500	1,000	Microfiche, permits, doorhangers, printing
520.261	PROFESSIONAL SERVICES	66,973	86,177	8,500	Surveys, aerial reprints - 5,000 GIS Professional Training - 3,500
520.268	RENTAL - EQUIPMENT	2,121	2,400	600	Pagers
520.277	TRAVEL & TRAINING	3,197	3,520	3,735	See attached detail
	TOTAL	115,113	123,390	54,363	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department PUBLIC WORKS	Program ADMINISTRATION & ENGINEERING	Account Number 070.071-520.249	
Organization	Member	Amount	Remarks	
American Public Works Assoc.Nat'l	City	305	National membership for City. Provides membership in 6 affiliate organizations.	
American Public Works Assoc.Local	Engineering Plan Reviewer	15	Local membership	
American Public Works Assoc.Local Magazines and periodicals	Assistant City Engineer N/A	15 150	Local membership Provide technical updates, product information, discussion of project and unit costs for municipal projects.	
Nat'l. Institute for Cert.Eng.Tech.	Engineering Constr. Insp.	75	Certification as an inspector in the construction industry.	
Nat'l institute for Cert.Eng.Tech.	Engineering Technician	75	Certification for proficiency as an engineering technician.	
Nat'l. Institute for Cert.Eng.Tech.	Engineering Constr. Insp.	40	Recertification as an Engineering inspector. Demonstrates an acceptable level of proficiency.	
Highway Engineers Association	Assistant City Engineer	55	Missouri membership, State Highway officials venue for communication.	
Institute/Transportation Engineers	Assistant City Engineer	125	Maintain proficiency as it relates to traffic concerns.	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program	Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING	070.071-520.249
Organization	Member	Amount	Remarks
Int. Erosion Control Federation	Civil Engineer	75	Provide information on erosion control & site runoff control.
American Concrete Institute	Assistant City Engineer	135	Provide the most current information on concrete materials, practices, and design developments.
National Society of Prof. Engineers	Assistant City Engineer	204	
National Society of Prof. Engineers	Director of Public Works	204	Professional society for Engineers. Membership is further divided into professional discipline. i.e. Professional Engineer in Gov't. Peg.
APWA Infolink	City	200	To provide unlimited access to APWA library and reproduction services.
American Public Works Assoc.Local	Director of Public Works	15	Local Membership
American Concrete Institute	Assistant City Engineer	15	Local membership
American Concrete Institute	Civil Engineer	15	Local membership
American Society of Civil Engineers	Director of Public Works	180	Membership in technical & professional societies for the purpose of gathering and disseminating information.

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund	Department	Program		Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING		070.071-520.249
Organization		Member	Amount	Remarks
American Society of Civil Engineers		Assistant City Engineer	180	Other benefits include journal subscriptions, technical data base, computer libraries, and reduced publication pricing.
		TOTAL	2,078	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING	070.071-520.277
Seminar or Conference	Location	Amount	Remarks
American Concrete Institute Insp.	Local	130	To re-certify 2 Inspectors on proper fresh testing methods for concrete.
Annual Concrete Paving Conference	Kansas City	200	To obtain recent information on paving material applications, proper maintenance, repair techniques & strategies.
APWA State Chapter Meetings	Lake/Ozarks, Columbia MO	400	To gain knowledge through local technology transfer sessions & participate in various technical division activities & election of officers.
APWA Congress/Equipment Show	Chicago IL	1,200	To gain information on the latest innovations & new equipment as well as gaining knowledge through technology transfer sessions.
Fldpln Anlysis:Hydrology/Hydraulics	Lawrence, Kansas	665	To educate the City's flood HEC1 & HEC2 models & applications.
Miscellaneous	Metro Area	500	Local Meetings of APWA (350), TEAM(50), ACI(50), & Chamber of Commerce (50).

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund General	Department PUBLIC WORKS	Program ADMINISTRATION & ENGINEERING	Account Number 070.071-520.277	
Seminar or Conference		Location	Amount	Remarks
CADD System Training(advanced)		Community College	150	To educate engineering technician in use of microstation for mapping and GIS utilities.
Annual Traffic Conference		Columbia, MO	60	Provide additional knowledge and skills in traffic analysis\prediction. (MO Highway Engineers, mog)
CADD System Training (Beginning)		Community College	300	To educate 2 engineers in use of Autocadd.
Construction Inspection (APWA)		AGC (Assoc.of Gen'l.Contr	130	To train 1 technician & 1 inspector in proper inspection & documentation procedures.
		TOTAL	3,735	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund		Department	Program			Account Number
General		PUBLIC WORKS	ADMINISTRATION & ENGINEERING			070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
530.313	DEPARTMENTAL SUPPLIES	7,563	10,255	10,235	Blackline Paper - 2,500 Mylar - 1,000 Plotter supplies - 1,000 Drafting Eqpt. - 500 Survey Mat'l. - 750 Toner - 250 Developer - 200 Photo supplies, marking paint, lumber crayons, probe rods, ear protection, safety rope - 750 Publications: ASTM, BPR Design Charts, ITE Manuals, Hwy Design County/State/MSD Specs., other design manuals - 100 Core Drill Bits-1,000 2 Gang Chargers - 1,250 Mobile radio (base station) - 935	
530.318	GASOLINE & OIL	3,492	4,000	3,500	3 pool vehicles 1 Directors vehicle	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program ADMINISTRATION & ENGINEERING			Account Number 070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.342	TOOLS	191	500	1,200	Levels, squares, hammers, flashlights, tapes, shovels, pry bars, sewer hooks, sickle, rolotape, etc. - 500 Airmeter - 700
530.343	UNIFORMS	881	1,205	1,100	Uniforms - 300 Insulated coveralls - 200 Hooded Sweatshirts - 150 Coats - 120 Boots - 180 T-Shirts - 150
TOTAL		12,127	15,960	16,035	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING			070.071
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	5,623	6,945	19,395	See attached detail
540.420	FURNITURE	2,966	1,000	0	See attached detail
540.440	MACHINERY & EQUIPMENT	15,520	5,250	6,695	See attached detail
540.460	AUTOMOBILES & TRUCKS	12,734	0	12,000	See attached detail
	TOTAL	36,843	13,195	38,090	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS		Program ADMINISTRATION & ENGINEERING		Account Number 071-540.410
Description CADD CIVIL BUNDLE		No# Requested 1		Unit Cost 7,895	Total Cost 7,895
Explain reason for request (describe use and workload) Coordinate geometry, survey, design, DTM, earthwork, productivity tools-drafting software to enhance in-house engineering & productivity.			# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Adcadd Softdesk

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS		Program ADMINISTRATION & ENGINEERING		Account Number 071-540.410	
Description GIS SOFTWARE ARCCADD - ARCVIEW FMS/ARC-ARCCADD			No# Requested 1		Unit Cost 7,000	Total Cost 7,000
Explain reason for request (describe use and workload) To begin implementation of GIS Plan network with associated database reference.				# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced						
Item	Make	Age	Recommended Disposition			

What source was used for unit cost?

CADLAB & SURDEX

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS		Program ADMINISTRATION & ENGINEERING		Account Number 071-540.410	
Description PROJECT MANAGEMENT SOFTWARE			No# Requested 1		Unit Cost 4,500	Total Cost 4,500
Explain reason for request (describe use and workload) Provide facilities for project management and scheduling, increased capital workload, and sewer projects necessitate tracking mechanism.				# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced						
Item	Make	Age	Recommended Disposition			

What source was used for unit cost?

Autoproject or Primavera

Other remarks.

Productivity enhancement eliminates need to manually track multiple projects

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program ADMINISTRATION & ENGINEERING	Account Number 071-540.440	
Description NUCLEAR DENSOMETER		No# Requested 1	Unit Cost 5,500	Total Cost 5,500
Explain reason for request (describe use and workload) To provide additional capability for density testing. Currently our densometer is being utilized solely for capital construction projects.			# of similar units on hand 1	Replacement/Addition Addition
Specify items to be replaced				
Item	Make	Age	Recommended Disposition	

What source was used for unit cost?

Troxler: Donna Harris 919-549-8661

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program ADMINISTRATION & ENGINEERING		Account Number 071-540.440	
Description Portable radios MTX 8000 3 Watt		No# Requested 1		Unit Cost 1,195	Total Cost 1,195
Explain reason for request (describe use and workload) To provide communication abilities for person in field & to use during emergency operations.			# of similar units on hand 6	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

-

Other remarks.

Six radios originally purchased. Two are on temp assignment to Street Div.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program	Account Number
General	PUBLIC WORKS	ADMINISTRATION & ENGINEERING	071-540.460
Description S-10 4X4	No# Requested 1		Unit Cost 12,000
Explain reason for request (describe use and workload) To transport inspection personnel & equipment to jobsite locations. To be used by additional inspector & to cover pool car usage.			Total Cost 12,000
		# of similar units on hand 0	Replacement/Addition Replacement
Specify items to be replaced			
Item	Make	Age	Recommended Disposition
Pontiac	Bonneville		Trade-in
What source was used for unit cost?			
State Purchase Agreement			
Other remarks.			

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE	070.072
Activity		Remarks	
Street Maintenance & Repair		<p>This activity involves repairing potholes, crack sealing of pavement and replacement of asphalt and concrete as well as major overlays. Also includes the removal and replacement of broken and displaced sections of sidewalks. Includes mudjacking of streets and sidewalks to fill voids and to level slabs. This activity also involves cleaning of City maintained streets which in turn reduces storm sewer blockages. Also includes the backfill program, filling voids behind curbs and catch basins.</p>	
Snow & Ice Control		<p>This activity involves salting and plowing of City maintained streets and roads to provide adequate mobility to the motoring public.</p>	
Mowing & Tree Trimming		<p>This activity involves mowing of grass shoulders along certain City right-of-ways. Includes the trimming of trees along all City streets. Also includes the maintenance of areas of the Highway Beautification program.</p>	
Storm Sewer Maintenance & Repair		<p>This activity involves the systematic cleaning of catch basins, storm sewers and culverts to insure proper drainage and minimize flooding problems. Includes the reconstruction of deteriorating basins, inlets, storm sewers, and pipes.</p>	
		<p>MAJOR CHANGE - The Public Works Department proposes to add two (2) additional street maintenance workers in 1994.</p>	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program		Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE		070.072
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	686,858	782,208	884,956	
Contractual Services	159,031	139,295	146,147	
Commodities	396,174	398,400	410,375	
Capital Outlay	1,019,798	164,779	123,950	
Transfers	0	0	0	
TOTAL	<u>2,261,861</u>	<u>1,484,682</u>	<u>1,565,428</u>	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program	Account Number	
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE	070.072	
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Street Superintendent Street Supervisor Street Maintenance Workers Temporary Workers (10 part-time-Summer)		1.00	1.00	1.00
		4.00	4.00	4.00
		19.00	19.00	21.00
		2.88	2.88	2.88
TOTALS		<u>26.88</u>	<u>26.88</u>	<u>28.88</u>

CITY OF CHESTERFIELD 1994 BUDGET
PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE		070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	42,961	43,556	45,924
510.111	SALARIES - FULL-TIME	462,971	508,953	576,740
510.112	SALARIES - PART-TIME	26,731	25,000	25,000
510.113	SALARIES - OVERTIME	11,714	22,000	22,000
510.120	SOCIAL SECURITY	39,965	46,762	52,234
510.122	WORKERS COMPENSATION	25,983	44,244	60,069
510.124	HEALTH INSURANCE	45,752	52,824	59,228
510.125	LIFE INSURANCE	1,285	1,856	2,092
510.127	DISABILITY INSURANCE	2,526	2,542	2,989
510.130	PENSION	26,970	34,471	38,680
	TOTAL	686,858	782,208	884,956

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE			070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.247	MAINT. & REPAIR-EQUIPMENT	12,367	11,150	14,500	Repair of City equipment. (Snow equipment, salt spreaders, blades, hydro parts & hoses, muddjack equip., air compressor, roller, skid steers, backhoes, etc.) - 12,000 Maint. agreement on time clock - 150 Tires - 2,350
520.248	MAINT. & REPAIR-VEHICLES	15,332	15,000	21,000	Tune-ups - 3,300 Electric sup. - 500 S-4 License S-4 - 50 Filters - 700 Starters - 400 Batteries - 450 Brakes - 1,500 Beds - 500 Belts/seals - 200 Bearings - 200 Tires - 7,350 Various repairs of vehicles - 5,850
520.249	MEMBERSHIPS/SUBSCRIPTIONS	191	200	200	See attached detail

CITY OF CHESTERFIELD 1994 BUDGET
CONTRACTUAL SERVICES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.251	MISCELLANEOUS CONTRACTUAL	32,447	52,525	50,865	Beeper service 5 @ 19./ea - 540 Landfill/empty dumpster - 385 Street striping - 3,000 Contractual Street Sweeping - 15,000 Outside contractual labor - 20,000 2 Bag phones - 1,800 Contractual Hauling - 9,240 Portable car phone - S-4 - 900
520.261	PROFESSIONAL SERVICES	2,331	0	0	
520.268	RENTAL - EQUIPMENT	50,608	17,000	12,532	Rental of special equipment: Emergency rentals - (Backhoe) 5,000 Vibratory Roller - 1,000 Office copy machine rental + .0225/copy - 86./mo. - 1,032 Portable bathroom (8

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE			070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					months rental) - 500 Stump Grinder - 800 Sewer Auger-6" - 2,500 (2 weeks) 4" Pump - 1,700 (1 Month)
520.269	RENTAL - BUILDING	30,094	30,000	30,000	Rent for Public Works facility @ 2,500/mo.
520.276	TELEPHONE	2,357	3,000	3,750	Line charges - 3,000 Long Distance - 650 New Line - 100
520.277	TRAVEL & TRAINING	266	420	300	See attached detail
520.285	UTILITIES-ELECTRIC	7,503	6,000	7,000	Electric for Public Works facility
520.286	UTILITIES-GAS	5,535	4,000	6,000	Propane gas for Public Works facility
	TOTAL	<u>159,031</u>	<u>139,295</u>	<u>146,147</u>	

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE	Account Number 070.072-520.249	
Organization		Member	Amount	Remarks
American Public Works Association		Dan Henthorn	125	National organization dues
American Public Works Association		Dan Henthorn	15	Local chapter dues
American Public Works Association		Mark Duquette	15	Local organization dues
American Public Works Association		Herman Morgan	15	Local organization dues
American Public Works Association		Wayne McFarland	15	Local organization dues
American Public Works Association		Mark Wilson	15	Local organization dues
		TOTAL	200	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE	070.072-520.277
Seminar or Conference	Location	Amount	Remarks
APWA State Chapter Meeting	Lake of the Ozarks, MO	150	To gain knowledge through local technology transfer sessions and participate in various technical divisions activities and election of officers. Dan Henthorn attending at Columbia, MO or Lake of the Ozarks.
APWA State Chapter Meeting	Columbia, MO	150	To gain knowledge through local technology transfer sessions and participate in various technical divisions activities and election of officers
TOTAL		300	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE			070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	306,945	302,250	312,805	Three mobile radios @ \$935 each - 2,805 RS211 crack filler - 15,000 Hot mix - 10,000 Cold mix/UPM - 30,000 1" down - 18,000 2" clean - 2,750 1" clean - 4,950 3/8 trap rock - 3,850 Fill sand - 2,200 Other rock - 2,200 Soil - 10,000 Portland - 4,000 Ready mix - 94,830 Asphalt primer - 1,000 CRS-2 - 15,000 Irrigation parts - 1,245 Mailboxes - 1,600 Expansion - 2,200 Key way - 1,650 Cedar board - 2,750 Form mat'l - 7,000 Curing compound - 2,200 Saw blades - 3,850

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					Diamond tip - 5,000 Clear plastic - 2,000 Propane gas - 2,500 Guard rail - 2,000 Tarps - 1,300 Warning lights/spots - 1,200 Form stakes - 1,500 Nails - 500 Sod - 2,000 Sewer pipe - 3,850 Inlets - 3,000 Gabian stone, 4" & 6" 150% @ 7.50 - 1,125 Gabian Wire Basket - 1,500 Casted Curb Boxes, 100 ea. 10 - 1,000 12" PVC, 8.40/ft. 168./ea. 30 pieces - 5,040 Welding supplies - 4,500 First-aid kits - 1,000 Fire extinguishers - 1,000 Flashing barricades - 1,650

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					Flagging tape - 1,000 Orange cones - 2,000 Signs, Hdw. - 8,800 Fabric cloth - 1,500 Fabric filter cloth - 2,500 30 pounds dye - 600 Safety barrels - 1,500 Office cleaners, etc. 2,000 Batteries - 500 Water coolers - 435 Drinking cups - 350 Walkway Yellow & White striping paint- 1,000 Marking paint - 500 Orange flags/plow - 1,000 Points/bits - 500 Elec. supplies - 300 Trash bags - 350 Cleaning aids/ vehicles & equip., wax, wash - 2,000 Grass, seed, straw - 2,500 Recorder for

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.318	GASOLINE & OIL	26,066	30,000	32,500	facility - 250 Sign Posts - 1,000 Paint for facility - 1,000 TV/VCR for facility - 475 Diesel fuel/reg. gas 19 vehicle Diesel @ 29,000 gal. @ .80 - 23,200 Equip. fuel 8,500 @ .80 - 6,800 Oil - 2,500
530.340	SALT & ABRASIVES	44,090	48,150	48,150	Salt 1800 T @ 25. - 45,000 Liq. chloride - 4,500 gal. @ .70 - 3,150
530.342	TOOLS	7,069	6,000	5,000	Misc. hand tools, wrenches, screw drivers, etc. - 500 Shovels - 600 Street brooms - 500 Rakes - 150 Claw & sledge hammers - 250 Picks - 150

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.343	UNIFORMS	12,004	12,000	11,920	Spare handles - 200 Prime brushes - 100 Concrete tools - 600 Float - 150. Finishing brushes - 200 Flashlights & batteries - 150 Tool boxes - 150 Chainsaws (18", 24") - 900 Tapes/rulers - 200 Line levels, chalk line chisels, axe, etc. - 200 Uniforms (25): + 3 replacement sets: Shirts - 78/10.50 - 820 Pants - 112 @ 11.20 - 1,250 Coveralls - 9 @ 39.50 - 350 Jackets - 6 @ 23. - 140 Work shoes 1 ea. @ 65. - 1,755 Thermal sweatshirts,

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE			Account Number 070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
					1 ea./33.50 - 905 Summer T-shirts, 6 pair ea. + 5 pair/ temporaries 210 @ 5.90 - 1,250 Caps 5.50/ea. - 290 Leather work gloves golden fuzzies, rubber gloves, winter liners, over shoes, rain gear, safety glasses, safety vests, hard hats, ear plugs, etc. - 5,160
	TOTAL	396,174	398,400	410,375	

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE			070.072
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.440	MACHINERY & EQUIPMENT	66,602	37,410	22,450	See attached detail
540.460	AUTOMOBILES & TRUCKS	18,522	54,000	101,500	See attached detail
540.490	STREET RECONSTRUCTION	915,004	69,244	0	
	TOTAL	<u>1,019,798</u>	<u>164,779</u>	<u>123,950</u>	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS		Program STREET & SEWER MAINTENANCE		Account Number 072-540.440	
Description Crack Router			No# Requested 1		Unit Cost 6,800	Total Cost 6,800
Explain reason for request (describe use and workload) Used for removal of built up Material in cracks before resealing is performed.				# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced						
Item	Make	Age	Recommended Disposition			
What source was used for unit cost?						
Verbal Quote						
Other remarks.						

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE	Account Number 072-540.440	
Description 20' Concrete Screed	No# Requested 1		Unit Cost 6,075	Total Cost 6,075
Explain reason for request (describe use and workload) Used for striking off concrete after placement.		# of similar units on hand 1	Replacement/Addition Replacement	

Specify items to be replaced			
Item	Make	Age	Recommended Disposition

PO # 17642

Goedike Wood & Co

\$3569.82

What source was used for unit cost?

Verbal Quote - Cumming and McGowen

Other remarks.

Quote from Doug Williams, Cummings, McGowen and West.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE		Account Number 072-540.440	
Description Skid Steer Loader Buyout		No# Requested 1		Unit Cost 4,880	Total Cost 4,880
Explain reason for request (describe use and workload) Buyout of skid steer loader from lease/purchase agreement outline in the 1993 budget. 8 Months rental paid in 1993 totaling \$7,120.			# of similar units on hand 2	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Jerry Mueller - Gateway Bobcat

Other remarks.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund	Department	Program		Account Number	
General	PUBLIC WORKS	STREET & SEWER MAINTENANCE		072-540.440	
Description		No# Requested		Unit Cost	Total Cost
Heat Lance Seal - All Torch		1		2,500	2,500
Explain reason for request (describe use and workload)			# of similar units on hand	Replacement/Addition	
Removal of built up material used during crackseal operation.			1	Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

What source was used for unit cost?

Verbal Quote - Clayco Midwest Co.

Other remarks.

Quote from Barry Barber, Clayco Midwest Company.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE	Account Number 072-540.440
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Description 5,000 Watt Generator	No# Requested 1	Unit Cost 2,195	Total Cost 2,195
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Explain reason for request (describe use and workload) +Used for electric service during concrete set up and pour. Also used for backup emergency power & to increase productivity of crews.	# of similar units on hand 1	Replacement/Addition Addition
--	--	---

Specify items to be replaced			
Item	Make	Age	Recommended Disposition

*PO #17254
2/14/94
\$1827.00
Pat Kelly Equipment*

What source was used for unit cost? Verbal Quote - Pat Kelly Equipment
--

Other remarks. Quote from Dan Christian, Pat Kelly Equipment.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE		Account Number 072-540.460	
Description 2.5 T. Dump Truck/10'snow pkg.		No# Requested 1		Unit Cost 55,500	Total Cost 55,500
Explain reason for request (describe use and workload) To add to our present fleet of work trucks, used for hauling material, snow plowing, & towing misc. equipment to job site, such as air compressor, etc			# of similar units on hand 11	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

\$54,604.00

What source was used for unit cost?

Verbal quote (Carol Rehmer Chev)

Other remarks.

Quote from Joe Nooner, Carol Rehmer Chevrolet, T.R. Woods, & Midwest Systems

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program STREET & SEWER MAINTENANCE	Account Number 072-540.460
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Description 1 Ton 4x4 with 8' snow plow and hydro spreader.	No# Requested 2	Unit Cost 23,000	Total Cost 46,000
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Explain reason for request (describe use and workload) To add to our present fleet of work trucks, used for snow plowing, transporting equipment, materials, and fuel in field for equipment.	# of similar units on hand 0	Replacement/Addition Addition
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Specify items to be replaced			
Item	Make	Age	Recommended Disposition

~~44~~ \$44,255.54
+ \$2748 load spreader

What source was used for unit cost?
Verbal Quote - Carol Rehmer Chev

Other remarks.
Quote from Joe Nooner, Rehmer Chevrolet. Also from T.R. Woods, Midwest Sys.

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE	070.073
Activity		Remarks	
Vehicle & Equipment Maintenance		This activity involves repairing department vehicles and equipment to insure they are operable when needed. This activity involves preparing preventive maintenance schedules and coordinating with other City departments to insure vehicles and equipment are serviced on a regular basis.	
Equipment Maintenance Records		This activity involves documenting maintenance repair activities on each vehicle and piece of equipment.	
Parts Inventory		This activity involves maintaining adequate spare parts in order to facilitate repairs.	
		MAJOR CHANGE: Public Works Department proposes to add one (1) additional mechanic in 1994.	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program		Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE		070.073
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	110,077	115,064	154,030	
Contractual Services	29,815	31,350	24,575	
Commodities	30,490	29,475	31,950	
Capital Outlay	6,211	6,400	8,560	
Transfers	0	0	0	
TOTAL	176,593	182,289	219,115	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program			Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE			070.073
Position Title		Number of Employees			
		1992 Actual	1993 Authorized	1994 Requested	
Mechanic Supervisor		1.00	1.00	1.00	
Mechanics		2.00	2.00	3.00	
TOTALS		<u>3.00</u>	<u>3.00</u>	<u>4.00</u>	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE		070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.111	SALARIES - FULL-TIME	85,309	87,069	116,804
510.113	SALARIES - OVERTIME	1,776	2,500	2,500
510.120	SOCIAL SECURITY	6,104	6,986	9,306
510.122	WORKERS COMPENSATION	2,584	3,798	5,381
510.124	HEALTH INSURANCE	8,192	8,643	11,928
510.125	LIFE INSURANCE	214	293	392
510.127	DISABILITY INSURANCE	421	401	561
510.130	PENSION	5,477	5,374	7,158
	TOTAL	<u>110,077</u>	<u>115,064</u>	<u>154,030</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE			070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.247	MAINT. & REPAIR-EQUIPMENT	1,613	1,500	2,000	Lift Jacks, (New Casters) - 300 Air Compressor (Service) - 50 Diag. Equipment (New Vehicle Updates)- 250 Tire Changer (Repack Cylinder Seals) - 150 Wheel Balancer (Calibration) - 150 Alignment Equipment (Calibrate Heads and vehicle updates) - 650 Arc Welder (Service) - 50 3 Ton Crane (Replace Casters) - 50 Drum and Rotor Lathe (Cutting Tips, Shield, Silencer Bands) - 50 Chop saw blades - 300
520.248	MAINT. & REPAIR-VEHICLES	193	350	350	Service, repairing/ service truck
520.249	MEMBERSHIPS/SUBSCRIPTIONS	0	200	300	See attached detail

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund		Department	Program			Account Number
General		PUBLIC WORKS	VEHICLE MAINTENANCE			070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks	
520.251	MISCELLANEOUS CONTRACTUAL	564	500	425	Parts washer disposal, towing, waste oil disposal - 250 Beeper rental - 175	
520.268	RENTAL - EQUIPMENT	15,445	16,000	9,000	Oxygen & acetylene tanks - 500 Shop equip. payment - 8,000 Emergency equip. - 500	
520.269	RENTAL - BUILDING	12,000	12,000	12,000	Portion/building lease @ 1,000/mo.	
520.277	TRAVEL & TRAINING	0	800	500	See attached detail.	
	TOTAL	29,815	31,350	24,575		

CITY OF CHESTERFIELD 1994 BUDGET

MEMBERSHIPS AND SUBSCRIPTIONS

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE	Account Number 070.073-520.249
Organization	Member	Amount	Remarks
Chilton Company	Ed Bax	300	Parts and service manuals to aid in repairs of engines, differentials, brakes, electrical systems, air conditioners, transmissions, & any other new equipment we obtain.
	TOTAL	300	

CITY OF CHESTERFIELD 1994 BUDGET

TRAINING / TRAVEL

Fund	Department	Program	Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE	070.073-520.277
Seminar or Conference	Location	Amount	Remarks
Welding and/or Computer Training	Seminar Location	500	Continuing education in welding and vehicle computer courses on use of diagnostic computer, Anti-lock brake, & A/C
	TOTAL	500	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE			Account Number 070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	19,437	15,850	19,000	Steel - 4,000 Hand Cleaner - 525 Hydraulic Hose -1,000 Degreasers - 525 Penetrat. Oil - 315 Welding Supplies - 1,100 Nuts & Bolts - 2,800 Elec. Sup. - 700 Safety Glasses - 100 Hydraulic Fit. - 1,300 Janitor Sup. - 1,600 Oxy/acetylene - 500 Sand - 650 A/C freon - 2,000 Air hoses - 585 Drop lights - 200 Paint, primer, thinner, sandpaper - 800 Chains - 300
530.314	EQUIPMENT PARTS	7,023	9,000	7,500	Batteries - 700 Filters: oil, air, fuel & transmission - 1,200 Headlight/taillight bulbs - 250

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE			070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.318	GASOLINE & OIL	387	400	650	Windshield Washer - 550 Antifreeze - 800 Engine oil - 1,500 Lube grease - 600 Hydraulic oil - 600 Front end parts - 500 Brake parts - 500 Brake shoes & Pads - 300 Est. 12,000 miles @ 16,MPG diesel fuel @ .80/gallon - 600 60 quarts oil @ .74/gallon - 50
530.342	TOOLS	2,230	2,400	2,000	Diesel injector tools - 450 Crescent wrenches - 100 Stethiscopes - 75 Liquid pressure hydr. guages - 225 Pulley & gear puller set - 700 Screwdrivers - 75 3/8 air ratchets -

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE			Account Number 070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.343	UNIFORMS	1,413	1,825	2,800	175 1/2" Impacts - 200 Uniforms for four employees, 8/ea. - 760 Jackets - 4 - 92 Coveralls; 4 - 168 Work Shoes; 4pr. - 260 Shop towels - 595 Rain suits - 175 Winter over shoes - 260 Winter liners - 125 T-shirts - 200 Sweatshirts - 115 Caps - 50 (Additional uniforms for added gargage personnel)
TOTAL		30,490	29,475	31,950	

CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL EXPENDITURES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	VEHICLE MAINTENANCE			070.073
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.410	COMPUTER EQUIPMENT	1,873	0	0	
540.440	MACHINERY & EQUIPMENT	4,338	6,400	8,560	See attached detail
	TOTAL	6,211	6,400	8,560	

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS		Program VEHICLE MAINTENANCE		Account Number 073-540.440
Description Pressure Washer			No# Requested 1		Unit Cost 3,515
					Total Cost 3,515
Explain reason for request (describe use and workload) Additional equipment and vehicles make an additional washer a necessity				# of similar units on hand 1	Replacement/Addition Additional
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		
			<p align="right"><i>Old Vacuum</i> <i>\$2850-</i> <i>2/24/94</i> <i>PO#17354</i></p>		
What source was used for unit cost?					
Written Quote					
Other remarks.					
Mechanical problems with existing washer.					

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE		Account Number 073-540.440	
Description Plasma Cutter	No# Requested 1		Unit Cost 2,295	Total Cost 2,295	
Explain reason for request (describe use and workload) Due to the amount of steel fabrication a plasma cutter is required for efficiency of operation.			# of similar units on hand 0	Replacement/Addition Addition	
Specify items to be replaced					
Item	Make	Age	Recommended Disposition		

CEE KAY SUPPLY INC

\$ 1995

2/24/94

PO # 17355

What source was used for unit cost?

Written Quote - Cee Kay Supply

Other remarks.

Used for steel blades on plows & other steel parts.

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE		Account Number 073-540.440
Description Tool boxes and tool kits	No# Requested 1		Unit Cost 1,500	Total Cost 1,500
Explain reason for request (describe use and workload) With the possible addition of 2 more garage garage personnel, tools will be needed for the operation.			# of similar units on hand 3	Replacement/Addition Addition
Specify items to be replaced				
Item	Make	Age	Recommended Disposition	
What source was used for unit cost?				
Verbal Quote - Sears				
Other remarks.				

**CITY OF CHESTERFIELD 1994 BUDGET
CAPITAL OUTLAY REQUEST**

Fund General	Department PUBLIC WORKS	Program VEHICLE MAINTENANCE	Account Number 073-540.440	
Description King Pin Press	No# Requested 1		Unit Cost 1,250	Total Cost 1,250
Explain reason for request (describe use and workload) Many of the older trucks and equipment are showing signs of king pin wear, need tool for repairs.		# of similar units on hand 0	Replacement/Addition Addition	

Specify items to be replaced

Item	Make	Age	Recommended Disposition
-------------	-------------	------------	--------------------------------

*Tractor-Trailer supply Co PO #17417
#12750
3/7/94*

What source was used for unit cost?

Verbal Quote

Other remarks.

Without this tool, trucks would have to be sent out for front end work.

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PUBLIC WORKS	BUILDINGS AND GROUNDS	070.074
Activity		Remarks	
Building Rental		This activity involves rental of City Government Center.	
Utilities		<p>This activity involves utility services for the City Government Center.</p> <p>MAJOR CHANGE: This budget includes \$11,500 for mowing services related to grassy medians and the 40/340 interchange.</p>	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program	Account Number
General	PUBLIC WORKS	BUILDINGS AND GROUNDS	070.074
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	0	0	0
Contractual Services	257,383	315,505	221,354
Commodities	158	500	500
Capital Outlay	0	0	0
Transfers	0	0	0
TOTAL	<u>257,541</u>	<u>316,005</u>	<u>221,854</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PUBLIC WORKS	BUILDINGS AND GROUNDS			070.074
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.251	MISCELLANEOUS CONTRACTUAL	52,679	108,890	17,500	Office modification - 1,000 Maintenance of grassy medians & 340/40 mowing - 11,500 Landscaping repairs/maintenance - 5,000
520.261	PROFESSIONAL SERVICES	0	5,468	0	
520.269	RENTAL - BUILDING	203,604	199,347	202,354	Government Center Rental Assume 3% increase Sept.
520.285	UTILITIES-ELECTRIC	1,100	1,800	1,500	Average 125./month.
	TOTAL	<u>257,383</u>	<u>315,505</u>	<u>221,354</u>	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PUBLIC WORKS	Program BUILDINGS AND GROUNDS			Account Number 070.074
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	158	500	500	Misc. supplies, e.g. fire extinguishers, safety kit.
	TOTAL	158	500	500	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PUBLIC WORKS	STREET LIGHTING	070.075
Activity		Remarks	
Street Lighting		Charges for street lights which were installed at specific locations for safety purposes.	

**CITY OF CHESTERFIELD 1994 BUDGET
PROGRAM REQUEST**

Fund	Department	Program	Account Number
General	PUBLIC WORKS	STREET LIGHTING	070.075
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request
Personnel Services	0	0	0
Contractual Services	5,866	1,300	900
Commodities	0	0	0
Capital Outlay	0	0	0
Transfers	0	0	0
TOTAL	<u>5,866</u>	<u>1,300</u>	<u>900</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund General	Department PUBLIC WORKS	Program STREET LIGHTING			Account Number 070.075
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.274	STREET LIGHTS	5,866	1,300	900	Monthly charge for street lights
	TOTAL	<u>5,866</u>	<u>1,300</u>	<u>900</u>	

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CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	PARKS & RECREATION	PARKS & RECREATION	080.081
Activity		Remarks	
PARKS & RECREATION		<p>This activity is responsible for planning, organizing, directing, and coordinating parks and recreation activities for the City.</p> <p>MAJOR CHANGE: This budget contains a proposal to eliminate recreation programs previously included in the budget and to add a Parks & Recreation Director in Fiscal Year 1994.</p>	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program		Account Number
General	PARKS & RECREATION	PARKS & RECREATION		080.081
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	0	0	39,072	
Contractual Services	13,619	97,000	5,000	
Commodities	3,131	3,000	0	
Capital Outlay	0	0	0	
Transfers	0	0	0	
TOTAL	<u>16,750</u>	<u>100,000</u>	<u>44,072</u>	

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SCHEDULE

Fund	Department	Program	Account Number	
General	PARKS & RECREATION	PARKS & RECREATION	080.081	
Position Title		Number of Employees		
		1992 Actual	1993 Authorized	1994 Requested
Parks & Recreation Director		0.00	0.00	1.00
TOTALS		0.00	0.00	1.00

CITY OF CHESTERFIELD 1994 BUDGET

PERSONNEL SERVICES

Fund	Department	Program		Account Number
General	PARKS & RECREATION	PARKS & RECREATION		080.081
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request
510.110	SALARIES - SUPERVISORY	0	0	30,296
510.120	SOCIAL SECURITY	0	0	2,363
510.122	WORKERS COMPENSATION	0	0	1,366
510.124	HEALTH INSURANCE	0	0	2,982
510.125	LIFE INSURANCE	0	0	102
510.127	DISABILITY INSURANCE	0	0	145
510.130	PENSION	0	0	1,818
	TOTAL	<u>0</u>	<u>0</u>	<u>39,072</u>

CITY OF CHESTERFIELD 1994 BUDGET

CONTRACTUAL SERVICES

Fund	Department	Program			Account Number
General	PARKS & RECREATION	PARKS & RECREATION			080.081
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
520.249	MEMBERSHIPS/SUBSCRIPTIONS	16	0	0	Funding for various recreational activities
520.251	MISCELLANEOUS CONTRACTUAL	12,649	47,000	5,000	
520.260	PRINTING & BINDING	184	0	0	
520.261	PROFESSIONAL SERVICES	0	50,000	0	
520.268	RENTAL - EQUIPMENT	770	0	0	
	TOTAL	<u>13,619</u>	<u>97,000</u>	<u>5,000</u>	

CITY OF CHESTERFIELD 1994 BUDGET

COMMODITIES

Fund General	Department PARKS & RECREATION	Program PARKS & RECREATION			Account Number 080.081
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
530.313	DEPARTMENTAL SUPPLIES	2,430	3,000	0	
530.325	MISCELLANEOUS SUPPLIES	701	0	0	
	TOTAL	3,131	3,000	0	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM/ACTIVITY

Fund	Department	Program	Account Number
General	RESERVES & CONTINGENCY	CONTINGENCIES	090.091
Activity		Remarks	
Contingencies		The Contingency Account provides for unanticipated expenditure needs and revenue shortfalls.	
Reserves		Per the instructions of the City Council, all salary increases are included in the individual departments in Fiscal Year 1994, as opposed to being budget in a Salary Adjustment Account.	

CITY OF CHESTERFIELD 1994 BUDGET

PROGRAM REQUEST

Fund	Department	Program		Account Number
General	RESERVES & CONTINGENCY	CONTINGENCIES		090.091
Type of Expenditure	1992 Actual	1993 Amended Budget	1994 Request	
Personnel Services	0	0	0	
Contractual Services	0	0	0	
Commodities	0	0	0	
Capital Outlay	0	0	0	
Transfers	0	111,510	300,000	
TOTAL	<u>0</u>	<u>111,510</u>	<u>300,000</u>	

CITY OF CHESTERFIELD 1994 BUDGET

TRANSFERS

Fund	Department RESERVES & CONTINGENCY	Program CONTINGENCIES			Account Number 090.091
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
550.510	SALARY ADJUSTMENT	0	91,210	0	Allowance for revenue shortfalls and unforeseen expenditures
550.511	CONTINGENCY	0	20,300	300,000	
TOTAL		0	111,510	300,000	

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**CITY OF CHESTERFIELD
STATEMENT OF BUDGETED REVENUES AND EXPENDITURES
CAPITAL PROJECTS FUND
FISCAL YEAR 1994**

	<u>1992 ACTUAL</u>	<u>1993 PROJECTED</u>	<u>1994 BUDGET</u>
FUND BALANCE, JANUARY 1	0	0	0
SOURCE OF FUNDS:			
Transfer from General Fund	<u>0</u>	<u>1,694,525</u>	<u>2,954,203</u>
TOTAL SOURCES	<u>0</u>	<u>1,694,525</u>	<u>2,954,203</u>
EXPENDITURES:			
Street Improvement Projects	0	1,281,288	1,189,203
I.S.T.E.A. Project	0	0	1,500,000
MSD Projects	0	0	100,000
Stormwater Projects	0	326,556	60,000
Sidewalk Projects	0	50,000	50,000
Highway Beautification Projects	<u>0</u>	<u>36,681</u>	<u>55,000</u>
TOTAL EXPENDITURES	<u>0</u>	<u>1,694,525</u>	<u>2,954,203</u>
FUND BALANCE, DECEMBER 31	0	0	0

**CITY OF CHESTERFIELD
BUDGETED EXPENDITURES BY TYPE
CAPITAL PROJECTS FUND**

	<u>1992 ACTUAL</u>	<u>1993 PROJECTED</u>	<u>1994 BUDGET</u>
Personnel	0	0	0
Contractual	0	0	0
Commodities	0	0	0
Capital	0	1,694,525	2,954,203
Contingency	<u>0</u>	<u>0</u>	<u>0</u>
	0	1,694,525	2,954,203

CITY OF CHESTERFIELD 1994 BUDGET

CAPITAL EXPENDITURES

Fund CAPITAL PROJECTS	Department PUBLIC WORKS	Program CAPITAL IMPROVEMENTS			Account Number 070.076
Account Number	Account Title	1992 Actual	1993 Amended Budget	1994 Request	Remarks
540.490	STREET RECONSTRUCTION	0	1,281,288	2,689,203	Havens and Emerson study (contractual work) - 1,189,202 I.S.T.E.A. Project (City's share 300,000) - 1,500,000
540.495	STORM SEWER RECONSTRUCT.	0	267,000	160,000	Westbury Manor - MSD project (City's Share - 67,000) - 100,000 Unspecified storm sewer projects - 60,000
540.497	SIDEWALK RECONSTRUCTION	0	125,000	50,000	Unspecified sidewalk reconstruction projects
540.499	HIGHWAY BEAUTIFICATION	0	44,532	55,000	Unspecified highway beautification projects
TOTAL		0	1,717,820	2,954,203	

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MISCELLANEOUS STATISTICAL AND DEMOGRAPHIC DATA
December 31, 1994

Date of Incorporation as a third class city.	June 1, 1988
Form of government	Mayor/Council/City Administrator
Area.	29 square miles
Miles of streets maintained by City.	120
Miles of sidewalks maintained by City.	100
Police protection:	
Number of full-time employees.	64
Commissioned officers	59
Other full-time employees.	5
Other part-time employees.	4
Police Station.	1
Total employees, full-time.	124

Fire protection:

The City's coverage is provided by two districts:
 Metro West Fire Protection District
 Chesterfield Fire Protection District

The City is served by the Parkway and Rockwood School Districts.

The City's electricity is supplied by Union Electric Company; natural gas is supplied by Laclede Gas Company; water is provided by St. Louis County Water Company; sewer service is provided by Metropolitan St. Louis Sewer District. All four of the aforementioned companies are publicly held utilities.

The libraries servicing the City of Chesterfield are the Daniel Boone and the Thornhill branches of the St. Louis county Library System.

Population: 42,332

Income:

Median family income	1986.	\$ 61,800
Per Capita family income	1979.	\$ 12,686
	1987.	\$ 21,912

The principal taxpayers (4):

- Union Electric Company
- Laclede Gas Company
- Southwestern Bell Telephone Company
- St. Louis County Water Company

Major employers within the City of Chesterfield:

Company	Type of Business
Monsanto Company	Research Company
Roosevelt Bank	Bank
GE Capital Mortgage Services	Mortgage Loan Servicing Optn
Doubletree Hotel	Hotel
McBride & Son Management Co.	Homebuilder/Developer/Contractor
Famous Barr	Department Store
Mark Andy Inc.	Printing Press Mfgr
The Prudential	Insurance Claim Processing Office
Mallinckrodt Specialty Chemicals	Administrative Office
Dillards	Department Store
Sears Roebuck & Co.	Department Store

Assessed Valuation of Taxable Property:

	<u>Real Property</u>	<u>Personal Property</u>	<u>Railroad and Utilities</u>	<u>Total Assessed Value</u>
1988	\$ 404,550,560	\$ 60,998,489	\$ ---	\$ 465,549,049
1989	494,909,830	113,252,888	15,309,591	623,472,309
1990	518,041,910	137,789,071	14,906,377	670,737,358
1991	546,048,970	144,354,921	14,813,513	705,217,404
1992	611,766,200	156,066,333	14,953,292	782,785,825
1993	623,355,670	146,917,716	14,480,699	784,754,085

Legal Debt Margin: \$78,475,408

FISCAL YEAR 1994 BUDGET CALENDAR

- July 1, 1993 to
July 14, 1993 - Finance Department prepares budget forms and instructions.
- July 15, 1993 - Finance Director distributes budget documents and instructions to departments. City Administrator requests individual committees to submit budget requirements, if any.
- July 15, 1993 to
August 11, 1993 - Department Heads/Supervisors conduct internal department meetings to analyze and prepare budget requests.
- Finance Director prepares estimates of personnel costs, fixed charges and nondepartmental items. Finance Director prepares revenue estimates.
- July 28, 1993 - All departments submit personnel worksheet form to both the Personnel Director and Finance Director.
- July 28, 1993 to
August 4, 1993 - Personnel Director reviews requests for new positions with Department Heads/Executive Staff.
- August 5, 1993 - Personnel Director returns signed personnel worksheet forms to Finance Director.
- August 5, 1993 to
August 11, 1993 - Finance Director prepares estimates of 1993 actual and 1994 estimated payroll costs and submits same to Department Heads/Executive Staff.
- August 13, 1993 - All departments submit 1993 estimated expenditure reports to Finance Director.
- August 16, 1993 - Departmental requests are returned to the Finance Director. Committee requests are submitted to Finance Director.
- August 16, 1993 to
August 20, 1993 - Finance Director does preliminary review of budgets.
- August 23, 1993 - Finance Director requests additional information from departments as needed.

1994 Budget Calendar

- August 27, 1993 - Departments return responses for request for additional information back to Finance Director.
- August 30, 1993 to September 4, 1993 - Finance Director prepares consolidation of budget requests for City Administrator. Finance Director finalizes revenue estimates for City Administrator.
- September 7, 1993 to September 10, 1993 - City Administrator and Finance Director meet with Department Heads to discuss departmental requests.
- September 13, 1993 to September 17, 1993 - Finance Director prepares supplemental information for budget documentation in conjunction with application for Government Finance Officers Association's Distinguished Budget Presentation Award.
- September 17, 1993 to September 21, 1993 - City Administrator and Finance Director meet to review revenue estimates and budget document prior to submission to City Council.
- September 21, 1993 - City Administrator completes budget message.
- September 22, 1993 - Proposed budget document is distributed in its entirety to City Council.
- September 29, 1993 to October 20, 1993 - Council Committees hold individual work sessions on respective budgets.
- October 20, 1993 to October 25, 1993 - Finance Director incorporates Committee recommendations into budget.
- October 26, 1993 - City Administrator submits entire budget document, as amended by Council Committees, to the entire City Council for final review.
- October 27, 1993 to November 8, 1993 - Council reviews final budget as a "Committee of the Whole."

1994 Budget Calendar

- | | |
|---|--|
| November 11, 1993 to
November 12, 1993 | - Finance Director makes final amendments to budget based on City Council's recommendations. |
| November 15, 1993 | - Entire amended budget document is submitted to City Council. |
| November 22, 1993 | - Notice of public hearing published. |
| December 6, 1993 | - Public Hearing on budget held prior to regularly scheduled City Council meeting. |
| December 20, 1993 | - Budget adopted at regular City Council meeting by resolution. |
| December 21, 1993 to
December 28, 1993 | - Final budget document is sent to printers and returned for binding. |
| December 29, 1993 to
December 30, 1993 | - Official budget document is distributed to appropriate individuals. |
| January 1, 1994 | - Adopted budget is recorded on the books. |

REVISED
FISCAL YEAR 1994 BUDGET CALENDAR

- | | |
|---|--|
| July 1, 1993 to
July 14, 1993 | - Finance Department prepares budget forms and instructions. |
| July 15, 1993 | - Finance Director distributes budget documents and instructions to departments. City Administrator requests individual committees to submit budget requirements, if any. |
| July 15, 1993 to
September 10, 1993 | - Department Heads/Supervisors conduct internal department meetings to analyze and prepare budget requests.

- Finance Director prepares estimates of personnel costs, fixed charges and nondepartmental items. Finance Director prepares revenue estimates. |
| September 8, 1993 | - All departments submit personnel worksheet form to <u>both</u> the Personnel Director and Finance Director. |
| September 8, 1993 to
September 13, 1993 | - Personnel Director reviews requests for new positions with Department Heads/Executive Staff. |
| September 14, 1993 | - Personnel Director returns signed personnel worksheet forms to Finance Director. |
| September 14, 1993 to
September 17, 1993 | - Finance Director prepares estimates of 1993 actual and 1994 estimated payroll costs and submits same to Department Heads/Executive Staff. |
| September 24, 1993 | - All departments submit 1993 estimated expenditure reports to Finance Director. |
| September 27, 1993 | - Departmental requests are returned to the Finance Director. Committee requests are submitted to Finance Director. |
| September 27, 1993 to
October 1, 1993 | - Finance Director does preliminary review of budgets. |
| October 4, 1993 | - Finance Director requests additional information from departments as needed. |

1994 Budget Calendar-Revised

- October 8, 1993 - Departments return responses for request for additional information back to Finance Director
- October 8, 1993 to October 12, 1993 - Finance Director prepares consolidation of budget requests for City Administrator. Finance Director finalizes revenue estimates for City Administrator.
- October 13, 1993 to October 19, 1993 - City Administrator and Finance Director meet with Department Heads to discuss departmental requests.
- October 19, 1993 to October 22, 1993 - Finance Director prepares supplemental information for budget documentation in conjunction with application for Government Finance Officers Association's Distinguished Budget Presentation Award.
- October 26, 1993 to October 27, 1993 - City Administrator and Finance Director meet to review revenue estimates and budget document prior to submission to City Council.
- October 27, 1993 - City Administrator completes budget message.
- October 29, 1993 - Proposed budget document is distributed in its entirety to City Council.
- November 1, 1993 to November 12, 1993 - Council reviews final budget as a "Committee of the Whole."
- November 15, 1993 to November 17, 1993 - Finance Director makes final amendments to budget based on City Council's recommendations.
- November 22, 1993 - Notice of public hearing published.
- December 6, 1993 - Public Hearing on budget held prior to regularly scheduled City Council meeting.
- December 20, 1993 - Budget adopted at regular City Council meeting by resolution.

1994 Budget Calendar-Revised

December 21, 1993 to
December 28, 1993

- Final budget document is sent to
printers and returned for binding.

December 29, 1993 to
December 30, 1993

- Official budget document is distributed
to appropriate individuals.

January 1, 1994

- Adopted budget is recorded on the
books.

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AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI, }
COUNTY OF ST. LOUIS } ss.

Before the undersigned, a Notary Public in and for the County of St. Louis Missouri, appeared William B. Connaghan, one of the editors of THE ST. LOUIS COUNTIAN, a daily newspaper published in the County of St. Louis, Missouri; who, being duly sworn on his oath, say that THE ST. LOUIS COUNTIAN has complied with all of the provisions of the laws of this state regulating newspapers and the publication of legal notices, and in particular with the provisions of section 493.050, R.S. Mo. 1986, and is qualified to publish the annexed notice or advertisement; and that it was published in THE ST. LOUIS COUNTIAN for one issue, the first publication being on the 24th day of November, 1993, and the last publication being on the 24th day of November, 1993, to-wit

1st time November 24th

PUBLIC HEARING
CITY OF CHESTERFIELD
The City of Chesterfield will hold a public hearing on the proposed budget for Fiscal Year 1994 at 6:30 p.m., Monday, December 6, 1993, in the Council Chambers, 922 Roosevelt Parkway, Chesterfield, Missouri 63017. A copy of the proposed budget is available for public inspection in the Finance Department during the hours of 8:30 a.m. to 5:00 p.m., Monday through Friday.
St. Louis County, Mo., November 24, 1993.



William B. Connaghan

Subscribed and sworn to before me this 24th day of November, 1993

My Commission Expires: May 17, 1996.
(SEAL)



Notary Public for County of St. Louis, Missouri

Garage Sales 1720

63043-SATURDAY MASSIVE GARAGE SALE-Quality Stuff, Baby Clothes, Womens Suits. 7:30 a.m. - 12:00. 12261 Fleetwood.

63049 I BUY ESTATE & Garage Sales. Before or After, Large or Small Amounts. I need paper back books. Give me a call, lets talk!

Call anytime, 877-5984

63105 RETIREMENT/MOVING. 4 antique dressers, chifferobe, many books, housewares, shelves, great buy! Saturday 11/27, 2p.m.-8p.m., 8130 Roxburgh, 2 blks north of Galleria

63114 FRIDAY & SATURDAY. Vibrating foot bath, couch makes into bed, swag lamps, sets of dishes, sewing machine, bicycle, 1815 North & South. 428-1928

63122 SATURDAY 11/27, 8a.m., Hockey & Golf Equipment, Toys, Baby Articles, Exercise Equipment, Misc. 414 West Washington

63123: DIVORCE SALE. Furniture, baskets, kitchenware, books, records & sheet music, crocks, quilting supplies, other treasures too numerous to list. Eden Church on Eden Ave. behind Seven Holy Founders, Gravois at Tesson Ferry/Rock Hill. Wednesday November 24th & Friday November 26th, 9am-2pm.

63124- TOYS, Adult Clothing and Shoes, Children's Clothing and Shoes, Grandfather Clock, Furniture, Kitchen Utensils, Pictures, Books, Lamps, Much More. 10200 Winwood, 8am, Friday 26th and Saturday 27th.

63130: BIG SALE! Household, Miscellaneous! 7630 Hawthorne Place. Sat Nov 27th.

BIG YARD SALE!

Ozark Trader Mall has open a large heated building just for Yard Sales. You find Antiques, Crafts, Collectibles and much more. Bring your Yard Sale or just come and Shop. 50 to 60 shops of bargains! I-44 West to Hwy. 100 ext 253, 6 miles west of Six Flags. Open Saturday & Sunday, 7-5 p.m. Rain or Shine. For more information call 1-800-342-3976

Auctions /Flea Mkts. 1730

CHRISTMAS AUCTION! FRIDAY, NOV. 26, 7pm. Our largest and best yet!!! Porc. Dolls, Trains, Buddy L Toys, Music Boxes, CD Players, Boom Box Band, Radio Controlled Toys, Stone Indian Figurines, China Cabinets, Wash Board Cabinets, Metal Tractors, Candies, Items too numerous to list. House Springs Quality Auction #4645 Old Gravois 877-1003

Legals 460

PUBLIC HEARING CITY OF CHESTERFIELD

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Auctions /Flea Mkts. 1730

PUBLIC AUCTION

1970

NS: 7wk.-6mo. catsAwaiting includes FeLV Neutered Network, 487

PSO puppies, \$185. (314)272

ROT, Byrs old, 500 OBO. Call bpm.

ID needs good G, female, free. bpm.

ol. bred beautiful, sound temp., only. 797-3206

PS: 14WK, AKC Healthy, Sire \$75. 968-4440.

5mths old, black, Loves

Home with Adult Neut. 865-0243

EMALE cat come, spayed, shots updated. 8370

DOG CLUB MEM. contact Me with Number or I'd Like to Join 8488

PUPPIES, CFA Registered, 4 as, \$350. 928

1971

G, 14 years experience, Holi-its, 822-5195.

1980

TABLE, computer, MORE ZIG Machine, w/its, including \$50. 2 SOLID w/hardware; \$2

3-wedge, w/3000 woods, Equipment

2000

Wanted to Buy 2030

LIONEL TRAINS wanted. Also we repair trains. Call 837-7536.

WANTED: USED Fire Insulated File Cabinets. 533-2800; 962-5645

WANT TO BUY Used LP Gas Tanks. 250, 500, or 1000 Gallons. Call Jim or John 800-798-4107

Homes for Sale 2100

FORECLOSED GOVERNMENT HOMES AND PROPERTIES NOW AVAILABLE! LOW DOWN PAYMENT, NO CLOSING COSTS, BAD OR NO CREDIT ACCEPTABLE. TO BUY WITH LITTLE OR NO MONEY DOWN CALL TOLL FREE! 1(800) 436-6867 EXT R -1093.

Asset Realty
HUD Homes
VA Foreclosures
The Government Home Experts
371-1111

City South Side 2130

SPOTLESS 2 BEDROOM 5735 Landsdown Totally redecorated, \$46,900 9200 Corporation 993-9200.

Eureka & Vicinity 2174

PRICE REDUCED: Immediate Occupancy. 3Bdrs, 2Ba. Fin L.L., Newly Painted, Deck, Patio, Pool, 2 Car Gar, AAA Rockwood Schls. By Owner, \$93,500. 822-1783; 861-2500

Hazelwood 2178

3 BEDROOM 2 BATH, Living /Dining Room, Eat-In Kitchen, In-Ground Pool, Finished Walk-Out Basement, Brick Front, Screened Deck, Patio, Backs To Open Wooded Common Ground, Side To Woods.

Real Estate Loans /Financing 2475

Good Credit = Great Rates! Credit Problems? Call Now! Key Mortgage Corp. 942-3100.

Real Estate Wanted 2485

ABSOLUTELY Highest Prices

★ Paid ★
For Your Property

- Quick Closing
- Any Condition
- No Fees

WREN REALTY

725-3377 773-7300

878-8865

• All Cash-Property Bought • Fast Closing, No hassle, Any condition, All Areas MIROWITZ R.E. 727-4289

ALL CASH

We'll buy our property. NO Commission. Fast Closing L. K. WOOD REALTORS 487-4283 968-8688

CASH FOR PROPERTY! Any Condition. Call Dave Anytime, 984-0940

WE BUY AS IS Fair Prices. No Commission-All Cash. Quick Closing. Neuman-Kanefield 863-7822

IMMEDIATE CASH

For Your Property

- Any Condition
- Quick Closing

All Calls Confidential

Ron Pratt

Office: 772-8600

24 Hour Pager: 493-1102

Home: 968-9490

Commercial Property For Rent 2506

AUTO REPAIR Garage. (6) Doors, (8) Bays, Prime Location, Near I44 & Laclede Station Rd. \$1,600mo. 843-4305/843-9795, 677-8066.

BUILDING FOR Lease, 2707 Sutton (Maplewood), \$250/month. 647-6139

GREAT Warson Woods location, prime office space, 1395sf, utilities furnished. 587-3616 W&S

NEW! SPIRIT BUSINESS CENTER
West County
Chesterfield Location
562 sq.ft. - 47,000 sq. ft. Contiguous Prime Office Office Warehouse Aggressive Deals, Base Rents
Start at \$350/Month Contact Sharon Botkin Scott Properties 542-0777

RETAIL-OFFICE. 208 to 5,000ft. Manchester/Watson, super great Locations. Low rent, quick possession, great exposure-signage. Baywood, 962-9900.

Office Space for Rent 2530

ELLISVILLE AREA, 700SQ FT. Immediate Occupancy. 391-9144

EXECUTIVE SUITES Fully Furnished Offices Starting at \$425/Month Secretarial Svc's Available

3 LOCATIONS

- ★ Crestwood ★
- ★ Creve Coeur ★
- ★ Downtown ★

OFFICE SUITES, INC

997-9300

10702 MANCHESTER RD. 200sq.ft. & up, lots parking. 965-3811

3 OFFICES/WAREHOUSE, MANCHESTER & I41 AREA, 880 SQUARE FT. Services Available.(Fax,ETC.) 227-4777

750 SOFT. near Clarkson /Clayton RDS. \$650/MO. 227-0203

PRESS RELEASE

FOR IMMEDIATE RELEASE - DECEMBER 6, 1993

BUDGET HIGHLIGHTS

INTRODUCTION

As provided by city ordinances, City Administrator Michael G. Herring will submit the proposed budget for Fiscal Year 1994 to City Council at a public hearing scheduled for December 6, 1993. This proposed budget reflects extensive input from department heads and executive staff. The City Council conducted a budget workshop during which additional changes were made.

BUDGET SUMMARY

The proposed budget for Fiscal Year 1994 projects total revenues of \$11,261,700 and total expenditures of \$11,234,832. This includes \$2,954,203 in capital improvements to infrastructure.

The difference between total revenues and total expenditures, which is \$26,868, will be added to fund reserves. As a result, the city's projections indicate a total fund balance of \$3.86 million as of December 31, 1994. This is in addition to the \$1 million set aside for a 500-year levee and improved valley drainage. This is an extremely healthy situation!

Revenues

Revenues from sales and utility gross receipts taxes represent 30.3% and 29.5%, respectively, of the city's total revenues. Intergovernmental revenues, including motor fuel taxes, motor vehicle sales taxes, cigarette taxes, road and bridge taxes, and other grant sources (for example, the I.S.T.E.A. project) represent 31.0% of the city's total revenues. The remaining 9.2% is made up of licenses and permits (4.5%), charges for services (0.8%), court receipts (2.8%), and other miscellaneous sources (1.1%).

Population growth directly impacts the city's bottom line in terms of total revenues. The 1990 census determined that 37,991 people resided within the city of Chesterfield. This reflected a 33.6% increase over the 1980 census, which indicated the city's population to be 28,436. Since a significant amount of the city's revenue is based on population (for example, sales tax, motor fuel tax, motor vehicle sales tax and cigarette tax), this 33.6% increase had a sizeable impact on the city's revenues.

The eastern annexation, which was officially completed in May 1992 further increased the city's total population to 42,332. This new total represents an increase of 11.4% over the 1990 census. Presently, Chesterfield is the second largest city in St. Louis County.

In addition to population growth, the city has experienced a dramatic growth in assessed valuation over its five years of existence. The city's 1994 assessed valuation is \$786,451,331, over three-quarters of a billion dollars. Chesterfield ranks #1 among St. Louis County municipalities in assessed valuation. This reflects a 68.9% increase over the original assessed valuation of \$465,549,049 in 1988, when the city first incorporated!

Expenditures

As previously noted, the Fiscal Year 1994 budget reflects total estimated expenditures of \$11,234,832, which are comprised of operating expenses and capital equipment purchases for the various departments of the city, as well as capital improvement projects. Total operating expenses equal \$7,960,729. This represents an increase of 9.9% over 1993. Capital equipment purchases total \$319,900 for the various departments of the city. Capital improvement projects are projected to total \$2,954,203. This figure, which represents 26.3% of the total budget, is 91.5% higher than fiscal year 1993, due primarily to an I.S.T.E.A. project, which is described below.

The city's two largest areas of operation, police and public works, comprise the majority of all expenditure allocations, totalling a combined 73.8% of the proposed operating budget. The police budget, at \$3,524,508, represents 42.6% of the operating budget and the public works budget, \$2,583,768, represents 31.2% of the operating budget. In descending order, other expenditures are as follows:

Administration	15.8%	\$1,307,209
Planning	4.2%	344,304
Reserves & Contingencies	3.6%	300,000
Municipal Court	1.3%	107,713
Executive/Legislative	0.8%	69,055
Parks & Recreation	0.5%	44,072

Of the total \$11,234,832 in expenditures contained in the proposed budget, personnel costs represent 47.4%; contractual, 15.3%; commodities, 5.5%; capital equipment purchases and capital improvement projects, 29.1%; and contingency, 2.7%.

As noted above, the proposed capital projects expenditures of \$2,954,203 for Fiscal Year 1994 are significant, representing 26.3% of the city's total budget. The various projects to be funded by this allocation include street improvement projects city-wide as identified by the Havens & Emerson study (\$1,189,203), the Wilson Road I.S.T.E.A. (Intermodal Surface Transportation Efficiency Act) project (\$1,500,000), a major Metropolitan Sewer District (MSD) storm sewer upgrade project in Ward I (\$100,000), other storm sewer projects (\$60,000), sidewalk projects (\$50,000) and highway beautification projects (\$55,000).

Fund Balance

As noted above, total fund reserves are expected to equal \$3.86 million by December 31, 1994. This does not include the \$1 million set aside for the 500-year levee and valley drainage improvement projects. City Council established a goal of total fund reserves of at least 50% of operating expenditures. The total proposed expenditures for Fiscal Year 1994 equal \$11,234,832. Of this amount, however, only \$7,960,729 are for operating expenditures. Fifty percent of this amount is \$3.98 million. Given the performance of past budgets, the city anticipates reaching this goal by year end.

Summary

The city of Chesterfield is in excellent financial shape. This is directly attributable to the fiscally conservative leadership provided by the city's Mayor and City Council. It is also a reflection of the responsibility shown by the city's staff in preparing their initial budget requests. Finally, it also reflects the benefits that will continue to accrue to Chesterfield due to planned growth, development and expansion.

The city's work is not over, however. If the City Council approves this budget as submitted, it becomes the city's collective responsibility to live within the city's means. The city's staff will monitor the performance of the budget and will submit updates to the Mayor and City Council throughout the coming year. The city's staff will continue to seek the highest quality products and services for the lowest and best price.

The citizens of Chesterfield have come to expect fiscal accountability and professionalism in the operation of their government, along with a high level of quality in overall service provision. This proposed budget reflects these commitments.

Michael G. Herring
City Administrator

For more information, contact Finance Director Jan Hawn at 537-4000.

**CITY OF CHESTERFIELD
 COMBINED STATEMENT OF BUDGETED REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCE
 ALL FUNDS
 FISCAL YEAR 1994**

	GENERAL FUND	CAPITAL PROJECTS FUND	TOTAL
REVENUES:			
Utility Gross Receipts Taxes	3,321,000		3,321,000
Sales Tax	3,408,000		3,408,000
Intergovernmental Revenues	3,486,200		3,486,200
Licenses & Permits	511,000		511,000
Charges for Services	88,500		88,500
Parks & Recreation Contributions	0		0
Court Receipts	319,000		319,000
Other Revenues	128,000		128,000
TOTAL REVENUE	11,261,700	0	11,261,700
EXPENDITURES:			
Executive & Legislative Administration	69,055		69,055
Police	1,307,209		1,307,209
Municipal Court	3,524,508		3,524,508
Planning & Zoning	107,713		107,713
Public Works	344,304		344,304
Parks & Recreation	2,583,768	2,954,203	5,537,971
Reserves & Contingencies	44,072		44,072
	300,000		300,000
TOTAL EXPENDITURES	8,280,629	2,954,203	11,234,832
Excess (deficiency) of revenues over (under) expenditures	2,981,071	(2,954,203)	26,868
Transfers in (out)	(2,954,203)	2,954,203	0
Change in Fund Balance	26,868	0	26,868
Fund Balance January 1, 1994	3,836,538	0	3,836,538
Fund Balance December 31, 1994	3,863,406	0	3,863,406



RECORD OF PROCEEDING

PUBLIC HEARING OF THE CITY COUNCIL
OF THE CITY OF CHESTERFIELD
AT 922 ROOSEVELT PARKWAY,
DECEMBER 6, 1993

The meeting was called to order at 6:50 P.M.

A roll call was taken with the following results:

PRESENT

Mayor Jack Leonard
Councilmember Colleen Hilbert
Councilmember Nancy Greenwood
Councilmember Susan Clarke
Councilmember Ed Levinson
Councilmember Dan Hurt
Councilmember Alan Politte

ABSENT

Councilmember Dick Hrabko
Councilmember Linda Tilley

City Administrator Mike Herring stated that, as provided by Ordinance #10, the City Administrator is required to compile a budget for the City Council to consider for adoption prior to January 1, 1993. According to Mr. Herring, the budget, as submitted, is a produce of extensive input from Department Heads and Executive Staff. The entire budget document has also been submitted to the Council as a whole for review and input, prior to tonight's meeting.

Ordinance #10 also requires that a Public Hearing be held, concerning the proposed budget, by the City Council prior to adoption. Mr. Herring stated that his presentation would meet all requirements of Ordinance #10.

Mr. Herring next presented an overview of the proposed FY1994 Budget with details given concerning revenue and expenditures.

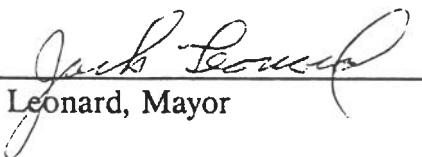
A copy of the Budget in Summary, Revenues and Expenditures is attached.

COMMUNICATIONS AND PETITIONS

There were no comments, questions or suggestions regarding the proposed budget.

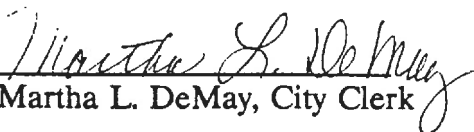
ADJOURNMENT

Mayor Leonard entertained a motion to adjourn. A motion was made by Councilmember Hilbert, seconded by Councilmember Greenwood, to adjourn the Public Hearing. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. The Public Hearing was adjourned at 7:00 P.M.



Jack Leonard, Mayor

ATTEST:



Martha L. DeMay, City Clerk

RESOLUTION # 151

A RESOLUTION ADOPTING THE BUDGET FOR THE CITY OF CHESTERFIELD FOR THE YEAR BEGINNING ON JANUARY 1, 1994, AND ENDING ON DECEMBER 31, 1994


WHEREAS, the City of Chesterfield has adopted an ordinance providing for a fiscal year which begins on January 1 of each year and ending on December 31 of each year, and

WHEREAS, the City of Chesterfield, by ordinance, has directed the City Administrator to act as the budget officer and submit a draft proposal of the budget; and

WHEREAS, the City has held a public hearing with regard to the adoption of the budget for the year beginning January 1, 1994, and ending December 31, 1994,

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF CHESTERFIELD adopts the attached budget as its budget for the fiscal year beginning January 1, 1994, and ending December 31, 1994.

Passed and adopted this 20TH day of December, 1993.


MAYOR

ATTEST:


City Clerk

**CITY OF CHESTERFIELD
 COMBINED STATEMENT OF BUDGETED REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCE
 ALL FUNDS
 FISCAL YEAR 1994**

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POSITION CLASSIFICATION PLAN

<u>Position</u>	<u>Classification and Pay Level</u>
1000 CLERICAL, SECRETARIAL, FISCAL AND GENERAL ADMINISTRATION	
1xx Clerical Group	
100 Receptionist	7H
103 Clerk Typist	7H
106 Records Clerk	7H
109 Evidence/Property Clerk	7H
2xx Secretarial Group	
200 Secretary	7H
203 Executive Secretary	10H
204 Deputy City Clerk	10H
206 Administrative Assistant	12H
3xx Fiscal Group	
300 Accounting Clerk	11H
303 Court Clerk	12H
306 Director of Finance	27A
4xx General Administration	
400 City Clerk	16A
402 Assistant City Administrator/ Director of Personnel	27A
2000 PUBLIC SAFETY AND ENFORCEMENT SERVICES	
1xx Emergency Communications Group	
100 Police Dispatcher	11H
2xx Law Enforcement Group	
200 Police Officer	17H
203 Police Sergeant	21H
206 Police Lieutenant	23A
209 Police Captain	27A
212 Police Chief	30A
3xx Planning Group	
300 Planning Technician	12H
301 Zoning Inspector	11H
302 Planner I	17H
304 Planner II	20A
305 Senior Planner	23A
306 Director of Planning	30A

Position Classification Plan (cont.)
Page 2

<u>Position</u>	<u>Classification and Pay Level</u>
3000 MAINTENANCE AND ENGINEERING SERVICES	
1xx Maintenance Group	
100 Street Maintenance Worker	10H
103 Equipment Maintenance Mechanic	14H
106 Street Maintenance Supervisor	16H
109 Equipment Maintenance Supervisor	17H
112 Street Superintendent	23A
2xx Engineering Group	
200 Engineering Technician	12H
203 Engineering Construction Inspector	18H
206 Engineering Plan Reviewer	18H
207 Civil Engineer	21A
209 Assistant City Engineer	25A
212 Director of Public Works/ City Engineer	30A

09/21/93

MERIT PAY PLAN

Level	Minimum Pay	Mid-point	Maximum Pay	Range Amount	Range Pct
1 Annual	12,325	14,482	16,639	4,314	35%
Bi-Monthly	514	603	693		
Hourly	5.93	6.96	8.00		
2 Annual	12,941	15,207	17,471	4,531	35%
Bi-Monthly	539	634	728		
Hourly	6.22	7.31	8.40		
3 Annual	13,589	15,967	18,345	4,756	35%
Bi-Monthly	566	665	764		
Hourly	6.53	7.68	8.82		
4 Annual	14,267	16,763	19,260	4,993	35%
Bi-Monthly	594	698	803		
Hourly	6.86	8.06	9.26		
5 Annual	14,981	17,603	20,225	5,244	35%
Bi-Monthly	624	733	843		
Hourly	7.20	8.46	9.72		
6 Annual	15,730	18,483	21,235	5,506	35%
Bi-Monthly	655	770	885		
Hourly	7.56	8.89	10.21		
7 Annual	16,517	19,408	22,297	5,780	35%
Bi-Monthly	688	809	929		
Hourly	7.94	9.33	10.72		
8 Annual	17,343	20,377	23,413	6,069	35%
Bi-Monthly	723	849	976		
Hourly	8.34	9.80	11.26		
9 Annual	18,210	21,396	24,583	6,373	35%
Bi-Monthly	759	891	1,024		
Hourly	8.75	10.29	11.82		
10 Annual	19,120	22,466	25,812	6,692	35%
Bi-Monthly	797	936	1,075		
Hourly	9.19	10.80	12.41		
11 Annual	20,076	23,590	27,103	7,027	35%
Bi-Monthly	837	983	1,129		
Hourly	9.65	11.34	13.03		

MERIT PAY PLAN

	Level	Minimum Pay	Mid-point	Maximum Pay	Range Amount	Range Pct
12	Annual	21,081	24,769	28,458	7,378	35%
	Bi-Monthly	878	1,032	1,186		
	Hourly	10.13	11.91	13.68		
13	Annual	22,134	26,007	29,881	7,747	35%
	Bi-Monthly	922	1,084	1,245		
	Hourly	10.64	12.50	14.37		
14	Annual	23,241	27,309	31,375	8,134	35%
	Bi-Monthly	968	1,138	1,307		
	Hourly	11.17	13.13	15.08		
15	Annual	24,402	28,674	32,944	8,542	35%
	Bi-Monthly	1,017	1,195	1,373		
	Hourly	11.73	13.79	15.84		
16	Annual	25,622	30,108	34,591	8,969	35%
	Bi-Monthly	1,068	1,254	1,441		
	Hourly	12.32	14.47	16.63		
17	Annual	26,905	31,613	36,321	9,416	35%
	Bi-Monthly	1,121	1,317	1,513		
	Hourly	12.93	15.20	17.46		
18	Annual	28,249	33,192	38,136	9,887	35%
	Bi-Monthly	1,177	1,383	1,589		
	Hourly	13.58	15.96	18.33		
19	Annual	29,662	34,852	40,044	10,382	35%
	Bi-Monthly	1,236	1,452	1,668		
	Hourly	14.26	16.76	19.25		
20	Annual	31,144	36,594	42,044	10,900	35%
	Bi-Monthly	1,298	1,525	1,752		
	Hourly	14.97	17.59	20.21		
21	Annual	32,701	38,425	44,147	11,446	35%
	Bi-Monthly	1,363	1,601	1,839		
	Hourly	15.72	18.47	21.22		
22	Annual	34,337	40,346	46,354	12,018	35%
	Bi-Monthly	1,431	1,681	1,931		
	Hourly	16.51	19.40	22.29		

MERIT PAY PLAN

	Level	Minimum Pay	Mid-point	Maximum Pay	Range Amount	Range Pct
23	Annual	36,055	42,364	48,673	12,618	35%
	Bi-Monthly	1,502	1,765	2,028		
	Hourly	17.33	20.37	23.40		
24	Annual	37,857	44,481	51,105	13,248	35%
	Bi-Monthly	1,577	1,853	2,129		
	Hourly	18.20	21.39	24.57		
25	Annual	39,750	46,705	53,661	13,911	35%
	Bi-Monthly	1,656	1,946	2,236		
	Hourly	19.11	22.45	25.80		
26	Annual	41,737	49,040	56,344	14,607	35%
	Bi-Monthly	1,739	2,043	2,348		
	Hourly	20.07	23.58	27.09		
27	Annual	43,823	51,493	59,163	15,340	35%
	Bi-Monthly	1,826	2,146	2,465		
	Hourly	21.07	24.76	28.44		
28	Annual	46,014	54,067	62,119	16,105	35%
	Bi-Monthly	1,917	2,253	2,588		
	Hourly	22.12	25.99	29.87		
29	Annual	48,315	56,770	65,227	16,912	35%
	Bi-Monthly	2,013	2,365	2,718		
	Hourly	23.23	27.29	31.36		
30	Annual	50,733	59,608	68,487	17,754	35%
	Bi-Monthly	2,114	2,484	2,854		
	Hourly	24.39	28.66	32.93		
31	Annual	53,267	62,589	71,912	18,645	35%
	Bi-Monthly	2,219	2,608	2,996		
	Hourly	25.61	30.09	34.57		
32	Annual	55,932	65,718	75,507	19,575	35%
	Bi-Monthly	2,330	2,738	3,146		
	Hourly	26.89	31.60	36.30		

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GLOSSARY OF FREQUENTLY USED TERMS

Account Number - A numerical code identifying revenues and expenditures by fund, department, activity, type and object.

Activity - One of the tasks, goals, etc., of a departmental program.

Ad Valorem Tax - A tax based on value.

Amended Budget - Refers to the budget approved by the City Council, as most recently amended.

Appropriation - An authorization granted by the City Council to make expenditures and to incur obligations for purposes specified in the Budget.

Assessed Valuation - A value set on real estate or other property as a basis for levying taxes. The assessed valuation is set by the County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of Missouri.

Asset - A comprehensive plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Basis of Accounting - A term used to refer to when revenues, expenditures, expenses, and transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements.

Beginning fund balance - Fund balance available in a fund from the end of the prior year, for use in the following year.

Bond - A written promise to pay a specified sum of money at a specified date in the future together with periodic interest at a specified rate.

Bonded debt - The portion of indebtedness represented by outstanding bonds.

Budget - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget calendar - The schedule for completion of the various phases in the preparation of the budget, the calendar begins with the preparation of the budget forms and ends with the implementation of the budget.

Budget message - The opening section of the budget which provides City Council and the public with a general summary of the most important aspects of the budget, changes from previous years and the recommendation of the City Administrator.

Budgetary control - The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and revenues.

Capital - An expenditure for a good that has an expected life of more than one (1) year and the cost of which is in excess of \$1,000. Capital items include real property, office equipment, furnishings and vehicles.

Capital Projects Fund - A special fund that is used to account for financial resources to be used for capital improvements which are approved by the City Council.

Contingency - An appropriation of funds to cover unforeseen events that occur during the Fiscal Year, such as flood emergencies, extraordinary snowstorms, etc. Also used to meet revenue shortfalls. Funds are transferred to other budgetary accounts as authorized by the City Council.

Contractual Service - An expenditure for services performed by a non-employee. For Example: Legal services, Utilities, insurance.

Department - The Department is the primary unit in city operations. Each is managed by a Department Head. Departments are generally composed of divisions and programs which share a common purpose or which perform similar duties.

Encumbrance - Commitments related to unperformed contracts for goods or services.

Expenditure - An expenditure is a decrease in net financial resources. This includes current operating expenses requiring the present or future use of current assets.

Fiscal Year - The twelve month period on which the city operates its financial affairs. The City of Chesterfield's fiscal year is January 1 through December 31.

Franchise - A special privilege granted by a government permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Fringe benefits - Fringe benefits include the City's contribution to Social Security, Medicare, workers compensation, health insurance, life insurance, disability insurance, and the City's pension plan.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance - The equity of a fund. Oftentimes incorrectly referred to as "surplus". Each fund begins each year with a positive or negative fund balance.

General Fund - All funds supported by taxes and fees that have unrestricted use. It is the city's only budgeted fund.

Intergovernmental revenues - Revenues from other governments, primarily Federal, State and County grants, but also includes payments from other taxing jurisdictions.

Line Item - An individual expenditure category listing in the budget (salary, supplies, etc.).

Modified accrual basis - The basis of accounting adopted to the governmental fund type. This basis measures resources available to the City.

Object - The smallest unit of budgetary accountability and control. For example: Regular Salaries, Postage, Equipment Rental.

Operating Expenses/Expenditures - The annual budget which provides a financial plan for the operation of government and the provision of services for the year. Excluded from the operating expenses are capital equipment and capital projects which are determined by a separate but interrelated process.

Ordinance - A formal legislative enactment by the governing board of a municipality.

Per Capita - By or for each person.

Personnel Services - All costs associated with employee compensation. For example: salaries, pension, health insurance.

Program - A budgetary unit which encompasses specific and distinguishable lines of work performed by an organizational entity. For example: Police Administration, Street and Sewer Maintenance, Central Services.

Proposed budget - The recommended City budget submitted by the City Administrator to the City Council.

Resolution - An informal establishment of policy by the governing board of a municipality.

Revenue - An increase in fund balance caused by an inflow of assets, usually cash.

Taxes - Compulsory charges levied by a government to finance services performed for the common benefit.

Transfer - A transfer is a movement of monies from one fund, activity, department, or account to another. This includes budgetary funds and/or movement of assets.

User Charge - The payment of a fee for direct receipt of a public service by the party benefiting from the service.