



City of
Chesterfield

ANNUAL BUDGET
FISCAL YEAR 1999

Chesterfield, Missouri

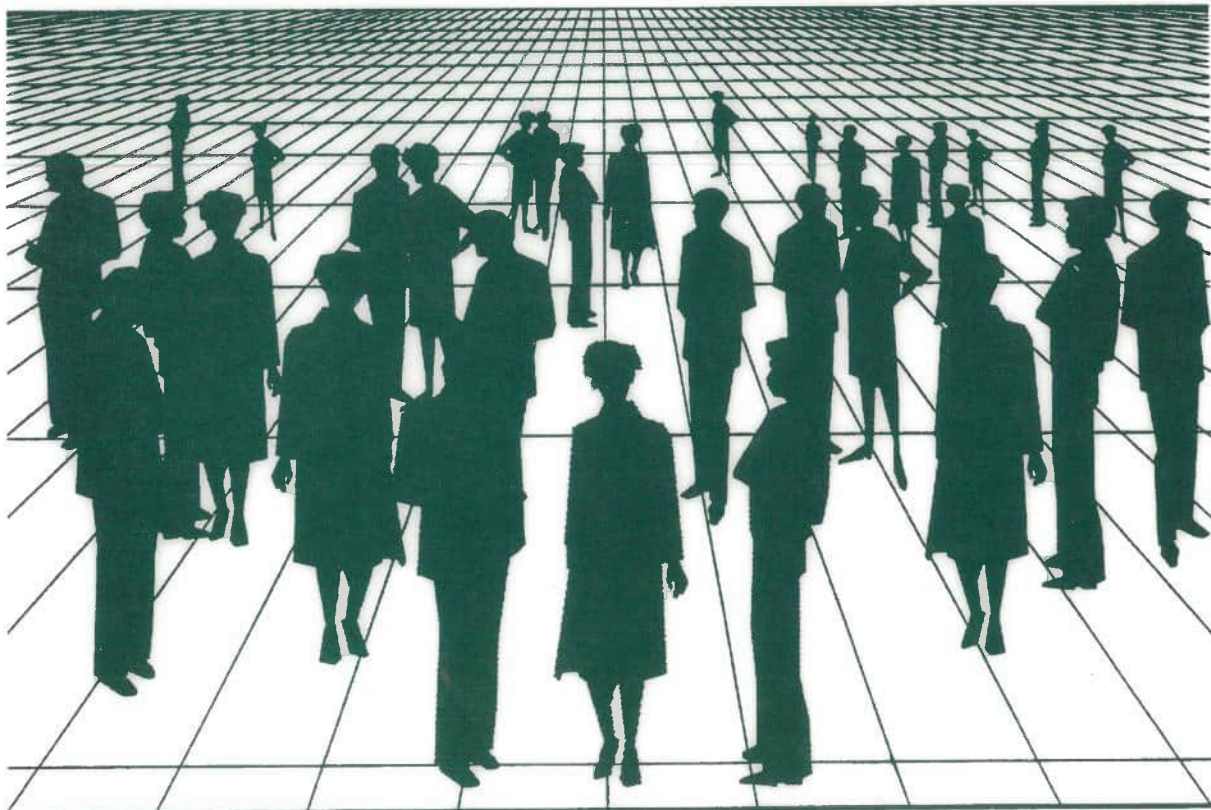


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December 22, 1998

Honorable Mayor and City Council
Chesterfield, Missouri

Subject: Fiscal Year 1999 Budget

Submitted herewith is the annual operating budget for the City of Chesterfield, Missouri, adopted by the City Council on December 7, 1998. This budget covers the period from January 1, 1999 to December 31, 1999. It is the cumulative result of a comprehensive effort by Department Heads in projecting expenditure needs for our eleventh 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, 1998. This represented the eighth consecutive award for the City. 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 the GFOA to determine its eligibility for another award.

This budget includes the General Fund, Parks Construction Fund, Wilson Trust Fund, Capital Projects Fund, Chesterfield Valley TIF Fund, R&S (street and sidewalk) Construction Fund, Capital Improvements Sales Tax Trust Fund, Debt Service Fund for parks construction, Certificate Payment Fund for the Public Works Facility, Debt Service for the R&S projects, and the Certificate Payment Fund for City Hall. 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, finance and administration, 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 under generally accepted accounting principles 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 42,325 residents.

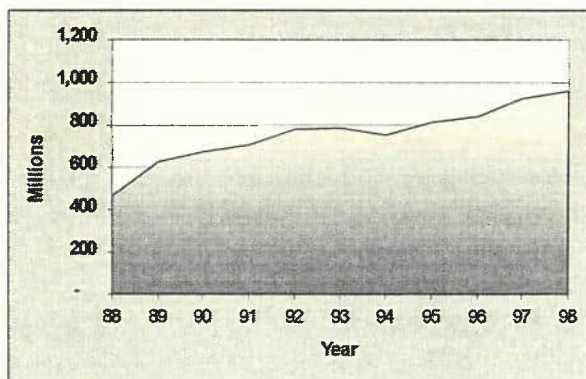
The City has been considered by many to be one of the fastest growing cities in the Midwest. Chesterfield already has a thriving business community convenient to both the City of St. Louis to

the east and St. Charles County to the north and west. 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 Chesterfield. In addition, Monsanto has a \$150 million Life Sciences Research Center, occupying approximately 900,000 square feet, or 210 acres, within our community.

Chesterfield also has a strong retail base with Chesterfield Mall, 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 now has over 1.9 million square feet of enclosed suburban shopping space, including four anchor stores (Dillard's, Famous Barr, Sears, and JCPenney), 30 restaurants, a four-screen cinema, and more than 145 boutiques, shops, stores and services.

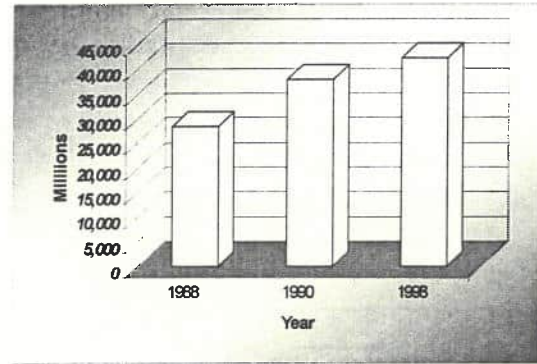
The City's western corridor (referred to as Chesterfield Valley) has expanded dramatically over the last several years with light industrial and office/warehouse facilities. Chesterfield Valley has made a dramatic comeback from the flood of 1994. The Monarch-Chesterfield levee, which protects Chesterfield Valley, has been restored to its original 100-year level of protection. We are working with the Monarch-Chesterfield Levee District to seek approval for the construction of a 500-year levee. The 500-year levee will further protect the Valley from floodwaters and allow increased economic growth and development to flourish again. Using Economic Development Act (E.D.A.) grant funds, the City installed pumps in Chesterfield Valley to dramatically improve interior drainage. The 1999 budget reflects a separate fund for Chesterfield Valley, designated by the City Council as a tax increment financing district.

As the end of 1998 approaches, nearly 4 million square feet of new commercial, industrial or institutional development is currently either under construction or pending local approvals in the City of Chesterfield. Some of the largest projects now being built include Chesterfield Commons (700,000 square feet of retail/commercial space), Timberlake Corporate Center (350,000 square feet of Class A office space), Chesterfield Business Park (200,000 square feet of office space), Chesterfield Grove (186,000 square feet of mixed use, office, hotel), and The Galaxy Megaplex Cine (130,000 square feet of retail/commercial). Chesterfield Commons, Chesterfield Grove, and The Galaxy Megplex Cine are all located in Chesterfield Valley which, as indicated above, is designated as a tax increment financing district.



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 \$957,731,212 represents an increase of 105.7% from \$465,549,049 as of January 1, 1988, when the City first incorporated. Presently, Chesterfield has the highest assessed valuation of any city in all of St. Louis County.

Population growth directly impacts the City's 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 1993 further increased the City's total population to 42,325. 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 terms of population and area (32 square miles).

1999 BUDGET INFORMATION

Below is a summary of the total budget compared to the previous year.

Property taxes increase due to a growing assessed valuation, particularly in the Chesterfield Valley TIF District. Sales and use tax revenues are less in 1999 than in 1998 due to the recognition as revenue of local use taxes previously held in escrow. Revenues for 1999 for parks fees decrease due to sizeable contributions made to the City's tenth anniversary celebration, known as "Celebrate Chesterfield", in 1998. Finally, other revenues increase due to the receipt of bond proceeds in 1999 and interest earnings on those bond proceeds.

	1999 Budget	Percent of total	1998 Projected	Increase (decrease) From Prior Year	Percent of increase (decrease)
Revenues:					
Property tax	2,373,000	6.5%	2,015,000	358,000	17.8%
Utility gross receipts taxes	4,008,100	10.9%	3,891,000	117,100	3.0%
Sales & use tax	8,598,000	23.5%	10,032,184	(1,434,184)	-14.3%
Intergovernmental	3,180,799	8.7%	3,097,550	83,249	2.7%
Licenses & permits	702,750	1.9%	683,750	19,000	2.8%
Charges for services	158,500	0.4%	156,250	2,250	1.4%
Parks & recreation fees	160,000	0.4%	202,276	(42,276)	-20.9%
Court receipts	465,000	1.3%	452,000	13,000	2.9%
Bond Proceeds	15,739,789	42.9%	10,215,000	5,524,789	54.1%
Other Revenues	1,274,750	3.5%	1,145,316	129,434	11.3%
Totals	36,660,688	100.0%	31,890,326	4,770,362	15.0%

Finance and Administration expenditures increase due to the financing of the proposed City Hall included in the 1999 budget. Planning expenditures increase due to vacancies in 1998 and the proposed update to the City's comprehensive plan in 1999. The decrease in budgeted expenditures for Public Works/Parks is due to the completion of several projects, including the completion of the City's new swimming pool and athletic facility, and the purchase of land designated for Parks and construction of parks and recreation facilities completed in 1997 and 1998.

	1999 Budget	Percent of total	1998 Projected	Increase (decrease) from prior year	Percent of increase (decrease)
Expenditures:					
Executive & Legislative	71,926	0.3%	71,085	841	1.2%
City Clerk/Customer Service	180,842	0.7%	157,087	23,755	15.1%
Finance and Administration	2,374,072	8.6%	2,045,639	328,433	16.1%
Police	5,477,690	19.8%	5,063,363	414,327	8.2%
City Administrator	159,449	0.6%	156,115	3,334	2.1%
Planning	593,264	2.0%	423,592	169,672	40.1%
Public Works/Parks	18,552,230	67.1%	30,957,234	(12,405,004)	-40.1%
Contingency	248,126	0.9%	0	248,126	-
Totals	27,657,599	100.0%	38,874,115	(11,216,516)	-28.9%

The 1999 budget, as submitted, includes total projected General Fund revenues of \$14,207,549 and total expenditures of \$14,601,882. The difference (\$394,333) will come out of fund reserves. The General Fund is the operating fund of the City.

Budget highlights are described below.

Five-Year Budget

In an attempt to do more long-range planning, the City Council adopted its third five-year budget during 1998. This budget covers the period January 1, 1999 through December 31, 2003. The 1999 budget incorporates the same assumptions outlined in the five-year budget to the extent possible. A copy of the City of Chesterfield's five-year budget is included in the Appendix of the budget document.

The only significant deviations from the five-year plan involve updating revenue projections and including additional expenditures for personnel funded through grants since the adoption of the five-year budget.

New Personnel

The new full-time positions included in the 1999 budget are:

- ✓ One (1) Sergeant - classified at Level 11H with a salary range of \$36,270 - \$51,154. The effective date for this position is January 4, 1999. This position will be supervised by a Lieutenant.
- ✓ One (1) Crime Analyst - classified at Level 4H with a salary range of \$21,163 - \$29,628. The effective date for this position is January 4, 1999. This position will be supervised by a Sergeant.
- ✓ One (1) GIS Specialist - classified at Level 8H with a salary range of \$28,792 - \$40,309. The effective date for this position is July 1, 1999. This position will be supervised by the Deputy Director of Public Works/Assistant City Engineer.
- ✓ Two (1) Maintenance Worker s— classified at Level 4H with a salary range of \$21,163 - \$29,628. The effective date for these positions is January 4, 1999. These positions will be supervised by a Maintenance Supervisor.
- ✓ One (1) Equipment Maintenance Mechanic – classified at Level 15H with a salary range of \$24,768 - \$33,437. The effective date for this position is January 5, 1999. This position will be supervised by the Equipment Maintenance Supervisor.

The new part-time positions included in the 1999 budget include:

- ✓ One (1) Accounting Intern
- ✓ One (1) Parks and Recreation Intern.

Salary Increases

Under the City's 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. 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 City Administrator. Salary adjustments recommended must correspond to the performance rating score received, such that only top performers receive the better increases.

The 1999 budget includes a 3% increase for salary adjustments based on the mid-points for each position. 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.

Grants - Federal/State/Count

The City of Chesterfield will receive grant funding from several different sources. These sources include a Police Academy grant, a Waste Reduction Recycling grant, Community Oriented Policing (COPS) grants, and a Narcotics Control Assistance Program (NCAP) grant.

The City provides the St. Louis Police Academy with a Police Sergeant who teaches at their facility. The Fiscal Year 1999 budget includes \$52,378 for reimbursements for the officer's salary and fringe benefits.

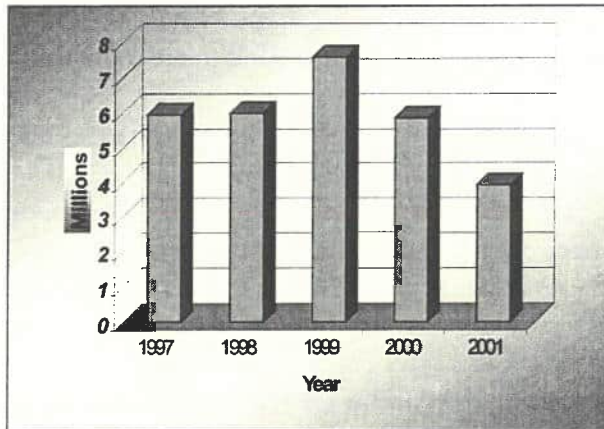
The waste reduction or recycling grant is funded through St. Louis County and will cover the cost of a business recycling program, recycling research, and multi-family recycling projects. The 1999 budget includes recycling grants of \$6,235.

The COPS grants are funded through the Federal government. These grants cover 75% of the cost of five police officers. The City pays the balance of the cost for these positions. The 1999 budget includes revenues of \$112,000 for this program. Another COPS grant, which reached the ending of its funding cycle in 1998, involves two School Resource Officers. Since this program is continuing and these officers are on assignment to the Parkway School District for nine months out of the year, Parkway pays 75% of the program and the City pays the balance. The 1999 budget includes revenues of \$70,000 from Parkway School District for the School Resource Officer Program.

The NCAP grant is funded through the federal government. This grant will fund 75% of the cost of one (1) police officer and incidental expenses related to a community contact bureau at Chesterfield Mall. The 1999 budget includes NCAP revenues of \$23,186.

The City of Chesterfield will also receive Community Development Block Grant (C.D.B.G.) funds from the U. S. Department of Housing and Urban Development. The 1999-2000 entitlement is \$52,991. The City will use this grant to fund handicapped access ramps and handicapped-accessible playground equipment. Because this program is operated through St. Louis County, who makes all payments on behalf of the City of Chesterfield, this grant is not included in the City of Chesterfield's annual operating budget.

Capital Improvements - Impact on the Budget



Utilizing a street improvement plan prepared by a professional consultant, Havens & Emerson, and the passage of Propositions R&S, the City of Chesterfield has made significant strides during the period 1990 to 1998 with regard to capital improvements within our community. Because of the successful outcome of Propositions R&S for street and sidewalk improvements in 1996, the City will spend approximately \$29.355 million on improvements. The impact of these capital improvements is highlighted below.

In 1996, the City spent \$2,317,502 from the Capital Projects Fund on contractual street improvements. These projects included the replacement of approximately 4 miles of streets throughout the City. In 1996, the City spent \$88,123 from the Capital Projects Fund on contractual sidewalk improvements. These projects included the replacement of approximately 14,687 square feet of sidewalks throughout the City. The City also spent \$253,268 on storm water improvements in 1996.

In 1997, the City spent approximately \$337,685 from the Capital Projects Fund and \$6,856,021 from the R&S Construction Fund on contractual street improvements. These projects included the replacement of approximately 12 miles of streets throughout the City. In 1997, the City spent approximately \$459,473 from the Capital Projects Fund on storm water improvements. Also, in 1997, the City spent approximately \$110,892 from the Capital Projects Fund on contractual sidewalk improvements. These projects included the replacement of approximately 21,400 square feet of sidewalks throughout the City.

In 1998, the City spent approximately \$250,795 from the Capital Projects Fund and \$5,980,068 from the R&S Construction Fund on contractual street improvements. These projects included the replacement of approximately 10 miles of streets throughout the City. In 1998, the City spent approximately \$280,717 from the Capital Projects Fund on storm water improvements. Also, in 1998, the City spent approximately \$112,537 from the Capital Projects Fund on contractual sidewalk improvements. These projects included the replacement of approximately 22,460 square feet of sidewalks throughout the City.

The 1999 General Fund budget includes a transfer of \$533,650 for capital improvement projects. In addition, the R&S Construction Fund budget includes \$7,660,463 in capital improvement projections. With these funds, the City should be able to complete approximately 21 miles of street improvements and 24,000 square feet of sidewalk throughout the City.

With all of the listed fund transfers and funds made available because of bond proceeds from Propositions R&S, the City can make significant improvements to its infrastructure with little impact upon the budget. In fact, these major improvements actually reduce our annual maintenance costs.

Our citizens have complimented the City for its willingness to address our many capital improvement needs on numerous occasions and have certainly shown their willingness to address the City's capital improvement needs through the passage of Propositions R and S. This budget reflects this commitment to upgrade and maintain our extensive infrastructure network.

Bonded Indebtedness

As stated earlier, as of January 1, 1998, the total assessed valuation for the City of Chesterfield was \$957,731,212. Under Missouri Law, we are authorized to incur debt totaling no more than 10% of our assessed valuation, or \$95,773,121, if approved by the voters of our community.

The City of Chesterfield passed a \$29.355 million street and sidewalk improvements general obligation bond issue in November 1997 and issued the first phase, or \$14.23 million, of those bonds in February 1998. The City of Chesterfield also passed an \$11 million parks general obligation bond issue in November 1995 and issued those bonds in January 1996. The City did an advance refunding in 1998 to take advantage of the low interest rates, thus saving nearly \$800,000 over the life of the original debt. Both of these general obligation bond issues are applicable to the City's bonded debt limit.

The City of Chesterfield also issued certificates of participation for the construction of a Public Works Facility in 1995. The amount of this bond issue (which does not count against the City's legal debt limit) is \$2,950,000. The amount outstanding as of December 31, 1998 is \$2.68 million.

The City of Chesterfield plans to issue the balance (\$15,125,000) of the authorized general obligation bond issue for street and sidewalk improvements in 1999. In addition, the City plans to issue certificates of participation to fund the proposed City Hall in 1999. Only the former debt issuance (the general obligation bond issue) will be applicable to the City's bonded debt limit.

The principal and interest payments on the general obligation bond issues and the certificates of participation are included in the City's 1999 budget in the Debt Service Funds and Certificate Payment Funds. The annual principal and interest requirements to maturity of the general obligation bonds, certificates of participation, and tax increment financing notes issued as of January 1, 1999 are as follows:

<u>Date</u>	<u>General Obligation Bonds</u>		<u>COPS-PW Facility</u>		<u>Levee District Note</u>		<u>Totals</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
1999	1,845,000	1,122,763	105,000	143,348	70,000	140,441	3,426,552
2000	795,000	1,033,854	105,000	138,413	75,000	136,142	2,283,408
2001	840,000	986,803	115,000	133,478	85,000	131,398	2,291,678
2002	900,000	941,229	120,000	128,073	90,000	126,209	2,305,510
2003	950,000	899,248	125,000	122,433	95,000	120,724	2,312,404
2004 and thereafter	17,795,000	6,558,435	2,110,000	852,548	1,988,318	858,603	30,162,903
	23,125,000	11,542,331	2,680,000	1,518,290	2,403,318	1,513,517	42,782,456

Individual schedules of each long-term debt issue is also included in the Appendix of the budget.

Long-Term Capital Needs

The City of Chesterfield confines long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it pays back the bonds within a period not to exceed the expected useful life of the project. Highlighted below are the actions of the City regarding the City's long-term needs.

As noted previously, the voters of the City of Chesterfield passed a \$29.355 million general obligation bond issue for citywide street and sidewalk improvements over a three to five year period. A portion (\$14.23 million) of this authorized debt was issued in February 1997. The balance will be issued in 1999. The City received a bond rating of Aa2 from Moody's for this bond issue. At the time of the bond-rating process, Moody's upgraded the City's bond rating on the Certificates of Participation from A1 to Aa3. With the passage of this bond issue, the City is working toward accomplishing many of the goals outlined in a comprehensive street improvement study conducted Havens and Emerson. It is anticipated, as indicated earlier, that approximately \$7.66 million in 1998 and \$7.15 million in 1999 will be spent from the street and sidewalk bond issue.

The impact on the 1999 budget will actually be to reduce the overall cost to the City on its operating budget for ongoing maintenance of streets and sidewalks. The debt service payments are funded through a one-half cent capital improvement sales tax. A debt service schedule is included in the Appendix of this document.

As noted previously, the voters of the City of Chesterfield passed an \$11 million general obligation bond issue for a citywide park system in November 1995. As noted above, these bonds were advanced refunded in May of 1998 in order to take advantage of nearly \$800,000 in savings due to lower interest rates. These funds were used for the acquisition of land and the construction and equipping of City parks and recreational facilities. The City proudly holds a Aa2 rating on this bond issue. With the passage of this bond issue, the City is working toward accomplishing many of the goals outlined in a comprehensive study conducted by Booker Associates, Inc. The \$11 million has provided the City with the opportunity to acquire four different parcels of land and to construct a variety of facilities, including a 50-meter community swimming pool with bathhouse, baby pool and diving tank, concessions and parking. Another major feature of the parks program is the

development of an athletic complex for baseball, softball, soccer and other field sports, in conjunction with the Chesterfield Community Association development, in Chesterfield Valley. Support facilities of the athletic complex will be picnic areas, concessions, a playground and parking. Other facilities in the parks system scheduled for development include court games, picnic shelters, tables and grills, nature trails and walking trails, landscaping, parking and other infrastructure improvements. The plan also sets aside open space for the preservation of green areas and buffer zones throughout the proposed system.

The impact on the City's operating budget during Fiscal Year 1999 will be minimal. Services and facilities will be added over the next few years and fees will be established to cover most of the cost. The ongoing debt service is financed with the proceeds of property taxes. A debt service schedule is included in the Appendix of this document.

Also, as noted previously, the City of Chesterfield issued \$2,950,000 in certificates of participation in 1995 to pay for the construction of a new Public Works Facility. This debt was issued in August 1995. The City is proud to have been upgraded earlier this year to a Aa3 rating. This rating is very impressive given the type of financing used, and is attributable in large part to the City's policy on fund reserves and overall strong fiscal health.

The impact on the City's operating budget during Fiscal Year 1999 will be limited to utility and maintenance costs and ongoing debt service payments for the facility. All such maintenance and utility expenditures have been included in the 1999 operating budget. The debt service payment for 1999 (\$249,348) is also included in the General Fund budget as an operating transfer out. The debt service schedule is included in the Appendix to this document.

Capital equipment needs are funded through normal operating revenues. The City has been able to handle capital equipment replacement needs and the associated operating costs through deliberate planning, supported by our five-year budget planning process. As such, the impact of the purchase of these items on our 1999 budget is insignificant.

The Mission Statement adopted by the Mayor and City Council in December 1995 is included in this budget document in the Introduction. The goals established by each of the departments (which have been modeled after the Mission Statement and the City's Strategic Plan) are included in each individual department's budget and the overall budget is based upon the City's Mission Statement and Strategic Plan. The Strategic Plan adopted by the Mayor and City Council in 1994 is also included in the Introduction.

Contingency

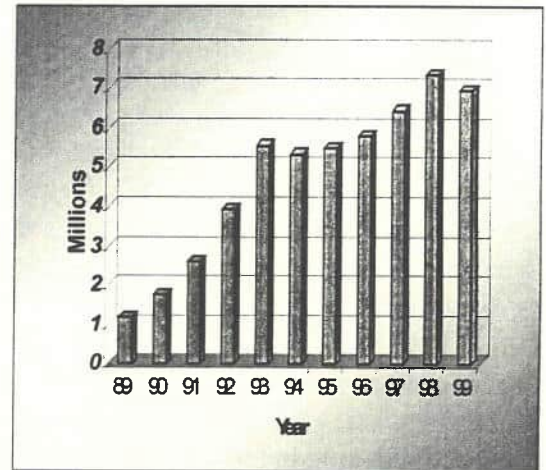
The 1999 budget contains an allocation for a Contingency account, totaling \$248,126, which is designed to cover either unanticipated shortfalls in revenues or unbudgeted expenditures. Transfers from this account can only be approved by City Council.

During Fiscal Year 1998, this account totaled \$379,460. As of this writing, \$131,000 has been transferred by City Council from the Contingency account.

The remaining balance in contingency funds (totaling \$248,460 as of this writing) will be transferred to fund reserves.

Fund Balance

During the five-year budget planning process, we noted that, beginning with Fiscal Year 1999, the City had a need to utilize fund reserves to actually balance the budget. That is because real revenue growth will not occur until the new census numbers are incorporated into revenue calculations some time during 2001. Much of the City's revenue is population-based. However, our growth and development as one of the premier cities in the metropolitan area, requires us to continue to budget the dollars necessary to serve our residential and business communities.



The City's unreserved fund balance, as of December 31, 1997, totaled \$6,430,896. The fund balance is projected to total \$6.95 million by December 31, 1999. City Council established a goal of fund balance equaling a minimum of 40% of the operating general fund expenditures. This budget contains projected operating expenditures of \$12,406,280. Forty percent of this total equals \$4.96 million. Our projected December 31, 1999 fund balance is 56% of our operating expenditures - this is certainly good news!

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

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 1998 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.

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 submit its 1999 budget to GFOA to determine its eligibility for another award.

Acknowledgements

This budget reflects input that I have received from each of you over the past year. As such, it demonstrates your desire to dramatically increase our efforts at repairing and maintaining our infrastructure while, at the same time, continuing to meet our goal concerning total fund reserves.

We can and should take pride in the fact that we are in excellent financial shape. As a result, we can continue to meet our obligation to provide quality, municipal services to the citizens of our community.

I would like to take this opportunity to thank the City Council for its input into the development of this budget. In addition, I greatly appreciate the efforts of Director of Finance and Administration Jan Hawn and other Department Heads. Budget preparation is truly a team effort!

Sincerely,

A handwritten signature in black ink, appearing to read "Michael G. Herring". The signature is fluid and cursive, with the first name "Michael" being the most prominent part.

Michael G. Herring
City Administrator



Principal Officials

Mayor	Nancy Greenwood
-------	-----------------

City Council	Barry Flachsbart Allan Sheppard Barry Streeter Larry Grosser Daniel Hurt Mike Casey Linda Tilley Mary Brown
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Other City Officials:

City Administrator	Michael G. Herring
Director of Finance and Administration	Janet S. Hawn
Police Chief	Ray Johnson .
Director of Planning	Teresa Price
Director of Public Works/ City Engineer	Michael O. Geisel
City Clerk	Marty DeMay

MISSION STATEMENT

The City of Chesterfield is committed to excellence:

- ✓ By creating the City of choice in the St. Louis Region within which to live, work, play and visit;
- ✓ By forging a partnership with residents, businesses, civic organizations and governments;
- ✓ By developing and expanding comprehensive services;
- ✓ By providing and encouraging cultural and recreational facilities and activities;
- ✓ By enhancing property values;
- ✓ By ensuring a secure environment.

The City of Chesterfield is a strong, vibrant community that encourages interaction among residents, businesses and civic organizations which is accomplished through innovative approaches to community and neighborhood planning.



STRATEGIC PLAN 1993-2003

(Adopted by Mayor and City Council in 1993)

PRESENT STATE

Who the City serves:

- #1 People in wards
- #2 All residents
- #3 Businesses
- #4 Visitors

What the City offers:

- ✓ Good municipal services (but limited); fiscally conservative policies and management
- ✓ Image and perception of a place to live with pride
- ✓ Good property values
- ✓ Government provides forum for leadership to build, accomplish and shape community consensus
- ✓ City with direction both internally (operations) and within the region
- ✓ Cost control of city operations
- ✓ Quality
- ✓ Professionally managed city

Quality standards and actions of the City:

- ✓ Quality systems and processes to deliver services
- ✓ Always maintaining and improving services
- ✓ Looking to expand services based on needs and availability of funding sources
- ✓ Interaction with neighborhoods and community groups

FUTURE STATE (10 years)

Who the City serves:

- #1 All residents
- #2 Residents by ward by representative councilmember
- #3 Businesses
- #4 Visitors

What the City offers:

- ✓ Provide improved and expanded municipal services to residents and businesses
- ✓ Enhance and preserve property values:
 - Continue to encourage reinvestment in commercial real estate and housing
 - Support and maintain rehabilitation for housing
- ✓ Focus resources for community development
 - Innovative in approach to neighborhood design
 - Provide recreational and cultural facilities and programs
- ✓ Continue to develop and maintain the spirit and image of a "community"
- ✓ Maintain and improve external infrastructure
- ✓ Work in partnership with business
 - Provide incentives and support for businesses
- ✓ Provide a friendly environment for diverse educational institutions and partnering with public schools
- ✓ Provide recreational and cultural facilities and programs
- ✓ Provide leadership in community consensus building
- ✓ Professionally managed city

Quality standards and actions of the City:

- ✓ Looking for new and innovative ways to improve services
- ✓ Quality systems and processes for all services delivered
- ✓ Interaction with neighborhood, community and business groups

Image people have of Chesterfield:

- ✓ Safe and secure community
- ✓ Place of first choice to live, work and play; family-oriented community with excellent schools
- ✓ Regional leader
- ✓ Quality homes, office buildings, commercial/retail development; roadway systems
- ✓ Recreation and entertainment facilities and businesses

- ✓ Open space
- ✓ Corporate offices and professional environment

Economic development policy:

- ✓ Mix of business types, sizes; broad and expanded revenue base and employment
- ✓ More focus on small business and independently-owned businesses, with opportunities for corporate development; in office parks
- ✓ Little dependence on large businesses

Leadership style of the City:

- ✓ Building community consensus
- ✓ Moving in an agreed direction
- ✓ Leader within the St. Louis metropolitan region

VISION STATEMENT

(50 years)

The City of Chesterfield is the community of choice for families, businesses and organizations in the St. Louis Region. The City is composed of diverse neighborhoods, residents and businesses where enhanced real estate values are maintained. The City offers quality parks and recreation along with cultural and entertainment activities that attract both the City's residents and people from the region. The City is a recognized leader in managing its resources in the following areas:

1. Economic State:

- ✓ Businesses physically located and accessible to residential housing
- ✓ Intra Chesterfield has unique public transportation system linking businesses with mall and residential areas
- ✓ The parkway is an urban center with residential housing located within walking distances
- ✓ Expanded recreational and entertainment choices
- ✓ Office parks with fountains and public art
- ✓ Commercial nodes along Clarkson and Olive

2. Recreation:

- ✓ Connection of all facilities via pathway systems including Chesterfield Parkway
- ✓ Diversity of parks through the City
- ✓ Public swimming pools and public golf courses
- ✓ Cultural assets and public arts programs

3. Education:

- ✓ Diverse educational types and choices:
 - public and parochial
 - pre-school through high school
 - higher education
 - trade and other "training" schools and programs
- ✓ Close relationship between government and schools
- ✓ Quality schools that services the needs of the residents and increase the attractiveness of Chesterfield to future residents
- ✓ Research entities developed (public and private)

4. Housing:

- ✓ Diverse:
 - economically
 - architecturally
 - in age and use (elderly and multi-family)
- ✓ Attracts diverse population
- ✓ Overall quality of housing

5. Regional partner:

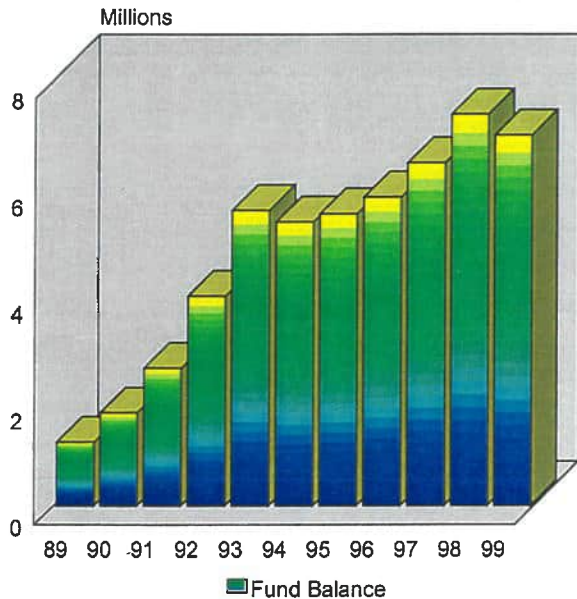
- ✓ Highway plan is carried out and public transportation extended to Chesterfield area
- ✓ Transportation available to residents through Chesterfield and the region (local bus and trolley)
- ✓ Maintain a public/private partnership with other area governments, businesses, etc.

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MAJOR BUDGET POLICIES

Fund Reserve Level

The City attempts to maintain a reserve level of a minimum of 40% of general fund operating expenditures. This is considered a prudent reserve level for meeting unanticipated expenditure requirements, a major revenue shortfall, or an emergency. The budget for fiscal year 1999 meets that goal with a 56% or \$6,948,825 unbudgeted fund balance as of December 31, 1999.



Contingency Fund

Besides the reserves, the City appropriates contingency funds. The 1999 budget contains a contingency budget of approximately 2% of anticipated operating expenditures, or \$248,126. 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 1999 budget includes 3% for merit pay increases, as recommended by the City Council during the preparation of the five-year budget.

Capital Asset Expenditure

Expenditures of \$2,500 or more on items having an expected life of over a 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

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 1998 assessed valuation of \$957,731,212, the City's legal debt limit is \$95,773,121.

The City has \$10.215 million in general obligation bonds for parks and \$12.910 million in general obligation bonds for street and sidewalk improvements outstanding. In addition, the City has \$2.680 million in certificates of participation for the construction of a Public Works Facility. The certificates of participation, however, do not count against the City's legal debt limit. Therefore, the City has a legal debt margin of

\$72,648,120. The City reviews each potential issue of debt either in house or through an independent financial advisor on a case-by-case basis.

The maintenance of a high fund balance in the General Fund provides the necessary cash to avoid the need for short-term borrowing.

The City confines long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it pays back the bonds within a period not to exceed the expected useful life of the project.

The City attempts to keep the average maturity of general obligation bonds at or below 20 years.

When practical, the City uses special assessments, revenues, tax increment or other self-supporting bonds.

The City does not incur long-term debt to support current operations.

The City maintains a sound relationship with all bond-rating agencies and keeps them informed about current capital projects.

Capital Improvement Projects

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

In addition, the City has issued general obligation bonded debt and certificates of

participation for the planning, acquisition, and construction of major capital facilities. This includes reconstructing streets, sidewalks, storm sewers, and highway beautification projects. These projects are not normally considered on-going or regular maintenance either.

The financial integrity of the City's operating debt service and capital improvement budgets are maintained in order to provide services, construct and maintain public facilities, streets and utilities.

The City updates its five-year budget on an annual basis to plan for the acquisition of capital equipment and resources to pay for those acquisitions. The City coordinates decision making for the capital improvement budget with the operating budget to make effective use of the City's limited resources for operating and maintaining existing services and facilities.

The City attempts to maintain all of its assets at a level adequate to protect the City's capital investments and to minimize future maintenance and replacement costs.

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.

The City has a formal cash and investment policy on file that stipulates the objectives, delegation of authority, ethics and conflicts of interest, authorized financial dealers and institutions, authorized and suitable investments, collateralization, safekeeping and custody, diversification, maximum maturities, internal controls, performance standards, and reporting requirements.

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 Director of Finance and Administration prepares a budget calendar, a copy of which is included in this document. This calendar outlines the process through budget adoption and implementation.

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

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



The Mayor and City Council hold a budget work session as a "Committee of the Whole" to review the entire 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 Department of Finance and Administration 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.

After the budget is adopted, it can be amended as shown below:

The annual budget may be revised by voice motion 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.

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

Department Heads may make transfers within their department from \$2,500 up to \$5,000 with prior approval of the Director of Finance and Administration and the City Administrator.

Transfers within department budgets over \$5,000 may be made only with prior approval of a majority of the City Council by voice motion.

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

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

FISCAL YEAR 1999 BUDGET CALENDAR

- | | | |
|---|---|--|
| July 31, 1998 to
August 14, 1998 | - | Director of Finance and Administration prepares budget instructions. |
| August 19, 1998 | - | Director of Finance and Administration distributes budget documents and instructions to departments. |
| August 19, 1998 to
September 14, 1998 | - | <p>Department Heads/Supervisors conduct internal department meetings to analyze and prepare budget goals and departmental requests.</p> <p>Department of Finance and Administration prepares estimates of personnel costs, fixed charges and non-departmental items.</p> <p>Director of Finance and Administration prepares revenue estimates.</p> |
| September 2, 1998 | - | All departments submit personnel requests to Director of Finance and Administration. |
| September 2, 1998 to
September 9, 1998 | - | Director of Finance and Administration prepares estimates of 1998 actual and 1999 estimated payroll costs and submits same to Department Heads. |
| September 16, 1998 | - | <p>Departmental requests for 1999 are returned to the Director of Finance and Administration.</p> <p>All departments submit 1999 budget goals to Director of Finance and Administration.</p> |
| September 16, 1998 to
September 21, 1998 | - | <p>Director of Finance and Administration does preliminary review of budgets and obtains additional information from departments, if needed.</p> <p>Director of Finance and Administration prepares consolidation of budget requests and finalizes revenue estimates.</p> |

- | | | |
|---|---|---|
| September 22, 1998 to
September 25, 1998 | - | City Administrator and Director of Finance and Administration meet with Department Heads and City Clerk to discuss budget requests. |
| September 25, 1998 to
October 14, 1998 | - | Director of Finance and Administration prepares supplemental information for budget document in conjunction with application for Government Finance Officer's Associations Distinguished Budget Presentation Award. |
| | | City Administrator and Director of Finance and Administration meet to review revenue estimates and budget document prior to submission to City Council. |
| | | City Administrator completes budget message. |
| October 14, 1998 | - | City Administrator submits entire proposed budget document to City Council. |
| October 14, 1998 to
November 13, 1998 | - | City Administrator and Department Heads meet with Council as a "Committee of the Whole" at a budget workshop. |
| November 13, 1998 | - | Director of Finance and Administration publishes notice of public hearing. |
| November 18, 1998 to
November 20, 1998 | - | Director of Finance and Administration makes final amendments to budget based on City Council's recommendations. |
| November 23, 1998 | - | Entire amended budget document is submitted to City Council. |
| December 7, 1998 | - | City Administrator presents proposed budget at a Public Hearing prior to regularly scheduled City Council meeting. |
| | | Budget adopted at regular City Council meeting by resolution. |
| December 2, 1998 | - | Department Heads submit 1998 accomplishments to Director of Finance and Administration. |
| December 2, 1998 to
December 16, 1998 | - | Budget document is finalized for printing. |

- December 17, 1998 - Final budget document is sent to printers.
- December 31, 1998
- December 31, 1998 - Official budget document is distributed.
- January 1, 1999 - Adopted budget is recorded on the books and goes into effect.



BASIS OF ACCOUNTING & BUDGETING

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 is used. 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.

The City of Chesterfield's proposed budget for 1999 has a General Fund, three special revenue funds (Wilson Avenue Trust Fund, Chesterfield Valley TIF Fund and the Capital Improvement Sales Tax Trust Fund), four debt service funds (Parks, Public Works Facility, R&S, and City Hall) and three capital projects funds (Park Construction Fund, Capital Projects Fund, and the R&S Construction Fund). The Capital Projects Fund is used to account for general capital improvement projects in the City which are not specifically required to be accounted for separately because of long-term financing. The two additional capital project funds are used to account for parks acquisition and construction and road and sidewalk (Propositions R&S) improvements, respectively. The budgets for these funds are also 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.

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, 1998.

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 the GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

**PRESENTED TO
City of Chesterfield,
Missouri**

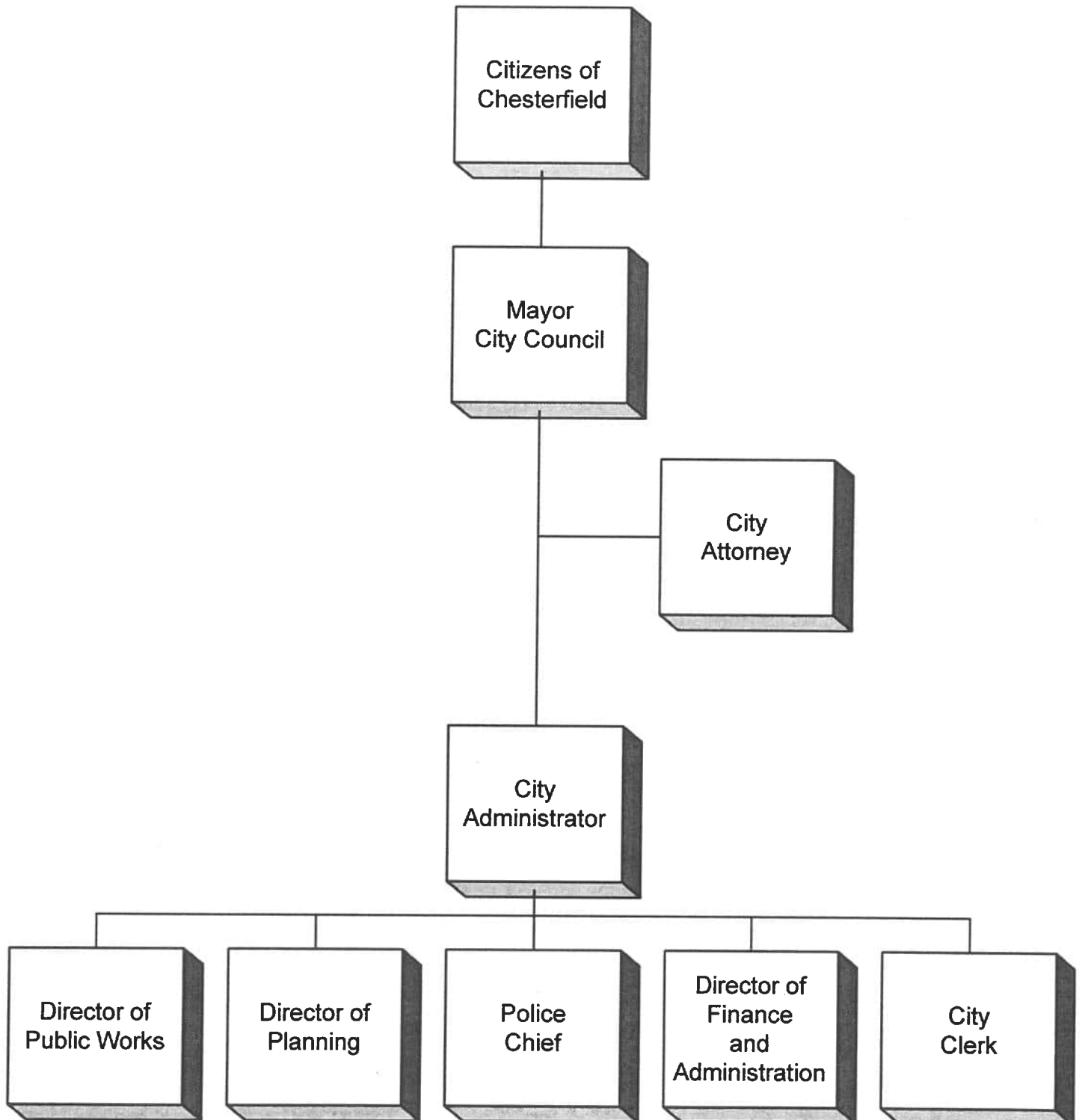
**For the Fiscal Year Beginning
January 1, 1998**

Douglas R. Ellsworth
President

Jeffrey L. Esser
Executive Director

CITY OF CHESTERFIELD

Organizational Chart 1999



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Combined Statement of Budgeted Revenues and Expenditures - All Funds

(\$ in Thousands)

(\$ in thousands)												
	PARKS		WILSON	CAPITAL	CHESTERFIELD	R&S	CAPITAL	DEBT	CERT.	DEBT	CERT.	
	GENERAL	CONSTRUCTION	TRUST	PROJECTS	VALLEY	CONSTRUCTION	IMPROVEMENT	SERVICE	PAYMENT	SERVICE	PAYMENT	
	FUND	FUND	FUND	FUND	TIF	FUND	SALES TAX	(PARKS)	FUND	(R&S)	FUND	TOTAL
					FUND		FUND	FUND	(PWF)	FUND	(CITY HALL)	
REVENUES:												
Property Taxes					1,108			1,265				2,373
Utility Taxes	3,936				72							4,008
Sales & Use Tax	5,045				775		2,778					8,598
Intergov. Revenues	3,181											3,181
Licenses & Permits	703											703
Charges for Services	159											159
Parks & Recreation	160											160
Court Receipts	465											465
Bond Proceeds						14,924				816		15,740
Other Revenues	560	60	5		70	500	60	20	0			1,275
TOTAL REVENUES	14,208	60	5	0	2,025	15,424	2,838	1,285	0	816	0	36,661
EXPENDITURES:												
Executive/Legislative	72											72
City Clerk/CSC	181											181
Finance & Administration	2,118										256	2,374
Police	5,478											5,478
City Administrator	159											159
Planning & Zoning	593											593
Public Works/Parks	4,979	690	246	534	862	7,600		942	249	2,450	0	18,552
Contingency	248											248
TOTAL EXPENDITURES	13,828	690	246	534	862	7,600	0	942	249	2,450	256	27,658
Transfers in (out)	(774)			534			(1,899)		249	1,634	256	0
Change in Fund Balance	(394)	(630)	(241)	0	1,163	7,824	939	343	0	0	0	9,003
Fund Balance, 1/1/1999	7,343	630	241	0	1,737	2,689	2,533	1,025	0	0	0	16,199
Fund Balance, 12/31/1999	6,949	0	0	0	2,900	10,512	3,472	1,368	1	0	0	25,202

Combined Statement of Budgeted Revenues, Expenditures, and Changes in Fund Balance - All Funds	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
REVENUES			
Property Taxes	1,848,504	2,015,000	2,373,000
Utility Taxes	3,799,168	3,891,000	4,008,100
Sales Tax	6,824,431	10,032,184	8,598,000
Intergovernmental Taxes	3,280,634	3,097,550	3,180,799
Licenses and Permits	663,125	683,750	702,750
Charges for Services	195,961	156,250	158,500
Parks and Recreation	13,070	202,276	160,000
Court Receipts	409,817	452,000	465,000
Other Revenues	15,883,304	11,360,316	17,014,539
TOTAL REVENUE	32,918,014	31,890,326	36,660,688
EXPENDITURES			
Legislative	72,289	71,085	71,926
City Clerk/CSC	103,139	157,087	180,842
Finance/Administration	1,622,205	2,045,639	2,374,072
Police	4,527,635	5,063,363	5,477,690
City Administrator	151,986	156,115	159,449
Planning	396,304	423,592	593,264
Public Works/Parks	23,133,980	30,957,234	18,552,230
Contingency/Transfers	0	0	248,126
TOTAL EXPENDITURES	30,007,538	38,874,115	27,657,599
Change in Fund Balance	2,910,477	-6,983,789	9,003,089
Fund Balance January 1	20,271,488	23,181,965	16,198,176
Fund Balance December 31	23,181,965	16,198,176	25,201,264

Budgeted Expenditures by Type - All Funds

Department/Division	Personnel	Contractual	Commodities	Capital	Contingency	Debt Service	Totals
Legislative							
Mayor & Council	64,776	6,350	800	0	0	0	71,926
City Clerk/CSC							
City Clerk	140,907	36,935	3,000	0	0	0	180,842
Finance/Administration							
Legal Services	0	132,825	0	0	0	0	132,825
Finance	253,432	98,468	6,700	4,000	0	0	362,600
Administration	0	0	0	0	0	256,241	256,241
Central Services	0	1,016,446	68,100	4,000	0	0	1,088,546
Information Systems	139,399	197,440	1,900	16,000	0	0	354,739
Municipal Court	99,305	77,116	200	2,500	0	0	179,121
	492,136	1,522,295	76,900	26,500	0	256,241	2,374,072
Police							
Police	4,536,990	460,080	181,780	298,840	0	0	5,477,690
City Administrator							
City Administrator	150,324	6,475	2,650	0	0	0	159,449
Planning							
Planning & Zoning	434,299	126,110	10,255	22,600	0	0	593,264



1999 Annual Budget

Budgeted Expenditures by Type - All Funds (continued)

Department/Division	Personnel	Contractual	Commodities	Capital	Contingency	Debt Service	Totals
Public Works/Parks							
Administration/Eng.	738,366	97,140	37,385	99,200	0	0	972,091
Street/Sewer Maintenance	1,472,583	755,970	511,687	8,442,286	0	3,544,637	14,727,163
Vehicle Maintenance	222,595	6,450	43,200	30,600	0	0	302,845
Parks & Recreation	329,120	359,325	41,860	183,100	0	0	913,405
Parks/Beautification	0	0	0	689,916	0	941,810	1,631,726
Street Lighting	0	5,000	0	0	0	0	5,000
	<u>2,762,664</u>	<u>1,223,885</u>	<u>634,132</u>	<u>9,445,102</u>	<u>0</u>	<u>4,486,447</u>	<u>18,552,230</u>
Contingency/Transfers							
Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>248,126</u>	<u>0</u>	<u>248,126</u>
Total Expenditures	<u>8,582,096</u>	<u>3,382,130</u>	<u>909,517</u>	<u>9,793,042</u>	<u>248,126</u>	<u>4,742,688</u>	<u>27,657,599</u>



Budgeted Expenditures By Type

All Funds	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Personnel	6,651,966	7,670,136	8,582,096
Contractual	3,087,609	3,321,910	3,382,130
Commodities	744,131	911,401	909,517
Capital	17,649,006	12,697,077	9,793,042
Contingency	0	0	248,126
Debt Service	1,874,825	4,111,306	4,742,688
<i>title</i> →	0	10,162,285	0
Totals	30,007,538	38,874,115	7,657,599

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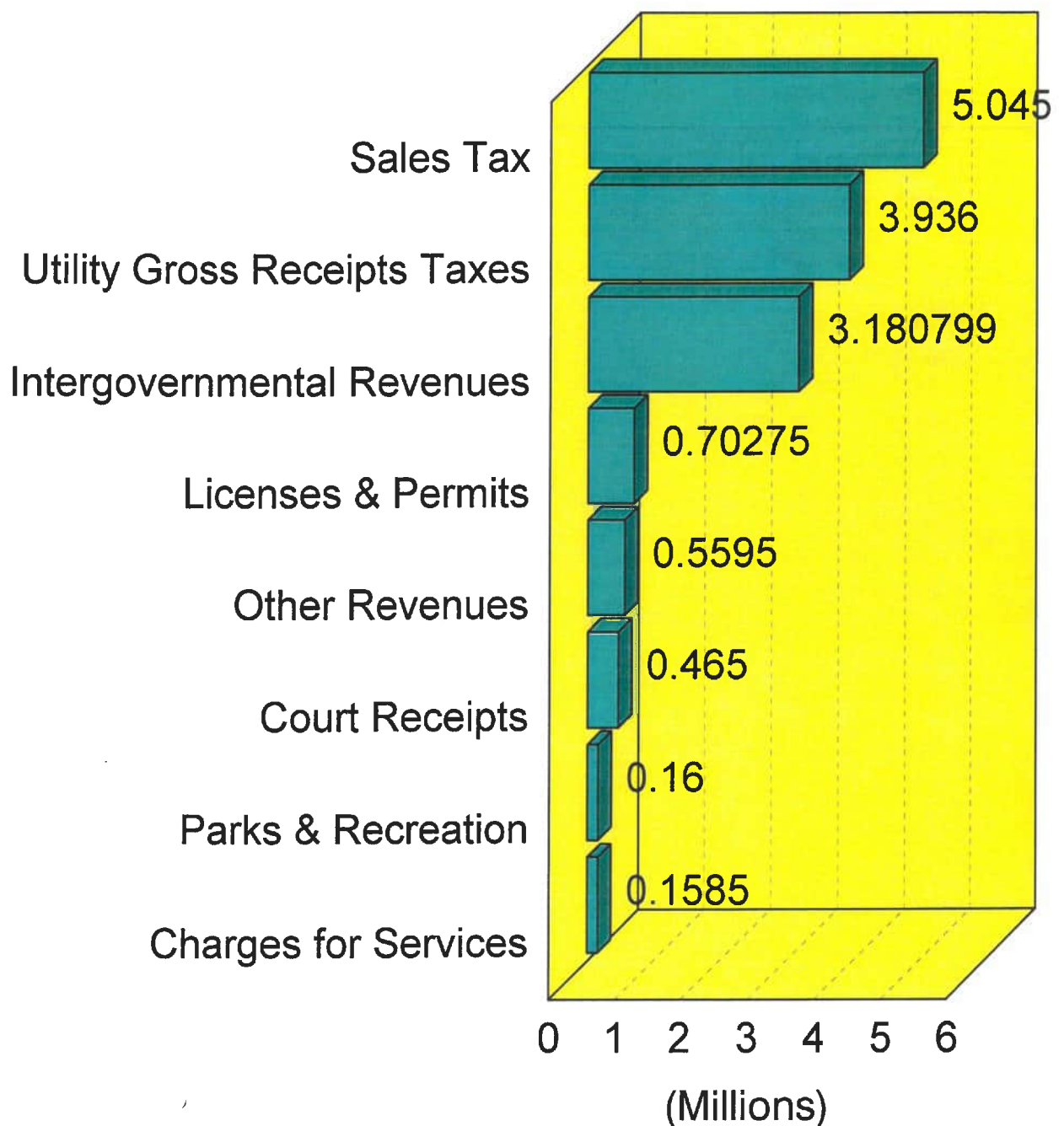
Combined Statement of Budgeted Revenues and Expenditures - General Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	5,789,226	6,430,896	7,343,158
REVENUES			
Utility Taxes	3,729,038	3,821,000	3,936,000
Sales Tax	4,732,548	6,585,184	5,045,000
Intergovernmental Taxes	3,280,634	3,097,550	3,180,799
Licenses and Permits	663,125	683,750	702,750
Charges for Services	195,961	156,250	158,500
Parks and Recreation	13,070	202,276	160,000
Court Receipts	409,817	452,000	465,000
Other Revenues	610,145	588,213	559,500
TOTAL REVENUE	13,634,338	15,586,223	14,207,549
TOTAL AVAILABLE FUNDS	19,423,564	22,017,119	21,550,707
EXPENDITURES			
Legislative	72,289	71,085	71,926
City Clerk/CSC	103,139	157,087	180,842
Finance/Administration	1,622,205	2,045,639	2,117,831
Police	4,527,635	5,063,363	5,477,690
City Administrator	151,986	156,115	159,449
Planning	396,304	423,592	593,264
Public Works/Parks	3,302,210	4,295,429	4,978,515
Contingency/Transfers	0	0	248,126
TOTAL EXPENDITURES	10,175,768	12,212,310	13,827,643
TRANSFERS TO / FROM OTHER FUNDS	-2,816,900	-2,461,651	-774,239
FUND BALANCE, DECEMBER 31	6,430,896	7,343,158	6,948,824

Actual
 14,103,119
 11,526,478
 2,014,914
 6,992,623
 015
 P.O.'s
 001
 009
 (339,372.92)
 (376,617.93)
 6276.52.15
 1,066,526

CITY OF CHESTERFIELD

GENERAL FUND - REVENUES BY SOURCE

FISCAL YEAR 1999

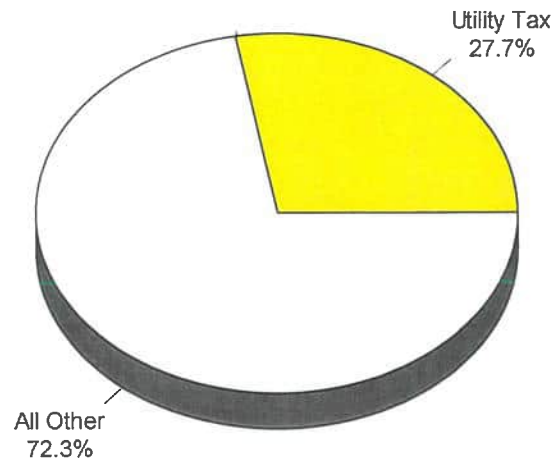


GENERAL FUND REVENUE ASSUMPTIONS

Utility Gross Receipts Tax

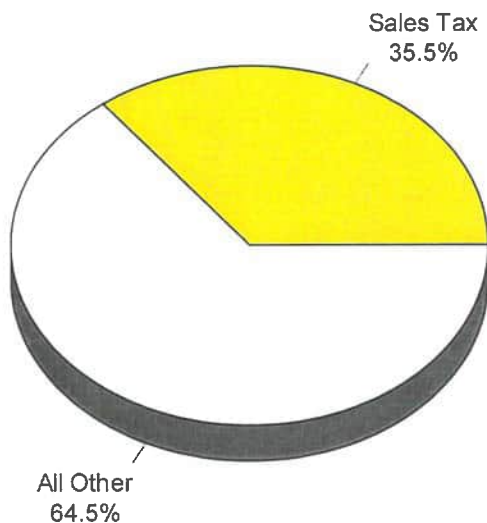
The City of Chesterfield levies a 5% gross receipts tax on electric, gas, telephone, and water companies within the City. The utility tax is collected by the utility company at the time of their monthly billing and is remitted to the City within twenty (20) days following the last day of each month.

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 1999 from the utility gross receipts tax are estimated at \$3,936,000.



The historical revenue trend for utility tax is shown below. Utility tax revenues are greatly impacted by weather, as reflected in the drop in 1995. Overall, growth in utility taxes has been fairly consistent.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount	2,712,063	2,822,781	3,187,143	3,323,852	3,309,997	3,616,330	3,729,038	3,821,000	3,936,000
% Increase		4.1%	12.9%	4.3%	-0.4%	9.3%	3.1%	2.5%	3.0%



Sales Tax

There are 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. 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. Under Missouri statutes, the City of Chesterfield does not have the option to choose the method by 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, but has been unsuccessful.

In addition, under legislation passed in 1994, the "pool" cities receive a share of the sales tax generated in "point-of-sale" cities based on a county-wide redistribution formula. These funds, previously under litigation, were upheld in 1995. Because of the successful outcome of this litigation, the City began recognizing new sales tax revenues under the county-wide redistribution formula in 1995 and also recognized \$213,183 in deferred sales tax revenues from prior years in that same year.

Sales tax is collected by the State of Missouri, distributed to St. Louis County who administers the new sales tax redistribution formula, 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 1999 from sales tax are estimated at \$5,045,000 based on estimates of a per capita distribution of about \$119.20.

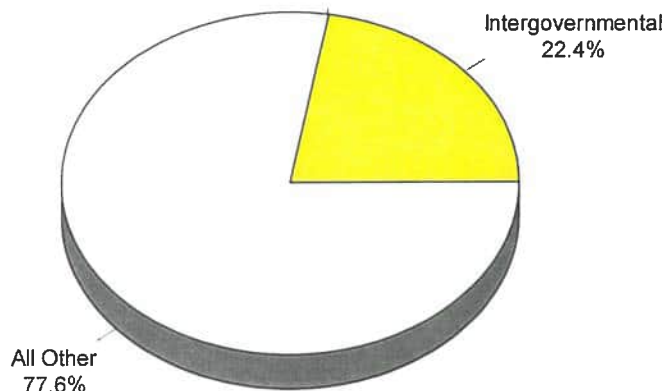
The historical revenue trend for sales tax is shown below. Sales tax grew dramatically during the period 1994 to 1995 upon the adoption of the new State legislation discussed previously. A sharp increase in 1998 results from recognizing local use tax revenues previously deferred because of litigation. As a result of litigation being finalized and the statute of limitation running out, the City of Chesterfield will be able to recognize deferred revenues in 1998, although the local use tax itself was not upheld in court. Overall growth has been steady.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount	2,623,970	3,090,961	3,377,964	3,736,487	4,629,507	4,613,354	4,732,548	6,585,184	5,045,000
% Increase		17.8%	9.3%	10.6%	23.9%	-0.3%	2.6%	39.1%	-23.4%

Intergovernmental Taxes

Intergovernmental taxes include the motor fuel tax, motor vehicle sales tax, cigarette tax, the County road & bridge tax, a police academy grant, a recycling grant, a COPS grant, and an NCAP 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 \$.17 per gallon. Motor fuel tax is distributed based on population. Motor vehicle sales tax is generated from State-imposed fees for licenses, plates, and sales tax, and is also remitted to cities based on population. Revenues for Fiscal Year 1999 from the motor fuel and motor vehicle sales tax are estimated at \$1,225,000 and \$500,000, 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 1999 from cigarette tax are estimated at \$191,000.

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, 1998 was \$957,731,212. 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, 1988	\$ 465,549,049	-
January 1, 1989	\$ 623,472,309	33.9%
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%
January 1, 1994	\$ 750,871,327	(4.3%)*
January 1, 1995	\$ 811,446,433	8.1%
January 1, 1996	\$ 853,477,245	5.2%
January 1, 1997	\$ 923,964,304	8.3%
January 1, 1998	\$ 957,731,212	3.7%

*Impacted by flood of 1993.

The revenue estimate for road and bridge tax for Fiscal Year 1999 is \$1,001,000, based on a projected growth in assessed valuation of 3%, less a 1% collection fee and 2% allowance for uncollectible taxes.

The City also provides the St. Louis Police Academy with a Police Sergeant who teaches at their facility. The Fiscal Year 1999 budget includes \$52,378 for reimbursements for the officer's salary and fringe benefits.

The waste reduction or recycling grant is funded through St. Louis County and will cover the cost a business recycling program, recycling research, and multi-family recycling projects. Revenues for Fiscal Year 1999 are estimated at \$6,235.

Two COPS (Community Oriented Policing) grants (COPS Fast and COPS Universal) are funded through the Federal government. Both grants will fund 75% of the cost of five (5) police officers. Revenues for Fiscal Year 1999 are estimated at \$112,000 from the Federal government

Two officers originally hired under a COPS Fast grant that has since expired are on assignment to the Parkway School District for nine months out of the year. Parkway School District and the City of Chesterfield share a 75%/25% split, respectively, of the cost of these two officers. Revenues for Fiscal Year 1999 are estimated at \$70,000 from the Parkway School District.

The NCAP (Narcotics Control Assistance Program) grant is funded through the federal government. This grant will fund 75% of the cost of one (1) police officer and incidental expenses related to a community contact bureau at Chesterfield Mall. Revenues for Fiscal Year 1999 are estimated at \$23,186.

The historical revenue trend for intergovernmental revenues is shown below. Intergovernmental revenues have fluctuated greatly over the years, depending on the amount of grants received. In certain years, for example, grants were significantly higher due to Federal Emergency Management Administration (F.E.M.A.) refunds during the flood in Chesterfield Valley in 1993 and an Economic Development Administration (E.D.A.) grant to install pumps in 1996.

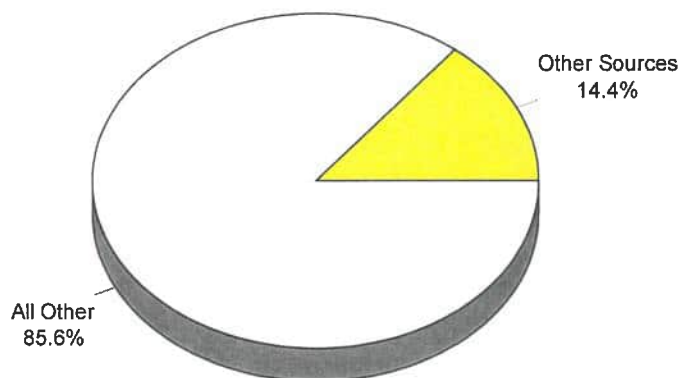
Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount	1,712,868	2,122,090	3,212,468	2,997,512	2,962,059	3,403,209	3,280,634	3,097,550	3,180,799
% Increase		23.9%	51.4%	-6.7%	-1.2%	14.9%	-3.6%	-5.6%	2.7%

Other Sources

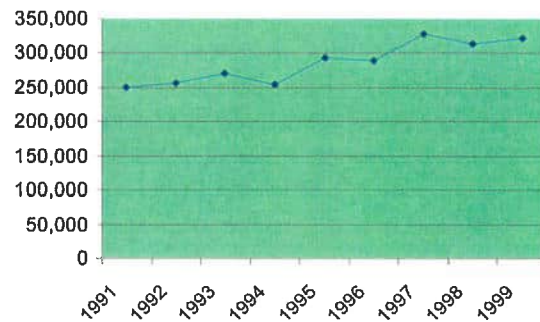
Licenses and Permits.

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 for Fiscal Year 1999 is estimated at \$322,000.



Liquor license fees range from \$22.50 to \$450.00 annually, depending on the type of liquor license issued. Vending machine licenses are \$25.00 per vending machine. Similar to business licenses, both the liquor licenses and the vending machine licenses are issued for the period July 1 through June 30 of each year. Thus, the majority of these revenues are received during the summer as well. Revenue estimates for these two sources for Fiscal Year 1999 are \$43,000 and \$23,000, respectively.

Cable television franchise fees represent 5% of the annual gross sales of each cable television company. The are remitted to the City within sixty (60) days following the end of each quarter. The revenue estimate for Fiscal Year 1999 from cable television franchise fees is \$305,000.

A trash hauling license is issued for the City's exclusive franchise. The trash hauling license fees are estimated at \$250 for Fiscal Year 1999.

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 within the City. Alarm licenses are estimated at \$1,700 for Fiscal Year 1999.

Billboard license fees are \$100 per billboard. Billboard license fees are estimated at \$300 for Fiscal Year 1999.

Other licenses and permits are those items that do not fall into any other category. In total, other licenses and permits make up only \$7,500 of the City's revenues for Fiscal Year 1999.

Charges for Services

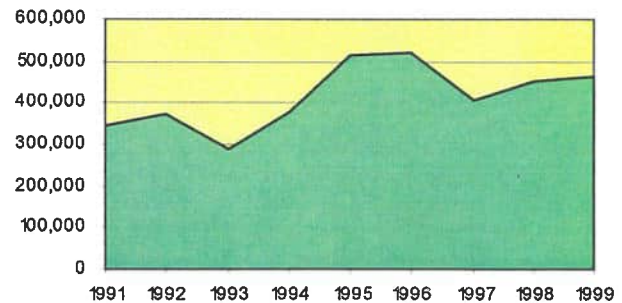
Charges for services include engineering inspection fees, subdivision processing fees, zoning application fees, police report fees, false alarm fees, police holdover fees, and miscellaneous other charges. The charges generated from these sources are defined by the City's ordinances. Revenues from charges for services for Fiscal Year 1999 are estimated at \$158,500.

Parks and Recreation Fees

New parks and recreation have been implemented over the last couple of years due to the addition of an outdoor aquatics center and an athletic complex. Revenues for 1999 for recreational activities are estimated at \$160,000.

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 3.3% of the City's revenue, or \$465,000 in Fiscal Year 1999.



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 3.5% 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 1999 are estimated at \$500,000.

Insurance reimbursements make up a small portion of the City's budget, at approximately one-tenth of a percentage of the City's revenues, or \$15,000.

The sale of fixed assets makes up \$42,000 of the Fiscal Year 1999 revenues. This account is used for the sale of the City's used equipment and vehicles.

Miscellaneous other sources are a very small part of the City's budget and are estimated at \$2,500 for Fiscal Year 1999. This category is used only for items that do not properly belong in any other category.

The historical trend for other sources of revenue is as shown below. Overall, there has been significant growth in these other sources of revenue, due in large part to the growth in fund balance and deferred revenues which have created additional interest earnings, although revenues from this source has tapered off due to remitting a large sum of the deferred local use tax revenues to the State of Missouri, as well as drawing down on fund balance to fund major park improvements. Revenues fluctuate due to miscellaneous refunds, such as insurance refunds.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount	978,721	1,118,216	1,241,851	1,342,463	1,562,688	1,917,984	1,892,118	2,082,489	2,045,750
% Increase		14.3%	11.1%	8.1%	16.4%	22.7%	-1.3%	10.1%	-1.8%

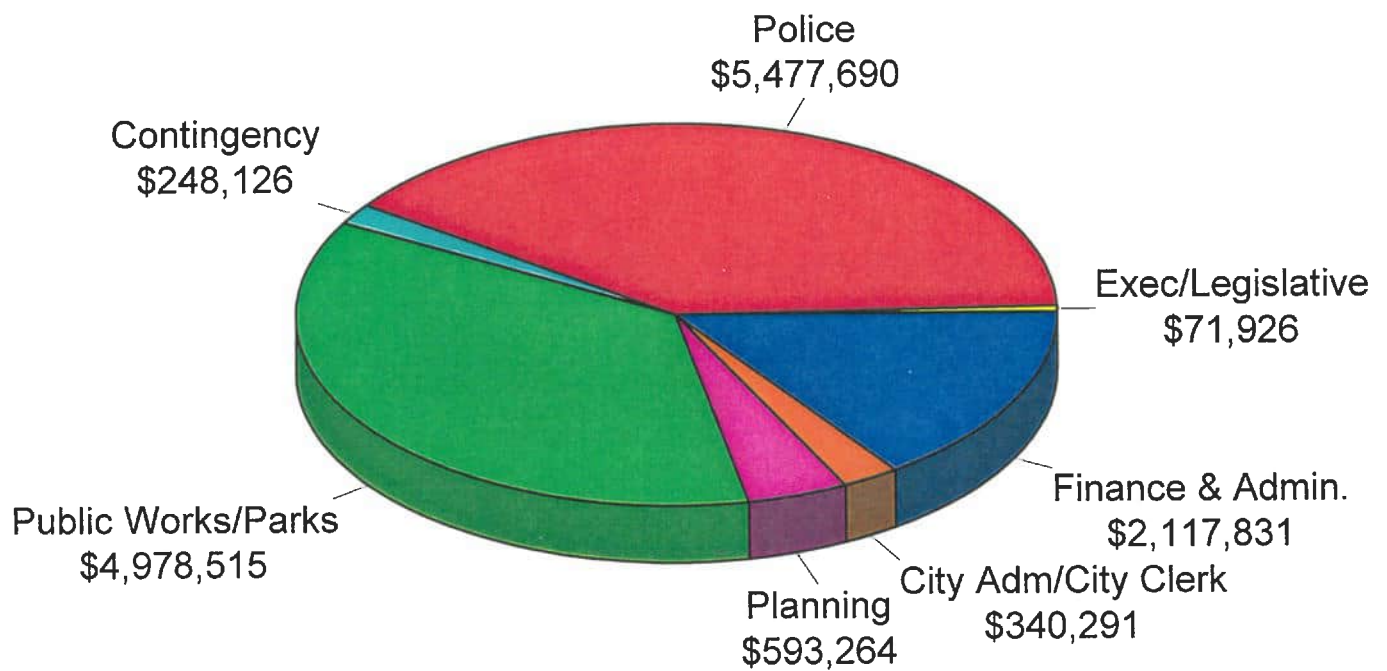
Revenue Budget - General Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Utility Taxes:			
410.100 Utility Taxes - Electric	1,968,865	2,082,000	2,145,000
410.200 Utility Taxes - Gas	676,340	622,000	641,000
410.300 Utility Taxes - Telephone	817,281	832,000	857,000
410.400 Utility Taxes - Water	266,552	285,000	293,000
Total Utility Taxes	3,729,038	3,821,000	3,936,000
Sales Tax:			
420.000 Sales Tax	4,732,548	4,898,000	5,045,000
421.000 Local Use Tax	0	1,687,184	0
Total Sales Tax	4,732,548	6,585,184	5,045,000
Intergovernmental Taxes:			
430.000 Motor Fuel Tax	1,176,692	1,189,000	1,225,000
431.000 Motor Vehicle Sales Tax	464,671	485,000	500,000
432.000 Cigarette Tax	190,960	187,000	191,000
433.000 County Road & Bridge Tax	922,582	972,000	1,001,000
434.300 EDA Grant	186,872	0	0
434.500 Police Academy Grant	46,221	50,451	52,378
434.600 Waste Reduction Grant	72,838	38,794	6,235
434.700 County-Bonhomme Creek Grant	8,503	0	0
435.200 COPS - Federal	94,166	98,000	112,000
435.300 COPS - Parkway	41,593	43,000	70,000
435.400 Branch Out Missouri Grant	24,562	0	0
435.500 NCAP Grant	36,624	34,305	23,186
436.000 Police Traffic Services Grant	0	0	0
437.000 Funds From Seized Assets	0	0	0
439.000 MSD Refunds	14,348	0	0
Total Intergovernmental Taxes	3,280,634	3,097,550	3,180,799
Licenses and Permits:			
440.000 Business Licenses	327,774	313,000	322,000
441.000 Liquor Licenses	31,989	42,000	43,000
442.000 Vending Licenses	19,075	23,000	23,000
443.000 Franchise Fees	273,874	296,000	305,000
445.000 Trash Haulers Licenses	215	250	250
446.000 Alarm Company Licenses	700	1,700	1,700

Revenue Budget - General Fund (continued)	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
448.000 Billboard Business License Fee	2,200	300	300
449.000 Miscellaneous Other Licenses	7,297	7,500	7,500
Total Licenses and Permits	663,125	683,750	702,750
Charges for Services:			
451.000 Engineering Inspection Fees	107,887	80,000	80,000
452.000 Subdivision Processing Fees	9,608	10,000	10,000
453.000 Zoning Applications	11,363	7,500	7,500
454.000 Police Reports	17,047	17,250	17,000
455.000 False Alarm Fees	38,600	33,000	35,000
457.000 Prisoner Holdover Charges	3,100	2,000	1,500
459.000 Miscellaneous Other Charges	8,355	6,500	7,500
Total Charges for Services	195,961	156,250	158,500
Parks and Recreation:			
461.000 Parks Charges & Fees	12,770	6,000	7,500
462.000 Parks Donations & Sponsorships	300	0	0
463.000 Pool Concessions	0	7,265	7,500
464.000 Pool Revenue	0	142,000	145,000
467.000 Tenth Anniversary-Sales/Contrib	0	47,011	0
Total Parks and Recreation	13,070	202,276	160,000
Court Receipts:			
480.000 Court Fines & Fees	401,368	441,000	454,000
481.000 Court Fees - Training	7,281	10,000	10,000
482.000 CVC Fees	1,168	1,000	1,000
Total Court Receipts	409,817	452,000	465,000
Other Revenues:			
490.100 Interest on Investments	554,638	494,000	500,000
491.000 Historical Committee	5,110	5,000	0
492.000 Insurance Reimbursements	45,784	38,440	15,000
494.000 Sale of Fixed Assets	0	48,273	42,000
495.000 Miscellaneous	4,613	2,500	2,500
Total Other Revenues	610,145	588,213	559,500



<i>Revenue Budget - General Fund (continued)</i>	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Totals	<u>13,634,338</u>	<u>15,586,223</u>	<u>14,207,549</u>

CITY OF CHESTERFIELD TOTAL EXPENDITURES - GENERAL FUND FISCAL YEAR 1999



Summary of Expenditures - General Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Legislative			
011 Mayor & Council	72,289	71,085	71,926
City Clerk/CSC			
021 City Clerk	103,139	157,087	180,842
Finance/Administration			
032 Legal Services	158,810	117,825	132,825
034 Finance	192,344	431,816	362,600
036 Central Services	880,052	1,049,697	1,088,546
037 Information Systems	219,151	285,854	354,739
038 Municipal Court	171,848	160,447	179,121
	1,622,205	2,045,639	2,117,831
Police			
041 Police	4,527,635	5,063,363	5,477,690
City Administrator			
051 City Administrator	151,986	156,115	159,449
Planning			
061 Planning & Zoning	396,304	423,592	593,264
Public Works/Parks			
071 Administration/Eng.	798,716	859,441	972,091
072 Street/Sewer Maintenance	2,062,050	2,531,379	2,785,174
073 Vehicle Maintenance	228,319	272,881	302,845
074 Parks & Recreation	207,923	630,528	913,405
075 Street Lighting	5,202	1,200	5,000
	3,302,210	4,295,429	4,978,515
Contingency/Transfers			
091 Contingency	0	0	248,126
Totals	10,175,768	12,212,310	13,827,643

Budgeted Expenditures By Type - General Fund

Department/Division	Personnel	Contractual	Commodities	Capital	Contingency	Totals
Legislative						
Mayor & Council	64,776	6,350	800	0	0	71,926
City Clerk/CSC						
City Clerk	140,907	36,935	3,000	0	0	180,842
Finance/Administration						
Legal Services	0	132,825	0	0	0	132,825
Finance	253,432	98,468	6,700	4,000	0	362,600
Central Services	0	1,016,446	68,100	4,000	0	1,088,546
Information Systems	139,399	197,440	1,900	16,000	0	354,739
Municipal Court	99,305	77,116	200	2,500	0	179,121
	492,136	1,522,295	76,900	26,500	0	2,117,831
Police						
Police	4,536,990	460,080	181,780	298,840	0	5,477,690
City Administrator						
City Administrator	150,324	6,475	2,650	0	0	159,449
Planning						
Planning & Zoning	434,299	126,110	10,255	22,600	0	593,264
Public Works/Parks						
Administration/Eng.	738,366	97,140	37,385	99,200	0	972,091
Street/Sewer Maintenance	1,298,720	468,620	505,437	512,397	0	2,785,174
Vehicle Maintenance	222,595	6,450	43,200	30,600	0	302,845
Parks & Recreation	329,120	359,325	41,860	183,100	0	913,405
Street Lighting	0	5,000	0	0	0	5,000
	2,588,801	936,535	627,882	825,297	0	4,978,515
Contingency/Transfers						
Contingency	0	0	0	0	248,126	248,126
Total Expenditures	8,408,233	3,094,780	903,267	1,173,237	248,126	13,827,643

Budgeted Expenditures By Type

General Fund	1997 Actual	1998 Projected	1999 Budget
Personnel	6,569,209	7,504,653	8,408,233
Contractual	2,151,574	2,844,703	3,094,780
Commodities	734,210	896,301	903,267
Capital	720,776	966,653	1,173,237
Contingency	0	0	248,126
Totals	10,175,768	12,212,310	13,827,643

Personnel Schedule Summary - General Fund		1997	1998	1999
Department/Activity	Position Title	Actual	Actual	Proposed
City Clerk/CSC				
City Clerk	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	1.00
	Customer Service Representative	2.00	2.00	2.00
		<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Finance/Administration				
Finance	Director of Finance & Administration	1.00	1.00	1.00
	Assistant Director	0.00	1.00	1.00
	Senior Accounting Clerk	1.00	1.00	1.00
	Accountant	1.00	0.00	0.00
	Accounting Clerk	1.00	1.00	1.00
	Executive Secretary	0.50	0.50	0.50
	Accounting Intern	0.00	0.00	0.62
Information Systems	Data Systems Administrator	1.00	1.00	1.00
	Data Processing Technician	1.50	2.00	2.00
Municipal Court	Court Administrator	1.00	1.00	1.00
	Assistant Court Administrator	1.00	1.00	1.00
	Executive Secretary	0.50	0.50	0.50
		<u>9.50</u>	<u>10.00</u>	<u>10.62</u>
Police				
Police	Police Chief	1.00	1.00	1.00
	Captain	3.00	3.00	3.00
	Lieutenant	4.00	5.00	5.00
	Sergeant	8.00	9.00	10.00
	Police Officer	56.00	59.00	59.00
	Executive Secretary	1.00	1.00	1.00
	Administrative Secretary	1.00	1.00	1.00
	Crime Analyst	0.00	0.00	1.00
	Records Clerks	5.67	6.00	6.00
		<u>79.67</u>	<u>85.00</u>	<u>87.00</u>
City Administrator				
City Administrator	City Administrator	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Planning				
Planning & Zoning	Director of Planning	1.00	1.00	1.00
	Assistant Director of Planning	1.00	1.00	1.00
	Planner II	1.00	1.00	2.00
	Planner I	1.00	1.00	3.00
	Zoning Inspector	1.00	0.00	0.00
	Planning Intern (2)	0.62	0.62	0.62
	Planning Technician	2.00	3.00	0.00
	Executive Secretary	1.00	2.00	2.00

Personnel Schedule Summary - General Fund (continued)		1997	1998	1999
Department/Activity	Position Title	Actual	Actual	Proposed
Planning & Zoning	Administrative Secretary	1.00	1.00	1.00
		9.62	10.62	10.62
Public Works/Parks				
Administration/Eng.	Director/City Engineer	1.00	1.00	1.00
	Deputy Director/Asst. City Engineer	0.00	1.00	1.00
	Superintendent of Engineering Op's	1.00	1.00	1.00
	Civil Engineer	3.00	3.00	3.00
	Sr. Engineering Construction Inspector	3.00	3.00	3.00
	GIS Specialist	0.00	0.00	0.50
	Sr. Engineering Technicians	2.00	2.00	2.00
	Executive Secretary	1.00	2.00	2.00
	Administrative Secretary	1.00	0.00	0.00
	Engineering Intern (3)	0.90	0.90	0.90
Street/Sewer Maintenance	Superintendent-Mtn Operations	1.00	1.00	1.00
	Maintenance Supervisor	4.00	4.00	4.00
	Maintenance Workers	24.00	24.00	26.00
	Temporary Workers (13)	4.03	4.03	4.03
	Secretary	1.00	2.00	2.00
Vehicle Maintenance	Equip Maint Supervisor	1.00	1.00	1.00
	Equip Mtn Mechanics	3.00	4.00	4.00
Parks & Recreation	Superintendent-Parks, Rec & Arts	1.00	1.00	1.00
	Recreation Coordinator	0.00	1.00	1.00
	Parks Programmer	0.00	0.00	1.00
	Planning Assistant	1.00	1.00	0.00
	Maint. Supervisor	0.75	1.00	1.00
	Maintenance Workers	0.75	2.00	2.00
	Seasonal Part-time (6)	1.80	1.80	1.80
	Intern	0.00	0.00	0.60
	Administrative Secretary	0.00	1.00	1.00
		56.23	62.73	65.83
Total Personnel		161.02	174.35	180.07

161 FT 172 FT
25 PT (2.35 FTE) 26 PT (8.57 FTE)

Detail of Capital Assets to be Purchased

Department/Activity	Description	Amount	Activity Total
Finance/Administration			
Finance	Laserjet Printer (1)	4,000	4,000
Central Services	Laserjet Printer (1)	4,000	4,000
Information Systems	Ethernet Switch (1)	3,000	
	Notebook Computer (1)	3,000	
	File Server (1)	10,000	16,000
Municipal Court	Cash Register (1)	2,500	2,500
Police			
Police	File Server (1)	10,000	
	Replacement Patrol Vehicles (12)	240,000	
	Vehicle Cam Corders (3)	9,540	
	Police Vehicle Radio (3)	9,300	
	Lap Top Computer (1)	3,000	
	Covert microphone and transmitter (1)	3,000	
	Digital Mug Shot and Line Up System (1)	18,000	
	Radar Unit (2)	6,000	298,840
Planning			
Planning & Zoning	Ford Ranger Truck (1)	22,600	22,600
Public Works/Parks			
Administration/Eng.	Computer Workstation (2)	12,000	
	Archival Record Storage System (1)	5,500	
	Engineering Utility Vehicles (3)	70,200	
	Profilograph (1)	5,500	
	Computer Workstation (1)	6,000	99,200
Street/Sewer Maintenance			
	Portable Air Compressor (1)	14,000	
	Equipment Trailer (1)	4,470	
	Backhoe (1)	72,000	
	Skid Steer (1)	16,063	
	Asphalt Patcher (1)	35,300	
	Brush Chipper (1)	26,400	
	Sweeper Attachment (1)	12,862	
	Front End Mower (1)	32,782	
	2.5 Ton Cab & Chassis Truck (1)	38,900	
	File Server (1)	10,000	
	Electrical Generator (1)	22,000	

Detail of Capital Assets to be Purchased (continued)

Department/Activity	Description	Amount	Activity Total
Street/Sewer Maintenance	One Ton Truck (2)	76,000	
	Roller Attachment (1)	5,500	
	2.5 Ton Dump Truck/Snow Plow and Salt Spre	143,420	
	Ethernet Switch (1)	2,700	
			512,397
Vehicle Maintenance	Alignment Machine (1)	20,000	
	A/C Reclaimer & Charger (1)	3,600	
	Air Bumper Jack (1)	3,000	
	Tire Changer (1)	4,000	
			30,600
Parks & Recreation	P.A. System (1)	25,000	
	Funbrellas (1)	11,000	
	Skyshooter (1)	11,500	
	Pool Equipment (1)	25,000	
	Sports Complex Equipment (1)	25,000	
	Skid Steer w/ Trailer (1)	20,600	
	1-Ton Truck w/plow (1)	38,000	
	Irrigation System for Pool (1)	27,000	
			183,100
Total Capital			1,173,237

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Fund	Department	Division	Account Number
General	Legislative	Mayor & Council	010.011
Division Summary			
Activity		Remarks	
Mayor		The Mayor is the Chief Executive Officer of the City. She 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.	

Fund	Department	Division			Account Number	
General	Legislative	Mayor & Council			010.011	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Personnel Services		64,762	64,776	32,462	64,776	64,776
Contractual Services		4,763	5,400	3,903	5,709	6,350
Commodities		632	950	359	600	800
Capital Outlay		2,132	0	0	0	0
TOTAL		72,289	71,126	36,724	71,085	71,926

Fund		Department	Division			Account Number	
General		Legislative	Mayor & Council			010.011	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.114	Salaries - Elected Officials		60,000	60,000	30,000	60,000	60,000
510.120	Social Security		4,590	4,590	2,295	4,590	4,590
510.122	Worker's Compensation		172	186	167	186	186
	Totals		<u>64,762</u>	<u>64,776</u>	<u>32,462</u>	<u>64,776</u>	<u>64,776</u>

Fund		Department	Division			Account Number	
General		Legislative	Mayor & Council			010.011	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.248	Maintenance & Repair - Vehicles		613	250	393	500	500
520.249	Memberships & Subscriptions		250	300	250	250	250
520.251	Miscellaneous Contractual		439	600	294	500	600
520.261	Professional Services		1,057	750	1,459	1,459	1,500
520.277	Training & Continuing Education		2,404	3,500	1,508	3,000	3,500
	Totals		<u>4,763</u>	<u>5,400</u>	<u>3,903</u>	<u>5,709</u>	<u>6,350</u>



Fund		Department	Division			Account Number	
General		Legislative	Mayor & Council			010.011	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		465	550	275	400	550
530.318	Gasoline & Oil		167	400	85	200	250
	Totals		<u>632</u>	<u>950</u>	<u>359</u>	<u>600</u>	<u>800</u>

Fund		Department		Division		Account Number		
General		Legislative		Mayor & Council		010.011		
Capital Expenditures				1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title							
540.410	Capital Computer Equipment			2,132	0	0	0	0
	Totals			2,132	0	0	0	0

Fund		Department	Division	Account Number
General		Legislative	Mayor & Council	010.011
Line Item Details		1999		
Account Number	Account Title	Request	Details	
520.248	Maintenance & Repair - Vehicles	500	Car maintenance	
520.249	Memberships & Subscriptions	250	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	600	Cell phone for the Mayor	
520.261	Professional Services	1,500	Photographic services for the three facilities	
520.277	Training & Continuing Education	3,500	Various seminars and meetings	
530.313	Departmental Supplies	550	Picture frames, misc. supplies - 300 Installation reception supplies - 250	
530.318	Gasoline & Oil	250	Gasoline & oil for Mayor's car	

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**1998 ACCOMPLISHMENTS
CITY CLERK/CUSTOMER SERVICE CENTER**

- Produced City Council agenda and City Administrator's newsletter prior to each Council Meeting and disseminated agendas for public notification.
- Handled administrative requests for ordinances and resolutions adopted by the City Council.
- Prepared, distributed and maintained the minutes of all City Council meetings and public hearings.
- Administered oaths of office to members of Boards and Commissions, as well as employees, for public office and duty.
- Provided mail services for all departments.
- Maintained an inventory of all office supplies purchased and coordinated reordering.
- Accepted and processed all candidate filings for the municipal election.
- Coordinated information to be placed on the April 6, 1998 ballot for the municipal election.
- Handled voter registration for residents within the community.
- Performed notary services for departments and individuals.
- Coordinated meeting schedules for the Mayor, Councilmembers, City Administrator, and various Citizen Committees.
- Updated all Committee member lists and sent out meeting reminders.
- Updated subdivision trustee lists and information, as provided. Prepared and mailed copies of ordinances adopted on a semi-annual basis to subdivision trustees, as well as notices of trustee meetings, as scheduled by Councilmembers.
- Updated the monthly meeting calendar as needed and posted public notices regarding all meeting dates/agendas for City Council, Council Committees and Citizen Committees. Advertised special hearings, as required by law.

- Coordinated departmental personnel to record updated weekly announcements for the "Information Hotline" for Planning Commission, City Council and other pertinent City information.
- Provided tours of Government Center to school children and scouts.
- Maintained newspaper article file.
- Distributed updated material for the City of Chesterfield Code Book.
- Greeted visitors at the Government Center, answered questions, and directed them to proper destination when necessary.
- Answered and routed all incoming calls to the Government Center and provided callers with general information.
- Created and distributed informational pamphlets regarding City services and processes.
- Created and distributed resident informational booklet.
- Produced Internal Journal (employee newsletter) on a bimonthly basis.
- Coordinated the Employee Recognition Award Program.
- Promoted wellness programs and activities for employees.
- Organized special events/activities to promote employee spirit.
- Coordinated citizen recognition awards and special events.
- Coordinated the publications of the Chesterfield Citizen newsletter on a quarterly basis, which is sent to all residents and businesses in the community.
- Coordinated past Mayor/Councilmember meeting and reception for Celebrate Chesterfield.
- Assisted with Celebrate Chesterfield citizen committee member breakfast.
- Served on the Celebrate Chesterfield Executive Committee.
- Co-chaired the Celebrate Chesterfield Parade Committee.

**1999 GOALS
CITY CLERK**

Goal: Improve department's ability to quickly and accurately access City Council minutes and codified ordinances in response to requests by residents, employees and other municipalities.

Strategy: Purchase updated disks from Municipal Code Corporation on semiannual basis. Implementation will continue to improve response time to the increasing demand for access to this information.

Goal: Improve resident understanding of City operations.

Strategy: Update and distribute the "Resident Guide" on an annual basis to all residents and provide same to new residents by utilizing information provided by Union Electric.

Goal: Improve office automation and safety.

Strategy: Purchase a rotary paper trimming to achieve accurate paper cutting.

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Fund	Department	Division	Account Number
General	City Clerk/CSC	City Clerk	020.021
Division Summary			
Activity		Remarks	
City Clerk		<p>The City Clerk's Office is responsible for official City records, ordinances and resolutions, certification of official documents, preparation of minutes of City Council proceedings and filing official notices and advertisements.</p> <p>The City Clerk's Office also issues liquor licenses and solicitors permits.</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.</p> <p>The City Clerk's Office is responsible for employee relations, including an employee newsletter, the Employee Recognition Award Program, wellness programs and activities, and special events/activities to promote employee spirit.</p> <p>The City Clerk's Office coordinates the publication of a citizen newsletter, citizen recognition awards and special events.</p> <p>The City Clerk is also responsible for the supervision of the Customer Service Center.</p>	

Fund	Department	Division			Account Number
General	City Clerk/CSC	City Clerk			020.021
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	77,426	139,520	61,683	125,005	140,907
Contractual Services	23,700	37,251	15,577	31,582	36,935
Commodities	15	500	0	500	3,000
Capital Outlay	1,998	0	0	0	0
Totals	103,139	177,271	77,260	157,087	180,842

<i>Personnel Schedule</i>		Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested	
City Clerk	1.00	1.00	1.00	
Deputy City Clerk	1.00	1.00	1.00	
Customer Service Representative	2.00	2.00	2.00	
Totals	4.00	4.00	4.00	

Fund		Department	Division			Account Number	
General		City Clerk/CSC	City Clerk			020.021	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		38,723	41,055	22,011	41,265	42,988
510.111	Salaries - Regular/Full-Time		23,648	67,910	27,537	57,910	68,202
510.120	Social Security		4,664	8,335	3,695	7,587	8,506
510.122	Worker's Compensation		180	338	294	294	345
510.124	Insurance - Health		4,541	11,381	4,706	8,679	10,252
510.125	Insurance - Life		166	303	182	268	312
510.126	Insurance - Dental		0	880	311	592	773
510.127	Insurance - Disability		286	501	296	476	534
510.130	Pension		5,217	8,817	2,652	7,934	8,995
	Totals		77,426	139,520	61,683	125,005	140,907



Fund		Department	Division			Account Number	
General		City Clerk/CSC	City Clerk			020.021	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.210	Advertising		1,002	500	163	500	750
520.221	Data Processing		515	0	0	0	0
520.223	Election Expense		12,746	13,000	7,241	7,241	13,000
520.249	Memberships & Subscriptions		360	375	185	375	385
520.251	Miscellaneous Contractual		7,700	14,676	7,710	14,676	18,600
520.260	Printing & Binding		303	6,200	0	6,200	1,500
520.262	Public Relations		0	0	50	0	0
520.268	Rental - Equipment		0	0	90	90	100
520.277	Training & Continuing Education		1,075	2,500	139	2,500	2,600
	Totals		23,700	37,251	15,577	31,582	36,935



Fund		Department	Division		Account Number		
General		City Clerk/CSC	City Clerk		020.021		
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		15	500	0	500	1,000
530.350	Non-capital Computer Equipment		0	0	0	0	2,000
	Totals		15	500	0	500	3,000

Fund		Department	Division			Account Number	
General		City Clerk/CSC	City Clerk			020.021	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		1,998	0	0	0	0
	Totals		<u>1,998</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>



Fund		Department	Division	Account Number
General		City Clerk/CSC	City Clerk	020.021
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.210	Advertising	750	Special notices	
520.223	Election Expense	13,000	April election and special election	
520.249	Memberships & Subscriptions	385	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	18,600	Codification of ordinances and traffic schedule - 15,000 Code to comply with MO state statutes - 3,000 Semi-annual updated disks for municipal code and work session and Council minutes - 600	
520.260	Printing & Binding	1,500	Liquor - 100 Misc. - 100 Resident Booklet update - 1,200 Employee newsletter - 100	
520.268	Rental - Equipment	100	Pager for City Clerk	
520.277	Training & Continuing Education	2,600	Various meetings and seminars	
530.313	Departmental Supplies	1,000	Film - 100 Miscellaneous - 400 Rotary paper trimmer - 500	
530.350	Non-capital Computer Equipment	2,000	Computer	

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1998 ACCOMPLISHMENTS FINANCE AND ADMINISTRATION

- Work statistics:

	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998
G/F Checks	2,079	2,750	2,819	2,888	2,920	3,320	3,336	3,905	3,838	4,278
Payroll Checks	1,941	2,287	1,944	1,884	1,737	1,569	1,666	2,366	2,656	2,824
Direct Deposits	0	560	1,168	1,449	1,605	1,898	2,015	2,863	3,213	3,417
Employees processed	112	139	139	158	153	177	187	203	209	221
Vendors paid	550	825	779	732	676	777	1,355	927	798	1,180
Business Licenses issued	811	710	907	1,120	1,199	1,249	1,393	1,389	1,444	1,425
Vending Licenses issued	0	0	0	0	0	870	840	766	817	864
Cash invested (\$ in 000's)	553	938	1,540	3,103	4,882	8,072	21,793	21,821	25,867	18,437
Gov. revenues collected (\$ in 000's)	6,534	7,189	8,028	9,154	11,019	11,400	14,674	16,037	18,718	21,675
Number of funds maintained	4	6	6	8	8	10	17	18	20	20
Unqualified audit opinion	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Certificate of Achievement	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Budget Award	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Completed five-year budget	No	No	No	No	No	No	No	Yes	Yes	Yes

- Coordinated a two-year extension with our current external auditing firm, thereby resulting in a potential cost savings to the City by continuing to use a firm familiar with City operations and minimizing the time required of City staff to train new audit personnel.
- Secured \$52,991 in Community Development Block Grant funds for the 1999-2000 funding year used for the Removal of Architectural Barriers Program.
- Refinanced \$10.215 million in general obligation debt for parks, saving the City approximately \$750,000 over the life of the issue.
- Coordinated tax increment financing (TIF) process with City's consultants, including special TIF counsel, financial advisor, and bond counsel for both the Chesterfield Commons and Chesterfield Grove projects, resulting in the issuance of two TIF notes amounting to \$1,626,000 and \$25,500,000, respectively.
- Coordinated the implementation of a comprehensive pay plan review conducted by external consultants.
- Coordinated programming and initial planning stage for new City Hall with architects and City staff.
- Prepared and distributed Employee Benefit Statement Packets for 1997.

- Conducted in-house training sessions on newly-implemented purchase order module.



- Researched, purchased and implemented laser checking printing software, reducing annual cost of check stock by more than 75% and optimizing time involved in process.

- Revised chart of accounts to more accurately reflect department lines.

- Recognized 21 employees who qualified for the sick leave incentive program throughout all applicable time periods in 1998.



- Completed 1997 productivity measurements survey.

- Attended training seminars on Family Medical and Leave Act, COBRA compliance and HIPPA (Health Insurance Portability and Accounting Act). As a result, developed and implemented new procedures.

- Attended local chapter meetings for various organizations including the Government Finance Officers Association, the Missouri Society of Certified Public Accountants, and the Association of Government Accountants to maintain up-to-date training.

- Served on Chesterfield Chamber Understanding City Operations (CUCO) Committee.

- Served as a budget reviewer for the Government Finance Officers Association.

- Served on the Celebrate Chesterfield (the City's tenth anniversary celebration) Executive Committee.

- Monitored over \$19 million in fixed assets and implemented a quarterly review of each department's fixed assets by Department Heads.

- Increase fixed asset threshold to \$2,500.

- Maintained 99.9% availability of all three computer networks.

- Installed access to internal email system from any Internet web browser.

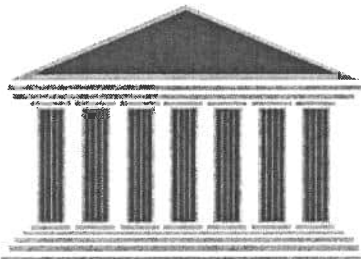


- Formalized and implemented Y2K compliance plan.

- Updated financial management software to Y2K compliant version.

- Integrated REJIS, CAD & CARE systems with current network.

- Programmed new inspection record system database.
- Created and maintained "CCNet" Intranet web site.
- Developed new Inspection Record System database
- Developed new GasBoy fuel management software.
- Installed UPS protection devices on critical computer systems.
- Upgraded all office automation software to current versions.
- Implemented Novell Z.E.NWorks desktop management software.
- Began migration from Windows 9x to Windows NT Workstation.
- Coordinated court staff with new Prosecuting Attorney through a series of meetings to ensure smooth transition and no interruptions in court services to the public.
- Implemented procedures with Police Department to account for all cases referred to the court for review by Prosecutor.
- Served on a committee for Office of State Courts Administrator to develop standardized forms for all courts in the state and had said forms approved and implemented by the Missouri Supreme Court.
- Established one court night every two months to have a certified Spanish interpreter present to assist the growing number of Spanish speaking defendants in court.



- Researched, developed and implemented new report from court software for evidence officer at the Police Department in order to keep and/or dispose of evidence in a more timely fashion.
- Obtained an Order of Destruction from the presiding judge of St. Louis County Circuit Court and destroyed all eligible records for 1994 to help alleviate storage problems.

1999 GOALS

FINANCE AND ADMINISTRATION

- Goal:** Increase employee awareness of City personnel policies and procedures through enhanced communication of City personnel rules and regulations. Ensure compliance with Federal and State laws and regulations as they relate to Personnel issues.
- Strategy:** Update City's Personnel Manual. Re-establish and maintain procedures for Family Medical Leave. Conduct regular meetings with supervisors to interpret issues and discuss suggestions and concerns. Attend outside professional educational seminars.
- Goal:** Increase effectiveness and efficiency of the Finance Division's licensing operations.
- Strategy:** Perform field checks for 50 randomly-selected businesses by August 1999 for business licenses; perform field checks for 20 randomly-selected businesses for vending licenses. Simplify Vending License Applications.
- Goal:** Increase efficiency and accountability of employee attendance.
- Strategy:** Implement new attendance software.
- Goal:** Coordinate financial management among the various City operations/departments.
- Strategy:** Update City's Accounting Manual.
- Goal:** Strengthen City's financial planning.
- Strategy:** Distribute monthly financial reports by the fifteenth of each month for the preceding month. Update the City's five-year budget by July 31, 1999; update productivity measurements survey by September 15, 1999.
- Goal:** Strengthen the City's training program.
- Strategy:** Enhance Training Academy programs to prepare employees to provide the most effective and efficient services possible; work with all departments in coordinating and tailoring current programs, as well as further researching new programs that will support city-wide initiatives such as Excellence in Customer Service, Individual Development Plans, Organizational Team Development and Diversity by April 1, 1999.

- Goal:** Enhance potential for bond rating of at least Aa or better for general obligation bond issues and A1 or better for certificates of participation.
- Strategy:** Submit 1999 Annual Budget to the Government Finance Officers Association of the United States and Canada (GFOA) by January 31, 1999 for Distinguished Budget Presentation Award; obtain unqualified audit opinion by maintaining current level of accuracy and preparing schedules required by City's auditors; submit 1998 Comprehensive Annual Financial Report to the GFOA by June 30, 1999 for Certificate of Achievement for Excellence in Financial Reporting.
- Goal:** Complete Y2K remediation efforts by July 1, 1999; use remainder of 1999 to develop contingency plans.
- Strategy:** Continue with Y2K plan already in progress; use software to keep accurate inventory and Y2K status of all hardware; modify all internal Access databases to use 4-digit years; maintain accurate master list of vendor compliance for all hardware and software.
- Goal:** Maintain 100% network uptime during business hours.
- Strategy:** Install UPS protection devices on all machines where practical and cost-effective; utilize management software to proactively monitor network before failures occur; install system upgrades after hours.
- Goal:** Increase user awareness and use of CCnet Intranet site.
- Strategy:** Keep content current and fresh; Solicit useful content from all departments; send email updates when content changes significantly; "webify" all internal forms into PDF format for easy access via CCnet.
- Goal:** Migrate to NetWare 5 network operating system; get entire network talking only TCP/IP protocol.
- Strategy:** Test key components and applications on testbed servers before upgrading production network; upgrade each facility in phases to avoid significant downtime; install new file servers with proper performance requirements.
- Goal:** Develop a Disaster Recovery Plan for Information Systems.
- Strategy:** Purchase "Disaster Recovery Option" software module for current backup system which significantly shortens time required to restore a failed server; prepare backups and "crash" a test server, then attempt to restore data to verify effectiveness of backup operations.

- Goal:** Enhance end-user understanding of all software applications, particularly advanced features and shortcuts not found in manuals or online help.
- Strategy:** Provide more frequent in-house training sessions to demonstrate advanced features; provide "tip-of-the-week" type e-mails to quickly get information to end users. Provide a troubleshooting "FAQ" (Frequently Asked Questions) discussion/memo that covers the most common problems found with our systems and software.
- Goal:** Enhance customer service for victims involved in cases referred to the Prosecuting Attorneys office for review.
- Strategy:** Develop and implement a type of report and/or letter to be sent to victims upon the issuance of a violation by the Prosecuting Attorney in conjunction with the notification to the reporting officer.
- Goal:** Make available handouts available in Spanish explaining the defendants rights in Court.
- Strategy:** Obtain copy of "Rights in Court" form written in Spanish and modify it to reflect City's English version.
Have forms present at all court sessions.
- Goal:** Establish procedures with Municipal Judge on performing marriages.
- Strategy:** Research new legislation that allows municipal judges to perform marriages.
Develop new forms and ledger system for tracking said marriages as required by law.
- Goal:** Maintain quality of service to public, Police Department and various other departments in the City.
- Strategy:** Continue training new employee(s) and attend Annual Court Conference and other conferences sponsored by Office of State Courts Administrator and to obtain and/or maintain certification.

Fund	Department	Division	Account Number
General	Finance/Administration	Legal Services	030.032

Division Summary

Activity	Remarks
Legal Services	<p>Legal services includes the City Attorney (who represents the City in civil suits, provides legal counsel, and drafts ordinances) and any other related professional services.</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>

Fund	Department	Division			Account Number
General	Finance/Administration	Legal Services			030.032
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Contractual Services	158,810	160,325	51,973	117,825	132,825
TOTAL	158,810	160,325	51,973	117,825	132,825



Fund		Department	Division			Account Number
General		Finance/Administration	Legal Services			030.032
Contractual Services		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
520.249	Memberships & Subscriptions	25	25	0	25	25
520.251	Miscellaneous Contractual	10,193	10,000	75	2,500	7,500
520.261	Professional Services	148,567	150,000	51,873	115,000	125,000
520.277	Training & Continuing Education	25	300	25	300	300
	Totals	158,810	160,325	51,973	117,825	132,825

Fund		Department	Division	Account Number
General		Finance/Administration	Legal Services	030.032
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.249	Memberships & Subscriptions	25	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	7,500	Deposition reporting and other miscellaneous services	
520.261	Professional Services	125,000	City Attorney's services and other legal counsel as needed	
520.277	Training & Continuing Education	300	Various seminars and meetings	

Fund	Department	Division	Account Number
General	Finance/Administration	Finance	030.034

Division Summary

Activity	Remarks
Finance	<p>The Finance Division is responsible for all financial and accounting functions of the City, as well as for budget preparation and monitoring. The Finance Division is responsible for cash management and investment, payroll and benefit administration, debt administration, grant administration, and cash disbursements. All activities are conducted in compliance with generally accepted accounting principles and Federal and State regulations regarding payroll reporting, purchasing, budget preparation, grant compliance, etc. In addition, the Finance Division is responsible for maintaining internal accounting controls.</p> <p>The Finance Division is responsible for personnel position classifications, employee development and training, merit pay plan administration and retirement plan administration.</p> <p>The Finance Division is also responsible for the licensing of businesses, trash haulers, alarm companies, and vending machines in the City.</p>

Fund	Department	Division			Account Number	
General	Finance/Administration	Finance			030.034	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Personnel Services		210,418	227,366	121,927	233,014	253,432
Contractual Services		-22,557	187,004	146,170	191,879	98,468
Commodities		2,485	3,700	1,758	2,900	6,700
Capital Outlay		1,998	4,000	4,023	4,023	4,000
Totals		192,344	422,070	273,879	431,816	362,600

<i>Personnel Schedule</i>		Number of Employees		
Position Title		1997 Actual	1998 Authorized	1999 Requested
Director of Finance & Administration		1.00	1.00	1.00
Assistant Director		0.00	1.00	1.00
Accountant		1.00	0.00	0.00
Senior Accounting Clerk		1.00	1.00	1.00
Accounting Clerk		1.00	1.00	1.00
Executive Secretary		0.50	0.50	0.50
Accounting Intern		0.00	0.00	0.62
Totals		4.50	4.50	5.12

Fund		Department	Division			Account Number	
General		Finance/Administration	Finance			030.034	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		110,693	114,559	64,282	120,905	122,037
510.111	Salaries - Regular/Full-Time		65,715	68,445	37,167	71,060	72,267
510.112	Salaries - Part-Time		0	0	0	0	9,672
510.113	Salaries - Overtime		115	1,030	36	445	1,061
510.120	Social Security		12,613	14,079	7,222	14,719	15,685
510.122	Worker's Compensation		500	571	493	493	636
510.124	Insurance - Health		9,436	11,470	5,567	7,625	13,514
510.125	Insurance - Life		373	512	316	480	472
510.126	Insurance - Dental		0	1,010	477	973	1,396
510.127	Insurance - Disability		740	842	525	921	938
510.130	Pension		10,233	14,848	5,843	15,393	15,754
	Totals		210,418	227,366	121,927	233,014	253,432



Fund		Department	Division			Account Number
General		Finance/Administration	Finance			030.034
Contractual Services						
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
520.210	Advertising	9,163	10,000	5,275	12,665	14,000
520.211	Audit Services	15,000	20,000	20,000	20,000	21,000
520.221	Data Processing	7,839	17,900	17,109	19,260	11,900
520.248	Maintenance & Repair - Vehicles	907	500	306	610	600
520.249	Memberships & Subscriptions	1,184	1,370	945	1,417	1,410
520.251	Miscellaneous Contractual	2,219	2,840	908	2,840	2,340
520.260	Printing & Binding	7,336	13,341	5,819	13,341	9,850
520.261	Professional Services	-69,876	116,968	93,340	117,661	33,133
520.268	Rental - Equipment	161	140	0	140	140
520.277	Training & Continuing Education	3,511	3,945	2,470	3,945	4,095
	Totals	-22,557	187,004	146,170	191,879	98,468



Fund		Department	Division			Account Number	
General		Finance/Administration	Finance			030.034	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		1,574	1,000	1,463	2,200	4,000
530.318	Gasoline & Oil		911	700	296	700	700
530.350	Non-capital Computer Equipment		0	2,000	0	0	2,000
	Totals		2,485	3,700	1,758	2,900	6,700

Fund		Department	Division			Account Number	
General		Finance/Administration	Finance			030.034	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		1,998	0	0	0	4,000
540.440	Machinery & Equipment		0	4,000	4,023	4,023	0
	Totals		1,998	4,000	4,023	4,023	4,000

Fund	Department	Division	Account Number
General	Finance/Administration	Finance	030.034

Capital Outlay Request

Full Account Number

001-030-034-540.410

Description	No# Requested	Unit Cost	Total Cost
Laserjet Printer	1	\$4,000	\$4,000

Explain reason for request (describe use and workload)

Replace current printer with faster printer and provide separate printer for accounts payable checks requiring special wiring and toner

No# of similar units on hand

1

- ☐ Replacement
☒ Addition

Specify Items to be Replaced

Item	Make	Age	Recommended Disposition

What source was used for unit cost?
Other remarks

Fund		Department	Division	Account Number
General		Finance/Administration	Finance	030.034
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.210	Advertising	14,000	Advertising for request for proposals and sealed bids, publication of financial statements, tax rate and budget public hearings	
520.211	Audit Services	21,000	Annual audit - 17,000 Single audit - 4,000	
520.221	Data Processing	11,900	Software maintenance support agreement; upgrades: Control System - 1,850 General Ledger - 1,850 Accounts Payable - 1,850 Purchase Order - 1,850 Check Reconciliation - 1,850 Fixed Assets - 500 AbraWin for Payroll - 1,000 AbraWin for BenMgt/Att - 950 Abra Interface to G/L - 200	
520.248	Maintenance & Repair - Vehicles	600	Repair and maintenance charges for the Director's car	
520.249	Memberships & Subscriptions	1,410	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	2,340	Credit charges/fees - 250 U.E. charge for printout - 150 Copies of MML procurement contracts - 100 Car Phone - 1,100 St. Louis County charges for sales tax reports - 240 State of Missouri charges for sales tax reports - 500	
520.260	Printing & Binding	9,850	A/P checks - 1,800 P/R checks - 750 Receipt forms - 200 W-2s - 150 Budget - 3,250 Five-year budget - 750 Business license certificates - 350	



Fund	Department	Division	Account Number
General	Finance/Administration	Finance	030.034
<i>Line Item Details (continued)</i>		1999	
Account Number	Account Title	Request	Details
520.261	Professional Services	33,133	Return envelopes for business licenses - 100 Vending stickers - 400 Other forms - 150 Manual updates - 400 Forms/Tabs (applications, PAFs, leave requests) - 400 Binders - 600 Canvas bags with dividers - 550 Financial Advisor - 12,500 Pay Consulting - 2,500 (Annual update/benchmarking) Arbitrage Rebate Calculation (Bond Counsel) - 3,600 GFOA award application fees - Budget - 275 CAFR - 450 EAP - 5,058 (185 full-time employees @ \$27.34 each) Retirement plan (consulting and legal) - 5,000 Section 125 administration - 3,750
520.268	Rental - Equipment	140	Pager for Director
520.277	Training & Continuing Education	4,095	Various seminars and meetings
530.313	Departmental Supplies	4,000	Furniture - 2,000 Calculators, accounting supplies, ledgers, computer and adding machines supplies, binders, fixed assets tags, NADA Guide, etc. - 2,000
530.318	Gasoline & Oil	700	Direct charges for gas & oil for Director's car
530.350	Non-capital Computer Equipment	2,000	Computer
540.410	Capital Computer Equipment	4,000	See attached detail

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Fund	Department	Division	Account Number
General	Finance/Administration	Central Services	030.036

Division Summary

Activity	Remarks
Central Services	<p>Central Services provides services to all departments that are more efficiently provided in a centralized manner, such as employee recruitment, temporary assistance, copier, telephone, office supplies, postage, insurance, safety programs, etc.</p> <p>This activity also involves rental, maintenance and utilities for City Hall.</p>

Fund	Department		Division		Account Number	
General	Finance/Administration		Central Services		030.036	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		817,640	1,001,891	596,079	990,500	1,016,446
Commodities		56,965	56,500	33,551	56,000	68,100
Capital Outlay		5,448	9,000	12,257	3,197	4,000
TOTAL		880,052	1,067,391	641,887	1,049,697	1,088,546

Fund		Department	Division			Account Number	
General		Finance/Administration	Central Services			030.036	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.210	Advertising		25,549	28,550	22,855	35,000	38,550
520.212	Boards & Commissions Program		0	5,600	0	5,600	0
520.214	Contributions		12,500	15,000	5,000	9,000	15,000
520.220	Economic Development		152,063	145,600	109,200	145,600	148,176
520.222	Education Reimb/Training Academy		7,780	15,000	5,258	15,000	17,500
520.224	Employee Recruitment		15,536	12,000	6,498	12,000	12,500
520.225	Employee Relations		13,700	4,700	346	5,600	8,320
520.230	Historical Committee		3,579	0	4,900	5,000	0
520.240	Insurance		135,995	159,525	106,730	168,000	201,250
520.247	Maintenance & Repair - Equipment		3,130	3,099	996	3,000	3,150
520.248	Maintenance & Repair - Vehicles		4,288	0	0	0	0
520.249	Memberships & Subscriptions		9,041	9,505	4,670	9,500	9,600
520.251	Miscellaneous Contractual		7,159	26,250	17,259	31,000	24,750
520.252	Postage		20,546	25,000	16,704	35,000	36,000
520.260	Printing & Binding		8,253	20,250	14,689	22,000	9,500
520.261	Professional Services		67,265	66,571	29,868	65,000	3,000
520.262	Public Relations		27,914	27,200	17,754	36,500	40,000
520.268	Rental - Equipment		16,349	17,750	9,369	16,000	21,350
520.269	Rental - Buildings		245,787	373,591	195,241	320,000	364,500
520.272	Safety Programs		470	1,750	0	1,750	1,750
520.276	Telephone		37,096	37,000	25,368	44,000	46,000
520.285	Utilities - Electric		1,936	6,000	1,991	4,000	4,200
520.289	Wellness Program		1,706	1,950	1,383	1,950	11,350
Totals			817,640	1,001,891	596,079	990,500	1,016,446

Fund		Department	Division			Account Number
General		Finance/Administration	Central Services			030.036
Commodities		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
530.313	Departmental Supplies	0	2,500	2,358	0	7,500
530.318	Gasoline & Oil	1,358	0	0	0	0
530.325	Miscellaneous Supplies	6,875	6,000	2,679	6,000	6,600
530.330	Office Supplies	47,288	44,000	27,839	48,000	50,000
530.343	Uniforms	1,444	2,000	675	2,000	2,000
530.350	Non-capital Computer Equipment	0	2,000	0	0	2,000
	Totals	56,965	56,500	33,551	56,000	68,100



Fund		Department	Division			Account Number	
General		Finance/Administration	Central Services			030.036	
<i>Capital Expenditures</i>			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		0	3,000	3,197	3,197	4,000
540.420	Furniture		0	6,000	9,060	0	0
540.440	Machinery & Equipment		5,448	0	0	0	0
	Totals		5,448	9,000	12,257	3,197	4,000

Fund General	Department Finance/Administration	Division Central Services	Account Number 030.036
Capital Outlay Request			
Full Account Number 001-030-036-540.410			
Description Laserjet Printer	No# Requested 1	Unit Cost \$4,000	Total Cost \$4,000
Explain reason for request (describe use and workload) Replace main laser printer with faster model		No# of similar units on hand 2	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
What source was used for unit cost?			
Other remarks			

Fund		Department	Division	Account Number
General		Finance/Administration	Central Services	030.036
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.210	Advertising	38,550	Chamber directory advertisement - 250 Chamber map advertisement - 400 Chamber magazine advertisement - 1,600 Chamber "Out and About" advertisements - 1,300 Employment Advertisements (Post-Dispatch, Professional Assn. Publications, Publications for Minorities/Women) - 35,000	
520.214	Contributions	15,000	Contributions to various organizations for various events	
520.220	Economic Development	148,176	City's share of CCDC	
520.222	Education Reimb/Training Academy	17,500	Tuition reimbursement program - 5,000 City-wide training academy - 12,500	
520.224	Employee Recruitment	12,500	Medical Exams - 3,000 Test rentals - 3,000 Pre-employment drug tests - 2,000 Psychological - 3,500 Polygraph - 300 Credit reports - 150 AVERT reports - 200 Assessment Center - 350	
520.225	Employee Relations	8,320	Thanksgiving Luncheon - 300 Awards Luncheon - 2,000 Employee picnic - 2,200 Outstanding Employee recognition - 550 One-year service awards (30 @ \$20) - 600 Five-year service awards (14 @ \$15) - 420 Ten-year service awards (37 @ \$50) - 1,850 Acknowledgements - 400	
520.240	Insurance	201,250	SLAIT-G/L and A/L - 45,000 SLAIT-P/L - 35,000 Pub. Off. Liab - 6,400 Property - 81,000 Deductibles - 15,000	

Fund		Department	Division	Account Number
General		Finance/Administration	Central Services	030.036
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
520.247	Maintenance & Repair - Equipment	3,150	Fiduciary Bond - 1,400 Pub. Emp. Blanket Bond-All employees - 400 Bond-Finance Director - 300 Misc. Bonds - 500 Flood insurance (P.D. and P.W.) - 6,000 Unemployment Insurance - 10,000 Underground Storage Tank - 250 Microfilm reader/printer - 500 Typewriter service agreements - 750 Fax machine - 400 Other office machines & equipment - 1,500	
520.249	Memberships & Subscriptions	9,600	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	24,750	Temporary help (25 weeks @ \$15/hr.) - 22,000 Delivery charges - 500 Building expenses - 1,000 ADT Security services - 400 Destruction of records - 850	
520.252	Postage	36,000	Postage for entire city including special mailings	
520.260	Printing & Binding	9,500	Annual report - 2,500 (125 copies) Letterhead, envelopes - 3,500 Business cards - 3,000 Misc. office materials - 500	
520.261	Professional Services	3,000	Office Recycling Program - 1,500 D.O.T. Drug/Alcohol testing services - 1,500	
520.262	Public Relations	40,000	Four newsletters - 36,000 Information insert regarding election - 2,000 Update of one-page information sheet with letter - 1,500 Flowers/Cards - 500	
520.268	Rental - Equipment	21,350	City Hall copiers (rental & maintenance for	

Fund		Department	Division	Account Number
General		Finance/Administration	Central Services	030.036
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
520.269	Rental - Buildings	364,500	three copiers) - 19,100 Copier overage - 1,500 Postage meter - 750 City Hall rent @ \$27/square foot (includes additional 1,500 square feet)	
520.272	Safety Programs	1,750	Safety recognition awards - 1,000 Seminars/training - 300 National Safety Council - 250 Payroll enclosures/subscriptions - 100 Accident reference cards and covers - 100	
520.276	Telephone	46,000	Southwestern Bell monthly charges; AT&T equipment & maintenance agreement charges; long distance charges - 44,000 Broadcast faxes - 750 AT&T repairs - 500 Misc. expenses - 750	
520.285	Utilities - Electric	4,200	HVAC charges - \$350/month average	
520.289	Wellness Program	11,350	Hepatitis vaccines - 8,500 Physicals - 300 Corporate fitness/joining fees - 430 Health Fair - 1,400 Wellness Association dues - 120 Walking Challenge - 50 Educational materials - 50 Flu Shots - 500	
530.313	Departmental Supplies	7,500	Replacement chairs for all departments	
530.325	Miscellaneous Supplies	6,600	Flags - 500 Microwave - 600 Kitchen & cleaning supplies, paper products, coffee - 3,000 Misc. meeting supplies - 2,000 Fire extinguishers & safety supplies - 500	
530.330	Office Supplies	50,000	Office supplies for all departments	



Fund	Department	Division	Account Number
General	Finance/Administration	Central Services	030.036
Line Item Details (continued)		1999	
Account Number	Account Title	Request	Details
530.343	Uniforms	2,000	City of Chesterfield shirts for employees
530.350	Non-capital Computer Equipment	2,000	Computer
540.410	Capital Computer Equipment	4,000	See attached detail

Fund	Department	Division	Account Number
General	Finance/Administration	Information Systems	030.037

Division Summary

Activity	Remarks
Information Systems	<p>The Information Systems Division is responsible for the management and operation of the City's computer systems. The Division supervises and maintains three separate computer networks, eight servers and approximately 85 user workstations. The Division is responsible for installing and maintaining all computer-related hardware, including PCs and peripherals, servers, printers and the physical network infrastructure. The Division is also responsible for installing and upgrading all software executed on these systems, including office automation, financial, electronic mail, CAD, DBMS and desktop publishing applications.</p> <p>The Division is also responsible for developing and programming City-specific applications for various departments. These applications include budget, business, vending and liquor licenses, case and evidence management, Customer Service Center record system, emergency notification and fuel pump delivery.</p> <p>The Division provides leadership and direction in the development of short- and long-range data systems plans, actively working with all departments to determine future computer systems needs and exploring new technologies.</p>

Fund	Department	Division	Account Number
General	Finance/Administration	Information Systems	030.037

<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	136,621	136,696	67,840	136,405	139,399
Contractual Services	66,987	139,504	25,713	126,504	197,440
Commodities	481	8,945	3,906	8,945	1,900
Capital Outlay	15,062	10,000	2,699	14,000	16,000
Totals	219,151	295,145	100,158	285,854	354,739

<i>Personnel Schedule</i>	Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested
Data Systems Administrator	1.00	1.00	1.00
Data Processing Technician	1.50	2.00	2.00
Totals	2.50	3.00	3.00

Fund		Department	Division			Account Number	
General		Finance/Administration	Information Systems			030.037	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		38,919	43,940	23,783	45,738	47,367
510.111	Salaries - Regular/Full-Time		68,982	64,931	32,185	65,416	65,008
510.112	Salaries - Part-Time		5,700	0	84	84	0
510.113	Salaries - Overtime		1,731	2,060	937	1,597	2,122
510.120	Social Security		8,588	8,487	4,303	8,632	8,759
510.122	Worker's Compensation		322	344	257	257	355
510.124	Insurance - Health		6,147	6,631	2,560	4,619	5,312
510.125	Insurance - Life		215	222	128	181	229
510.126	Insurance - Dental		0	630	187	327	462
510.127	Insurance - Disability		485	501	292	534	550
510.130	Pension		5,532	8,950	3,122	9,020	9,235
	Totals		136,621	136,696	67,840	136,405	139,399

Fund		Department	Division			Account Number
General		Finance/Administration	Information Systems			030.037
Contractual Services		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
520.221	Data Processing	41,343	39,759	11,329	39,759	32,000
520.247	Maintenance & Repair - Equipment	20,000	20,905	8,062	20,905	22,250
520.249	Memberships & Subscriptions	216	500	356	500	550
520.251	Miscellaneous Contractual	254	1,200	84	1,200	9,200
520.261	Professional Services	2,000	73,000	3,312	60,000	127,000
520.268	Rental - Equipment	140	140	90	140	140
520.277	Training & Continuing Education	3,035	4,000	2,479	4,000	6,300
	Totals	66,987	139,504	25,713	126,504	197,440

Fund		Department	Division			Account Number
General		Finance/Administration	Information Systems			030.037
		Commodities				
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
530.313	Departmental Supplies	481	1,845	1,571	1,845	1,900
530.350	Non-capital Computer Equipment	0	7,100	2,335	7,100	0
	Totals	481	8,945	3,906	8,945	1,900



1999 Annual Budget

Fund		Department	Division			Account Number	
General		Finance/Administration	Information Systems			030.037	
Capital Expenditures			1997	1998	1998	1998	1999
Account	Account Title	Actual	Amended	Year to	Projected	Request	
Number			Budget	Date			
540.410	Capital Computer Equipment	15,062	10,000	2,699	14,000	16,000	
	Totals	15,062	10,000	2,699	14,000	16,000	

Fund General	Department Finance/Administration	Division Information Systems	Account Number 030.037
Capital Outlay Request			
Full Account Number 001-030-037-540.410			
Description File Server	No# Requested 1	Unit Cost \$10,000	Total Cost \$10,000
Explain reason for request (describe use and workload) Replace outdated server		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Proliant 1500	Compaq	3 years	Use as backup/testbed server
What source was used for unit cost? Compaq GEM schedule			
Other remarks			

Fund General	Department Finance/Administration	Division Information Systems	Account Number 030.037
Capital Outlay Request			
Full Account Number 001-030-037-540.410			
Description Ethernet Switch	No# Requested 1	Unit Cost \$3,000	Total Cost \$3,000
Explain reason for request (describe use and workload) Increase speed and capacity of network at Government Center		No# of similar units on hand 1	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Finance/Administration	Division Information Systems	Account Number 030.037
Capital Outlay Request			
Full Account Number 001-030-037-540.410			
Description Notebook Computer	No# Requested 1	Unit Cost \$3,000	Total Cost \$3,000
Explain reason for request (describe use and workload) Replace aging 486 notebook.		No# of similar units on hand 2	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
486 Notebook	Winbook	3 years	Use as backup
What source was used for unit cost?			
Other remarks			

Fund		Department	Division	Account Number
General		Finance/Administration	Information Systems	030.037
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.221	Data Processing	32,000	Software updates & upgrades: Network software - 6,000 Desktop operating system maintenance & upgrades - 8,000 MS Office Suite - 12,000 Cyber Patrol - 2,000 Misc. upgrades (CallWare, ArcServe, FaxServe, etc.) - 4,000	
520.247	Maintenance & Repair - Equipment	22,250	Computer hardware & peripherals - 20,000 Printers - 2,250	
520.249	Memberships & Subscriptions	550	Various memberships and subscriptions.	
520.251	Miscellaneous Contractual	9,200	CompuServe - 200 Miscellaneous service providers - 1,000 ISDN Internet Connection charges - 8,000	
520.261	Professional Services	127,000	Contractual "help-desk" functions - 15,000 Contractual programming - 12,000 Internet home page services - 100,000 (per MISCAC recommendation)	
520.268	Rental - Equipment	140	Pager for Data Systems Administrator	
520.277	Training & Continuing Education	6,300	Various seminars and meetings	
530.313	Departmental Supplies	1,900	Adaptors, cables, backup tapes, misc. supplies	
540.410	Capital Computer Equipment	16,000	See attached detail	

2000
15000
10000
10000

Fund	Department	Division	Account Number
General	Finance/Administration	Municipal Court	030.038

Division Summary

Activity	Remarks
Municipal Court	<p>Municipal Court is the judicial branch of the City government. The Judge, Prosecuting Attorney and Court Bailiff 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 Court Administrator administers the day-to-day functions of the Court and the Traffic Violations Bureau. A full-time Assistant Court Administrator assists in the operations of the court office with help from an Executive Secretary, who assists with the filing and typing and is trained to help with the normal functions of court operations. All Court personnel are under the supervision of the Municipal Judge and the Director of Finance and Administration. The Court Administrator assists in the supervision of the Assistant Court Administrator and Executive Secretary.</p>

Fund	Department	Division			Account Number	
General	Finance/Administration	Municipal Court			030.038	
Division Request		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Personnel Services		93,822	94,415	51,182	88,697	99,305
Contractual Services		76,027	77,918	39,167	69,580	77,116
Commodities		0	2,200	1,970	2,170	200
Capital Outlay		1,999	0	0	0	2,500
Totals		171,848	174,533	92,319	160,447	179,121

Personnel Schedule		Number of Employees		
Position Title		1997 Actual	1998 Authorized	1999 Requested
Court Administrator		1.00	1.00	1.00
Assistant Court Administrator		1.00	1.00	1.00
Executive Secretary		0.50	0.50	0.50
Totals		2.50	2.50	2.50

Fund		Department	Division			Account Number	
General		Finance/Administration	Municipal Court			030.038	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		36,138	35,778	20,143	37,816	37,852
510.111	Salaries - Regular/Full-Time		37,625	36,404	19,767	31,069	38,343
510.113	Salaries - Overtime		2,360	2,575	1,184	2,143	2,652
510.120	Social Security		5,650	5,719	3,035	5,434	6,032
510.122	Worker's Compensation		238	232	204	204	244
510.124	Insurance - Health		4,555	6,542	2,736	5,336	6,803
510.125	Insurance - Life		152	147	110	153	155
510.126	Insurance - Dental		0	630	318	529	463
510.127	Insurance - Disability		375	332	251	331	378
510.130	Pension		6,729	6,056	3,436	5,682	6,383
	Totals		93,822	94,415	51,182	88,697	99,305

Fund		Department	Division			Account Number	
General		Finance/Administration	Municipal Court			030.038	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.213	Court Docketing	12,881	0	0	0	0	
520.221	Data Processing	7,692	0	0	0	0	
520.247	Maintenance & Repair - Equipment	0	100	0	100	100	
520.249	Memberships & Subscriptions	345	380	305	380	390	
520.251	Miscellaneous Contractual	5,600	13,100	5,750	11,000	11,600	
520.260	Printing & Binding	1,917	2,500	275	2,500	2,500	
520.261	Professional Services	45,447	58,700	30,977	53,000	59,700	
520.268	Rental - Equipment	436	260	0	0	0	
520.277	Training & Continuing Education	1,708	2,878	1,860	2,600	2,826	
Totals		76,027	77,918	39,167	69,580	77,116	



1999 Annual Budget

Fund	Department	Division			Account Number	
General	Finance/Administration	Municipal Court			030.038	
Commodities		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
530.313	Departmental Supplies	0	200	0	200	200
530.350	Non-capital Computer Equipment	0	2,000	1,970	1,970	0
	Totals	0	2,200	1,970	2,170	200



1999 Annual Budget

Fund		Department		Division		Account Number	
General		Finance/Administration		Municipal Court		030.038	
Capital Expenditures				1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected
Account Number	Account Title						1999 Request
540.410	Capital Computer Equipment	1,999	0	0	0	0	0
540.440	Machinery & Equipment	0	0	0	0	0	2,500
	Totals	<u>1,999</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,500</u>

Fund General	Department Finance/Administration	Division Municipal Court	Account Number 030.038
Capital Outlay Request			
Full Account Number 001-030-038-540.440			
Description Cash Register	No# Requested 1	Unit Cost \$2,500	Total Cost \$2,500
Explain reason for request (describe use and workload) To replace five-year old cash register with computer-integrated cash register system		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund		Department	Division	Account Number
General		Finance/Administration	Municipal Court	030.038
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.247	Maintenance & Repair - Equipment	100	Maintenance on cash register	
520.249	Memberships & Subscriptions	390	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	11,600	DOR print-outs, criminal record checks, warrant entry and checking old cases - 6,000 Court Bailiff - 5,600	
520.260	Printing & Binding	2,500	Court files, receipts and all other printed materials	
520.261	Professional Services	59,700	Judge - 19,000 P.A. - 29,700 Subs - 5,000 Jail Services - 5,000 Interpreter Services - 1,000	
520.277	Training & Continuing Education	2,826	Various seminars and meetings	
530.313	Departmental Supplies	200	Miscellaneous court supplies	
540.440	Machinery & Equipment	2,500	See attached detail	



1998 ACCOMPLISHMENTS POLICE DEPARTMENT

- Promoted two Police Officers to the rank of Sergeant, one to provide more supervisory coverage of the Patrol Bureau, the other assigned to the St. Louis County and Municipal Police Academy as an instructor.
- Coordinated a program to reward drivers for courteous driving as well as undertaking a program to combat "Road Rage" through aggressive enforcement.
- Utilized the SMART (Speed Monitoring Awareness Radar) trailer to enhance traffic enforcement data collection and visibility.
- Provided forty hours of in-house law enforcement training.
- Provided computer based training to all officers specifically targeted to criminal and Missouri law.
- Utilized Federal Highway Funding to acquire a laser radar unit as well as six Personal Breath Testing Devices.
- Used Federal funds from "Universal Hiring" grant to add three officers to enhance the community oriented policing program within the Bureau of Patrol.
- Used NCAP grant funds to staff and operate a Community Contact Bureau inside of Chesterfield Mall.
- Utilized an Alcohol/Tobacco Violations Officer to enforce city ordinances against use of alcohol/tobacco by minors, as well as enforcement of illegal sales of alcohol/tobacco to minors.
- Conducted the nationally recognized Safety Town Program for over 200 area pre-school children.
- Coordinated a "no cost" cellular phone and pager program through a business partnership with Ameritech Cellular Service, to further enhance the community-policing program.
- Participated in the third year of a three-year, state mandated police officer certification program.
- Provided Council-approved vehicle replacement plan to assure a well maintained, professional fleet of police vehicles.

- Handled adult custodial and juvenile arrest increases of 7% and 12.5%, respectively, from 1997 and DWI arrest increase of 22.8%.
- Coordinated the Chesterfield Police Department Citizen Police Academy, a ten-week police familiarization course with a total attendance of twenty residents.
- Assisted in school-based D.A.R.E. (Drug Abuse Resistance Education) programs conducted at area elementary, and middle schools, including over 1,500 students.
- Coordinated five-year protective vest replacement program to assure officer safety.
- Maintained a Police Reserve Unit of 15 Reserve Officers.
- Coordinated the Permanent Sector Assignment Program to assure rapid response and continuity of service.
- Maintained a daily minimum staff of seven on-duty units (including supervisor).
- Utilized Federal funds for the assignment of two officers as School resource Personnel for the Parkway School District.
- Targeted high accident locations for specific red light violations.
- Displayed a wrecked vehicle at local schools as part of the Department's Driving While Intoxicated Enforcement.
- Conducted "Buckle Up Your Children" inspection with rewards for compliance.
- Implemented a program to install video cameras in marked cars for officer safety; installed three units.
- Utilized a State Traffic Grant, providing funds to pay officers' overtime pay for DWI enforcement.

Other data/trends:

	1992	1993	1994	1995	1996	1997
Number of police officers/1000 population	1.32	1.37	1.39	1.58	1.65	1.70
Number of police officers per square mile	1.75	1.81	1.84	2.09	2.19	2.25
Response time	5.0 minutes	5.0 minutes	5.0 minutes	4.27 minutes	4.6 minutes	5.2 minutes
Ratio of police budget to population	74.49	79.61	81.91	92.82	101.32	106.97
Ratio of police budget/officer	\$56,283	\$58,076	\$58,757	\$58,637	\$61,262	\$62,884
Cost/call for police services	\$109	\$114	\$104	\$92	\$115	\$116
Calls/officer	515	511	568	636	534	542
Police officer/mile of street	0.43	0.45	0.45	0.52	0.54	0.48
Percent non-uniformed to uniformed	11.3%	10.9%	11.1%	9.8%	9.5%	10.7%
Turnover ratio-uniformed officers	7.14%	6.90%	3.39%	4.48%	7.14%	4.17%



1999 GOALS POLICE DEPARTMENT

- Goal:** Provide a sense of security and protection to the citizens of Chesterfield and all of those that work or travel within its borders.
- Strategy:** Increase the authorized strength of the Police Department to meet the county wide average of 1.7 officers per thousand people. This will be accomplished over the next several years.
- Goal:** Provide timely responses to all calls with a direct emphasis on minimizing loss of life and property.
- Strategy:** Continue the current staffing pattern of requiring a minimum of seven marked police units on the street during peak demand times.
- Goal:** Seek trained adult volunteers to help with special events and emergency needs for manpower.
- Strategy:** Maintain a Police Reserve Unit of trained and equipped volunteers that assist with normal police activities, especially during special events or emergency conditions. Conduct two Citizen Police Academies with the intent of introducing citizens to the mission and role of the Police Department and the need for civilian volunteer help.
- Goal:** Provide centrally located citizens' contact point for enhanced public access to police services.
- Strategy:** Utilizing a combination of a Federal Grant and City funds, staff and operate a citizen contact office inside Chesterfield Mall.
- Goal:** Provide additional safety and security to traffic and sector officers during routine police stops.
- Strategy:** Purchase three additional "car cam" video recording units to mount in three patrol cars so that all traffic stops will be recorded.
- Goal:** Provide a safe and secure learning environment for students within the City.
- Strategy:** Utilize a cooperative salary agreement to continue to provide two officers to the Parkway School District as School Resource Officers.

- Goal:** Insure that all commissioned officers maintain State certification by completing required training.
- Strategy:** Provide training, both in-house and academy based, to comply with the P.O.S.T. requirements for continued certification as a Peace Officer.
- Goal:** Pursue an aggressive program of reducing the number of vehicle accidents that cause death or serious injury.
- Strategy:** Utilize Federal Highway Funds for the specific purpose of reducing or eliminating a specific problem as identified through the use of statistical data captured through the M.O.T.I.S. Computer System.
Specific roads and intersections will be identified and enforcement tailored to the problem will be implemented.
In addition, specific programs such as "ReWARD" and "ERAD" will be implemented to identify and reduce traffic incidents.
- Goal:** Assure enhanced educational strategies as well as aggressive enforcement of all tobacco/alcohol/safety related concerns.
- Strategy:** Continue a "Zero Tolerance" policy for all alcohol and drug violations. Aggressively enforce the seizure of motor vehicles involved in drug related offenses.
Continue to assign department drug enforcement personnel with an area-wide, County Task Force to enhance the war on drugs.
Incorporate an additional five (5) neighborhoods into the Neighborhood Watch Program.
Provide "Safety Town" training to 200 pre-schoolers.
Assign one detective whose responsibility shall be to educate all facets of the community in strategies to reduce the possession and use of alcohol and tobacco by minors. In addition, this officer shall be authorized to implement enforcement strategies wherever necessary.



Fund	Department	Division	Account Number
General	Police	Police	040.041
Division Summary			
Activity	Remarks		
Police	<p>Provide 24-hour patrol of the City's residential and commercial area, as well as provide 24-hour coverage at the police station for citizen complaints/calls.</p> <p>Respond to all calls for service and criminal activities.</p> <p>Investigate and follow-up on all reported crimes.</p> <p>Apprehend, arrest and process criminals.</p> <p>Handle crime scene processing, evidence collection, preservation and storage.</p> <p>Investigate motor vehicle accidents, provide motorist assistance, and enforce traffic laws and ordinances. Direct and control traffic as needed and identify problem areas for selected enforcement.</p> <p>Prepare and maintain police reports, criminal histories and crime statistics. Process background checks, liquor license applications and other special permits.</p> <p>Create and maintain community programs to foster crime prevention, awareness and citizen involvement.</p> <p>Provide D.A.R.E. programs to all schools within the City.</p> <p>Provide, schedule, and monitor training for all employees.</p> <p>Assist Police Personnel Board with hiring of officers.</p>		

Fund	Department	Division			Account Number
General	Police	Police			040.041
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	3,743,685	4,153,822	2,188,324	4,213,412	4,536,990
Contractual Services	434,086	471,271	269,124	445,378	460,080
Commodities	146,017	175,458	102,674	168,812	181,780
Capital Outlay	203,848	237,232	220,214	235,761	298,840
Totals	4,527,635	5,037,783	2,780,337	5,063,363	5,477,690
<i>Personnel Schedule</i>		Number of Employees			
Position Title	1997 Actual	1998 Authorized	1999 Requested		
Police Chief	1.00	1.00	1.00		
Captain	3.00	3.00	3.00		
Lieutenant	4.00	5.00	5.00		
Sergeant	8.00	9.00	10.00		
Police Officer	56.00	59.00	59.00		
Executive Secretary	1.00	1.00	1.00		
Crime Analyst	0.00	0.00	1.00		
Administrative Secretary	1.00	1.00	1.00		
Records Clerks	5.67	6.00	6.00		
Totals	79.67	85.00	87.00		

Fund		Department	Division			Account Number	
General		Police	Police			040.041	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		827,876	863,537	471,210	889,699	1,030,882
510.111	Salaries - Regular/Full-Time		2,076,096	2,291,924	1,226,003	2,331,955	2,433,696
510.112	Salaries - Part-Time		6,763	0	0	0	0
510.113	Salaries - Overtime		35,085	38,538	25,010	44,027	39,694
510.115	Police Holiday Pay		65,411	83,739	264	95,166	89,389
510.120	Social Security		223,828	250,446	128,884	257,105	274,915
510.122	Worker's Compensation		86,732	107,528	91,211	91,211	103,191
510.124	Insurance - Health		180,125	215,783	111,053	197,567	231,688
510.125	Insurance - Life		5,786	6,583	4,258	6,463	7,098
510.126	Insurance - Dental		0	16,660	7,418	15,887	20,280
510.127	Insurance - Disability		13,082	14,515	9,468	15,464	16,514
510.130	Pension		222,901	264,569	113,546	268,868	289,643
	Totals		3,743,685	4,153,822	2,188,324	4,213,412	4,536,990

Fund		Department	Division			Account Number	
General		Police	Police			040.041	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.221	Data Processing	534	3,195	3,473	4,000	1,000	
520.244	Investigative Expenses	178	1,000	0	1,500	1,000	
520.246	Maintenance & Repair-Building	0	0	3,833	7,000	8,000	
520.247	Maintenance & Repair - Equipment	12,512	14,749	7,005	12,475	11,000	
520.248	Maintenance & Repair - Vehicles	47,053	44,900	28,677	45,090	46,000	
520.249	Memberships & Subscriptions	1,454	2,101	1,606	2,000	2,000	
520.251	Miscellaneous Contractual	255,492	279,793	143,700	247,000	254,500	
520.260	Printing & Binding	4,013	4,500	511	4,500	4,500	
520.261	Professional Services	1,430	1,500	172	1,500	2,500	
520.268	Rental - Equipment	9,513	10,000	4,520	10,000	14,000	
520.269	Rental - Buildings	42,712	44,550	29,700	44,550	46,800	
520.276	Telephone	12,107	15,000	7,976	16,000	19,000	
520.277	Training & Continuing Education	26,986	29,750	27,455	31,000	30,080	
520.285	Utilities - Electric	15,517	13,500	6,713	12,000	12,000	
520.286	Utilities - Gas	1,159	1,500	493	1,000	1,000	
520.287	Utilities - Water	492	550	466	1,000	1,000	
520.288	Utilities - Sewer	505	620	350	700	700	
520.291	NCAP Services	2,431	4,063	2,474	4,063	5,000	
Totals		434,086	471,271	269,124	445,378	460,080	

Fund		Department	Division			Account Number	
General		Police	Police			040.041	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.312	Crime Prevention Supplies		2,847	5,500	1,067	5,500	6,000
530.313	Departmental Supplies		42,602	59,408	46,127	59,408	62,230
530.318	Gasoline & Oil		45,372	47,900	23,511	47,900	49,000
530.321	Investigative Supplies		5,048	4,700	3,759	6,000	6,000
530.325	Miscellaneous Supplies		1,146	1,350	469	1,350	1,350
530.343	Uniforms		46,400	48,600	23,819	48,600	51,200
530.345	NCAP Supplies		2,601	0	54	54	0
530.350	Non-capital Computer Equipment		0	8,000	3,868	0	6,000
	Totals		<u>146,017</u>	<u>175,458</u>	<u>102,674</u>	<u>168,812</u>	<u>181,780</u>

Fund		Department	Division			Account Number	
General		Police	Police			040.041	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		33,928	2,700	2,700	2,700	13,000
540.420	Furniture		7,888	0	0	0	0
540.440	Machinery & Equipment		14,090	19,532	3,985	19,532	45,840
540.460	Automobiles & Trucks		147,943	215,000	213,529	213,529	240,000
	Totals		203,848	237,232	220,214	235,761	298,840

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041-540.410			
Description File Server	No# Requested 1	Unit Cost \$10,000	Total Cost \$10,000
Explain reason for request (describe use and workload) Replace outdated server		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Proliant 1500	Compaq	3 years	Use as backup/testbed server
What source was used for unit cost? Compaq GEM schedule			
Other remarks			

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041- 540.410			
Description Lap Top Computer	No# Requested 1	Unit Cost \$3,000	Total Cost \$3,000
Explain reason for request (describe use and workload) To be used by the Department to take the identikit system to victims and allow for mug shot viewing of victims at the scene of crimes		No# of similar units on hand 1	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Local Dealer			
Other remarks 			

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041-540.440			
Description Digital Mug Shot and Line Up System	No# Requested 1	Unit Cost \$18,000	Total Cost \$18,000
Explain reason for request (describe use and workload) To allow the Department to interface with area wide mug shot and digital photography system for criminal identification and apprehension		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
What source was used for unit cost? REJIS			
Other remarks 			

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041-540.440			
Description Vehicle Cam Corders	No# Requested 3	Unit Cost \$3,180	Total Cost \$9,540
Explain reason for request (describe use and workload) Vehicle mounted video recording units to provide increased officer security and documentation of vehicle stops		No# of similar units on hand 3	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? State Bid			
Other remarks 			

Fund	Department	Division	Account Number
General	Police	Police	040.041

Capital Outlay Request

Full Account Number

001-040-041-540.440

Description	No# Requested	Unit Cost	Total Cost
Police Vehicle Radio	3	\$3,100	\$9,300

Explain reason for request (describe use and workload)

Planned replacement of radios that are 10 years old

**No# of similar
units on hand**
27

- ☒ Replacement
☐ Addition

Specify Items to be Replaced

Item	Make	Age	Recommended Disposition
Police Radio	Motorola	10 years	Use for parts

What source was used for unit cost?

County Bid

Other remarks

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041-540.440			
Description Radar Unit	No# Requested 2	Unit Cost \$3,000	Total Cost \$6,000
Explain reason for request (describe use and workload) To replace units no longer reliable		No# of similar units on hand 10	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Radar Gun	Various	10 years	Destroyed
What source was used for unit cost? State Bid			
Other remarks			



1999 Annual Budget

Fund General	Department Police	Division Police	Account Number 040.041
Capital Outlay Request			
Full Account Number 001-040-041-540.440			
Description Covert microphone and transmitter	No# Requested 1	Unit Cost \$3,000	Total Cost \$3,000
Explain reason for request (describe use and workload) To be used for undercover investigations and "stings"		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
What source was used for unit cost? Vendor			
Other remarks			

Fund	Department	Division	Account Number
General	Police	Police	040.041

Capital Outlay Request

Full Account Number

001-040-041-540.460

Description	No# Requested	Unit Cost	Total Cost
Replacement Patrol Vehicles	12	\$20,000	\$240,000

Explain reason for request (describe use and workload)

To replace 1995, 1996, and 1997 patrol vehicles

**No# of similar
units on hand**
30

☒ Replacement
☐ Addition

Specify Items to be Replaced

<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
12 Vehicles	Various	2-5 years	Sell at Auction

What source was used for unit cost?

State Bid

Other remarks

Fund		Department	Division	Account Number
General		Police	Police	040.041
Line Item Details			1999 Request	Details
Account Number	Account Title			
520.221	Data Processing		1,000	Specialized police software and updates
520.244	Investigative Expenses		1,000	Investigative Expenses (e.g. Major Case Activation)
520.246	Maintenance & Repair-Building		8,000	Maintenance and repair of police building - 5,000 Carpet replacement - 3,000
520.247	Maintenance & Repair - Equipment		11,000	Mobile Radio Repair Contract - 6,000 Spare parts for service pistols - 1,500 Office equipment - 1,000 Radar and other Equipment Repair - 1,500 Photographic/Video Equipment repair - 1,000
520.248	Maintenance & Repair - Vehicles		46,000	Maintenance of department vehicles - 37,200 Vehicle changeover - 8,800
520.249	Memberships & Subscriptions		2,000	Various memberships and subscriptions
520.251	Miscellaneous Contractual		254,500	County dispatching - 216,180 REJIS - 22,920 Janitorial - 9,600 Mobile phones - 3,000 County photo processing - 2,000 Lab tests - 500 Notary Public for 3 clerks - 300
520.260	Printing & Binding		4,500	Missouri traffic tickets - 1,400 Police Officers' MO Law Update Books - 1,000 Victim forms, other special forms, receipts - 1,000 Record Room forms and envelopes - 800 Envelope evidence/tags - 300
520.261	Professional Services		2,500	Medical checks for prisoners when needed due to illness or other circumstances-1,500 Fee for County Jail - 1,000

Fund		Department	Division	Account Number
General		Police	Police	040.041
Line Item Details (continued)		1999		
Account Number	Account Title	Request	Details	
520.268	Rental - Equipment	14,000	Copiers - 11,500 Pagers - 1,500 Identa-Kit - 1,000	
520.269	Rental - Buildings	46,800	Police Department building lease	
520.276	Telephone	19,000	Telephone lines & AT&T equipment	
520.277	Training & Continuing Education	30,080	Various seminars and meetings	
520.285	Utilities - Electric	12,000	Electric bill for Police Department & Dusk to Dawn Lighting	
520.286	Utilities - Gas	1,000	Gas usage	
520.287	Utilities - Water	1,000	Water usage	
520.288	Utilities - Sewer	700	Sewer Bills	
520.291	NCAP Services	5,000	Electric, Telephone, and Copier Rental for Mall Office	
530.312	Crime Prevention Supplies	6,000	Special Event Material - 2,000 Miscellaneous D.A.R.E. Supplies - 1,400 Badges - 500 Police Logo stickers - 1,000 Citizen Police Academy - 400 Coloring books - 400 National Night Out supplies - 300	
530.313	Departmental Supplies	62,230	Ammunition - 10,500 Portable radios (13 @ 850) - 11,050 Janitorial/Building supplies - 6,500 Vests (15 @ 400) - 6,000 Light bars (4 @ 850) - 3,400 Glock pistols (5 @ 500) - 2,500 Cassette recorders (15 @ 100) - 1,500 Furniture - 9,000 Traffic flares - 2,000 Portable radio batteries (30 @ 60) - 1,800 Record Room supplies - 1,000 Push bumpers (8 @ 180) - 1,440	

Fund		Department	Division	Account Number
General		Police	Police	040.041
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
			Range supplies - 1,060 Pepper mace (20) - 400 Rechargeable flashlights (5 @ 80) - 400 Night sights for Glock 27 - 700 Prisoner cages (2) - 800 Bumper speakers (2 @250) - 500 Light bar lenses (8) - 880 Miscellaneous equipment/supplies - 800	
530.318	Gasoline & Oil	49,000	Gasoline & oil for department vehicles	
530.321	Investigative Supplies	6,000	Film and video tape - 2,800 Crime scene processing supplies - 1,200 Breathalyzer, drug testing & traffic investigation supplies - 1,500 Batteries - 500	
530.325	Miscellaneous Supplies	1,350	Prisoner Food - 1,200 Criminal informant fund - 150	
530.343	Uniforms	51,200	New and replacement uniforms for commissioned officers - 46,400 Clothing allowance for 8 detectives - 4,800	
530.350	Non-capital Computer Equipment	6,000	Computers - 3 @ 2000	
540.410	Capital Computer Equipment	13,000	See attached detail	
540.440	Machinery & Equipment	45,840	See attached detail	
540.460	Automobiles & Trucks	240,000	See attached detail	

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1998 ACCOMPLISHMENTS CITY ADMINISTRATOR

- Represented City throughout the year at meetings of the Chesterfield Chamber of Commerce, Chesterfield-Ballwin Area Organization, St. Louis County Municipal League, East-West Gateway Coordinating Council, local service organizations and Metropolitan Enforcement Group.
- Represented City in interactions involving Missouri Department of Transportation and St. Louis County Department of Highways and Traffic.
- Assisted with transition/orientation involving election of new Mayor and one new City Councilmember.
- Coordinated preparation of agendas/packets for all meetings of City Council and City Council Committees.
- Secured City Council approval of recommendations developed by consultant to modify/amend/update City's overall compensation/classification system.
- Coordinated boundary adjustment with City of Clarkson Valley.
- Secured approval for major street improvement projects, in excess of \$5 million, made possible by the passage of Propositions "R" and "S".
- Developed final recommendations for content of four (4) Chesterfield Citizen newsletters.
- Negotiated three-year contract for grass-cutting/litter collection along major roads within Chesterfield.
- Secured Council approval for re-financing of parks bond issue debt, saving approximately \$750,000 in interest over the life of the bonds.
- Participated actively in planning and undertaking of "Celebrate Chesterfield", a celebration of Chesterfield's 10th Anniversary.
- Secured approval by Council of contracts for the operation/maintenance of City's Aquatic facility and operation of facility's concession area.

- Secured approval by Council of TIF-funded extension of water/sewer lines to north side of Highway 40/I-64, within Chesterfield Valley, to serve needs of Chesterfield Valley Athletic Complex and to encourage/facilitate future development.
- Secured funding and schedule consultant to discuss the creation of roadway amenities and traffic-calming designs.
- Coordinate reception to honor all former elected officials who served during Chesterfield's 10 years of incorporation.
- Coordinated process by which Charter Communications cable television franchise was transferred and extended.
- Secured Council approval of amended five-year budget for 1999-2003.
- Secured approval from Postal Service to allow residents in "Creve Coeur - 63141" zip code area to decide whether to stay with current zip code or transfer to "Chesterfield - 63017" zip code.
- Secured approval for various construction contracts regarding Chesterfield Valley Athletic Complex.
- Recommended approval of funding for various beautification projects and secured funding support from local businesses and St. Louis County.
- Held budget workshop and conducted public hearing for proposed fiscal year 1999 budget and ultimately secured approval of same by City Council.
- Coordinated public workshop re: proposed "Chesterfield Valley Master Development Plan".

**1999 GOALS
CITY ADMINISTRATOR**

Goal: Improve organizational efficiency by enhancing the flow of informational resources among departments and elected officials)

Strategies: Facilitate direct communication among departments and between elected officials and Department Heads through discussion at staff meetings. Encourage open communication, direct contact and the sharing of resources.

Continue to publish quarterly citizen newsletter and provide relevant, current information to City residents.

Ensure citizen concerns are addressed within ten business days through the Customer Service Center Record System.

Promote interaction among City staff, business organizations and citizens by encouraging attendance at events sponsored by various groups on monthly basis.

Encourage City Council Committee referrals to Citizen Advisory Committees on monthly basis to help increase citizen awareness and involvement in City operations.

Goal: Promote the City of Chesterfield as the City of choice in the St. Louis region within which to live, work, play and visit.

Strategy: Continue to actively participate in national, regional and local organizations. Attend seminars and presentations. Coordinate staff participation in community groups and events.

Goal: Acquire land and finalize plans for new City Hall. Coordinate process by which final construction drawings are prepared and ultimately approved by City Council for new City Hall and roadway improvements adjacent thereto.

Strategy: Coordinate interaction among the elected officials, staff and consultants. Make recommendations to City Council.

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Fund	Department	Division	Account Number
General	City Administrator	City Administrator	050.051

Division Summary

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>

Fund	Department	Division			Account Number
General	City Administrator	City Administrator			050.051

<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	140,897	148,048	79,154	149,024	150,324
Contractual Services	8,056	6,340	3,334	6,441	6,475
Commodities	1,035	550	379	650	2,650
Capital Outlay	1,998	0	0	0	0
Totals	151,986	154,938	82,867	156,115	159,449

<i>Personnel Schedule</i>		Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested	
City Administrator	1.00	1.00	1.00	
Administrative Assistant	1.00	1.00	1.00	
Totals	2.00	2.00	2.00	

Fund		Department	Division			Account Number	
General		City Administrator	City Administrator			050.051	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		91,419	93,057	49,154	91,407	93,383
510.111	Salaries - Regular/Full-Time		27,185	27,658	14,794	29,265	28,948
510.120	Social Security		7,416	9,235	4,868	9,231	9,358
510.122	Worker's Compensation		255	374	327	327	379
510.124	Insurance - Health		6,779	6,452	4,347	7,562	6,771
510.125	Insurance - Life		419	436	282	422	440
510.126	Insurance - Dental		404	574	317	600	621
510.127	Insurance - Disability		530	555	363	579	587
510.130	Pension		6,491	9,707	4,703	9,631	9,837
	Totals		140,897	148,048	79,154	149,024	150,324

Fund		Department	Division			Account Number	
General		City Administrator	City Administrator			050.051	
Contractual Services							
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request	
520.248	Maintenance & Repair - Vehicles	668	500	388	500	500	
520.249	Memberships & Subscriptions	1,161	1,100	940	1,100	1,130	
520.251	Miscellaneous Contractual	1,417	1,000	591	1,100	1,100	
520.261	Professional Services	1,119	0	0	0	0	
520.268	Rental - Equipment	132	140	141	141	145	
520.277	Training & Continuing Education	3,559	3,600	1,274	3,600	3,600	
	Totals	8,056	6,340	3,334	6,441	6,475	

Fund		Department	Division			Account Number	
General		City Administrator	City Administrator			050.051	
Commodities							
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request	
530.313	Departmental Supplies	451	50	0	0	0	
530.318	Gasoline & Oil	583	500	379	650	650	
530.350	Non-capital Computer Equipment	0	0	0	0	2,000	
	Totals	1,035	550	379	650	2,650	



Fund	Department	Division	Account Number
General	City Administrator	City Administrator	050.051

Capital Expenditures		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
540.410	Capital Computer Equipment	1,998	0	0	0	0
	Totals	1,998	0	0	0	0

Fund		Department	Division	Account Number
General		City Administrator	City Administrator	050.051
Line Item Details			1999 Request	Details
Account Number	Account Title			
520.248	Maintenance & Repair - Vehicles		500	Car maintenance
520.249	Memberships & Subscriptions		1,130	Various memberships and subscriptions
520.251	Miscellaneous Contractual		1,100	Car phone for City Administrator
520.268	Rental - Equipment		145	Pager
520.277	Training & Continuing Education		3,600	Various seminars and meetings
530.318	Gasoline & Oil		650	Direct charges for gasoline and oil
530.350	Non-capital Computer Equipment		2,000	Computer

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1998 ACCOMPLISHMENTS PLANNING

- Prepared recommendations to Planning Commission on 28 re-zonings, 18 ordinance amendments, 12 plats, 6 site plans, 27 site development plans, and 4 signs.
- Conducted two educational workshops for the Planning Commission.
- Developed procedures and guidelines for the newly appointed Architectural Review Board; presented 21 items before the Board for review.
- Reformatted departmental filing systems, project comment letters and staff reports.
- Established formal procedures for microfilming departmental documents.
- Worked with Customer Service to utilize the "Request For Action" system for zoning violations.
- Issued 271 zoning authorizations for new construction.
- Implemented the "Planner of the Day" program.

1999 GOALS PLANNING

- Goal:** Increase the use of the computer system in the planning process.
- Strategy:** Establish a "Project "tracking System" detailing active project data accessible to all members of the Department.
Establish a "Violation Tracking System" noting planner responsible and status for all active violations.
Establish "Project Files and Disks" containing all project documents, generated by the Department.
- Goal:** Coordinate the preparation of a new Comprehensive Plan.
- Strategy:** Seek proposals for a consultant to prepare a revised Comprehensive Plan.
Coordinate project.
- Goal:** Manage the 2000 Census for the City of Chesterfield.
- Strategy:** Actively participate in the Address Matching Program for the 2000 Census.
- Goal:** Continue to work towards the establishment of a procedure manual containing applications required in the planning process.
- Strategy:** Develop a routine process for the review of the applications.

Fund	Department	Division	Account Number
General	Planning	Planning & Zoning	060.061

Division Summary

Activity	Remarks
Comprehensive Planning	Provide long- and short-range planning for the City. Prepare and submit Plans of Intent for annexations to County Boundary Commission. Develop and maintain data base on the City.
Inspection and Enforcement	Inspect zoning and nuisance violations; pursue abatement and appear in Court, as required.
General Public Contact	Meet citizens, developers and consultants concerning Zoning and Subdivision Ordinance requirements and the City's Comprehensive Plan.
Subdivision Ordinance Adm.	Review and present reports on subdivision plats; review subdivision variance requests.
Board of Adjustment	Assist public with Board of Adjustment variance requests and serve as technical advisor to the Board.
Zoning Ordinance Admin.	Analyze, review, prepare and present reports to the Planning Commission; review site plans; maintain official zoning map of the City.

Fund	Department	Division			Account Number	
General	Planning	Planning & Zoning			060.061	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Personnel Services		320,411	420,651	185,435	379,849	434,299
Contractual Services		67,277	83,631	13,211	31,345	126,110
Commodities		2,618	16,305	10,117	12,398	10,255
Capital Outlay		5,998	0	0	0	22,600
Totals		396,304	520,587	208,762	423,592	593,264

<i>Personnel Schedule</i>		Number of Employees		
Position Title		1997 Actual	1998 Authorized	1999 Requested
Director of Planning		1.00	1.00	1.00
Assistant Director of Planning		1.00	1.00	1.00
Planner II		1.00	1.00	2.00
Planner I		1.00	1.00	3.00
Zoning Inspector		1.00	0.00	0.00
Planning Intern (2)		0.62	0.62	0.62
Planning Technician		2.00	3.00	0.00
Executive Secretary		1.00	2.00	2.00
Administrative Secretary		1.00	1.00	1.00
Totals		9.62	10.62	10.62



Fund		Department	Division			Account Number	
General		Planning	Planning & Zoning			060.061	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		100,601	102,885	55,633	106,079	109,055
510.111	Salaries - Regular/Full-Time		167,489	220,245	97,548	193,096	229,141
510.112	Salaries - Part-Time		6,195	9,709	5,919	9,528	9,672
510.113	Salaries - Overtime		1,598	2,000	634	1,004	2,060
510.120	Social Security		20,067	25,615	11,678	23,693	26,770
510.122	Worker's Compensation		1,417	3,491	1,235	1,235	3,442
510.124	Insurance - Health		17,495	26,166	7,038	18,273	22,461
510.125	Insurance - Life		601	773	444	684	752
510.126	Insurance - Dental		0	2,020	386	807	1,853
510.127	Insurance - Disability		1,228	1,487	847	1,436	1,623
510.130	Pension		3,721	26,260	4,072	24,014	27,470
	Totals		320,411	420,651	185,435	379,849	434,299

Fund		Department	Division			Account Number	
General		Planning	Planning & Zoning			060.061	
Contractual Services							
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request	
520.210	Advertising	3,700	7,500	1,896	7,500	7,500	
520.221	Data Processing	0	5,000	0	5,000	300	
520.248	Maintenance & Repair - Vehicles	764	750	727	1,400	1,000	
520.249	Memberships & Subscriptions	1,629	1,505	406	1,505	1,620	
520.251	Miscellaneous Contractual	13,621	19,800	987	2,500	19,800	
520.260	Printing & Binding	1,399	2,750	897	2,750	2,000	
520.261	Professional Services	43,534	43,236	5,949	7,500	90,000	
520.268	Rental - Equipment	159	140	170	240	140	
520.277	Training & Continuing Education	2,471	2,950	2,178	2,950	3,750	
	Totals	67,277	83,631	13,211	31,345	126,110	



Fund		Department	Division			Account Number	
General		Planning	Planning & Zoning			060.061	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		1,928	7,050	1,358	3,200	3,000
530.318	Gasoline & Oil		690	1,000	470	940	1,000
530.343	Uniforms		0	255	285	255	255
530.350	Non-capital Computer Equipment		0	8,000	8,003	8,003	6,000
	Totals		2,618	16,305	10,117	12,398	10,255

Fund		Department	Division			Account Number	
General		Planning	Planning & Zoning			060.061	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		5,998	0	0	0	0
540.460	Automobiles & Trucks		0	0	0	0	22,600
	Totals		<u>5,998</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>22,600</u>

Fund General	Department Planning	Division Planning & Zoning	Account Number 060.061
Capital Outlay Request			
Full Account Number 001-060-061-540.460			
Description Ford Ranger Truck	No# Requested 1	Unit Cost \$22,600	Total Cost \$22,600
Explain reason for request (describe use and workload) Replacement Vehicle		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
Truck, 1994 Ford Ranger		4 years old	(Replacement)
What source was used for unit cost? State Contract			
Other remarks To be utilized for zoning enforcement, public hearing postings and site visits.			

Fund		Department	Division	Account Number
General		Planning	Planning & Zoning	060.061
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.210	Advertising	7,500	Public Hearing Notices - 5,000 City Initiated Zoning - 2,500	
520.221	Data Processing	300	Arcview Update	
520.248	Maintenance & Repair - Vehicles	1,000	Direct charges for the Director's and department vehicle	
520.249	Memberships & Subscriptions	1,620	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	19,800	Map Reproduction - 300 County Computer Access - 350 Microfilm Copies - 1,000 Code Compliance - 1,000 Demolition - 15,000 Film Processing - 500 Director's Car Phone - 900 Portable Car Phone - 750	
520.260	Printing & Binding	2,000	Printing of revised Zoning Ordinance, revised Subdivision Ordinance, Comprehensive Plan, Tree Manual, ARB, PC Nameplates, Plaques	
520.261	Professional Services	90,000	Board of Adjustment Reporter - 240 County Plan Review - 4,760 Tree Consultant - 15,000 Traffic Consultant - 10,000 Comp Plan Update - 60,000	
520.268	Rental - Equipment	140	Director's pager	
520.277	Training & Continuing Education	3,750	Various seminars and meetings	
530.313	Departmental Supplies	3,000	Film - 750 Slides - 600 Drafting Supplies - 200 Public Hearing Signs - 1,000 Planning Staff Nameplates - 50 Miscellaneous Supplies - 400	
530.318	Gasoline & Oil	1,000	Direct charges for Director's and	



Fund	Department	Division	Account Number
General	Planning	Planning & Zoning	060.061

Line Item Details (continued)

Account Number	Account Title	1999 Request	Details
530.343	Uniforms	255	department vehicle Boots for Technicians (3 @ 85)
530.350	Non-capital Computer Equipment	6,000	Computers (3 @ 2000)
540.460	Automobiles & Trucks	22,600	See attached detail

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1998 ACCOMPLISHMENTS PUBLIC WORKS/PARKS

- Designed and bid contract for completion of 23 miles of crack sealing at a cost of \$105,000.
- Designed, bid, inspected and administered contracts for construction of 29 handicap ramps funded by Community Development Block Grants.
- Inspected and administered contracts for replacement/extension of storm sewer on Ridgemeanow Drive.
- Designed and bid contract for construction of 1200 feet of sidewalk on the east side of Clarkson Road north of Country Ridge.
- Performed CAD services for Bond Issue work – street reconstruction, sidewalk replacement and asphalt overlays.
- Administered contract for design and bid contract for storm sewer replacement in Georgetown subdivision.
- Designed culvert replacement for Vomberg driveway off Old Clarkson Road as a step toward settlement of pending lawsuit.
- Designed and bid storm sewer/inlet replacement projects on Pine Orchard Court and Appalachian Trail, and installation of storm sewer to correct deficiencies left by developer in Wildhorse Springs Subdivision.
- Solicited proposals and contracted for analysis of a storm sewer system in Scarborough subdivision.
- Performed preliminary layout, design and cost estimates for potential site for a City Hall.
- Conducted review of 831 plans.
- Reviewed 399 plot plans for new home construction.
- Completed development of Model Sedimentation and Erosion Control Guidelines for work performed in the City of Chesterfield and updated plan review checklists and grading permit forms in compliance with requirements of grading and erosion control ordinance which was adopted in November of 1997.

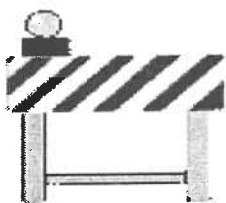


- Developed informational handout summarizing City inspection of new development.
- Expended 2663 manhours inspecting developments throughout the City.



- Managed 56 escrow agreements guaranteeing the construction of public improvements in subdivisions.
- Facilitated assignment of an additional 19 subdivision escrow agreements from County.
- Coordinated training and public informational seminar regarding traffic calming and livable neighborhoods.
- Issued 35 grading permits.
- Developed comprehensive written escrow policies and procedures that were subsequently adopted by City Council.
- Issued 111 Special Use Permits for work on City right of way.
- Completed expansion of written procedures related to handling nuclear densimeters; provided training refresher course for employees.
- Completed inventory of sidewalk defects and forwarded data to Maintenance and Bond Issue Division for development of sidewalk repair/replacement programs.
- Initiated archival record storage system to facilitate retrieval of information.
- Served on St. Louis County Municipal League's Solid Waste Committee, making two presentations about Chesterfield's solid waste reduction efforts – one to the Committee, and a second as a "success story" at an informational seminar cosponsored by the St. Louis County Department of Health and the Municipal League.
- Administered grants in the amount of \$97,000 related to waste reduction.
- Completed 159 work orders requiring engineering analysis expending 179 manhours.
- Transferred maintenance responsibility of 3 recently constructed pump stations in Chesterfield Valley to the Monarch-Chesterfield Levee District.
- Completed development of Phase 3 of the Valley Master Development Plan and Implementation Strategy, leading to the adoption by the Valley Master Development Study Committee and a public informational forum.

- Submitted biennial flood plain management report to the Federal Emergency Management Agency.

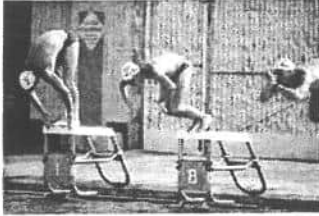


- Designed, bid and constructed by contract, approximately \$5,074,990 (150,072 square yard) of concrete pavement slabs funded by the bond issue and sales tax.
- Updated the 5-year plan for bond issue pavement reconstruction.
- Designed, bid, inspected and administered contracts for removal and replacement of 9,185 feet of existing concrete sidewalk on a contract basis at a total cost of \$103,200
- Designed, bid and presently administering a contract for replacement off four trench drains at various locations.
- Inventoried and prioritized work order requests. The following table shows the status of work orders completed by the Maintenance Division in 1998:

<i>Problem Identification</i>	<i>Reported in 1998</i>	<i>Completed of Reported in 1998</i>	<i>Total of Completed in 1998</i>	<i>Total Manhours</i>	<i>Total Open</i>
<i>Curbs</i>	14	13	13	38	1
<i>Sidewalks</i>	163	95	244	4496	131
<i>Signs</i>	162	154	159	360	7
<i>Storm Sewers</i>	150	126	144	2057	25
<i>Street Repair</i>	220	192	236	11123	34
<i>Tree Trimming</i>	564	563	566	6084	37
<i>Undermines</i>	38	25	30	251	13
<i>Totals</i>	<i>1311</i>	<i>1168</i>	<i>1392</i>	<i>24,410</i>	<i>248</i>

- Met with area residents prior to initiating area improvements such as slab replacement, sidewalk repairs, and tree trimming.
- Distributed crew letters to residents at the completion of area improvements, advising residents as to what work was done and who completed the work.
- Recorded and tracked placement of Public Works barricades in order to ensure that work progressed in a timely fashion.
- Removed all identified dead or unrecoverable trees, minimizing threats to motorists or pedestrians.
- Completed the five-year tree-trimming plan in four years.

- Worked with staff and the Parks, Recreations and Arts Citizens Advisory Committee to put together a framework which an overall Strategic Plan could be developed to identify priorities, resources and actions needed for acquisition and development of parks, recreation and arts facilities, programs and services as part of an overall Master Plan for the Parks, Recreation & Arts Division.



- Completed construction of the Pool Complex and Phase I construction of the Chesterfield Valley Athletic Complex.
- Established maintenance operation standards for both the Central City Park Pool and the Chesterfield Valley Athletic Complex.
- Sponsored or co-sponsored 22 significant recreation programs and events, with revenue exceeding direct expenses on fee-based programs.
- Participated in cooperative ventures with area organizations and agencies including YMCA, Chamber of Commerce, St. Louis County Parks, MDC, Department of Natural Resources, U.S. Ice Sports Complex, Drug Task Force, and committees such as Beautification, Arts, Friends for Chesterfield Parks and 10th Anniversary Committee.
- Utilized hundreds of hours of volunteer time and in kind contributions from schools, businesses, committees, and the general public, thus reducing program costs and enabling larger number of program participants.
- Investigated and pursued all public and private funding sources, including working with the Friends for Chesterfield Parks to create a "Gift Guide" and how to distribute funds through their organization.
- Assisted Arts Commission, Beautification Commission, and the Citizens for the Environment in applying for grants.
- Held two public forums to promote the value of public art in the community
- Partners with the Arts Commission to bring "Cultural Treasures of Chesterfield" and "Arts Alive" to the community.
- Commissioned Mr. Don Wiegand to sculpt "Maura", which upon completion, will be given to the City and placed in Central City Park.
- Initiated design and sale of Jon Pils' posters, featuring Chesterfield, to raise funds for the "Maura" sculpture.
- Received one grant in the amount of \$5,000 from the Regional Arts Commission.

- Offered two trips to the public to visit cultural establishments in St. Louis.
- Featured an art exhibit and a hands on children's area at Celebrate Chesterfield.
- Received two Branch Out Missouri tree grants totaling \$8,400 from the Missouri Department of Conservation for the planting of rosehill ash along Chesterfield Parkway and a variety of trees at the Athletic Complex.
- Received the "Treescape Award" for municipalities over 20,000 from the Missouri Department of Conservation for tree planting projects completed in 1996-1998.
- Held two Volunteer Beautification Workdays, resulting in the planting of over 10,000 daffodil bulbs and the hanging of birdfeeders.
- Applied for and received the "Tree City USA" and the "Communitree Award".
- Landscaped medians along Chesterfield Parkway between Clarkson and South Outer 40 with trees, grasses and shrubs.
- Planted 348 burning bushes in front of Hampton Inn as part of the Highway Beautification Project.
- Awarded three requests for Subdivision Grants within the community.
- Coordinated community service workers to help beautify roadways every other Saturday by picking up litter and painting over graffiti and sewers.
- Awarded three-year grounds maintenance contract for highway beautification areas.



Other data/trends:

	1992	1993	1994	1995	1996	1997
Street maintenance workers/lane mile	0.09	0.09	0.10	0.12	0.13	
Tons of salt used/lane mile	8.85	7.69	3.08	15.00	13.49	3.91
Ratio of vehicles & rolling stock to mechanics	18.00	17.67	14.25	14.75	17.25	20.00
Ratio of Public Works Street Maintenance expenditures to lane mile	\$5,105	\$7,989	\$6,582	\$6,666	\$7,336	\$6,873
Capital projects exp./capita	\$22.09	\$32.99	\$46.43	\$66.18	\$63.79	\$152.00
Capital projects exp./engineer	\$311,558	\$465,259	\$654,981	\$560,193	\$540,008	\$804,175
Capital projects exp. /lane mile	\$3,595	\$5,368	\$7,557	\$10,773	\$10,385	\$21,445
Ratio of Public Works expenditures to population including capital	\$70	\$99	\$111	\$131	\$134	\$231
Ratio of Public Works expenditures to population excluding capital	\$48	\$66	\$64	\$65	\$70	\$79
Number of lane miles/truck	14.44	16.25	11.30	11.30	8.97	8.82
Square yards contractual concrete work/engineer	10,646	18,395	20,185	14,017	13,031	21,426

1999 GOALS PUBLIC WORKS/PARKS

- Goal:** Facilitate planning functions by continuing to organize data and facilitate use of data.
- Strategy:** Continue establishment of an archival record storage system for protection of documents.
Complete microfilming of files received from St. Louis County by Sept. 1, 1999.
Initiate work required to make record plat images available on the computer network to enable employees to access them from their desk.
Employ GIS Specialist by July 15, 1999.
Expand access to the City's GIS to other departments by December 25, 1999.
- Goal:** Increase customer's understanding of Department's policies and procedures.
- Strategy:** Develop departmental policy and procedures manual by November 1, 1999.
Develop more detailed guidelines for siltation control standards by August 1, 1999.
Develop handouts re: overview of procedures for development as it relates to Public Works issues.
Develop handout re: construction/acceptance process and standards for streets in Chesterfield.
- Goal:** Facilitate compliance with Nuclear Regulatory Commission regulations.
- Strategy:** Continue to identify and procure training for personnel.
Develop written procedure for all tasks related to maintaining nuclear density gauges.
Assure that placement of nuclear density gauges in new City Hall meet NRC requirements.
- Goal:** Improve organizational efficiency by cross training Street Maintenance personnel.
- Strategy:** Develop a systematic program to assign and rotate all Street Division personnel between maintenance supervisors and operations.
Establish crew assignments to facilitate maximum flexibility and productivity to allow regular personnel transfers during seasonal operations. Crew assignments will be completed in conjunction with the establishment of a training program.
Continue to develop training and testing programs for Maintenance Workers to improve their value to the City, as well as to themselves, as skilled craftspeople.
- Goal:** Improve public awareness of departmental operations and strive to improve relations with residents.

Strategy: Meet with area residents prior to initiating area improvements such as slab replacement, sidewalk repairs, and tree trimming. Continue to meet with residents prior to initiating area slab replacement and sidewalk repairs. Distribute crew letters to residents at the completion of area improvements. Letters will advise residents as to what work was done and who completed the work. Respond to citizen concerns within two weeks and maintain a tracking system for those concerns. Send out letters to residents where barricades have been placed to advise them of work status. Letters are to be sent out twice each year--once in May, and once in November.

Goal: Provide continuous and safe sidewalks for pedestrian traffic within the City.

Strategy: Continue to inventory and prioritize all sidewalk related "requests for action" from citizens that are currently on record. As new requests are received, they are viewed, prioritized and addressed as per their severity. Initiate a comprehensive city-wide sidewalk survey to ascertain the location and condition of the publicly maintained sidewalks. Encourage Public Works employees to note and record sidewalk deficiencies and subsequently enter those records into the work order system. Sidewalks will be prioritized as to the danger they represent and according to their overall condition. Those that pose tripping hazards will be addressed as a priority repair. Others which may need to be repaired because of condition (cracking or undermining) and or grade (low spots which hold water), will be scheduled according to their severity and our operations in the area.

Goal: To repair stormsewers which present a safety hazard to the citizens or cause flooding.

Strategy: Continue to inventory and prioritize "requests for action" from citizens related to settlement on or around stormwater structures and/or storm water that threatens homes. Repair all structures that represent an immediate threat to the welfare of the citizens in an expeditious manner. Those repairs, which are outside of the Departments abilities, will be brought to the Council's attention for contracting purposes or further direction. Prioritize and schedule all other sewer repairs according to severity and our ability to complete them in conjunction with other repairs in the vicinity. Continue to systematically view and inventory each storm sewer structure in the City, repairing and conducting maintenance on ones requiring immediate action. Scheduling future repairs to other which require more attention and or repairs through contractual means.

Goal: Provide safe clearance for pedestrians and motorists on City maintained right-of-ways.

- Strategy:** Remove trees, which are dead or are beyond recovery, so they don't pose a threat to motorists or pedestrians. Larger trees or difficult removals will be accomplished by outside contractors. Trees or dead limbs, which are manageable for City crews to remove, will be addressed on an as needed basis.
Tree trimming and conditioning will be addressed in the winter months when concrete and asphalt work is not in progress.
The Department is currently in the fourth year of a five-year plan to trim the trees on all the streets in the City of Chesterfield.
- Goal:** Continue to develop the resources necessary to implement a comprehensive community parks, recreation and arts program to serve the Chesterfield Community, while improving organizational efficiency within the parks division.
- Strategy:** Continue to update the action plan on an ongoing basis with input from the Parks, Recreation and Arts Citizen Advisory Committee.
Identify and acquire necessary training for employees to ensure foremost productivity and efficiency.
- Goal:** Complete construction of Chesterfield Valley Athletic Complex by the spring.
- Strategy:** Manage the construction of the Chesterfield Valley Athletic Complex on a timely basis with the cooperation of consultants, contractors and sub-contractors as per budget, plans and specifications.
Utilize full-time, seasonal staff, and contractors to prepare the facility for public use.
- Goal:** Develop and implement an Operation Plan for the Chesterfield Valley Athletic Complex and continue to maintain the operation plans for Central City Park and Chesterfield Elementary School Park.
- Strategy:** Establish and continue to implement operation plans for the above three facilities that enables the Division to institute a high standard of maintenance and operation in the delivery of parks and recreation services to Chesterfield residents and the visiting public. This measure includes managing key contractual relationships with Chesterfield Community Association (CCA) and vendors.
Closely monitor the pool management contract with Midwest Pool Management, YMCA and L&R Management.
- Goal:** Continue to plan and implement a comprehensive community recreation program which is cost effective, maximizes existing community resources and does not duplicate current service offerings within or near the City of Chesterfield.
- Strategy:** Continue to market and promote cooperative programs with both public and private recreation providers (i.e. YMCA, JCCA, U.S. Ice Sports Complex, Doubletree, etc.).
Strive to uphold current cooperative partnerships (i.e. Chamber of Commerce, Drug

Abuse Task Force, etc.) and implement new management agreements (i.e. School Districts).

Publish two recreation brochures to promote new facilities, programs, organized sports, registration procedures, to the citizens of Chesterfield and surrounding area. Work closely with YMCA in promotion and management of pool programs.

Capitalize on other program opportunities, as they may become available during the course of the year.

Goal: Improve current funding level for park development, maintenance, programs and events.

Strategy: Investigate and pursue all public and private funding sources which may be available to assist in leveraging City funds to acquire and develop programs and facilities. Work with Parks, Recreation and Arts Citizen Advisory Committee, staff and consultants to establish priorities and levels of funding for completion of phase I and to develop funding alternatives for Capital Improvement Plan for phase II development.

Continue to assist the Friends for Chesterfield Parks in the distribution of the "Gift Guide."

Provide the Friends for Chesterfield Parks with a concept and planting plan of the parks to assist with the placement of benches, trees, etc.

Goal: Assist the Chesterfield Arts Commission in an effort to promote and develop a program of public art in the community.

Strategy: Continue to serve as a resource to the Arts Commission in finding funding for development and promotion of arts programs.

Co-sponsor all events such as the Kammergild Chamber Orchestra Concert and Celebrate Chesterfield. Provide staff assistance when mutually beneficial.

Goal: Improve the overall urban design of the City through tree planting and landscaping.

Strategy: Assist in facilitating the work of the Chesterfield Beautification Committee by providing staff input to assist the group.

Seek all sources of available matching funds for beautification projects.

Continue to manage the ground maintenance contract in 1999 for selected sections of highway right-of-way per the contract.

Sponsor two volunteer highway beautification projects in 1999.

Improve current plantings by replacing dead and unsightly materials as needed.

Develop cooperative partnerships with local garden clubs to assist with plant maintenance in the parks.

Apply to the Missouri Department of Conservation and others for tree planting grants.

Develop an on-going beautification maintenance plan, which includes weeding, watering, and spraying of flower and tree beds.

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Fund	Department	Division	Account Number
General	Public Works/Parks	Administration/Eng.	070.071

Division Summary

Activity	Remarks
Development & Plan Review	This activity involves ensuring proper compliance with development standards and other applicable standards and codes, and administration of escrows held to guarantee construction of public improvements.
Project Engineering	This activity involves planning capital improvements, design of plans and specifications, and contract administration.
Drafting & Mapping	This activity involves the preparation of plans for capital improvements, development of a City-wide GIS and preparation of various sketches, drawings and maps for City use.
Construction Inspection	This activity involves inspection of capital improvement projects and various developments and improvements to ensure proper code and contract compliance.
Record Maintenance	This activity involves development and maintenance of records to be used as tools for planning in addition to archival record maintenance of public facilities.
Department Administration	This activity involves budget preparation and control, personnel management, clerical and record keeping functions, and planning and evaluation of department programs.
Public Service	This activity involves the handling of public service requests and public contact.
Facility Maintenance	This activity involves coordination of services required for the Government Center and fleet car maintenance.
Traffic Surveys	This activity involves taking traffic counts for evaluation of current conditions for future planning, and performance of minor traffic studies.

Fund	Department	Division	Account Number
General	Public Works/Parks	Administration/Eng.	070.071

Division Request	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	574,034	666,883	322,589	650,281	738,366
Contractual Services	159,136	141,644	28,222	135,559	97,140
Commodities	23,206	32,500	22,972	34,788	37,385
Capital Outlay	42,340	36,800	31,790	38,813	99,200
Totals	798,716	877,827	405,574	859,441	972,091

Personnel Schedule	Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested
Director/City Engineer	1.00	1.00	1.00
Deputy Director/Asst. City Engineer	0.00	1.00	1.00
Superintendent of Engineering Op's	1.00	1.00	1.00
Civil Engineer	3.00	3.00	3.00
Sr. Engineering Construction Inspect	3.00	3.00	3.00
GIS Specialist	0.00	0.00	0.50
Sr. Engineering Technicians	2.00	2.00	2.00
Executive Secretary	1.00	2.00	2.00
Administrative Secretary	1.00	0.00	0.00
Engineering Intern (3)	0.90	0.90	0.90
Totals	12.90	13.90	14.40

Fund		Department	Division			Account Number	
General		Public Works/Parks	Administration/Eng.			070.071	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		121,673	128,246	70,186	156,361	185,392
510.111	Salaries - Regular/Full-Time		330,621	385,210	189,177	365,353	386,632
510.112	Salaries - Part-Time		12,248	14,094	1,722	3,932	14,040
510.113	Salaries - Overtime		7,666	12,000	2,408	4,551	12,360
510.120	Social Security		35,411	41,276	19,825	40,560	45,779
510.122	Worker's Compensation		5,541	6,464	5,630	5,630	5,774
510.124	Insurance - Health		22,368	31,274	13,777	26,384	34,203
510.125	Insurance - Life		952	1,187	739	1,167	1,243
510.126	Insurance - Dental		0	2,410	787	1,738	3,096
510.127	Insurance - Disability		2,045	2,361	1,491	2,504	2,746
510.130	Pension		35,510	42,361	16,847	42,101	47,101
	Totals		574,034	666,883	322,589	650,281	738,366

Fund		Department	Division			Account Number	
General		Public Works/Parks	Administration/Eng.			070.071	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.210	Advertising		337	750	0	750	750
520.221	Data Processing		18,158	8,100	0	10,800	16,000
520.247	Maintenance & Repair - Equipment		2,582	3,100	1,405	3,100	3,100
520.248	Maintenance & Repair - Vehicles		2,797	2,250	1,739	3,000	3,000
520.249	Memberships & Subscriptions		795	3,175	2,023	3,175	3,175
520.251	Miscellaneous Contractual		35,183	41,000	8,805	41,000	40,300
520.260	Printing & Binding		725	1,500	7	1,500	1,500
520.261	Professional Services		27,077	32,035	6,558	25,000	20,000
520.268	Rental - Equipment		695	810	742	810	810
520.277	Training & Continuing Education		7,457	7,630	3,017	7,630	8,505
520.290	Waste Reduction Grant Services		63,330	41,294	3,927	38,794	0
	Totals		159,136	141,644	28,222	135,559	97,140

Fund		Department	Division			Account Number	
General		Public Works/Parks	Administration/Eng.			070.071	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		9,692	14,300	17,770	24,000	18,000
530.318	Gasoline & Oil		2,981	4,750	2,043	4,750	4,750
530.342	Tools		0	350	72	350	350
530.343	Uniforms		2,164	1,850	1,118	1,850	2,050
530.344	Waste Reduction Grant Supplies		8,370	7,250	0	0	6,235
530.350	Non-capital Computer Equipment		0	4,000	1,970	3,838	6,000
	Totals		23,206	32,500	22,972	34,788	37,385

Fund		Department	Division			Account Number
General		Public Works/Parks	Administration/Eng.			070.071
Capital Expenditures						
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
540.410	Capital Computer Equipment	19,444	0	0	0	18,000
540.420	Furniture	0	11,500	9,777	11,500	5,500
540.440	Machinery & Equipment	3,274	5,300	0	5,300	5,500
540.460	Automobiles & Trucks	19,622	20,000	22,013	22,013	70,200
	Totals	42,340	36,800	31,790	38,813	99,200

Fund General	Department Public Works/Parks	Division Administration/Eng.	Account Number 070.071
Capital Outlay Request			
Full Account Number 001-070-071-540.410			
Description Computer Workstation	No# Requested 2	Unit Cost \$6,000	Total Cost \$12,000
Explain reason for request (describe use and workload) Replace aging CAD workstations		No# of similar units on hand 0	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
TD-410	Intergraph	2	Use as specialized servers (i.e. web server). No desktop apps other than CAD can use their dual processors.
What source was used for unit cost? Vendor			
Other remarks			

Fund General	Department Public Works/Parks	Division Administration/Eng.	Account Number 070.071
Capital Outlay Request			
Full Account Number 001-070-071-540.410			
Description Computer Workstation	No# Requested 1	Unit Cost \$6,000	Total Cost \$6,000
Explain reason for request (describe use and workload) Additional cost for technician workstation vs. standard computer		No# of similar units on hand 2	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Administration/Eng.	Account Number 070.071
Capital Outlay Request			
Full Account Number 001-070-071-540.420			
Description Archival Record Storage System	No# Requested 1	Unit Cost \$5,500	Total Cost \$5,500
Explain reason for request (describe use and workload) Phase 2 of the storage system required to protect the archival record of public improvements in the City.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Administration/Eng.	Account Number 070.071
Capital Outlay Request			
Full Account Number 001-070-071-540.440			
Description Profilograph	No# Requested 1	Unit Cost \$5,500	Total Cost \$5,500
Explain reason for request (describe use and workload) Equipment to test smoothness of pavement	No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition	
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Vendor			
Other remarks			

Fund General	Department Public Works/Parks	Division Administration/Eng.	Account Number 070.071
Capital Outlay Request			
Full Account Number 001-070-071-540.460			
Description Engineering Utility Vehicles	No# Requested 3	Unit Cost \$23,400	Total Cost \$70,200
Explain reason for request (describe use and workload) Scheduled replacement		No# of similar units on hand 3	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
Ford (3)	Crown Victoria	6	Sell at Auction House
What source was used for unit cost? 5 year budget			
Other remarks			

Fund		Department	Division	Account Number
General		Public Works/Parks	Administration/Eng.	070.071
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.210	Advertising	750	Public Hearing and Public Works Board of Variance Notices	
520.221	Data Processing	16,000	Upgrades/Support Agreements (Autocadd, Microstation, Eagle Point, ArcInfo, Arcview, Expedition) - 9,000 Additional Software for New Tech - 7,000	
520.247	Maintenance & Repair - Equipment	3,100	Traffic counters, radios, survey/testing equipment - 400 Plotter - 900 Repeater - 300 Engineering Copier - 1,500	
520.248	Maintenance & Repair - Vehicles	3,000	Director's vehicle, 3 trucks, 3 pool vehicles	
520.249	Memberships & Subscriptions	3,175	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	40,300	Construction Testing/Inspection- 20,000 Vector control - 7,500 Record plats - 200 Blueprints/copies - 2,500 NRC License - 2,000 Doubletree Lease - 600 Film develop. - 500 NRC Film Badges/ Leak Tests - 300 Couriers / Freight - 250 Mobile Phones - 1,700 Microfilm improvement plans - 2,000 St. Louis County Data Upgrades - 1,500 MSD Aerial Upgrades - 500 Miscellaneous - 750	
520.260	Printing & Binding	1,500	Microfiche, permits, doorhangers, bid specifications printing	
520.261	Professional Services	20,000	Surveys, aerial reprints, supplemental plan review	
520.268	Rental - Equipment	810	Pagers	
520.277	Training & Continuing Education	8,505	Various seminars and meetings	

Fund		Department	Division	Account Number
General		Public Works/Parks	Administration/Eng.	070.071
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
530.313	Departmental Supplies	18,000	Furniture - 2,000 Archival Record Supplies - 2,000 Engineering Copier Supplies - 7,500 Access viewer - 1,500 Core drill bits - 1,000 Plotter supplies - 1,000 Meeting supplies - 500 Survey material - 500 Photo supplies, marking paint, lumber, crayons, probe rods, ear protections, safety rope - 500 Drafting equipment - 500 County/State/MSD Specs, other design manuals - 500 Misc. Hardware - 500	
530.318	Gasoline & Oil	4,750	Director's vehicle, 3 trucks, 3 pool vehicles	
530.342	Tools	350	Levels, squares, hammers, flashlights, tapes, shovels, pry bars, sewer hooks, sickle, rolotape, etc.	
530.343	Uniforms	2,050	Uniforms - 500 Insulated coveralls - 200 Hooded sweatshirts - 150 Coats - 200 Boots - 750 T-Shirts - 250	
530.344	Waste Reduction Grant Supplies	6,235	Recycling bins, promotional items, etc. in conjunction with Waste Reduction Grant	
530.350	Non-capital Computer Equipment	6,000	Computers (3 @ 2000)	
540.410	Capital Computer Equipment	18,000	See attached detail	
540.420	Furniture	5,500	See attached detail	
540.440	Machinery & Equipment	5,500	See attached detail	
540.460	Automobiles & Trucks	70,200	See attached detail	

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Fund	Department	Division	Account Number
General	Public Works/Parks	Street/Sewer Maintenance	070.072
Division Summary			
Activity	Remarks		
Street Maintenance & Repair	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 reduces storm sewer blockages. Also includes the backfill program (filling voids behind curbs and catch basins).		
Storm Sewer Maintenance & Repair	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.		
Snow & Ice Control	This activity involves salting and plowing of City maintained streets and roads to provide adequate mobility to the motoring public.		
Mowing & Tree Trimming	This activity involves mowing of grass shoulders along certain City right-of-ways. Includes the trimming of trees along all City streets.		

Fund	Department	Division	Account Number
General	Public Works/Parks	Street/Sewer Maintenance	070.072

Division Request	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	911,421	1,182,588	576,499	1,138,998	1,298,720
Contractual Services	284,438	348,856	174,121	427,452	468,620
Commodities	447,398	528,616	211,025	530,262	505,437
Capital Outlay	418,793	454,933	145,351	434,667	512,397
Totals	2,062,050	2,514,993	1,106,996	2,531,379	2,785,174

Personnel Schedule	Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested
Superintendent-Mtn Operations	1.00	1.00	1.00
Maintenance Supervisor	4.00	4.00	4.00
Maintenance Workers	24.00	24.00	26.00
Temporary Workers (13)	4.03	4.03	4.03
Secretary	1.00	2.00	2.00
Totals	34.03	35.03	37.03

Fund		Department	Division			Account Number	
General		Public Works/Parks	Street/Sewer Maintenance			070.072	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		45,061	45,698	24,631	47,309	48,856
510.111	Salaries - Regular/Full-Time		617,157	774,911	361,798	759,517	862,983
510.112	Salaries - Part-Time		51,210	58,240	39,046	58,660	60,183
510.113	Salaries - Overtime		19,524	24,200	10,572	18,067	24,926
510.120	Social Security		54,071	69,084	32,586	67,592	76,267
510.122	Worker's Compensation		37,976	50,255	46,342	46,342	54,305
510.124	Insurance - Health		53,715	80,202	33,381	65,711	82,199
510.125	Insurance - Life		1,343	1,674	968	1,504	1,911
510.126	Insurance - Dental		0	6,190	2,143	4,432	6,803
510.127	Insurance - Disability		2,973	3,775	2,209	3,873	4,496
510.130	Pension		28,390	68,359	22,823	65,991	75,791
	Totals		911,421	1,182,588	576,499	1,138,998	1,298,720

Fund		Department	Division			Account Number	
General		Public Works/Parks	Street/Sewer Maintenance			070.072	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.221	Data Processing		75	500	0	500	500
520.241	Landscaping		0	3,500	1,001	3,500	3,500
520.247	Maintenance & Repair - Equipment		39,135	30,400	20,069	40,000	42,000
520.248	Maintenance & Repair - Vehicles		46,287	42,000	24,691	49,382	50,000
520.249	Memberships & Subscriptions		15	70	15	70	70
520.251	Miscellaneous Contractual		129,501	185,316	95,315	155,000	145,080
520.254	Snow Removal Reimbursement		0	0	0	100,000	150,000
520.268	Rental - Equipment		26,854	33,300	14,685	33,300	32,000
520.275	Taxes		6,893	15,000	0	7,500	7,500
520.276	Telephone		4,630	4,500	2,235	4,500	4,500
520.277	Training & Continuing Education		2,707	2,270	1,984	3,200	2,720
520.285	Utilities - Electric		21,255	20,000	11,204	22,000	22,000
520.286	Utilities - Gas		5,770	6,000	2,273	6,000	6,000
520.287	Utilities - Water		1,120	2,000	449	1,500	1,750
520.288	Utilities - Sewer		194	4,000	201	1,000	1,000
Totals			284,438	348,856	174,121	427,452	468,620

Fund		Department	Division			Account Number	
General		Public Works/Parks	Street/Sewer Maintenance			070.072	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		257,350	324,376	134,067	324,376	324,637
530.318	Gasoline & Oil		42,008	44,480	29,269	47,000	49,400
530.340	Salt & Abrasives		123,141	125,000	26,112	125,000	100,000
530.342	Tools		7,956	7,500	3,817	7,500	7,500
530.343	Uniforms		16,943	18,860	10,233	18,860	17,900
530.350	Non-capital Computer Equipment		0	8,400	7,526	7,526	6,000
	Totals		447,398	528,616	211,025	530,262	505,437

Fund		Department	Division			Account Number	
General		Public Works/Parks	Street/Sewer Maintenance			070.072	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment	8,150	0	0	0	12,700	
540.440	Machinery & Equipment	154,500	128,721	38,238	120,000	241,377	
540.460	Automobiles & Trucks	220,291	291,725	72,446	280,000	258,320	
540.480	Improvements Other Than Buildings	35,852	34,487	34,667	34,667	0	
Totals		418,793	454,933	145,351	434,667	512,397	

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.410			
Description File Server	No# Requested 1	Unit Cost \$10,000	Total Cost \$10,000
Explain reason for request (describe use and workload) Replace outdated server		No# of similar units on hand 0	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Prosignia 500	Compaq	3	Use as testbed server
What source was used for unit cost? Vendor			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.410			
Description Ethernet Switch	No# Requested 1	Unit Cost \$2,700	Total Cost \$2,700
Explain reason for request (describe use and workload) Increase speed and capacity of network at PW facility.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Backhoe	No# Requested 1	Unit Cost \$72,000	Total Cost \$72,000
Explain reason for request (describe use and workload) Used in street and sewer excavation.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Backhoe	580 Case	9 yrs.	Trade-In
What source was used for unit cost? Cost of last year's purchase.			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Asphalt Patcher	No# Requested 1	Unit Cost \$35,300	Total Cost \$35,300
Explain reason for request (describe use and workload) Used in patching potholes and making street repairs.		No# of similar units on hand 1	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Dealer			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Front End Mower	No# Requested 1	Unit Cost \$32,782	Total Cost \$32,782
Explain reason for request (describe use and workload) Finish mower for turfed landscape and park areas.		No# of similar units on hand 1	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Brush Chipper	No# Requested 1	Unit Cost \$26,400	Total Cost \$26,400
Explain reason for request (describe use and workload) Replacement of existing aged equipment, used for chipping of limbs in conjunction with the trimming of trees along City rights-of-ways and City owned property.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Brush chipper	Vermeer	8 Yrs.	Trade-In
What source was used for unit cost? Dealer			
Other remarks			



1999 Annual Budget

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Electrical Generator	No# Requested 1	Unit Cost \$22,000	Total Cost \$22,000
Explain reason for request (describe use and workload) Design & implementation of wiring for emergency power for PW Facility.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Engineer's estimate.			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Skid Steer	No# Requested 1	Unit Cost \$16,063	Total Cost \$16,063
Explain reason for request (describe use and workload) Used for excavation of streets & sewers.		No# of similar units on hand 3	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Skid Steer	1840 Case		Trade-In
What source was used for unit cost? Cost of purchase of similar units.			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Portable Air Compressor	No# Requested 1	Unit Cost \$14,000	Total Cost \$14,000
Explain reason for request (describe use and workload) Used for running jackhammers, drills, pumps in street and sewer repairs.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Air Compressor	185 Sullair		Trade-In
What source was used for unit cost? Dealer			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Sweeper Attachment	No# Requested 1	Unit Cost \$12,862	Total Cost \$12,862
Explain reason for request (describe use and workload) To clean up debris, dirt and sand, from job sites and Public Works Facility.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Dealer			
Other remarks 			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Roller Attachment	No# Requested 1	Unit Cost \$5,500	Total Cost \$5,500
Explain reason for request (describe use and workload) Roller attachment for skid steer for compaction of subgrades of slab replacement and sidewalk replacement projects.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Dealer			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.440			
Description Equipment Trailer	No# Requested 1	Unit Cost \$4,470	Total Cost \$4,470
Explain reason for request (describe use and workload) To haul skid steers and other small equipment to job site.		No# of similar units on hand 5	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
Equipment Trailer	Unknown		Sell at auction.
What source was used for unit cost? Previous purchases			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.460			
Description 2.5 Ton Dump Truck/Snow Plow and Salt Spreader	No# Requested 2	Unit Cost \$71,710	Total Cost \$143,420
Explain reason for request (describe use and workload) Use to transport employees and materials to and from job sites. Also, for snow and ice removal.		No# of similar units on hand 9	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Dump Trucks	GMC	8 years	Sell at auction.
What source was used for unit cost? Recent purchases			
Other remarks			



Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.460			
Description One Ton Truck	No# Requested 2	Unit Cost \$38,000	Total Cost \$76,000
Explain reason for request (describe use and workload) Use to transport employees and materials to jobsites. Also used for snow & ice removal.		No# of similar units on hand 7	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
1 Ton Truck	Chevy	5	Sell at auction
What source was used for unit cost? Recent purchases			
Other remarks			

Fund General	Department Public Works/Parks	Division Street/Sewer Maintenance	Account Number 070.072
Capital Outlay Request			
Full Account Number 001-070-072-540.460			
Description 2.5 Ton Cab & Chassis Truck	No# Requested 1	Unit Cost \$38,900	Total Cost \$38,900
Explain reason for request (describe use and workload) Cab & chassis for patcher truck.		No# of similar units on hand 1	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Previous purchase			
Other remarks			

Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.221	Data Processing	500	Software upgrade for sign maker	
520.241	Landscaping	3,500	Landscaping for Public Works Facility	
520.247	Maintenance & Repair - Equipment	42,000	Repair of City equipment - 38,500 Tires - 3,100 Maintenance agreement on time clock - 150 Fax Machine Maintenance Agreement - 175 Gasboy Maintenance Agreement - 75	
520.248	Maintenance & Repair - Vehicles	50,000	Tune ups - 4,700 Electric sup. - 900 Filters - 2,250 Starters - 700 Batteries - 650 Brakes - 2,700 Beds - 900 Belts/seals - 400 Bearings - 600 Tires - 10,500 Dump bed parts - 800 Hydraulic parts - 1,400 Air brake chambers - 1,500 Wiring & wire runs - 500 Air brake hoses - 1,000 Various repairs of vehicles - 20,500	
520.249	Memberships & Subscriptions	70	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	145,080	Landfill/dumping fees - 2,500 Street striping - 9,500 Contractual Street Sweeping - 27,000 Outside contractual labor - 26,000 4 mobile phones - 6,000 Contractual Hauling - 20,000 Plumbing & electrical work - 3,300 Waste disposal - 2,300 Tree services - 8,000 Animal Disposal - 600	



Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
			Snow Plowing - 20,000 Janitorial Services - 5,000 Exterminator - 600 Back Flow Check - 200 Entry mats - 3,200 Floor clean & waxing - 3,600 Weather service - 3,000 Alarm system monitoring service - 280 Installation of double door equipment storage building - 4,000	
520.254	Snow Removal Reimbursement	150,000	Reimbursements to private subdivisions for snow removal	
520.268	Rental - Equipment	32,000	Office copy machine rental - 3,500 Portable bathroom - 1,000 Pagers - 1,900 Rental of special equipment: Backhoe - 3,100 Skid Steer - 3,000 Sewer Auger - 1,000 Chipper - 10,500 Roll off dumpsters (for salt storage) - 8,000	
520.275	Taxes	7,500	Monarch-Chesterfield Levee District assessment on Public Works Facility	
520.276	Telephone	4,500	Line charges - 3,750 Long distance - 750	
520.277	Training & Continuing Education	2,720	Various seminars and meetings	
520.285	Utilities - Electric	22,000	Electric for Public Works facility	
520.286	Utilities - Gas	6,000	Gas for Public Works facility.	
520.287	Utilities - Water	1,750	Water for Public Works facility.	
520.288	Utilities - Sewer	1,000	Sewer for Public Works facility.	
530.313	Departmental Supplies	324,637	Redi-mix concrete -98,000 Cold-mix P.P.M. - 8,000	

Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details (continued)		1999		
Account Number	Account Title	Request	Details	
			1" Minus - 18,000 Storage Shelving - 5,000 CRS-2 - 8,000 RS-211 Crackfiller - 8,000 Hot-Mix Asphalt - 18,000 Soil - 8,000 Gatorade - 700 Concrete forms - 2,400 Sign Hardware & Signs - 10,000 Plate Compactor - 2,330 Sign Post - 1,000 Sheet vinyl for signs - 2,000 4 Mobile Radios (985/ea) - 3,900 2" Clean - 6,000 1" Clean - 6,000 Fill Sand - 2,000 Portland/Bagged Cement - 1,000 Asphalt Primer - 500 Irrigation Parts - 1,245 Mail boxes & Mail Box Post - 1,600 Water Coolers - 450 Drinking cups - 350 Expansion joints - 2,200 Yellow & white striping paint - 2,000 Keyway - 1,500 Marking paint - 500 Cedar board - 2,500 markers orange plow - 1,000 Form material & oil - 5,000 Curing compound - 1,500 Saw blade concrete - 3,350 Diamond tip blades - 5,000 Points/Bits - 500 Clear plastic - 1,000 Guard rail - 2,000 Tarps - 4,000 Electric supplies - 300 Warning lights/spot/worklights - 1,200 Trash Bags - 350 Form stakes - 1,500 Cleaning aids - 5,000	

Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
			Sod - 2,000 Grass seed/straw/ fertilizer - 3,000 Sewer pipe - 3,850 Inlets - 6,000 Gabion stone - 1,100 Gabion wire baskets - 1,500 Cast curb box - 1,000 Glass beads - 1,000 A.D.S. pipe - 7,000 Steel - 2,000 First Aid Supplies - 2,500 Fire extinguishers - 1,000 Flashing barricades - 6,000 Paint & hardware for facility - 617 Orange cones - 1,000 Filter/fabric cloth - 6,000 Rebar - 500 Sewer dye - 1,000 Safety barrels - 3,500 Channel stakes - 900 Geo block - 600 Receiver hitch for new 1 Ton - 200 Skid tanks - 700 Truck tool box - 400 Batteries - 500 Flagging tape, safety fence - 1,000 Tarp straps - 400 Tool boxes - 150 30' tapes - 120 6' engineers rule - 15 50' tape - 90 Spare handles - 400 Hand held 2-way radios - 2,200 Grading Blade - 1,100 Manhole Recovery System - 2,450 Platform ladder - 800 Vibratory Rammer - 2,450 Steel tracks for skid steer - 2,200 Paper shredder - 800 Shoring extension - 1,400	

Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details (continued)		1999		
Account Number	Account Title	Request	Details	
530.318	Gasoline & Oil	49,400	Electrical generator - 2,320 Diesel & unleaded fuel; oil	
530.340	Salt & Abrasives	100,000	Salt - 95,000 (Includes hauling charges) Liquid chloride - 5,000	
530.342	Tools	7,500	Grease Guns - 50 3/8" Electric Drills - 200 Power pruner - 600 Pole Trimmers - 200 4' Levels - 100 Asphalt Lutes - 200 Chain Saws - 300 Bull Floats - 200 Mags - 200 Edgers - 150 Finishing brooms - 200 Prime brushes - 400 False Jointer - 50 Stiff rakes - 50 Leaf rakes - 100 Claw hammers - 50 2 lb. hammers - 50 Sledge hammers - 100 Picks - 100 Short handle square - 400 Short handle round - 40 Sharp shooters - 50 Short #2 scoop - 200 Long handle square shovels - 100 Long handle round shovels - 100 Snow shovel - 50 Chute cleaners - 50 Come-a-longs - 200 Cordless drills - 100 Bull float handles - 200 3 gal. spray cans - 500 Post hole diggers - 50 Sewer spoons - 100 Hand tampers - 100	

Fund		Department	Division	Account Number
General		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details (continued)		1999		
Account Number	Account Title	Request	Details	
530.343	Uniforms	17,900	Hand saws - 100 Electric hand saws - 100 Chisels - 50 Trowels - 30 Sewer hooks - 50 Pitch forks - 40 Stake pullers - 100 Pruning shears - 100 Bow saws - 50 Truck wash brushes - 100 Jitter bug - 100 Cracksealing squeegee - 150 Ladder - 400 Pry bars - 40 Hack saws - 50 Street brooms - 500 Boots (30 @ 85) - 2,550 Gloves/rain gear, Safety Vest, Safety Glasses, Hard Hats, Ear Plugs - 2,600 Shirts - 2,110 Pants - 3,500 Coveralls - 2,200 Jackets - 2,100 Thermal sweatshirts - 800 T-Shirts - 1,100 Caps - 440 Prescription safety glasses (5 @ 100) - 500	
530.350	Non-capital Computer Equipment	6,000	Computers (3 @ 2000)	
540.410	Capital Computer Equipment	12,700	See attached detail	
540.440	Machinery & Equipment	241,377	See attached detail	
540.460	Automobiles & Trucks	258,320	See attached detail	

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Fund	Department	Division	Account Number
General	Public Works/Parks	Vehicle Maintenance	070.073
Division Summary			
Activity	Remarks		
Vehicle & Equipment Maint.	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 Maint. 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.		

Fund	Department	Division	Account Number
General	Public Works/Parks	Vehicle Maintenance	070.073

Division Request	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	180,541	219,343	91,729	189,225	222,595
Contractual Services	7,099	6,750	3,450	6,754	6,450
Commodities	32,726	44,856	22,548	44,856	43,200
Capital Outlay	7,953	38,110	0	32,046	30,600
Totals	228,319	309,059	117,727	272,881	302,845

Personnel Schedule	Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested
Equip Maint Supervisor	1.00	1.00	1.00
Equip Mtn Mechanics	3.00	4.00	4.00
Totals	4.00	5.00	5.00

Fund		Department	Division			Account Number	
General		Public Works/Parks	Vehicle Maintenance			070.073	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.111	Salaries - Regular/Full-Time		135,182	163,811	68,818	142,193	169,140
510.113	Salaries - Overtime		7,613	5,000	3,094	5,978	5,150
510.120	Social Security		10,053	12,914	5,256	11,335	13,333
510.122	Worker's Compensation		4,225	5,520	4,476	4,476	5,037
510.124	Insurance - Health		11,638	16,130	4,882	11,384	13,471
510.125	Insurance - Life		270	334	169	273	345
510.126	Insurance - Dental		0	1,250	424	1,049	1,239
510.127	Insurance - Disability		608	754	364	683	812
510.130	Pension		10,953	13,630	4,247	11,854	14,068
	Totals		180,541	219,343	91,729	189,225	222,595

Fund		Department	Division			Account Number	
General		Public Works/Parks	Vehicle Maintenance			070.073	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.221	Data Processing		300	300	0	300	0
520.247	Maintenance & Repair - Equipment		1,021	2,050	1,552	2,050	1,950
520.248	Maintenance & Repair - Vehicles		2,545	550	500	550	550
520.249	Memberships & Subscriptions		67	400	271	400	500
520.251	Miscellaneous Contractual		922	1,000	444	1,000	1,000
520.268	Rental - Equipment		1,454	1,450	684	1,454	1,450
520.277	Training & Continuing Education		790	1,000	0	1,000	1,000
	Totals		7,099	6,750	3,450	6,754	6,450

Fund		Department	Division			Account Number
General		Public Works/Parks	Vehicle Maintenance			070.073
<i>Commodities</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
530.313	Departmental Supplies	14,449	26,306	5,227	26,306	24,600
530.314	Equipment Parts	12,704	7,000	8,783	7,000	7,150
530.318	Gasoline & Oil	287	550	239	550	550
530.342	Tools	3,503	4,100	3,144	4,100	4,000
530.343	Uniforms	1,782	2,900	1,298	2,900	2,900
530.350	Non-capital Computer Equipment	0	4,000	3,856	4,000	4,000
	Totals	32,726	44,856	22,548	44,856	43,200

Fund		Department	Division			Account Number	
General		Public Works/Parks	Vehicle Maintenance			070.073	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		0	0	0	0	0
540.440	Machinery & Equipment		0	0	0	0	30,600
540.460	Automobiles & Trucks		0	38,110	0	32,046	0
540.480	Improvements Other Than Buildings		7,953	0	0	0	0
	Totals		<u>7,953</u>	<u>38,110</u>	<u>0</u>	<u>32,046</u>	<u>30,600</u>

Fund General	Department Public Works/Parks	Division Vehicle Maintenance	Account Number 070.073
Capital Outlay Request			
Full Account Number 001-070-073-540.440			
Description Alignment Machine	No# Requested 1	Unit Cost \$20,000	Total Cost \$20,000
Explain reason for request (describe use and workload) For maintaining wheel alignments on Public Works trucks, Police vehicles and City Hall staff vehicles. Currently have 10 Police vehicles that equipment is not capable of aligning due to inability to update.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Written estimate.			
Other remarks 			

Fund General	Department Public Works/Parks	Division Vehicle Maintenance	Account Number 070.073
Capital Outlay Request			
Full Account Number 001-070-073-540.440			
Description Tire Changer	No# Requested 1	Unit Cost \$4,000	Total Cost \$4,000
Explain reason for request (describe use and workload) To use in mounting and dismounting tires from 13" to 22" wheels. Current machine is only capable of handling 13" to 16" wheels.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
Tire Changer	FMC	15 years	Trade in or sell at auction
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Vehicle Maintenance	Account Number 070.073
Capital Outlay Request			
Full Account Number 001-070-073- 540.440			
Description A/C Reclaimer & Charger	No# Requested 1	Unit Cost \$3,600	Total Cost \$3,600
Explain reason for request (describe use and workload) To use for recycling and recharging A/C systems.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund General	Department Public Works/Parks	Division Vehicle Maintenance	Account Number 070.073
Capital Outlay Request			
Full Account Number 001-070-073-540.440			
Description Air Bumper Jack	No# Requested 1	Unit Cost \$3,000	Total Cost \$3,000
Explain reason for request (describe use and workload) To use in lifting vehicles and equipment for service and other repairs.		No# of similar units on hand 1	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund		Department	Division	Account Number
General		Public Works/Parks	Vehicle Maintenance	070.073
Line Item Details		1999		
Account Number	Account Title	Request	Details	
520.247	Maintenance & Repair - Equipment	1,950	Air Compressor service - 100 Wheel Balancer - 200 Update OTC cartridges - 400 Lathe adaptors & bits - 250 Diagnostic Machine updates - 1,000	
520.248	Maintenance & Repair - Vehicles	550	Service & repair to service truck	
520.249	Memberships & Subscriptions	500	Various memberships and subscriptions (new equipment manuals)	
520.251	Miscellaneous Contractual	1,000	Parts cleaning solution disposal - 100 Towing - 400 Used tires hauled - 500	
520.268	Rental - Equipment	1,450	Oxygen & acetylene tanks - 800 Emergency equipment - 500 Pagers - 150	
520.277	Training & Continuing Education	1,000	Various seminars and meetings, A.S.E. certification testing. - 500 Diagnostic training, (training on engine diagnostics and alignment equipment) - 400 R 134A A/C Certifications - 100	
530.313	Departmental Supplies	24,600	Steel - 2,200 Pipe fittings - 300 Hand cleaner - 500 Hydraulic hose - 1,000 Degreasers (engine) - 500 Penetration oil - 300 Welding supplies - 900 Nuts & bolts - 2,000 Electrical supplies - 600 Janitorial supplies - 1,000 Oxy/acetylene - 800 Drop lights - 200 Paint, primer, thinner, sandpaper - 600 Chains - 400 Plow bolts - 2,000 Rust inhibitor (salt and auger chains) - 900	

Fund		Department	Division	Account Number
General		Public Works/Parks	Vehicle Maintenance	070.073
Line Item Details (continued)		1999		
Account Number	Account Title	Request	Details	
530.314	Equipment Parts	7,150	Brass fittings - 300 Two high volume circulating fans - 1,000 Shop towels - 1,000 Trash can liners - 200 Floor squeegees - 150 Wheel weights - 250 Alignment shims - 250 Mops - 100 Buckets - 100 Air brake fittings - 500 Hose reels - 400 Sand (for sandblasting) - 500 Chop saw blades - 300 Grinding wheels & wire brushes - 250 Oil Dry - 200 Brooms - 200 Disposable seat covers & floor mats - 500 Air compressor - 2,000 Mini mig welder - 1,000 Bottle gas cage - 1,200 Batteries - 500 Brake shoes & pads - 500 Engine oil - 1,800 Hydraulic oil - 1,000 Lube grease - 800 Transmission fluid - 800 Windshield washer - 300 Antifreeze - 800 Bulbs - 150 Belts & hoses - 500	
530.318	Gasoline & Oil	550	Gas - 500 Oil - 50	
530.342	Tools	4,000	Terminal repair kit - 1,000 Injector cleaner and diagnostic kit - 1,100 Hydraulic hose cutter - 300 Vice - 400 Paint spray guns - 400 Booster cable pack - 300 Leak detector (for detection of engine oil	

Fund		Department	Division	Account Number
General		Public Works/Parks	Vehicle Maintenance	070.073
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
530.343	Uniforms	2,900	leaks, trans fluid and power steering leaks, and engine coolant leaks) - 300 automotive lockout kit - 200 Uniforms - 700 Jackets - 200 Coveralls - 450 Work Shoes - 425 Rain suits - 300 Winter liners - 100 T-Shirts - 275 Sweatshirts - 150 Gloves - 100 Prescription safety glasses - 200	
530.350	Non-capital Computer Equipment	4,000	Computers (2 @ 2000)	
540.440	Machinery & Equipment	30,600	See attached detail	

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Fund	Department	Division	Account Number
General	Public Works/Parks	Parks & Recreation	070.074
Division Summary			
Activity	Remarks		
Parks & Recreation	<p>This division is responsible for the planning, acquisition, development and operation of City parks facilities. It also includes the planning and programming of City recreational and environmental activities and special events.</p> <p>This division also includes the planning, implementation and maintenance of the Highway Beautification Program and Subdivision Beautification Program.</p> <p>This division coordinates programs of the Chesterfield Arts Commission in the promotion of public art.</p> <p>This division provides support for the Citizens Committee for the Environment.</p>		

Fund	Department	Division	Account Number
General	Public Works/Parks	Parks & Recreation	070.074

Division Request	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	115,172	300,295	63,854	135,967	329,120
Contractual Services	60,910	267,542	223,983	256,995	359,325
Commodities	20,632	103,930	57,087	33,420	41,860
Capital Outlay	11,208	203,841	60,620	204,146	183,100
Totals	207,923	875,608	405,545	630,528	913,405

Personnel Schedule	Number of Employees		
Position Title	1997 Actual	1998 Authorized	1999 Requested
Superintendent-Parks, Rec & Arts	1.00	1.00	1.00
Recreation Coordinator	0.00	1.00	1.00
Parks Programmer	0.00	0.00	1.00
Planning Assistant	1.00	1.00	0.00
Maint. Supervisor	0.75	1.00	1.00
Maintenance Workers	0.75	2.00	2.00
Seasonal Part-time (6)	1.80	1.80	1.80
Intern	0.00	0.00	0.60
Administrative Secretary	0.00	1.00	1.00
Totals	5.30	8.80	9.40

Fund		Department	Division			Account Number	
General		Public Works/Parks	Parks & Recreation			070.074	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		53,453	53,095	26,062	46,186	48,323
510.111	Salaries - Regular/Full-Time		32,418	148,165	19,932	55,920	160,425
510.112	Salaries - Part-Time		11,705	26,880	0	0	46,748
510.113	Salaries - Overtime		1,861	3,500	2,307	3,718	3,605
510.120	Social Security		7,504	17,721	3,667	8,096	19,821
510.122	Worker's Compensation		2,190	10,354	7,501	7,501	11,375
510.124	Insurance - Health		1,315	21,059	1,220	5,193	18,528
510.125	Insurance - Life		141	410	116	201	426
510.126	Insurance - Dental		0	1,630	76	196	1,704
510.127	Insurance - Disability		318	926	252	490	1,002
510.130	Pension		4,267	16,555	2,721	8,466	17,163
	Totals		115,172	300,295	63,854	135,967	329,120

Fund		Department	Division			Account Number	
General		Public Works/Parks	Parks & Recreation			070.074	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.210	Advertising		1,304	2,000	0	1,000	2,000
520.221	Data Processing		0	0	0	0	5,000
520.247	Maintenance & Repair - Equipment		0	250	0	250	300
520.248	Maintenance & Repair - Vehicles		495	500	660	660	850
520.249	Memberships & Subscriptions		325	585	199	585	600
520.251	Miscellaneous Contractual		48,036	60,087	149,312	50,000	108,700
520.260	Printing & Binding		1,558	9,000	8,225	9,000	14,500
520.261	Professional Services		564	70,945	5,573	135,000	137,100
520.263	Subdivision Beautification Program		3,000	5,000	2,000	2,500	5,000
520.268	Rental - Equipment		2,860	5,175	90	2,000	5,675
520.275	Taxes		0	0	0	0	5,000
520.276	Telephone			2,000	662	1,000	2,000
520.277	Training & Continuing Education		2,143	3,000	914	3,000	3,100
520.285	Utilities - Electric			45,000	181	45,000	55,000
520.287	Utilities - Water			3,000	3,000	6,500	12,500
520.288	Utilities - Sewer			1,000	0	500	2,000
520.292	Tenth Anniversary-Services		625	60,000	53,167	0	0
	Totals		60,910	267,542	223,983	256,995	359,325



Fund		Department	Division			Account Number
General		Public Works/Parks	Parks & Recreation			070.074
Commodities						
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
530.313	Departmental Supplies	9,212	14,500	9,340	14,500	20,150
530.318	Gasoline & Oil	496	300	383	450	500
530.325	Miscellaneous Supplies	7,701	20,600	6,803	10,000	14,800
530.342	Tools	3,195	1,560	1,076	1,500	1,440
530.343	Uniforms	27	970	191	970	970
530.346	Tenth Anniversary-Supplies	0	60,000	35,460	0	0
530.350	Non-capital Computer Equipment	0	6,000	3,833	6,000	4,000
	Totals	20,632	103,930	57,087	33,420	41,860

Fund		Department	Division			Account Number
General		Public Works/Parks	Parks & Recreation			070.074
Capital Expenditures		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
540.410	Capital Computer Equipment	2,132	0	0	0	0
540.420	Furniture	0	4,000	0	0	0
540.440	Machinery & Equipment	9,077	180,745	60,620	180,745	70,600
540.460	Automobiles & Trucks	0	19,096	0	23,401	38,000
540.480	Improvements Other Than Buildings	0	0	0	0	74,500
	Totals	11,208	203,841	60,620	204,146	183,100



1999 Annual Budget

Fund General	Department Public Works/Parks	Division Parks & Recreation	Account Number 070.074
Capital Outlay Request			
Full Account Number 001-070-074- 540.440			
Description Sports Complex Equipment	No# Requested 1	Unit Cost \$25,000	Total Cost \$25,000
Explain reason for request (describe use and workload) To bring Chesterfield Athletic Complex on line for 1999 sports season.		No# of similar units on hand 0	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Sports Equipment Supplier			
Other remarks			

Fund General	Department Public Works/Parks	Division Parks & Recreation	Account Number 070.074
Capital Outlay Request			
Full Account Number 001-070-074-540.440			
Description Pool Equipment	No# Requested 1	Unit Cost \$25,000	Total Cost \$25,000
Explain reason for request (describe use and workload) Misc. pool equipment for full pool operation. (ex. Automatic sweeper, bleachers, etc.)		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Pool Equipment Supplier			
Other remarks			



1999 Annual Budget

Fund General	Department Public Works/Parks	Division Parks & Recreation	Account Number 070.074
Capital Outlay Request			
Full Account Number 001-070-074- 540.440			
Description Skid Steer w/ Trailer	No# Requested 1	Unit Cost \$20,600	Total Cost \$20,600
Explain reason for request (describe use and workload) Use in parks, beautification and maintenance.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Cost of similar purchase			
Other remarks			

Fund General	Department Public Works/Parks	Division Parks & Recreation	Account Number 070.074
Capital Outlay Request			
Full Account Number 001-070-074-540.460			
Description 1-Ton Truck w/plow	No# Requested 1	Unit Cost \$38,000	Total Cost \$38,000
Explain reason for request (describe use and workload) Transport Parks Maintenance personnel throughout year and to assist with snow removal		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost? Automotive Dealer			
Other remarks			



1999 Annual Budget

Fund	Department	Division	Account Number
General	Public Works/Parks	Parks & Recreation	070.074
Capital Outlay Request			
Full Account Number 001-070-074-540.480			
Description	No# Requested	Unit Cost	Total Cost
Irrigation System for Pool	1	\$27,000	\$27,000
Explain reason for request (describe use and workload) Maintenance of sod areas at pool.		No# of similar units on hand 0	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition
Specify Items to be Replaced			
Item	Make	Age	Recommended Disposition
What source was used for unit cost? Engineers Estimate			
Other remarks			

Fund	Department	Division	Account Number
General	Public Works/Parks	Parks & Recreation	070.074

Capital Outlay Request

Full Account Number

001-070-074- 540.480

Description	No# Requested	Unit Cost	Total Cost
P.A. System	1	\$25,000	\$25,000

Explain reason for request (describe use and workload)

To provide voice sound system within the Central City Park, Pool facility. Will be used for announcements, safety warnings, and at athletic events.

No# of similar units on hand
0

☐ Replacement
☒ Addition

Specify Items to be Replaced

Item	Make	Age	Recommended Disposition

What source was used for unit cost?

Architect's Estimate

Other remarks

Fund General	Department Public Works/Parks	Division Parks & Recreation	Account Number 070.074
Capital Outlay Request			
Full Account Number 001-070-074- 540.480			
Description Skyshooter	No# Requested 1	Unit Cost \$11,500	Total Cost \$11,500
Explain reason for request (describe use and workload) Install recreational pool feature that was removed from the original construction contract.		No# of similar units on hand 0	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition
Specify Items to be Replaced			
<u>Item</u>	<u>Make</u>	<u>Age</u>	<u>Recommended Disposition</u>
What source was used for unit cost?			
Other remarks			

Fund	Department	Division	Account Number
General	Public Works/Parks	Parks & Recreation	070.074

Capital Outlay Request

Full Account Number

001-070-074-540.480

Description	No# Requested	Unit Cost	Total Cost
Funbrellas	1	\$11,000	\$11,000

Explain reason for request (describe use and workload)

Provide additional shade opportunities in the Central City park and to create consistency between the pool facility and the park area as identified in the original park plans.

**No# of similar
units on hand**
0

☐ Replacement
☒ Addition

Specify Items to be Replaced

Item	Make	Age	Recommended Disposition

What source was used for unit cost?
Other remarks

Fund		Department	Division	Account Number
General		Public Works/Parks	Parks & Recreation	070.074
Line Item Details		1999		
Account Number	Account Title	Request	Details	
520.210	Advertising	2,000	Pool, Parks, Recreation, Arts & Special Events advertisements	
520.221	Data Processing	5,000	RecWare program registration software	
520.249	Memberships & Subscriptions	600	Various memberships and subscriptions	
520.251	Miscellaneous Contractual	108,700	Recreation Programs & Events: Entertainment (clowns, mimes, face painters, guest speakers, music, sound system, lighting) - 17,850 Transportation (buses, escorts) - 3,500 Catering - 1,500 Misc. permits to host events - 1,100 Landscape Contract Maintenance - 23,000 Landscape repairs - 5,750 Herbicide, Fertilizer & Water - 5,000 Tub grinding services - 20,000 Fireworks (subject to Finance and Administration Committee approval) - 20,000 City Limit Signs-Maintenance & Landscaping - 2,500 Mobile Phone Service (2)- 1,000 Street Banners (placement only) - 7,500	
520.260	Printing & Binding	14,500	Brochures - 11,000 Reports - 500 Graphic Arts - 1,000 Pool Complex - 500 Athletic Complex - 500 Programs & Events - Invitations, programs, posters, banners - 1,000	
520.261	Professional Services	137,100	Consultants- Forestry, Landscape, Architects, Horticulture - 3,100 Recreation - 5,000 Program Instructors - 2,000 Midwest Pool Management - 127,000	
520.263	Subdivision Beautification Program	5,000	Matching grant program	

Fund		Department	Division	Account Number
General		Public Works/Parks	Parks & Recreation	070.074
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
520.268	Rental - Equipment	5,675	Event rentals (recreation, tents, tables, chairs, restrooms, staging) - 2,800 Parks, Grounds & Construction Rentals (loader, tillers, spray equipment as needed) - 2,500 Pager (3) - 375	
520.275	Taxes	5,000	Levee District Tax	
520.276	Telephone	2,000	Telephone for the Central Park site - 1,000 Telephone for the Athletic Complex - 1,000	
520.277	Training & Continuing Education	3,100	Various seminars and meetings	
520.285	Utilities - Electric	55,000	Electric for the Central Park site - 20,000 Electric for the Athletic Complex - 25,000 Irrigation Pumps - 4,000 1 Baseball/Softball Field - 6,000	
520.287	Utilities - Water	12,500	Pool Complex - 7,500 Athletic Complex - 3,000 Central City Irrigation - 2,000	
520.288	Utilities - Sewer	2,000	Sewer for the Central Park site - 1,000 Sewer for Athletic Complex - 1,000	
530.313	Departmental Supplies	20,150	Banners - 5,000 Seed, straw, fertilizer - 1,750 Rock & sand - 1,000 Concrete & Pre-mix - 1,200 Lumber - 1,000 Signs & Posts - 2,000 Park & Pool supplies - 2,000 Stakes - 100 Plant material - 2,500 Paint & stains - 600 Trash receptacles - 500 Volleyball Court materials & supplies - 2,500	
530.325	Miscellaneous Supplies	14,800	Recreation & Special Events Supplies: Program incentives (Shirts, prizes, balloons) - 6,500	

Fund		Department	Division	Account Number
General		Public Works/Parks	Parks & Recreation	070.074
Line Item Details (continued)			1999	
Account Number	Account Title	Request	Details	
530.342	Tools	1,440	Refreshments - 1,800 Event tickets (Cardinals, Sting) - 1,600 Sports equipment, fish, props - 1,000 Banners, paper supplies - 1,000 Program supplies (Tickets, name tags, decorations, plants) - 900 I.D. System Ribbon and Cards - 2,000 Spreader(1) - 200 Backpack Spreader (1) - 100 Round Point Shovels (2) - 100 Square Point Shovels (2) - 100 Nursery Spade (2) - 100 Pick (1) - 100 Rakes (2) - 60 Brooms (2) - 50 Power Edger (1) - 330 Hand Tool Replacement (1) - 300	
530.343	Uniforms	970	Coveralls - 150 Sweatshirts - 50 T-shirts & Collar Shirts - 300 Safety Glasses - 100 Prescription Glasses - 70 Gloves - 100 Safety Equipment - 200	
530.350	Non-capital Computer Equipment	4,000	Computers (2 @ 2000)	
540.440	Machinery & Equipment	70,600	See attached detail	
540.460	Automobiles & Trucks	38,000	See attached detail	
540.480	Improvements Other Than Buildings	74,500	See attached detail	

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1999 Annual Budget

Fund	Department	Division	Account Number
General	Public Works/Parks	Street Lighting	070.075

Division Summary

Activity	Remarks
Street Lighting	Charges for street lights which were installed at specific locations for safety purposes.

Fund	Department	Division			Account Number	
General	Public Works/Parks	Street Lighting			070.075	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		5,202	5,000	497	1,200	5,000
TOTAL		5,202	5,000	497	1,200	5,000

Fund		Department	Division			Account Number	
General		Public Works/Parks	Street Lighting			070.075	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.274	Street Lighting		5,202	5,000	497	1,200	5,000
	Totals		5,202	5,000	497	1,200	5,000

Fund		Department	Division	Account Number
General		Public Works/Parks	Street Lighting	070.075
Line Item Details			1999 Request	Details
Account Number	Account Title			
520.274	Street Lighting		5,000	Monthly charges for street lights - 1,500 New installations - 3,500

Fund	Department	Division	Account Number
General	Contingency/Transfers	Contingency	090.091
Division Summary			
Activity		Remarks	
Contingency		The Contingency Account provides for unanticipated expenditure needs and revenue shortfalls.	

Fund	Department	Division			Account Number	
General	Contingency/Transfers	Contingency			090.091	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Transfers		0	248,460	0	0	248,126
TOTAL		0	248,460	0	0	248,126



Fund	Department	Division	Account Number
General	Contingency/Transfers	Contingency	090.091
Line Item Details		1999 Request	Details
Account Number	Account Title		
550.511	Contingency	248,126	Allowance for revenue shortfalls and unforeseen expenditures

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Combined Statement of Budgeted Revenues and Expenditures - Parks Construction Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	8,872,145	3,072,990	629,916
REVENUES			
Other Revenues	268,213	110,000	60,000
EXPENDITURES			
Public Works/Parks	7,637,087	4,128,681	689,916
TRANSFERS TO / FROM OTHER FUNDS	1,569,719	1,575,607	0
FUND BALANCE, DECEMBER 31	3,072,990	629,916	0



PARKS CONSTRUCTION FUND REVENUE ASSUMPTIONS

Other Revenues

Major park improvements have been funded with an \$11 million general obligation bond issue approved by the voters in November 1994 and issued in 1995. Operating transfers from the General Fund have also funded major park improvements since that time.

Historically, the only revenues available to the Parks Construction Fund have been interest earnings, as shown below. Revenues peaked with the sale of bonds in 1995 and have, correspondingly, decreased with the expenditure of these proceeds.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					548,749	584,677	268,213	80,000	-
% Increase						6.5%	-54.1%	-70.2%	n/a

The only other source of revenues in the Parks Construction Fund in 1999 is a payment from the Chesterfield Athletic Association (CCA) in consideration for the City of Chesterfield bringing sanitary sewers to the City's athletic complex that the CCA will manage. This fee is anticipated to be \$60,000.

Revenue Budget - Parks Construction Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	268,213	80,000	0
495.000 Miscellaneous	0	30,000	60,000
Total Other Revenues	268,213	110,000	60,000
Totals	268,213	110,000	60,000

Fund	Department	Division				Account Number
Parks Construction	Public Works/Parks	Parks/Beautification				070.074
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		416,356	31,750	7,001	38,750	0
Capital Outlay		7,220,731	3,516,261	2,474,048	4,089,931	689,916
TOTAL		7,637,087	3,548,011	2,481,049	4,128,681	689,916



Fund		Department		Division		Account Number		
Parks Construction		Public Works/Parks		Parks/Beautification		070.074		
Contractual Services				1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title							
520.261	Professional Services			416,356	31,750	7,001	38,750	0
	Totals			416,356	31,750	7,001	38,750	0

Fund		Department	Division			Account Number
Parks Construction		Public Works/Parks	Parks/Beautification			070.074
Capital Expenditures						
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
540.405	Buildings	0	200,000	0	200,000	0
540.475	Land	5,762,166		45	45	0
540.480	Improvements Other Than Buildings	1,458,565	3,316,261	2,474,003	3,889,886	689,916
	Totals	7,220,731	3,516,261	2,474,048	4,089,931	689,916



Fund	Department	Division	Account Number
Parks Construction	Public Works/Parks	Parks/Beautification	070.074
<i>Line Item Details</i>		1999 Request	Details
Account Number	Account Title		
540.480	Improvements Other Than Buildings	689,916	Valley Athletic Complex and Central City Park

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Combined Statement of Budgeted Revenues and Expenditures - Wilson Trust Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	387,109	312,842	241,239
REVENUES			
Other Revenues	4,308	15,800	5,000
EXPENDITURES			
Public Works/Parks	78,575	87,403	246,239
TRANSFERS TO / FROM OTHER FUNDS	0	0	0
FUND BALANCE, DECEMBER 31	312,842	241,239	0

WILSON TRUST FUND REVENUE ASSUMPTIONS

Other Revenues

The Wilson Trust Fund was originally established as an expendable trust fund for the improvement of Wilson Road in 1988. In 1997, the City made an operating transfer of \$346,331 from the General Fund for additional improvements.

The only source of revenue in the Wilson Trust Fund has been interest earnings. Interest on investments is estimated at 4% of fund reserves, estimating that the balance will be spent July 1, 1999. Interest earnings peaked in 1998 with an operating transfer from the General Fund late in 1997.

Historical earnings are as shown below:

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount	3,203	1,426	943	902	926	1,245	4,308	15,800	5,000
% Increase		-55.5%	-33.9%	-4.4%	2.7%	34.5%	246.0%	266.8%	-68.4%

Revenue Budget - Wilson Trust Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	4,308	15,800	5,000
Total Other Revenues	4,308	15,800	5,000
Totals	4,308	15,800	5,000

Fund	Department	Division				Account Number
Wilson Trust	Public Works/Parks	Street/Sewer Maintenance				070.072
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		0	87,403	0	87,403	0
Capital Outlay		78,575	229,207	0	0	246,239
TOTAL		78,575	316,610	0	87,403	246,239



1999 Annual Budget

Fund	Department	Division			Account Number	
Wilson Trust	Public Works/Parks	Street/Sewer Maintenance			070.072	
Contractual Services		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
520.299	Refund of Grant Proceeds	0	87,403	0	87,403	0
	Totals	0	87,403	0	87,403	0

Fund		Department	Division			Account Number	
Wilson Trust		Public Works/Parks	Street/Sewer Maintenance			070.072	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.490	Street Improvements		78,575	229,207	0	0	246,239
	Totals		78,575	229,207	0	0	246,239



Fund	Department	Division	Account Number
Wilson Trust	Public Works/Parks	Street/Sewer Maintenance	070.072
<i>Line Item Details</i>		1999	
Account Number	Account Title	Request	Details
540.490	Street Improvements	246,239	Wilson Road improvements - 241,239 Wilson Road Guardrail - 5,000

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Combined Statement of Budgeted Revenues and Expenditures - Capital Projects Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	0	0	0
EXPENDITURES			
Public Works/Parks	800,864	772,404	533,650
TRANSFERS TO / FROM OTHER FUNDS	800,864	772,404	533,650
FUND BALANCE, DECEMBER 31	0	0	0

Fund	Department	Division			Account Number	
Capital Projects	Public Works/Parks	Street/Sewer Maintenance			070.072	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Capital Outlay		800,864	772,404	151,401	772,404	533,650
TOTAL		800,864	772,404	151,401	772,404	533,650



Fund		Department	Division			Account Number	
Capital Projects		Public Works/Parks	Street/Sewer Maintenance			070.072	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.490	Street Improvements		292,891	250,795	28,954	250,795	212,000
540.495	Storm Sewer Improvements		357,447	280,717	112,065	280,717	212,000
540.497	Sidewalk Improvements		99,855	112,537	3,552	112,537	53,000
540.499	Highway Beautification		50,672	128,355	6,830	128,355	56,650
	Totals		800,864	772,404	151,401	772,404	533,650

1/2 of Sales Tax
G/F
1/2 Sales Tax
G/F



Fund	Department	Division	Account Number
Capital Projects	Public Works/Parks	Street/Sewer Maintenance	070.072
<i>Line Item Details</i>		1999	
Account Number	Account Title	Request	Details
540.490	Street Improvements	212,000	Cracksealing - 106,000 Asphalt overlay - 106,000
540.495	Storm Sewer Improvements	212,000	Unspecified Storm Sewer Projects
540.497	Sidewalk Improvements	53,000	Unspecified sidewalk reconstruction projects
540.499	Highway Beautification	56,650	Highway beautification projects

Combined Statement of Budgeted Revenues and Expenditures - CV TIF Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	798,032	1,483,888	1,736,910
REVENUES			
Property Taxes	709,794	825,000	1,108,000
Utility Taxes	70,130	70,000	72,100
Sales Tax	426,643	750,000	775,000
Other Revenues	22,542	72,000	70,000
TOTAL REVENUE	1,229,109	1,717,000	2,025,100
TOTAL AVAILABLE FUNDS	2,027,141	3,200,888	3,762,010
EXPENDITURES			
Public Works/Parks	543,253	1,463,978	862,394
TRANSFERS TO / FROM OTHER FUNDS	0	0	0
FUND BALANCE, DECEMBER 31	1,483,888	1,736,910	2,899,616

CHESTERFIELD VALLEY TIF FUND REVENUE ASSUMPTIONS

A redevelopment area, known as the Chesterfield Valley Tax Increment Financing (TIF) District, was established in 1994 and began receiving revenues based on the growth in incremental revenues in 1995.

Property Tax

The City of Chesterfield levies a \$.13 property tax per \$100 of assessed valuation on all real and personal property within the City. This property tax, plus the growth in property taxes from other taxing jurisdictions, is captured by the Chesterfield Valley TIF Fund. Revenues from property taxes for Fiscal Year 1999 are projected to be \$1,108,000.

The historical revenue trend for property tax is shown below. Property taxes have grown dramatically, along with the assessed valuation of the TIF District. The initial assessed valuation for the Chesterfield Valley TIF District was \$18,501,970. The 1998 assessed valuation is \$28,798,220, reflecting a 55.7% growth in assessed valuation due to major infrastructure improvements in Chesterfield Valley.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					331,232	475,848	709,794	825,000	1,108,000
% Increase						43.7%	49.2%	16.2%	34.3%

Utility Gross Receipts Tax

The City of Chesterfield levies a 5% gross receipts tax on electric, gas, telephone, and water companies within the City. One-half of the utility taxes generated in the redevelopment area is captured by the Chesterfield Valley TIF Fund. Revenues from utility taxes for Fiscal Year 1999 are projected to be \$72,100.

The historical revenue trend for utility tax is shown below. Utility tax revenues are greatly impacted by weather. Utility taxes have grown significantly due to the growth of businesses since the inception of the TIF District as well.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					49,054	51,039	70,130	70,000	72,100
% Increase						4.0%	37.4%	-0.2%	3.0%

Sales Tax

One-half of the sales taxes generated in the redevelopment area is captured by the Chesterfield Valley TIF Fund. Sales tax grew dramatically during the period 1996 to 1998 because of favorable court rulings regarding the various types of sales tax (for example, the county-wide ½ cent sales tax

for transportation) that can be captured by TIF districts. Revenues from sales taxes for Fiscal Year 1999 are projected to be \$775,000.

The historical revenue trend for sales tax is shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					65,048	153,264	426,643	750,000	775,000
% Increase						135.6%	178.4%	75.8%	3.3%

Other Sources

Other revenues include interest on investments. Revenue from this source has increased over the years as the Chesterfield TIF Fund's fund balance has increased. Interest earnings projected for Fiscal Year 1999 are estimated at \$70,000.

The historical trend for interest earnings is as shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount						11,650	22,542	72,000	70,000
% Increase							93.5%	219.4%	-2.8%

Revenue Budget - CV TIF Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Property Taxes:			
405.000 Property Taxes	709,794	825,000	1,108,000
Total Other Revenues	709,794	825,000	1,108,000
Utility Taxes:			
410.100 Utility Taxes - Electric	51,987	52,000	54,000
410.200 Utility Taxes - Gas	5,530	5,500	5,600
410.300 Utility Taxes - Telephone	11,089	11,000	11,000
410.400 Utility Taxes - Water	1,525	1,500	1,500
Total Utility Taxes	70,130	70,000	72,100
Sales Tax:			
420.000 Sales Tax	426,643	750,000	775,000
Total Sales Tax	426,643	750,000	775,000
Other Revenues:			
490.100 Interest on Investments	22,542	72,000	70,000
Total Other Revenues	22,542	72,000	70,000
Totals	1,229,109	1,717,000	2,025,100

Fund	Department	Division			Account Number
CV TIF	Public Works/Parks	Street/Sewer Maintenance			070.072
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Contractual Services	235,236	70,054	25,459	62,706	67,000
Capital Outlay	59,846	1,186,680	0	1,186,680	0
Debt Service	248,171	381,927	143,334	214,592	795,394
TOTAL	543,253	1,638,661	168,792	1,463,978	862,394

Fund		Department	Division			Account Number	
CV TIF		Public Works/Parks	Street/Sewer Maintenance			070.072	
Contractual Services							
Account Number	Account Title	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request	
520.251	Miscellaneous Contractual	150,000	0	850	0	0	
520.261	Professional Services	85,236	70,054	24,609	62,706	67,000	
	Totals	<u>235,236</u>	<u>70,054</u>	<u>25,459</u>	<u>62,706</u>	<u>67,000</u>	



Fund	Department	Division	Account Number			
CV TIF	Public Works/Parks	Street/Sewer Maintenance	070.072			
Capital Expenditures		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
540.495	Storm Sewer Improvements	59,846	1,186,680	0	1,186,680	0
	Totals	59,846	1,186,680	0	1,186,680	0

Fund		Department	Division	Account Number
CV TIF		Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details			1999	
Account Number	Account Title	Request	Details	
520.261	Professional Services	67,000	Lee McKinney - 42,000 Legal - 25,000	
560.100	Principal Payment	150,000	Principal on notes to Monarch/Chesterfield Levee District: Phase I: \$2,600,000 note - 70,000 Phase II: \$2,500,000 note - 75,000 \$900,000 note - 0 Wetlands Mitigation: \$250,000 note - 5,000 \$500,000 note - 0 \$250,000 note - 0 Phase III note - 0	
560.101	Interest Expense	645,394	Interest on notes to Monarch/Chesterfield Levee District: Phase I: \$2,600,000 note - 140,442 Phase II: \$2,500,000 note - 116,142 \$900,000 note - 28,998 Wetlands Mitigation: \$250,000 note - 12,345 \$500,000 note - 11,261 \$250,000 note - 1,850 Phase III note - 334,356	



Combined Statement of Budgeted Revenues and Expenditures - Pub. Works Facility Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	126,405	0	0
REVENUES			
Other Revenues	4,371	0	0
EXPENDITURES			
Public Works/Parks	130,776	0	0
TRANSFERS TO / FROM OTHER FUNDS	0	0	0
FUND BALANCE, DECEMBER 31	0	0	0

Revenue Budget - Pub. Works Facility Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	4,371	0	0
Total Other Revenues	4,371	0	0
Totals	4,371	0	0

Fund	Department	Division			Account Number	
Pub. Works Facility	Public Works/Parks	Street/Sewer Maintenance			070.072	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Capital Outlay		130,776	0	0	0	0
TOTAL		130,776	0	0	0	0

Fund		Department	Division			Account Number	
Pub. Works Facility		Public Works/Parks	Street/Sewer Maintenance			070.072	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.405	Buildings		130,776	0	0	0	0
	Totals		130,776	0	0	0	0

Combined Statement of Budgeted Revenues and Expenditures - R&S Construction Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	0	8,418,874	2,688,806
REVENUES			
Other Revenues	14,348,994	250,000	15,424,000
EXPENDITURES			
Public Works/Parks	5,930,119	5,980,068	7,600,463
TRANSFERS TO / FROM OTHER FUNDS	0	0	0
FUND BALANCE, DECEMBER 31	8,418,874	2,688,806	10,512,343



R&S CONSTRUCTION FUND REVENUE ASSUMPTIONS

Other Sources

Voters approved \$29,355,000 in general obligation bonds in November 1996 and ½ cent capital improvement sales tax for the repayment of the bonds and for street and sidewalk improvements (Propositions R&S). During 1997, the City of Chesterfield issued \$14.23 million in general obligation bonds. In 1999, the City of Chesterfield plans to issue the balance of the bonds authorized under Propositions R&S.

Other than the bond proceeds themselves, interest earnings are the only other source of revenue. The historical trend for interest earnings is as shown below. Interest earnings have varied based on the amount of unspent bond proceeds.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount							592,891	250,000	500,000
% Increase								-57.8%	100.0%

Revenue Budget - R&S Construction Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	592,891	250,000	500,000
498.000 Bond Proceeds	13,756,102	0	14,924,000
Total Other Revenues	14,348,994	250,000	15,424,000
Totals	<u>14,348,994</u>	<u>250,000</u>	<u>15,424,000</u>

Fund	Department	Division	Account Number
R&S Construction	Public Works/Parks	Street/Sewer Maintenance	070.072

<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Personnel Services	82,758	173,411	82,037	165,483	173,863
Contractual Services	134,183	388,983	39,728	149,100	220,350
Commodities	9,922	6,000	2,483	5,100	6,250
Capital Outlay	5,639,815	5,402,459	2,459,587	5,660,385	7,150,000
Capital Outlay	63,442	0	0	0	50,000
Totals	5,930,119	5,970,853	2,583,835	5,980,068	7,600,463

<i>Personnel Schedule</i>		Number of Employees		
Position Title		1997 Actual	1998 Authorized	1999 Requested
Project Manager		1.00	1.00	1.00
Contract Manager		2.00	2.00	2.00
Totals		3.00	3.00	3.00

Fund		Department	Division			Account Number	
R&S Construction		Public Works/Parks	Street/Sewer Maintenance			070.072	
Personnel Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
510.110	Salaries - Supervisory		31,346	52,222	27,308	51,098	51,254
510.111	Salaries - Regular/Full-Time		42,444	85,403	43,902	83,575	86,202
510.120	Social Security		5,536	10,528	5,185	10,303	10,515
510.122	Worker's Compensation		499	5,037	2,010	2,010	4,467
510.124	Insurance - Health		2,424	8,155	2,736	6,023	8,413
510.125	Insurance - Life		185	348	239	364	349
510.126	Insurance - Dental		0	0	265	690	931
510.127	Insurance - Disability		323	633	394	646	660
510.130	Pension		0	11,085	0	10,774	11,072
	Totals		82,758	173,411	82,037	165,483	173,863



Fund		Department	Division			Account Number	
R&S Construction		Public Works/Parks	Street/Sewer Maintenance			070.072	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.210	Advertising			1,000	0	0	0
520.247	Maintenance & Repair - Equipment		79	100	0	100	100
520.251	Miscellaneous Contractual		29,680	10,000	11,353	20,000	15,000
520.260	Printing & Binding		1,044	2,000	1,132	1,500	2,000
520.261	Professional Services		102,067	373,083	26,021	125,000	200,000
520.276	Telephone		1,242	2,500	911	2,000	2,500
520.277	Training & Continuing Education		70	300	312	500	750
	Totals		134,183	388,983	39,728	149,100	220,350



Fund		Department	Division			Account Number	
R&S Construction		Public Works/Parks	Street/Sewer Maintenance			070.072	
Commodities			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
530.313	Departmental Supplies		9,071	5,000	1,961	4,000	5,000
530.342	Tools		48	0	0	100	250
530.343	Uniforms		803	1,000	522	1,000	1,000
	Totals		9,922	6,000	2,483	5,100	6,250

Fund		Department	Division			Account Number	
R&S Construction		Public Works/Parks	Street/Sewer Maintenance			070.072	
Capital Expenditures			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
540.410	Capital Computer Equipment		7,276	0	0	0	0
540.490	Street Improvements		5,586,065	5,298,933	2,457,141	5,606,859	7,000,000
540.497	Sidewalk Improvements		46,474	103,526	2,446	53,526	150,000
	Totals		5,639,815	5,402,459	2,459,587	5,660,385	7,150,000

Fund	Department	Division	Account Number
R&S Construction	Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details		1999	
Account Number	Account Title	Request	Details
520.247	Maintenance & Repair - Equipment	100	repair of office and testing equipment
520.251	Miscellaneous Contractual	15,000	Cellular phones Contractual labor Film developing
520.260	Printing & Binding	2,000	Printing of bid packages and blueprints
520.261	Professional Services	200,000	Engineering and design services for street and sidewalk projects Professional testing services Surveying
520.276	Telephone	2,500	Telephone services for R&S personnel
520.277	Training & Continuing Education	750	Miscellaneous area training and publications
530.313	Departmental Supplies	5,000	Drafting equipment Survey materials Photo supplies Office supplies (calculators, radios, meeting supplies)
530.342	Tools	250	Miscellaneous tools
530.343	Uniforms	1,000	Shirts, Winter gear, Gloves, Safety equipment, Rain Gear, and Boots.
540.490	Street Improvements	7,000,000	Street Reconstruction - 5,155,000 Asphalt overlays - 485,000 Cracksealing - 110,000 Wilson Road - 350,000 River Valley Drive - 900,000
540.497	Sidewalk Improvements	150,000	Unspecified sidewalk reconstruction projects
560.104	Cost of Issuance	50,000	Cost of Issuance on Series 1999

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Combined Statement of Budgeted Revenues and Expenditures - Cap Imp Sales Tax Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	0	1,686,692	2,532,752
REVENUES			
Sales Tax	1,665,240	2,697,000	2,778,000
Other Revenues	21,453	75,000	60,000
TOTAL REVENUE	1,686,692	2,772,000	2,838,000
TOTAL AVAILABLE FUNDS	1,686,692	4,458,692	5,370,752
TRANSFERS TO / FROM OTHER FUNDS	0	-1,925,940	-1,899,106
FUND BALANCE, DECEMBER 31	1,686,692	2,532,752	3,471,646



CAPITAL IMPROVEMENT SALES TAX TRUST FUND REVENUE ASSUMPTIONS

Sales Tax

The City of Chesterfield levies a ½ cent sales tax for capital improvements. Voters approved \$29,355,000 in general obligation bonds in November 1996 and ½ cent capital improvement sales tax for the repayment of the bonds and for street and sidewalk improvements (Propositions R&S). After approval, in April 1997, the City of Chesterfield began receiving sales tax revenues.

Revenues for Fiscal Year 1999 from sales tax are estimated at \$2,778,000 based on an estimated growth rate of 3%.

The historical trend for sales tax is as shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount							1,665,240	2,697,000	2,778,000
% Increase								62.0%	3.0%

Other Revenue

The City of Chesterfield anticipates receipt of interest earnings on the sales tax receipts. Interest earnings is projected at \$60,000 for Fiscal Year 1999 based on the available balance after the payment of debt service on the general obligation bonds for street and sidewalk improvements (Propositions R&S) and an operating transfer to the Capital Projects Fund to pay for street and sidewalk improvements.

The historical trend for interest earnings is as shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount							21,453	75,000	60,000
% Increase								249.6%	-20.0%

Revenue Budget - Cap Imp Sales Tax Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Sales Tax:			
420.000 Sales Tax	1,665,240	2,697,000	2,778,000
Total Sales Tax	1,665,240	2,697,000	2,778,000
Other Revenues:			
490.100 Interest on Investments	21,453	75,000	60,000
Total Other Revenues	21,453	75,000	60,000
Totals	1,686,692	2,772,000	2,838,000



Fund	Department	Division	Account Number
Cap Imp Sales Tax	Contingency/Transfers	Operating Transfers Out	090.099
<i>Line Item Details</i>		1999	
Account Number	Account Title	Request	Details
599.000	Operating Transfers Out	1,899,106	Transfer to Debt Service Fund (R&S) for principal & interest - 1,634,106 Transfer to Capital Projects Fund - 265,000

Combined Statement of Budgeted Revenues and Expenditures - Debt Service-Parks Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	1,134,895	1,376,488	1,025,120
REVENUES			
Property Taxes	1,138,710	1,190,000	1,265,000
Other Revenues	48,336	10,233,500	20,000
TOTAL REVENUE	1,187,046	11,423,500	1,285,000
TOTAL AVAILABLE FUNDS	2,321,941	12,799,988	2,310,120
EXPENDITURES			
Public Works/Parks	945,453	11,774,869	941,810
TRANSFERS TO / FROM OTHER FUNDS	0	0	0
FUND BALANCE, DECEMBER 31	1,376,488	1,025,120	1,368,310

DEBT SERVICE (PARKS) REVENUE ASSUMPTIONS

Property Tax

The City of Chesterfield levies a \$.13 property tax on all real and personal properties in the City of Chesterfield. Voters approved a property tax in 1994 to pay debt service for \$11 million of general obligation bonds for parks. Property tax revenues for Fiscal Year 1999 are anticipated to be \$1,265,000.

The historical trend for property tax is as shown below. Overall, there has been significant growth, resulting from a growing assessed valuation.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					994,325	1,084,788	1,138,710	1,190,000	1,265,000
% Increase						9.1%	5.0%	4.5%	6.3%

Other Revenue

The City of Chesterfield anticipates receipt of interest earnings on the property tax receipts. Interest earnings is projected at \$20,000 for Fiscal Year 1999 based on the available balance after the payment of debt service on the general obligation bonds for parks.

The historical trend for interest earnings is as shown below. Interest earnings have decreased due to the refinancing of the 1995 bonds in 1998 and the use of fund reserves to refinance the bonds.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					10,742	-	48,336	18,500	20,000
% Increase						n/a	n/a	-61.7%	8.1%

Revenue Budget - Debt Service-Parks Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Property Taxes:			
405.000 Property Taxes	1,138,710	1,190,000	1,265,000
Total Other Revenues	1,138,710	1,190,000	1,265,000
Other Revenues:			
490.100 Interest on Investments	48,336	18,500	20,000
498.000 Bond Proceeds	0	10,215,000	0
Total Other Revenues	48,336	10,233,500	20,000
Totals	1,187,046	11,423,500	1,285,000

Fund	Department	Division			Account Number
Debt Service-Parks	Public Works/Parks	Parks/Beautification			070.074
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Debt Service	945,453	946,665	1,488,435	1,612,584	941,810
Debt Service	0	0	10,162,285	10,162,285	0
TOTAL	945,453	946,665	11,650,720	11,774,869	941,810

Fund		Department	Division	Account Number
Debt Service-Parks		Public Works/Parks	Parks/Beautification	070.074
<i>Line Item Details</i>			1999	
Account Number	Account Title	Request	Details	
560.100	Principal Payment	440,000	Principal payment Series 1998	
560.101	Interest Expense	501,810	Interest payment Series 1998 - 500,810 Paying Agent Fees - 1,000	

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Combined Statement of Budgeted Revenues and Expenditures - Cert Payment-PWF Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	241	0	275
REVENUES			
Other Revenues	11,027	275	250
EXPENDITURES			
Public Works/Parks	243,304	243,813	249,348
TRANSFERS TO / FROM OTHER FUNDS	232,035	243,813	249,348
FUND BALANCE, DECEMBER 31	0	275	525

**CERTIFICATE PAYMENT FUND (PUBLIC WORKS FACILITY)
REVENUE ASSUMPTIONS**

Other Revenues

The City of Chesterfield's Public Works Facility was funded with Certificates of Participation which were issued in August 1995. The Certificate Payment Fund has been used for the repayment of that debt. The only source of revenue has been interest earnings on the capitalized interest from the original bond issue and the small balance remaining in that fund. As such, this source of revenue has been fairly low. The historical earnings are shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount					6,035	20,061	11,027	275	250
% Increase						232.4%	-45.0%	-97.5%	-9.1%

Revenue Budget - Cert Payment-PWF Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	11,027	275	250
Total Other Revenues	11,027	275	250
Totals	<u>11,027</u>	<u>275</u>	<u>250</u>

Fund	Department	Division			Account Number	
Cert Payment-PWF	Public Works/Parks	Street/Sewer Maintenance			070.072	
<i>Division Request</i>		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		261	0	0	0	0
Debt Service		243,043	243,813	73,906	243,813	249,348
TOTAL		243,304	243,813	73,906	243,813	249,348

Fund	Department	Division	Account Number
Cert Payment-PWF	Public Works/Parks	Street/Sewer Maintenance	070.072
<i>Line Item Details</i>		1999 Request	Details
Account Number	Account Title		
560.100	Principal Payment	105,000	Principal on Certificates of Participation Series 1995
560.101	Interest Expense	144,348	Interest on Certificates of Participation Series 1995 - 143,348 Fees - 1,000

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Combined Statement of Budgeted Revenues and Expenditures - Debt Service - R&S Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	0	113,849	0
REVENUES			
Other Revenues	488,566	528	815,789
EXPENDITURES			
Public Works/Parks	374,716	2,040,317	2,449,895
TRANSFERS TO / FROM OTHER FUNDS	0	1,925,940	1,634,106
FUND BALANCE, DECEMBER 31	113,849	0	0

DEBT SERVICE (R&S) REVENUE ASSUMPTIONS

Other Revenues

Voters approved \$29,355,000 in general obligation bonds in November 1996 and ½ cent capital improvement sales tax for the repayment of the bonds and for street and sidewalk improvements (Propositions R&S). The first phase of the \$29.355 million general obligation bond issue for street and sidewalk improvements was issued in February 1997. The Debt Service Fund-R&S has been used for the repayment of that debt.

The only source of revenue (in addition to the bond proceeds) has been interest earnings on the capitalized interest from the original bond issue and the small balance remaining in that fund. As such, this source of revenue has been fairly low. Because the debt is repaid with the ½ cent capital improvement sales tax, the balance, since the issuance of the bonds (which included capital interest) has been zero. Therefore, there are no interest earnings projected for Fiscal Year 1999.

The historical earnings are shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount							14,668	528	-
% Increase								-96.4%	n/a

Because the City anticipates the sale of the second phase of the general obligation bond issue in 1999, bond proceeds are also reflected as revenue in Fiscal Year 1999, at \$815,789.

Revenue Budget - Debt Service - R&S Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	14,668	528	0
498.000 Bond Proceeds	473,898	0	815,789
Total Other Revenues	488,566	528	815,789
Totals	<u>488,566</u>	<u>528</u>	<u>815,789</u>

Fund	Department	Division			Account Number
Debt Service - R&S	Public Works/Parks	Street/Sewer Maintenance			070.072
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Debt Service	374,716	2,040,032	1,703,314	2,040,317	2,449,895
TOTAL	374,716	2,040,032	1,703,314	2,040,317	2,449,895



Fund	Department	Division	Account Number
Debt Service - R&S	Public Works/Parks	Street/Sewer Maintenance	070.072
Line Item Details		1999	
Account Number	Account Title	Request	Details
560.100	Principal Payment	1,405,000	Principal payment on Series 1997
560.101	Interest Expense	1,044,895	Interest payment: Series 1997 - 621,953 Series 1999 - 420,942 Paying Agent fees: Series 1997 - 1,000 Series 1999 - 1,000

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Combined Statement of Budgeted Revenues and Expenditures - Cert Payment-CH Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	0	0	0
EXPENDITURES			
Finance/Administration	0	0	256,241
TRANSFERS TO / FROM OTHER FUNDS	0	0	256,241
FUND BALANCE, DECEMBER 31	0	0	0

Fund	Department	Division			Account Number
Cert Payment-CH	Finance/Administration	Administration			030.036
<i>Division Request</i>	1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure					
Debt Service	0	0	0	0	256,241
TOTAL	0	0	0	0	256,241

Fund	Department	Division	Account Number
Cert Payment-CH	Finance/Administration	Administration	030.036
Line Item Details		1999	
Account Number	Account Title	Request	Details
560.101	Interest Expense	256,241	Interest on Certificates of Participation Series 1999 - 255,241 Fees - 1,000

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Combined Statement of Budgeted Revenues and Expenditures - Levee/Drainage Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
FUND BALANCE, JANUARY 1	3,163,435	285,445	0
REVENUES			
Other Revenues	55,351	15,000	0
EXPENDITURES			
Public Works/Parks	3,147,622	170,272	0
TRANSFERS TO / FROM OTHER FUNDS	214,282	-130,173	0
FUND BALANCE, DECEMBER 31	285,445	0	0



LEVEE/DRAINAGE FUND REVENUE ASSUMPTIONS

Other Revenues

The City of Chesterfield funded various levee and drainage improvements in Chesterfield Valley after the flood in 1993 with an operating transfer out of the General Fund. The only other source of revenue for this fund has been interest earnings. Because the money set aside for this purpose has been depleted, there are no interest earnings projected for Fiscal Year 1999.

The historical earnings are shown below.

Year	1991	1992	1993	1994	1995	1996	1997	1998	1999
Amount						23,910	55,351	15,000	-
% Increase							131.5%	-72.9%	n/a



Revenue Budget - Levee/Drainage Fund	1997 ACTUAL	1998 PROJECTED	1999 BUDGET
Other Revenues:			
490.100 Interest on Investments	55,351	15,000	0
Total Other Revenues	55,351	15,000	0
Totals	<u>55,351</u>	<u>15,000</u>	<u>0</u>

Fund	Department	Division			Account Number	
Levee/Drainage	Public Works/Parks	Street/Sewer Maintenance			070.072	
Division Request		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Type of Expenditure						
Contractual Services		150,000	139,248	2,846	139,248	0
Commodities		0	10,000	0	10,000	0
Capital Outlay		2,997,622	21,024	0	21,024	0
TOTAL		3,147,622	170,272	2,846	170,272	0

Fund		Department	Division			Account Number	
Levee/Drainage		Public Works/Parks	Street/Sewer Maintenance			070.072	
Contractual Services			1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title						
520.251	Miscellaneous Contractual		150,000	3,014	0	3,014	0
520.261	Professional Services		0	127,234	0	127,234	0
520.285	Utilities - Electric		0	9,000	2,846	9,000	0
	Totals		150,000	139,248	2,846	139,248	0



Fund	Department	Division	Account Number			
Levee/Drainage	Public Works/Parks	Street/Sewer Maintenance	070.072			
Commodities		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
530.313	Departmental Supplies	0	10,000	0	10,000	0
	Totals	0	10,000	0	10,000	0



Fund	Department	Division	Account Number			
Levee/Drainage	Public Works/Parks	Street/Sewer Maintenance	070.072			
Capital Expenditures		1997 Actual	1998 Amended Budget	1998 Year to Date	1998 Projected	1999 Request
Account Number	Account Title					
540.498	Special Projects - EDA	2,997,622	21,024	0	21,024	0
	Totals	2,997,622	21,024	0	21,024	0

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MISCELLANEOUS STATISTICAL AND DEMOGRAPHIC DATA

Date of Incorporation as a third class city.....June 1, 1988

Form of government.....Mayor/Council/City Administrator

Area.....32 square miles

Miles of streets maintained by City.....150

Miles of sidewalks maintained by City.....100

Police protection:

Number of full-time employees.....87

Commissioned officers.....78

Other full-time employees.....9

Police Station.....1

Total employees, full-time.....172

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 serving the City of Chesterfield are the Daniel Boone and the Thornhill branches of the St. Louis County Library System.

Population:

1988	28,436
1990	37,990
1994	42,325

Income:

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

The principal taxpayers :

Monsanto Company
 JG St. Louis West Limited Liability Co. Gal.
 Union Electric Company
 St. Luke's Episcopal Presbyterian Hospital
 Caplaco Inc.
 Dierberg
 May Department Stores
 Wild Horse JT Venture
 Dillard Department Stores
 Corporate Plaza Management

Major employers within the City of Chesterfield:

<u>Company</u>	<u>Type of Business</u>
Monsanto Company	Research Company
Mark Andy Inc.	Printing Press Manufacturer
WorldCom Network Services, Inc.	Private Line Telecommunications Service
Mohela	Student Loan Services
McBride & Son Management Co.	Homebuilder/Developer/Contractor
Cooper Automotive	Administrative Offices
Doubletree Hotel	Hotel
Jet Corp	Aircraft Charter & Maintenance
Mallinckrodt Specialty Chemicals	Administrative Office
Famous Barr	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
1994	614,067,940	121,996,684	14,806,703	750,871,327
1995	655,300,640	141,510,637	14,635,156	811,446,433
1996	676,795,720	160,550,273	16,131,252	853,477,245
1997	737,719,530	171,773,003	14,471,771	923,964,304
1998	761,919,280	181,319,540	14,492,392	957,731,212

Legal Debt Margin: \$95,773,121

BONDED DEBT SCHEDULE

The City of Chesterfield, Missouri's general long-term debt includes general obligation bonds, Certificates of Participation, and Notes Payable. This overview describes each type of debt, provides a picture of the City's indebtedness, and discusses policies for new debt. The total debt to maturity outstanding as of December 31, 1998 is as shown below:

Date	General Obligation Bonds		COPS-PW Facility		Levee District Note		Totals
	Principal	Interest	Principal	Interest	Principal	Interest	
1999	1,845,000.00	1,122,763.13	105,000.00	143,347.50	70,000.00	140,441.24	3,426,551.87
2000	795,000.00	1,033,853.75	105,000.00	138,412.50	75,000.00	136,141.99	2,283,408.24
2001	840,000.00	986,802.50	115,000.00	133,477.50	85,000.00	131,397.99	2,291,677.99
2002	900,000.00	941,228.75	120,000.00	128,072.50	90,000.00	126,209.24	2,305,510.49
2003	950,000.00	899,247.50	125,000.00	122,432.50	95,000.00	120,723.99	2,312,403.99
2004	1,010,000.00	856,242.50	130,000.00	116,432.50	100,000.00	114,942.24	2,327,617.24
2005	1,050,000.00	810,147.50	135,000.00	110,062.50	110,000.00	108,715.73	2,323,925.73
2006	1,100,000.00	761,100.00	145,000.00	103,312.50	115,000.00	102,044.48	2,326,456.98
2007	1,155,000.00	708,810.00	150,000.00	95,845.00	125,000.00	94,928.48	2,329,583.48
2008	1,210,000.00	653,387.50	160,000.00	87,895.00	135,000.00	87,219.48	2,333,501.98
2009	1,270,000.00	594,330.00	165,000.00	79,255.00	145,000.00	78,917.48	2,332,502.48
2010	1,340,000.00	530,711.25	175,000.00	70,180.00	150,000.00	70,170.73	2,336,061.98
2011	1,405,000.00	462,782.50	185,000.00	60,380.00	165,000.00	60,830.98	2,338,993.48
2012	1,480,000.00	390,480.00	195,000.00	49,835.00	175,000.00	50,749.98	2,341,064.98
2013	1,555,000.00	313,273.75	205,000.00	38,525.00	185,000.00	40,075.98	2,336,874.73
2014	1,640,000.00	231,207.50	220,000.00	26,737.50	200,000.00	28,660.73	2,346,605.73
2015	1,725,000.00	144,577.50	245,000.00	14,087.50	215,000.00	16,355.98	2,360,020.98
2016	905,000.00	75,735.00	-	-	168,317.60	4,990.62	1,154,043.22
2017	950,000.00	25,650.00	-	-	-	-	975,650.00
	23,125,000.00	11,542,330.63	2,680,000.00	1,518,290.00	2,403,317.60	1,513,517.33	42,782,455.55

General Obligation Bonds

Definition - General obligation bonds are backed by the full faith and credit of a jurisdiction. General obligation bonds are payable from ad valorem property taxes and other general revenues.

Debt Limitations - 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.

Existing Debt - The City's outstanding general obligation debt as of December 31, 1998 was \$10,215,000 for parks bonds dated May 19, 1998 and \$12,910,000 for street and sidewalk improvement bonds dated February 15, 1997, for a total of \$23,125,000. The debt service schedules are shown below.

Debt Burden - Chesterfield's outstanding general obligation debt is well within statutory limits. Based on the City's 1998 assessed valuation of \$957,731,212 the City's legal debt

margin is \$95,773,121. The City reviews each potential issue of debt either in house or through an independent financial advisor on a case-by-case basis.

CITY OF CHESTERFIELD, ST. LOUIS COUNTY, MISSOURI
General Obligation Bonds, Series 1998 (Parks)
DEBT SERVICE SCHEDULE

<u>Date</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Period Total</u>	<u>Fiscal Total</u>
8/15/1998			123,474.50	123,474.50	123,474.50
2/15/1999	440,000.00	7.300000	258,435.00	698,435.00	
8/15/1999			242,375.00	242,375.00	940,810.00
2/15/2000	400,000.00	7.300000	242,375.00	642,375.00	
8/15/2000			227,775.00	227,775.00	870,150.00
2/15/2001	420,000.00	7.300000	227,775.00	647,775.00	
8/15/2001			212,445.00	212,445.00	860,220.00
2/15/2002	450,000.00	5.125000	212,445.00	662,445.00	
8/15/2002			200,913.75	200,913.75	863,358.75
2/15/2003	475,000.00	4.300000	200,913.75	675,913.75	
8/15/2003			190,701.25	190,701.25	866,615.00
2/15/2004	510,000.00	4.350000	190,701.25	700,701.25	
8/15/2004			179,608.75	179,608.75	880,310.00
2/15/2005	530,000.00	4.450000	179,608.75	709,608.75	
8/15/2005			167,816.25	167,816.25	877,425.00
2/15/2006	555,000.00	4.500000	167,816.25	722,816.25	
8/15/2006			155,328.75	155,328.75	878,145.00
2/15/2007	580,000.00	4.550000	155,328.75	735,328.75	
8/15/2007			142,133.75	142,133.75	877,462.50
2/15/2008	610,000.00	4.550000	142,133.75	752,133.75	
8/15/2008			128,256.25	128,256.25	880,390.00
2/15/2009	640,000.00	4.650000	128,256.25	768,256.25	
8/15/2009			113,376.25	113,376.25	881,632.50
2/15/2010	675,000.00	4.750000	113,376.25	788,376.25	
8/15/2010			97,345.00	97,345.00	885,721.25
2/15/2011	710,000.00	4.850000	97,345.00	807,345.00	
8/15/2011			80,127.50	80,127.50	887,472.50
2/15/2012	745,000.00	4.900000	80,127.50	825,127.50	
8/15/2012			61,875.00	61,875.00	887,002.50
2/15/2013	780,000.00	5.000000	61,875.00	841,875.00	
8/15/2013			42,375.00	42,375.00	884,250.00
2/15/2014	825,000.00	5.000000	42,375.00	867,375.00	
8/15/2014			21,750.00	21,750.00	889,125.00
2/15/2015	870,000.00	5.000000	21,750.00	891,750.00	
8/15/2015					891,750.00
	<u>10,215,000.00</u>		<u>4,910,314.50</u>	<u>15,125,314.50</u>	

CITY OF CHESTERFIELD, ST. LOUIS COUNTY, MISSOURI
General Obligation Bonds, Series 1997 (R&S)
DEBT SERVICE SCHEDULE

<u>Date</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Period Total</u>	<u>Fiscal Total</u>
8/13/1997			383,028.13	383,028.13	383,028.13
2/15/1998	1,320,000.00	7.125000	383,028.13	1,703,028.13	
8/15/1998			336,003.13	336,003.13	2,039,031.25
2/15/1999	1,405,000.00	7.125000	336,003.13	1,741,003.13	
8/15/1999			285,950.00	285,950.00	2,026,953.13
2/15/2000	395,000.00	4.150000	285,950.00	680,950.00	
8/15/2000			277,753.75	277,753.75	958,703.75
2/15/2001	420,000.00	4.250000	277,753.75	697,753.75	
8/15/2001			268,828.75	268,828.75	966,582.50
2/15/2002	450,000.00	4.350000	268,828.75	718,828.75	
8/15/2002			259,041.25	259,041.25	977,870.00
2/15/2003	475,000.00	4.400000	259,041.25	734,041.25	
8/15/2003			248,591.25	248,591.25	982,632.50
2/15/2004	500,000.00	4.500000	248,591.25	748,591.25	
8/15/2004			237,341.25	237,341.25	985,932.50
2/15/2005	520,000.00	4.600000	237,341.25	757,341.25	
8/15/2005			225,381.25	225,381.25	982,722.50
2/15/2006	545,000.00	4.700000	225,381.25	770,381.25	
8/15/2006			212,573.75	212,573.75	982,955.00
2/15/2007	575,000.00	4.800000	212,573.75	787,573.75	
8/15/2007			198,773.75	198,773.75	986,347.50
2/15/2008	600,000.00	4.850000	198,773.75	798,773.75	
8/15/2008			184,223.75	184,223.75	982,997.50
2/15/2009	630,000.00	5.000000	184,223.75	814,223.75	
8/15/2009			168,473.75	168,473.75	982,697.50
2/15/2010	665,000.00	5.100000	168,473.75	833,473.75	
8/15/2010			151,516.25	151,516.25	984,990.00
2/15/2011	695,000.00	5.100000	151,516.25	846,516.25	
8/15/2011			133,793.75	133,793.75	980,310.00
2/15/2012	735,000.00	5.200000	133,793.75	868,793.75	
8/15/2012			114,683.75	114,683.75	983,477.50
2/15/2013	775,000.00	5.250000	114,683.75	889,683.75	
8/15/2013			94,340.00	94,340.00	984,023.75
2/15/2014	815,000.00	5.300000	94,340.00	909,340.00	
8/15/2014			72,742.50	72,742.50	982,082.50
2/15/2015	855,000.00	5.300000	72,742.50	927,742.50	
8/15/2015			50,085.00	50,085.00	977,827.50
2/15/2016	905,000.00	5.400000	50,085.00	955,085.00	
8/15/2016			25,650.00	25,650.00	980,735.00
2/15/2017	950,000.00	5.400000	25,650.00	975,650.00	
8/15/2017					975,650.00
	<hr/> 14,230,000.00		<hr/> 7,857,550.00	<hr/> 22,087,550.00	

Certificates of Participation

Definition - Certificates of Participation are securities which represent a share of an issuer's lease payment. When a municipality finances a public facility through a lease-purchase

transaction, the interest in that government's lease payment often is assigned to a third party that issues Certificates of Participation. The Certificates represent a share of the lease payment received by the investor.

Debt Limitations - There are no statutory limits on Certificates of Participation. These obligations are not considered debt under State law and are subject to annual appropriations by the Mayor and City Council.

Existing Debt - The City began a Master Lease Program funded through the sale of Certificates of Participation for the construction of a Public Works Facility. On August 1, 1995, the City issued \$2,950,000 in Certificates of Participation. The City's outstanding debt as of December 31, 1998 was \$2,680,000 for Certificates of Participation dated August 1, 1995. The debt service schedule is shown below.

Debt Burden - As noted above, there is no statutory limitations for Certificates of Participation. As is the case with general obligation bonds, the City reviews each potential issue of debt either in house or through an independent financial advisor on a case-by-case basis.

CITY OF CHESTERFIELD, ST. LOUIS COUNTY, MISSOURI
Certificates of Participation, Series 1995 (PW Facility)
DEBT SERVICE SCHEDULE

<u>Date</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Period Total</u>	<u>Fiscal Total</u>
2/15/1996			84,086.88	84,086.88	
8/15/1996	85,000.00	4.700000	78,018.75	163,018.75	247,105.63
2/15/1997			76,021.25	76,021.25	
8/15/1997	90,000.00	4.700000	76,021.25	166,021.25	242,042.50
2/15/1998			73,906.25	73,906.25	
8/15/1998	95,000.00	4.700000	73,906.25	168,906.25	242,812.50
2/15/1999			71,673.75	71,673.75	
8/15/1999	105,000.00	4.700000	71,673.75	176,673.75	248,347.50
2/15/2000			69,206.25	69,206.25	
8/15/2000	105,000.00	4.700000	69,206.25	174,206.25	243,412.50
2/15/2001			66,738.75	66,738.75	
8/15/2001	115,000.00	4.700000	66,738.75	181,738.75	248,477.50
2/15/2002			64,036.25	64,036.25	
8/15/2002	120,000.00	4.700000	64,036.25	184,036.25	248,072.50
2/15/2003			61,216.25	61,216.25	
8/15/2003	125,000.00	4.800000	61,216.25	186,216.25	247,432.50
2/15/2004			58,216.25	58,216.25	
8/15/2004	130,000.00	4.900000	58,216.25	188,216.25	246,432.50
2/15/2005			55,031.25	55,031.25	
8/15/2005	135,000.00	5.000000	55,031.25	190,031.25	245,062.50
2/15/2006			51,656.25	51,656.25	
8/15/2006	145,000.00	5.150000	51,656.25	196,656.25	248,312.50
2/15/2007			47,922.50	47,922.50	
8/15/2007	150,000.00	5.300000	47,922.50	197,922.50	245,845.00
2/15/2008			43,947.50	43,947.50	
8/15/2008	160,000.00	5.400000	43,947.50	203,947.50	247,895.00

2/15/2009			39,627.50	39,627.50	
8/15/2009	165,000.00	5.500000	39,627.50	204,627.50	244,255.00
2/15/2010			35,090.00	35,090.00	
8/15/2010	175,000.00	5.600000	35,090.00	210,090.00	245,180.00
2/15/2011			30,190.00	30,190.00	
8/15/2011	185,000.00	5.700000	30,190.00	215,190.00	245,380.00
2/15/2012			24,917.50	24,917.50	
8/15/2012	195,000.00	5.800000	24,917.50	219,917.50	244,835.00
2/15/2013			19,262.50	19,262.50	
8/15/2013	205,000.00	5.750000	19,262.50	224,262.50	243,525.00
2/15/2014			13,368.75	13,368.75	
8/15/2014	220,000.00	5.750000	13,368.75	233,368.75	246,737.50
2/15/2015			7,043.75	7,043.75	
8/15/2015	245,000.00	5.750000	7,043.75	252,043.75	259,087.50
	<u>2,950,000.00</u>		<u>1,980,250.63</u>	<u>4,930,250.63</u>	

Notes Payable

Definition – In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Debt Limitations - There are no statutory limits on notes payable. These obligations are not considered debt under State law and are subject to annual appropriations by the Mayor and City Council.

Existing Debt - The City's outstanding notes payable as of December 31, 1998 was \$2,403,318 for the installations of pumps in Chesterfield Valley dated October 24, 1996, payable to the Monarch-Chesterfield Levee District. The debt service schedule is shown below.

Debt Burden - As noted above, there is no statutory limitations for notes payable. As is the case with general obligation bonds or certificates of participation, the City reviews each potential issue of debt either in house or through an independent financial advisor on a case-by-case basis.

CITY OF CHESTERFIELD, ST. LOUIS COUNTY, MISSOURI Levee District TIF Note, Series 1996 - 1 DEBT SERVICE SCHEDULE

<u>Date</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Period Total</u>	<u>Fiscal Total</u>
2/15/1997	126,682.40	5.930000	48,154.85	174,837.25	
8/15/1997			73,333.87	73,333.87	248,171.12
2/15/1998	70,000.00	5.930000	73,333.87	143,333.87	
8/15/1998			71,258.37	71,258.37	214,592.24
2/15/1999	70,000.00	5.930000	71,258.37	141,258.37	
8/15/1999			69,182.87	69,182.87	210,441.24
2/15/2000	75,000.00	5.930000	69,182.87	144,182.87	
8/15/2000			66,959.12	66,959.12	211,141.99
2/15/2001	85,000.00	5.930000	66,959.12	151,959.12	

8/15/2001			64,438.87	64,438.87	216,397.99
2/15/2002	90,000.00	5.930000	64,438.87	154,438.87	
8/15/2002			61,770.37	61,770.37	216,209.24
2/15/2003	95,000.00	5.930000	61,770.37	156,770.37	
8/15/2003			58,953.62	58,953.62	215,723.99
2/15/2004	100,000.00	5.930000	58,953.62	158,953.62	
8/15/2004			55,988.62	165,988.62	324,942.24
2/15/2005	110,000.00	5.930000	55,988.62	55,988.62	
8/15/2005			52,727.12	167,727.12	223,715.73
2/15/2006	115,000.00	5.930000	52,727.12	52,727.12	
8/15/2006			49,317.37	49,317.37	102,044.48
2/15/2007	125,000.00	5.930000	49,317.37	174,317.37	
8/15/2007			45,611.12	45,611.12	219,928.48
2/15/2008	135,000.00	5.930000	45,611.12	180,611.12	
8/15/2008			41,608.37	41,608.37	222,219.48
2/15/2009	145,000.00	5.930000	41,608.37	186,608.37	
8/15/2009			37,309.12	37,309.12	223,917.48
2/15/2010	150,000.00	5.930000	37,309.12	187,309.12	
8/15/2010			32,861.62	32,861.62	220,170.73
2/15/2011	165,000.00	5.930000	32,861.62	197,861.62	
8/15/2011			27,969.37	27,969.37	225,830.98
2/15/2012	175,000.00	5.930000	27,969.37	202,969.37	
8/15/2012			22,780.62	22,780.62	225,749.98
2/15/2013	185,000.00	5.930000	22,780.62	207,780.62	
8/15/2013			17,295.37	17,295.37	225,075.98
2/15/2014	200,000.00	5.930000	17,295.37	217,295.37	
8/15/2014			11,365.37	11,365.37	228,660.73
2/15/2015	215,000.00	5.930000	11,365.37	226,365.37	
8/15/2015			4,990.62	4,990.62	231,355.98
2/15/2016	168,317.60	5.930000	4,990.62	173,308.22	
8/15/2016					173,308.22
	2,600,000.00		1,779,598.29	4,379,598.29	

Impact of Capital Equipment and Projects on Budget

Fund/ Department/ Division	Description	Total Cost	Estimated Annual Operating Costs (Including Debt Repayment)						
			Funding Source	Actual Cost Prior Year 1997	Estimated Current Year 1998	Budget Year 1999	Future Years		
							2000	2001	2002
General Fund									
Finance and Administration									
Finance	Laserjet Printer	4,000	G/F	4,000	100	100	100	100	100
Central Services	Laserjet Printer	4,000	G/F	-	-	100	100	100	100
Information Systems	Ethernet Switch	3,000	G/F	2,500	-	-	-	-	-
	Notebook Computer	3,000	G/F	3,000	-	-	-	-	-
	File Server	10,000	G/F	-	-	-	-	-	-
Municipal Court	Cash Register	2,500	G/F	-	-	-	-	-	-
Police	File Server	10,000	G/F	-	-	-	-	-	-
	Vehicles (12)	240,000	G/F	-	-	-	-	-	-
	Camcorders (3)	9,540	G/F	9,000	-	-	-	-	-
	Radios (3)	9,300	G/F	6,200	150	150	150	150	150
	Laptop Computer	3,000	G/F	-	-	-	-	-	-
	Covert Microphone/Transmitter	3,000	G/F	-	-	-	-	-	-
	Mug Shot/Line-Up System	18,000	G/F	-	-	-	-	-	-
	Radars (2)	6,000	G/F	3,000	-	-	-	-	-
Planning & Zoning	Truck	22,600	G/F	-	-	500	500	500	500
Public Works/Parks									
Administration & Engineering	CAD Computers (2)	12,000	G/F	-	-	-	-	-	-
	Records Storage System	5,500	G/F	5,500	-	-	-	-	-
	Vehicles	70,200	G/F	-	-	2,000	2,000	2,000	2,000
	Profilograph	5,500	G/F	-	-	-	-	-	-
	CAD Computer	6,000	G/F	-	-	-	-	-	-



1999 Annual Budget

Impact of Capital Equipment and Projects on Budget

Fund/ Department/ Division	Description	Total Cost	Funding Source	Estimated Annual Operating Costs (Including Debt Repayment)					
				Actual Cost Prior Year 1997	Estimated Current Year 1998	Budget Year 1999	Future Years		
							\$ 2,000	\$ 2,001	\$ 2,002
General Fund Continued									
Public Works Continued									
Street/Sewer Maint.	Air Compressor	14,000	G/F	-	-	-	-	-	-
	Equipment Trailor	4,470	G/F	-	-	-	-	-	-
	Backhoe	72,000	G/F	-	-	-	-	-	-
	Skid Steer	16,063	G/F	-	-	-	-	-	-
	Asphalt Patcher	35,300	G/F	-	-	-	-	-	-
	Brush Chipper	26,400	G/F	-	-	-	-	-	-
	Sweeper Attachment	12,862	G/F	-	-	-	-	-	-
	Front End Mower	32,782	G/F	-	-	-	-	-	-
	2.5 T. Truck	38,900	G/F	84,400	1,000	1,000	1,000	1,000	1,000
	File Server	10,000	G/F	-	-	-	-	-	-
	Electrical Generator	22,000	G/F	-	-	-	-	-	-
	1 T. Truck	76,000	G/F	38,110	1,000	1,000	1,000	1,000	1,000
	Roller Attachment	5,500	G/F	-	-	-	-	-	-
	2.5 T. Truck	143,420	G/F	132,600	2,500	2,500	2,500	2,500	2,500
	Ethernet Switch	2,700	G/F	-	-	-	-	-	-
Vehicle Maintenance	Alignment Machine	20,000	G/F	-	-	500	500	500	500
	A/C Recharger	3,600	G/F	-	-	-	-	-	-
	Air Bumper Jack	3,000	G/F	-	-	-	-	-	-
	Tire Changer	4,000	G/F	-	-	-	-	-	-
Parks & Recreation	PA System	25,000	G/F	-	-	500	500	500	500
	Funbrellas	11,000	G/F	-	-	-	-	-	-
	Skyshooters	11,500	G/F	-	-	-	-	-	-
	Pool Equipment	25,000	G/F	50,000	1,000	1,000	1,000	1,000	1,000

Impact of Capital Equipment and Projects on Budget

Fund/ Department/ Division	Description	Total Cost	Estimated Annual Operating Costs (Including Debt Repayment)						
			Funding Source	Actual Cost Prior Year 1997	Estimated Current Year 1998	Budget Year 1999	Future Years		
							2000	2001	2002
	Sports Complex Equipment	25,000	G/F	25,000	1,000	1,000	1,000	1,000	1,000
	Skid Steer w/trailer	20,600	G/F	-	-	-	-	-	-
	1 T. Truck w/plow	38,000	G/F	-	500	500	500	500	500
	Irrigation System	27,000	G/F	-	1,000	1,000	1,000	1,000	1,000
Total General Fund		1,173,237		365,307	10,248	13,849	13,850	13,851	13,852
Park Construction Fund	Central City Park and Athletic Complex Improvements	689,916	G/F Property Tax	- 945,453	127,000 1,612,584	127,000 941,810	129,540 870,150	132,131 860,220	134,773 863,359
Total Park Construction Fund		689,916		945,453	1,739,584	1,068,810	999,690	992,351	998,132
Wilson Trust Fund	Wilson Road Improvements	246,239	G/F	-	-	-	-	-	-
Total Wilson Trust Fund		246,239		-	-	-	-	-	-
Capital Projects Fund	Street Improvements	212,000	G/F	6,360	6,551	6,747	6,950	7,158	7,373
	Storm Water Improvements	212,000	G/F	6,360	6,551	6,747	6,950	7,158	7,373
	Sidewalk Improvements	53,000	G/F	1,590	1,638	1,687	1,737	1,790	1,843
	Highway Beautification Proj.	56,650	G/F	1,700	1,750	1,803	1,857	1,913	1,970
Total Capital Projects Fund		533,650		16,010	16,490	16,984	17,494	18,019	18,559

Impact of Capital Equipment and Projects on Budget

[illegible]

PRESS RELEASE
FOR IMMEDIATE RELEASE - DECEMBER 1, 1998
BUDGET HIGHLIGHTS

INTRODUCTION

As provided by City ordinances, the City Administrator will submit the proposed budget for Fiscal Year 1999 to City Council at a public hearing scheduled for 6:30 p.m. on Monday, December 7, 1998. This proposed budget reflects extensive input from the City's staff. The Mayor and City Council have reviewed this budget extensively at a special budget workshop on November 2, 1998.

BUDGET SUMMARY

General Fund revenues for 1999 are \$14,207,549; expenditures, including operating transfers out are \$14,601,882. Operating transfers include \$268,650 to the Capital Projects Fund, \$249,348 is transferred to the Certificate Payment Fund for the payment of principal and interest to retire the Certificates of Participation issued to finance the construction of the Public Works Facility, and \$256,241 to the Certificate Payment Fund for the payment of principal and interest to retire the Certificates of Participation planned to be issued during 1999 for the construction of a proposed City Hall.

Revenues

General Fund revenues total \$14,207,549 for Fiscal Year 1999. Revenues from sales tax and utility gross receipts taxes represent 35.5% and 27.7%, respectively, of the City's total revenue. Intergovernmental revenues, including motor fuel taxes, motor vehicle sales taxes, cigarette taxes, road and bridge taxes, and other grant sources represent 22.4% of the City's total revenues. The remaining 14.4% is made up of licenses and permits (5.0%), charges for services (1.1%), parks and recreation fees (1.1%), court receipts (3.3%), interest earnings (3.5%) and other miscellaneous sources (0.4%).

Expenditures

The General Fund budget for Fiscal Year 1999, excluding operating transfers out, reflects total estimated expenditures of \$13,827,643. This number is comprised of operating expenses, capital equipment purchases for the various departments of the City and contingency. Including operating transfers out of \$774,239, expenditures total \$14,601,882.

Total General Fund operating expenses equal \$12,406,280. Capital equipment purchases total \$1,173,237 for the various departments of the City. Contingency totals \$248,126 or 2.0% of operating expenditures.

The City's two largest areas of operation, Police and Public Works/Parks, comprise the majority of all operating expenditures totaling a combined 75.6% of the proposed budget (excluding

transfers out). The Police budget at \$5,477,690, represents 39.6% of the budget and the Public Works/Parks budget, \$4,978,515, represents 36.0% of the budget. In descending order, other expenditures are as follows:

Finance & Administration	\$2,117,831	15.3%
Planning	\$593,264	4.3%
City Clerk/City Administrator	\$340,291	2.5%
Contingency	\$248,126	1.8%
Executive/legislative	\$71,926	0.5%

The true reflection of City Council's commitment to the City's infrastructure can only be obtained by adding capital improvement expenditures from all funds to the General Fund Public Works departmental total, which results in a combined total of \$13,598,320. This is almost 50% of the total budget.

Proposed capital improvement expenditures of \$8,619,805 for Fiscal Year 1999 are significant. The various projects to be funded by this allocation include the following:

Central City Park & Chesterfield Athletic Complex	\$ 689,916
Wilson Road	\$ 246,239
Street and sidewalk improvements (R&S)	\$ 7,150,000
Storm sewer projects	\$ 212,000
Cracksealing	\$ 106,000
Asphalt overlays	\$ 106,000
Highway beautification projects	\$ 56,650
Sidewalk projects	\$ 53,000

To summarize the total budget for all funds, personnel costs represent 31.0%; contractual, 12.2%; commodities, 3.3%; capital equipment purchases, 4.3%; capital improvement projects, 31.2%; debt service, 17.1%; and contingency, 0.9%.

Fund Balance

Total General Fund reserves are expected to equal \$6,948,824 by December 31, 1999. This more than meets the City Council goal of total fund reserves of at least 40% of operating expenditures. Of the total proposed General Fund expenditures for Fiscal Year 1999 (\$13,827,643), only \$12,406,280 is for operating expenditures. Forty percent of operating expenditures equates to a target fund balance of \$4,962,512.

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 its 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 Director of Finance and Administration Jan Hawn at 537-4000.



RECORD OF PROCEEDING

PUBLIC HEARING OF THE CITY COUNCIL
OF THE CITY OF CHESTERFIELD
AT 16052 SWINGLEY RIDGE ROAD
DECEMBER 7, 1998

The meeting was called to order at 6:45 P.M.

A roll call was taken with the following results:

PRESENT

ABSENT

Mayor Nancy Greenwood
Councilmember Barry Flachsbart
Councilmember Allan Sheppard
Councilmember Barry Streeter
Councilmember Larry Grosser
Councilmember Dan Hurt
Councilmember Mike Casey
Councilmember Linda Tilley
Councilmember Mary Brown

None

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, 1999. According to Mr. Herring, the budget, as submitted, is a product of extensive input from the Department Heads and City Clerk. The entire budget document has also been submitted to the Council as a whole for review and input, prior to this 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 FY1999 Budget with details given concerning revenue and expenditures.

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

COMMUNICATIONS AND PETITIONS

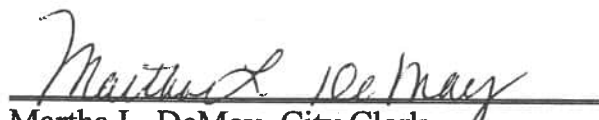
There were no comments, questions or suggestions regarding the proposed budget.

ADJOURNMENT

A motion was made by Councilmember Grosser, seconded by Councilmember Streeter, that the meeting be adjourned. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. The meeting was adjourned at 6:58 P.M.


Mayor Nancy Greenwood

ATTEST:


Martha L. DeMay, City Clerk

RESOLUTION # 245

**A RESOLUTION ADOPTING THE BUDGET FOR THE CITY OF CHESTERFIELD
FOR THE YEAR BEGINNING ON JANUARY 1, 1999 AND ENDING ON
DECEMBER 31, 1999.**

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

WHEREAS, the City of Chesterfield, by ordinance, has directed the City Administrator to prepare a proposed budget; and

WHEREAS, the City has held a public hearing with regard to the adoption of the budget for the year beginning January 1, 1999 and ending December 31, 1999,

NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF CHESTERFIELD adopts the attached budget as its budget for the fiscal year beginning January 1, 1999 and ending December 31, 1999.

Passed and adopted this 7th day of December 1998.


Mayor

ATTEST:


City Clerk

Combined Statement of Budgeted Revenues and Expenditures - All Funds

(\$ in Thousands)

	GENERAL	PARKS	WILSON	CHESTERFIELD	CAPITAL	DEBT	CERT.	DEBT	CERT.	
	FUND	CONSTRUCTION	TRUST	PROJECTS	IMPROVEMENT	SERVICE	PAYMENT	SERVICE	PAYMENT	
	FUND	FUND	FUND	FUND	FUND	(PARKS)	FUND	(R&S)	FUND	
				TIF	SALES TAX		(PWF)		(CITY HALL)	TOTAL
REVENUES:										
Property Taxes				1,108			1,265			2,373
Utility Taxes	3,936			72						4,008
Sales & Use Tax	5,045			775		2,778				8,598
Intergov. Revenues	3,181									3,181
Licenses & Permits	703									703
Charges for Services	159									159
Parks & Recreation	160									160
Court Receipts	465									465
Bond Proceeds					14,924			816		15,740
Other Revenues	560	60	5	70	500	60	20	0		1,275
TOTAL REVENUES	14,208	60	5	0	2,025	15,424	2,838	1,285	0	36,661
EXPENDITURES:										
Executive/Legislative	72									72
City Clerk/CSC	181									181
Finance & Administration	2,118								256	2,374
Police	5,478									5,478
City Administrator	159									159
Planning & Zoning	593									593
Public Works/Parks	4,979	690	246	534	862	7,600	942	249	2,450	18,552
Contingency	248								0	248
TOTAL EXPENDITURES	13,828	690	246	534	862	7,600	0	942	249	27,658
Transfers in (out)	(774)			534		(1,899)		249	1,634	0
Change in Fund Balance	(394)	(630)	(241)	0	1,163	7,824	939	343	0	9,003
Fund Balance, 1/1/1999	7,343	630	241	0	1,737	2,689	2,533	1,025	0	16,199
Fund Balance, 12/31/1999	6,949	0	0	0	2,900	10,512	3,472	1,368	1	25,202

RESOLUTION # 240

A RESOLUTION ADOPTING A FIVE-YEAR BUDGET FOR THE CITY OF CHESTERFIELD FOR THE YEAR BEGINNING ON JANUARY 1, 1999 AND ENDING ON DECEMBER 31, 2003.

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 has elected to adopt a five-year budget plan for the period 1999 through 2003; and

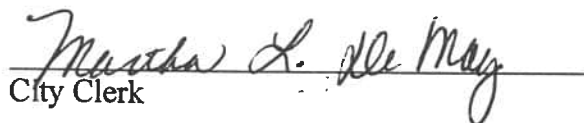
WHEREAS, the City has held a public meeting to review the five-year budget for the period 1999 through 2003;

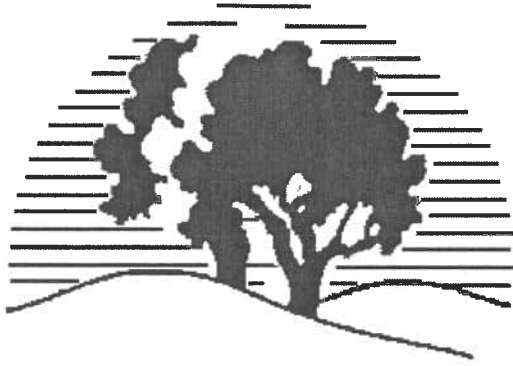
NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF CHESTERFIELD adopts the attached five-year budget for the period beginning January 1, 1999 and ending December 31, 2003.

Passed and adopted this 23rd day of September, 1998.


Mayor

ATTEST:


City Clerk



City of Chesterfield

**Proposed Five-Year Budget
1999-2003**

CITY OF CHESTERFIELD
Five Year Budget, 1999 - 2003
Assumptions

General:

- No additional revenues or expenditures for annexations are included (each proposal will be considered separately)
- Revenues and expenditures from 1/2 cent capital improvement sales tax, road and sidewalk improvements, and principal and interest payments are accounted for in separate capital projects fund and debt service fund, respectively
- Population reaches 52,000 by the year 2000

Revenues:

- Revenues for 1998 equal the amount budgeted, with the exception of the previously unanticipated local use tax which is recognized as revenue in 1998
- Utility taxes grow at 4%
- Sales tax grows by 3% annually
- Population change due to Census impacts revenues in the middle of the year 2001
- Motor fuel tax, motor vehicle sales tax, and County road and bridge tax grow at 4%
- Cigarette tax grows at 2%
- Police Academy grant grows by 3%
- COPS grant approved in 1996 runs out in mid-1998
- COPS Federal grant decreases and COPS Parkway increases (School Resource Officer Program) to replace federal share to reach 75/25 split between Parkway and City
- No additional revenue shown for requests for 3 additional officers under COPS grant and 1 additional officer under NCAP grant
- Waste Reduction Grant revenues equal expenditures each year, so both are assumed to be zero
- NCAP Grant reimbursement covers portion of salaries until some time in 2000
- No special grants of which City is not currently aware
- Licenses & permit and charges for services increase by 4%
- Parks charges and fees increase by 3% annually
- Court revenues grow by 4%
- Interest earnings are based on 4% of balances available
- Historical Committee is assumed to be self-sufficient, so revenues and expenditures are shown at zero
- Other miscellaneous revenues grow at 4%

Expenditures:

- Expenditures for 1998 equal the amount budgeted in 1998 (original and amended)
- Pay for elected officials remains the same during the five-year period
- Total labor dollars increase by 3% annually of the mid-point, as recommended by the pay consultant
- Projected salaries for proposed new personnel include a 3% annual adjustment and are budgeted based on the mid-point, as recommended by the pay consultant, with the exception of police officers who are budgeted at the minimum salary
- Fringe benefits tied to salaries based on current rates (e.g., Social Security at 7.65%, pension at 8%)
- Miscellaneous contractual and commodities increase by 3%, except as otherwise known to increase or decrease to a greater extent based upon information provided by individual departments
- Historical Committee is assumed to be self-sufficient, so revenues and expenditures are shown at zero
- City Attorney's fees rolled back \$30,000 from current year's budget
- Contributions remain constant at \$15,000 annually
- Liability insurance increases by 5% annually
- Growing need for additional office space, meeting rooms, storage space at City Hall inflated at \$2/square foot/year

- City Hall is completed by July 1, 2000; rent payments cease then; payments on debt begin 8/15/99 (interest only until 2000)
- Includes \$100,000 for Internet Home Page development per the recommendation of the MIS Citizens Advisory Committee
- Computers for new personnel included at \$2,000 each; laptops, \$3,000; CAD stations, \$6,000; file servers, \$10,000
- Furniture for new personnel included at \$2,000 each
- CCDC contribution based upon their most recent 3-5 Year Business Plan and Budget and grows by 3% thereafter
- Continuance of 10.5 holidays
- Commissioned officers targeted to equal 1.7 per 1,000 population eventually
- County dispatching contract increases by 3% annually
- Unreimbursed portion of NCAP Grant services and supplies immaterial are each year, so both are assumed to be zero
- Increase in need for police vehicles by one in 2001 and one in 2003 due to additional officers
- Includes \$60,000 for update of comprehensive plan update (cost currently unknown; if cost exceeds this amount, difference will come out of Contingency)
- Additional 3 miles of streets each year based on past experience
- GIS to be implemented during 1998-2003; growing demand for maps
- Waste Reduction Grant revenues equal expenditures each year, so both are assumed to be zero
- Highway beautification contract maintenance increased by \$10,000 in 1999, 2000, and 2001
- Public Works equipment purchases inflated at 3%; trade-in value not included
- Building maintenance expenses (City Hall) per estimates of Director of Public Works in 2000; inflated at 3% thereafter
- Assumes continued growth of Parks Division with associated needs for manpower and equipment
- Parks and recreation expenditures based upon contractual arrangements
- Celebrate Chesterfield (e.g., fireworks and Best of Chesterfield) are held on an annual basis at \$40,000 net cost inflated at 3% per year
- Chesterfield Valley Sports complex on line in Spring of 1999
- Each year includes annual Contingency of 2.0% of operating expenditures
- Transfers out of General Fund annually to pay for principal and interest on Public Works Facility
- Transfers out of General Fund annually to pay for City Hall principal and interest beginning in 1999
- No reduction in manpower or equipment needs while capital improvement projects funded by R&S bond issue are under construction
- Contract administration, construction supervision, and engineering needs for R&S projects to be met by bond proceeds
- General Fund expenditures for street maintenance do not resume until completion of R&S projects or 2003
- Annual payments for sidewalks, cracksealing and asphalt overlay moved to Capital Improvement Sales Tax Trust Fund
- Annual payments for stormwater projects (MSD will not assume responsibility for stormwater projects) and highway beautification projects are inflated 3% each year over current year's budget
- Snow removal reimbursement for private subdivisions budgeted at \$150,000 in 1999 and grown at 3% per year thereafter
- Open purchase orders as of December 31, 1997 are shown as expenditures in 1997 (rather than when reappropriated in 1998) so that the future year projections are not overstated

CITY OF CHESTERFIELD

Five-Year Budget - 1999 through 2003

Account Name	ACTUAL 1993	ACTUAL 1994	ACTUAL 1995	ACTUAL 1996	ACTUAL 1997	AMENDED BUDGET 1998	PROJECTED BUDGET 1999	PROJECTED BUDGET 2000	PROJECTED BUDGET 2001	PROJECTED BUDGET 2002	PROJECTED BUDGET 2003
SUMMARY OF REVENUES & EXPENDITURES & IMPACT ON FUND BALANCE											
Beginning Fund Balance	3,938,174	5,545,821	5,327,171	5,474,742	5,780,453	5,882,192	6,459,180	5,778,245	5,145,096	5,033,287	5,617,509
Revenues											
Utility Taxes	3,187,143	3,323,852	3,309,997	3,616,330	3,729,038	3,798,000	3,949,920	4,107,917	4,272,233	4,443,123	4,620,848
Sales Tax	3,377,964	3,736,487	4,564,460	4,613,354	4,732,548	6,544,184	5,002,710	5,152,791	5,913,977	6,716,196	6,917,682
Intergovernmental Taxes	3,212,468	2,862,463	2,686,275	3,403,209	3,280,634	3,074,573	3,141,083	3,219,084	3,546,668	3,929,773	4,080,463
Licenses & Permits	544,796	547,770	597,177	611,892	663,125	639,000	664,560	691,142	718,788	747,540	777,441
Charges for Services	95,338	135,003	153,651	134,060	195,961	169,500	176,280	183,331	190,664	198,291	206,223
Parks Charges & Fees	1,474	0	3,501	8,447	13,070	267,681	193,311	199,111	205,084	211,237	217,574
Court Fines & Fees	287,591	377,377	516,212	521,039	409,817	424,000	440,960	458,598	476,942	496,020	515,861
Interest on Investments	134,562	233,697	472,267	578,004	561,175	500,000	340,775	296,367	269,130	243,804	239,331
Miscellaneous	178,089	48,615	34,729	72,740	60,140	50,650	52,676	54,783	56,974	59,253	61,623
Totals	11,019,425	11,265,265	12,338,269	13,559,074	13,645,508	15,467,588	13,962,275	14,363,125	15,650,462	17,045,237	17,637,047
Expenditures											
Executive/Legislative	71,863	63,385	71,836	68,826	72,289	71,126	73,293	71,489	71,691	73,899	72,113
City Clerk	80,997	92,248	110,838	106,262	128,322	174,145	181,704	204,349	200,511	222,332	230,878
City Administrator	113,723	119,640	116,161	114,960	190,621	154,938	161,921	166,838	169,903	177,119	182,492
Finance & Administration	1,259,398	1,678,503	1,749,603	1,647,188	1,735,251	1,945,726	2,066,892	1,993,791	1,793,399	1,856,102	1,944,175
Police	3,368,427	3,466,659	3,928,698	4,288,348	4,540,829	5,034,263	5,460,735	5,694,375	6,005,797	6,308,785	6,566,572
Planning	289,688	360,623	373,891	352,056	396,304	513,311	609,943	544,685	564,609	581,071	600,087
Public Works/Parks	2,836,403	2,737,915	2,860,809	3,160,996	3,516,000	5,424,233	5,068,010	5,067,282	5,366,967	5,630,517	5,791,308
Contingency	0	0	0	0	0	258,460	246,294	257,515	266,792	279,358	289,622
Operating Transfers Out	1,391,280	2,964,942	2,978,862	3,514,728	2,964,154	1,314,397	774,418	995,950	1,322,602	1,331,830	1,340,101
Totals	9,411,778	11,483,915	12,190,698	13,253,363	13,543,770	14,890,599	14,643,210	14,996,275	15,762,271	16,461,015	17,017,350
Ending Fund Balance	5,545,821	5,327,171	5,474,742	5,780,453	5,882,192	6,459,180	5,778,245	5,145,096	5,033,287	5,617,509	6,237,206
Fund Balance Goal	3,122,338	3,075,080	3,422,274	3,571,339	3,898,506	4,576,560	4,925,884	5,150,293	5,335,835	5,587,161	5,792,439
% - operating expenditures	71%	69%	64%	65%	60%	56%	47%	40%	38%	40%	43%
% - total expenditures	59%	46%	45%	44%	43%	43%	39%	34%	32%	34%	37%

Note: All references to fund balance refer to unreserved fund balance.

CITY OF CHESTERFIELD
Five-Year Budget - 1999 through 2003

Personnel Schedule Summary		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Department/Activity	Position Title	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
City Clerk	City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Receptionist	1.00	1.00	1.00	1.00	-	-	-	-	-	-	-
	CAC Clerk	-	-	-	-	2.00	2.00	2.00	2.50	2.50	3.00	3.00
	Sub-Totals	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.50	4.50	5.00	5.00
City Administrator	City Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Administrative Assistant	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Sub-Totals	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Personnel	Asst. City Adm/Per. Dir.	1.00	1.00	1.00	-	-	-	-	-	-	-	-
	Administrative Assistant	0.50	0.50	1.00	-	-	-	-	-	-	-	-
	Clerk Typist	0.38	0.38	-	-	-	-	-	-	-	-	-
	Sub-Totals	1.88	1.88	2.00	-	-	-	-	-	-	-	-
Finance and Administration:												
Finance	Director of Finance & Adm.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Asst. Director of Fin. & Adm.	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
	Accountant	-	-	-	1.00	1.00	-	-	-	-	-	-
	Senior Accounting Clerk	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Accounting Clerk	2.00	2.00	2.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00
	Executive Secretary	0.13	0.25	0.38	0.38	0.50	0.50	0.50	1.00	1.00	1.00	1.00
	Accounting Intern	-	-	-	-	-	-	0.62	0.62	0.62	0.62	0.62
	Administrative Assistant	0.50	0.50	-	-	-	-	-	-	-	-	-
Data Processing	Data Systems Admin.	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Asst. Data Systems Admin.	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00
	Data Proc. Technician	-	-	-	0.50	1.50	2.00	2.00	1.00	1.00	1.00	1.00
	Programmer/Webmaster	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00
Municipal Court	Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Asst. Court Administrator	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Court Clerk	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00
	Executive Secretary	0.25	0.25	0.38	0.38	0.50	0.50	0.50	-	-	-	-
	Sub-Totals	4.88	6.00	5.76	8.26	9.50	10.00	10.62	13.62	13.62	13.62	13.62

CITY OF CHESTERFIELD

Five-Year Budget - 1999 through 2003

Personnel Schedule Summary		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Department/Activity	Position Title	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
Police	Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Captain	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Lieutenant	4.00	4.00	4.00	4.00	4.00	6.00	5.00	5.00	5.00	5.00	5.00
	Sergeant	7.00	8.00	8.00	8.00	8.00	6.00	9.00	9.00	9.00	9.00	9.00
	Police Officer	40.00	40.00	48.00	51.00	52.00	52.00	53.00	56.00	59.00	62.00	63.00
	Detective	4.00	4.00	4.00	4.00	4.00	6.00	7.00	7.00	7.00	7.00	7.00
	Executive Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Crime Analyst	-	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00
	Records Clerk	3.00	3.00	3.00	3.00	5.00	6.00	6.00	6.00	6.00	6.00	6.00
	Records Clerk (part-time)	1.33	1.33	1.66	1.66	0.67	-	-	-	-	-	-
	Evidence Property Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Sub-Totals	64.33	65.33	73.66	76.66	79.67	82.00	87.00	90.00	93.00	96.00	97.00
Planning	Director of Planning	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Asst. Director of Planning	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Senior Planner	1.00	1.00	1.00	-	-	-	-	-	-	-	-
	Planner II	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
	Planner I	1.00	1.00	1.00	1.00	1.00	2.00	3.00	3.00	3.00	3.00	3.00
	Planning Specialist	-	-	-	-	-	-	-	-	-	-	-
	Planning Technician	1.00	1.00	2.00	2.00	2.00	3.00	-	-	-	-	-
	Zoning Inspector	1.00	1.00	1.00	1.00	1.00	-	-	-	-	-	-
	Executive Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Exec Sec/Planning Asst.	-	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Planning Intern	-	-	0.31	0.31	0.62	0.62	0.62	0.62	0.62	0.62	0.62
	Sub-Totals	8.00	8.00	9.31	9.31	9.62	10.62	10.62	10.62	10.62	10.62	10.62

CITY OF CHESTERFIELD
Five-Year Budget - 1999 through 2003

<i>Personnel Schedule Summary</i>		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Department/Activity	Position Title	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
Public Works/Parks	Administration											
	Dir. of Public Works	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Deputy Director	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
	Superintendent-Eng. Serv.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Civil Engineer	1.00	1.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Eng. Plan Reviewer	1.00	1.00	-	-	-	-	-	-	-	-	-
	Eng. Construction Insp.	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	GIS Specialist	-	-	-	-	-	-	0.50	1.00	1.00	1.00	1.00
	Engineering Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Executive Secretary	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
	Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	-	-	-	-	-
	Engineering Intern	0.29	0.29	0.29	0.29	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Street/Sewer Maint.	Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Street Supervisor	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Street Maint. Workers	19.00	21.00	21.00	24.00	24.00	25.00	26.00	27.00	29.00	29.00	29.00
	Administrative Secretary	-	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
	Temporary Workers	2.88	6.35	4.65	4.65	4.03	4.03	4.03	4.03	4.03	4.03	4.03
Equipment Maintenance	Mechanic Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Mechanic	2.00	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.00	5.00	5.00
Parks/Beautification	Parks, Rec. & Arts Sup.	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Recreation Coordinator	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Recreation Programmer	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
	Parks Maint. Supervisor	-	-	-	-	0.75	1.00	1.00	1.00	1.00	1.00	1.00
	Maintenance Workers	-	-	-	-	0.75	2.00	2.00	2.00	2.00	3.00	3.00
	Seasonal Part-time	-	-	0.31	0.31	1.80	1.80	1.80	1.80	1.80	1.80	1.80
	Intern	-	-	-	-	-	-	0.60	0.60	0.60	0.60	0.60
	Secretary	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
	Sub-Totals	40.17	48.64	49.25	53.25	56.23	62.73	65.83	67.33	69.33	71.33	71.33
GRAND TOTALS		123.26	133.85	143.98	152.48	161.02	171.35	180.07	188.07	193.07	198.57	199.57

CITY OF CHESTERFIELD

Five-Year Budget - 1998 through 2003

Detail of Capital Assets		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Dept/Activity	Description	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
Exec/Legls.	Computer Equipment	-	-	1,758	-	2,132	-	-	-	-	-	-
	Sub-Totals	-	-	1,758	-	2,132	-	-	-	-	-	-
City Clerk	Computer Equipment	-	-	-	-	-	-	-	-	-	-	-
	Furniture	-	-	-	-	1,998	-	-	-	-	-	-
	Sub-Totals	-	-	-	-	1,998	-	-	-	-	-	-
City Admin.	Computer Equipment	-	-	-	-	1,998	-	-	-	-	-	-
	Automobiles & Trucks	-	-	-	-	-	-	-	-	-	-	-
	Sub-Totals	-	-	-	-	1,998	-	-	-	-	-	-
Personnel	Computer Equipment	-	-	1,982	-	-	-	-	-	-	-	-
	Sub-Totals	-	-	1,982	-	-	-	-	-	-	-	-
Finance & Administration:												
Finance	Computer Equipment	-	-	22,315	7,600	1,998	-	-	10,000	-	-	10,000
	Machinery/Equipment	-	2,813	-	-	-	4,000	4,120	-	-	4,502	-
	Automobiles & Trucks	-	-	-	-	-	-	-	-	-	-	-
Central Svcs.	Computer Equipment	2,450	19,052	13,140	35,639	15,062	3,000	-	-	-	-	-
	Furniture	-	-	17,191	7,468	6,000	-	-	-	-	-	-
	Machinery/Equipment	13,834	4,200	5,951	22,745	5,448	-	4,120	-	8,305	4,637	4,637
	Automobiles & Trucks	-	-	-	33,110	-	-	-	-	-	-	-
	Land	-	365,178	294,894	-	-	-	-	-	-	-	-
Inf. Systems	Computer Equipment	-	-	-	-	-	10,000	13,090	18,487	10,000	10,000	19,274
	Furniture	-	-	-	-	-	-	-	-	-	-	-
	Machinery/Equipment	-	-	-	-	-	-	-	-	-	-	-
Mun. Court	Computer Equipment	-	-	1,450	-	1,999	-	-	-	-	-	-
	Furniture	-	-	-	-	-	-	-	-	-	-	-
	Machinery/Equipment	-	-	-	-	-	-	2,500	-	-	-	-
	Sub-Totals	16,284	391,243	354,941	106,561	30,507	17,000	23,830	28,487	18,305	19,139	33,911

CITY OF CHESTERFIELD
Five-Year Budget - 1998 through 2003

Detail of Capital Assets		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Dept/Activity	Description	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
Police	Computer Equipment	6,365	6,488	1,758	11,957	33,928	2,700	13,000	-	-	10,000	-
	Furniture	-	-	1,797	4,239	7,888	-	-	-	-	-	-
	Machinery/Equipment	6,248	100,518	16,296	-	14,090	19,532	52,300	24,800	33,900	24,800	27,900
	Automobiles & Trucks	81,592	96,332	159,985	133,861	147,943	215,000	217,550	192,002	216,066	214,825	239,226
	Improvements	1,850	1,122	2,400	-	-	-	-	-	-	-	-
	Sub-Totals	96,055	204,460	182,236	150,057	203,848	237,232	282,850	216,802	249,966	249,625	267,126
Planning	Planning											
	Computer Equipment	-	3,380	-	6,630	5,998	-	-	-	-	-	-
	Furniture	-	-	-	-	-	-	-	-	-	-	-
	Machinery/Equipment	-	-	-	-	-	-	-	-	-	-	-
	Automobiles & Trucks	-	-	-	17,522	-	-	22,660	-	-	-	-
	Sub-Totals	-	3,380	-	24,152	5,998	-	22,660	-	-	-	-
Public Works/Parks:												
Adm. & Eng.	Computer Equipment	6,014	19,530	5,522	8,958	19,444	-	33,000	45,000	18,000	86,000	28,000
	Furniture	-	-	-	5,176	6,000	5,500	5,500	-	-	8,000	-
	Machinery/Equipment	3,046	6,313	8,064	35,960	3,274	5,300	5,500	23,800	6,000	2,200	65,000
	Automobiles & Trucks	-	13,328	15,329	17,522	19,622	20,000	70,200	71,600	74,550	77,560	54,700
Street Mtn.	Computer Equipment	-	-	6,849	16,845	8,150	-	12,781	-	-	10,000	-
	Machinery/Equipment	34,651	46,438	33,616	74,016	188,971	94,250	255,146	86,050	66,218	108,171	91,612
	Automobiles & Trucks	50,512	98,860	-	289,639	256,906	255,110	207,618	272,372	287,820	240,899	298,839
Vehicle Mtn.	Computer Equipment	-	-	-	-	-	-	-	-	-	-	-
	Machinery/Equipment	3,593	7,407	10,165	39,225	-	-	31,815	27,677	18,160	21,330	14,242
	Automobiles & Trucks	-	-	-	-	-	38,110	-	-	-	-	-
	Improvements	-	-	-	-	7,953	-	-	-	-	-	-

CITY OF CHESTERFIELD**Five-Year Budget - 1998 through 2003**

Detail of Capital Assets		1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Dept/Activity	Description	Actual	Actual	Actual	Actual	Actual	Budget	Request	Request	Request	Request	Request
Building Mtn.	Automobiles & Trucks	-	-	-	-	-	-	-	23,340	-	-	-
Parks/Rec.	Computer Equipment	-	-	1,238	1,810	2,132	-	5,000	-	-	-	-
	Furniture	-	-	-	-	-	4,000	-	-	-	-	-
	Machinery/Equipment	-	-	3,275	4,567	9,077	180,745	316,373	71,950	25,000	59,000	25,000
	Automobiles & Trucks	-	-	-	35,799	-	19,096	35,514	-	69,271	-	28,100
	Sub-Totals	<u>97,816</u>	<u>191,876</u>	<u>84,058</u>	<u>529,516</u>	<u>521,529</u>	<u>622,111</u>	<u>978,447</u>	<u>621,789</u>	<u>565,019</u>	<u>613,160</u>	<u>605,493</u>
Grand Totals		210,155	790,959	624,975	810,287	768,010	876,343	1,307,787	867,078	833,290	881,924	906,530



POSITION CLASSIFICATION PLAN

<u>Position</u>	<u>Classification and Pay Level</u>
1000 CLERICAL, SECRETARIAL, FISCAL AND GENERAL ADMINISTRATION	
1xx Clerical Group	
104 Customer Service Representative	03
106 Records Clerk	03
2xx Secretarial Group	
200 Administrative Secretary	03
201 Detective/Evidence Secretary	03
203 Executive Secretary	05
204 Deputy City Clerk	05
206 Administrative Assistant	06
3xx Fiscal Group	
300 Accounting Clerk	04
301 Senior Accounting Clerk	05
302 Assistant Court Administrator	04 <i>uh ?</i>
303 Municipal Court Administrator	07
305 Assistant Director of Finance and Administration	12
306 Director of Finance and Administration	16
4xx General Administration	
400 City Clerk	10
401 Data Systems Administrator	13
403 Data Processing Technician	09
2000 PUBLIC SAFETY AND ENFORCEMENT SERVICES	
1xx Emergency Communications Group	
2xx Law Enforcement Group	
200 Police Officer	09
201 Police Officer Trainee	07
203 Police Sergeant	11
206 Police Lieutenant	12
209 Police Captain	14
212 Police Chief	17

Position Classification Plan (cont'd)

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<u>Position</u>		<u>Classification and Pay Level</u>
2000 PUBLIC SAFETY AND ENFORCEMENT SERVICES (cont'd)		
3xx	Planning Group	
302	Planner I	07
304	Planner II	09
305	Assistant Director of Planning	12
306	Director of Planning	16
307	Executive Secretary/Planning Assistant	05
3000 MAINTENANCE, ENGINEERING, AND RECREATION SERVICES		
1xx	Maintenance Group	
100	Maintenance Worker	04
101	Senior Maintenance Worker	05
103	Equipment Maintenance Mechanic	07
104	Maintenance Worker in Training	03
106	Maintenance Supervisor	08
109	Equipment Maintenance Supervisor	09
112	Superintendent of Maintenance Operations	12
2xx	Engineering Group	
200	Engineering Technician	06
202	Senior Engineering Technician	07
203	Engineering Construction Inspector	07
204	Senior Engineering Construction Inspector	08
206	Senior Civil Engineer	12
207	Civil Engineer	10
208	Superintendent of Engineering Operations	13
209	Deputy Director of Public Works/Assistant City Engineer	14
212	Director of Public Works/City Engineer	17

Position Classification Plan (cont'd)

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Position

Classification
and Pay Level

3000 MAINTENANCE, ENGINEERING, AND RECREATION SERVICES (cont'd)

3xx Parks/Recreation Group

300	Superintendent of Parks, Recreation & Arts	12
301	Recreation Coordinator	07
302	Parks & Recreation Programmer	04
304	Parks Planning Assistant	04
305	Parks Maintenance Worker	04
306	Parks Maintenance Supervisor	07

Effective as of 1/1/99

MERIT PAY PLAN

<u>Level</u>	<u>Pay Period</u>	<u>Minimum Pay</u>	<u>Mid-point</u>	<u>Maximum Pay</u>	<u>Range Amount</u>	<u>Range Percent</u>
1	Annual	16,800	20,160	23,520	6,720	40%
	Bi-Weekly	646	775	905		
	Hourly	8.08	9.69	11.31		
2	Annual	18,144	21,773	25,402	7,258	40%
	Bi-Weekly	698	837	977		
	Hourly	8.72	10.47	12.21		
3	Annual	19,596	23,515	27,434	7,838	40%
	Bi-Weekly	754	904	1,055		
	Hourly	9.42	11.31	13.19		
4	Annual	21,163	25,396	29,628	8,465	40%
	Bi-Weekly	814	977	1,140		
	Hourly	10.17	12.21	14.24		
5	Annual	22,856	27,427	31,999	9,142	40%
	Bi-Weekly	879	1,055	1,231		
	Hourly	10.99	13.19	15.38		
6	Annual	24,685	29,622	34,559	9,874	40%
	Bi-Weekly	949	1,139	1,329		
	Hourly	11.87	14.24	16.61		
7	Annual	26,659	31,991	37,323	10,664	40%
	Bi-Weekly	1,025	1,230	1,436		
	Hourly	12.82	15.38	17.94		
8	Annual	28,792	34,551	40,309	11,517	40%
	Bi-Weekly	1,107	1,329	1,550		
	Hourly	13.84	16.61	19.38		
9	Annual	31,096	37,315	43,534	12,438	40%
	Bi-Weekly	1,196	1,435	1,674		
	Hourly	14.95	17.94	20.93		
10	Annual	33,583	40,300	47,017	13,433	40%
	Bi-Weekly	1,292	1,550	1,808		
	Hourly	16.15	19.37	22.60		
11	Annual	36,270	43,712	51,154	14,884	41%
	Bi-Weekly	1,395	1,681	1,967		
	Hourly	17.44	21.02	24.59		

MERIT PAY PLAN

<u>Level</u>	<u>Pay Period</u>	<u>Minimum Pay</u>	<u>Mid-point</u>	<u>Maximum Pay</u>	<u>Range Amount</u>	<u>Range Percent</u>
12	Annual	39,172	47,414	55,656	16,484	42%
	Bi-Weekly	1,507	1,824	2,141		
	Hourly	18.83	22.79	26.76		
13	Annual	42,305	51,429	60,553	18,248	43%
	Bi-Weekly	1,627	1,978	2,329		
	Hourly	20.34	24.73	29.11		
14	Annual	45,690	55,786	65,882	20,192	44%
	Bi-Weekly	1,757	2,146	2,534		
	Hourly	21.97	26.82	31.67		
15	Annual	49,345	60,512	71,680	22,335	45%
	Bi-Weekly	1,898	2,327	2,757		
	Hourly	23.72	29.09	34.46		
16	Annual	53,292	65,640	77,987	24,695	46%
	Bi-Weekly	2,050	2,525	3,000		
	Hourly	25.62	31.56	37.49		
17	Annual	57,556	71,203	84,850	27,294	47%
	Bi-Weekly	2,214	2,739	3,263		
	Hourly	27.67	34.23	40.79		
18	Annual	62,160	77,239	92,317	30,157	49%
	Bi-Weekly	2,391	2,971	3,551		
	Hourly	29.88	37.13	44.38		
19	Annual	67,133	83,787	100,441	33,308	50%
	Bi-Weekly	2,582	3,223	3,863		
	Hourly	32.28	40.28	48.29		
20	Annual	72,504	90,892	109,280	36,776	51%
	Bi-Weekly	2,789	3,496	4,203		
	Hourly	34.86	43.70	52.54		

GLOSSARY OF FREQUENTLY USED TERMS

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

Accounting Period - See **Fiscal Period**.

Accrual Basis - The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

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

Ad Valorem Tax - A tax based on value.

Agency Fund - A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

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

Annual Budget - A budget applicable to a single fiscal year. See **Budget and Operating Budget**.

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 Document - The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating government body.

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 Improvement Program - See Capital Program.

Capital Improvement Sales Tax Trust Fund - A special revenue fund used to account for the accumulation of resources from the one-half cent capital improvement sales tax, which is used to pay for principal and interest payments on the general obligation bonds (Series 1997) issued for street and sidewalk improvements.

Capital Program - A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditures in which the government is to have a part and specifies the resources estimated to be available to finance the projected expenditures.

Capital Projects Fund - A fund that is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CDBG - Community Development Block Grant

Certificate Payment Fund - A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest payments on the Public Works

Facility Certificates of Participation Series 1995.

Certificates of Participation - Securities which represent a share of an issuer's lease payment. When a municipality finances a public facility through a lease-purchase transaction, the interest in that government's lease payment often is assigned to a third party that issues Certificates of Participation. The Certificates represent a share of the lease payment received by the investor.

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.

COPS - Certificates of Participation

Chesterfield Valley Tax Increment Financing Fund (Chesterfield Valley TIF Fund) - A capital projects fund used to account for all revenues and expenditures related to redevelopment in Chesterfield Valley.

Debt Limit - The maximum amount of outstanding gross or net debt legally permitted.

Debt Service Fund - A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest payments on the General Obligation Parks Bond Issue Series 1995.

Deferred Revenue - Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are one example of deferred revenue.

Department - The Department is the primary unit in city operations. Each unit 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.

Expendable Trust Fund - A trust fund whose resources, including both principle and earnings, may be expended. Expendable trust funds are accounting for in essentially the same manner as governmental funds.

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

FEMA - Federal Emergency Management Administration

Fiscal Period - Any period at the end of which a government determines its financial position and the results of its operations. See **Accounting Period**.

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.

GAAP - See Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board

General Fund - A fund used to account for all financial resources, except those required to be accounted for in another fund. The operating fund of the City.

General Obligation Bonds - Debt backed by the full faith and credit of a jurisdiction. General obligation bonds are payable from ad valorem property taxes and other general revenues.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a stand by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

GFOA - Government Finance Officers Association of the United States and Canada

GO Bonds - General obligation bonds

Governmental Accounting Standards Board (GASB) - The authoritative accounting and financial reporting standard-setting body for government entities.

Governmental Fund Type – Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except those accounted for in proprietary funds and fiduciary funds.

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

Investments - Most commonly, securities held for the production of revenues in the form of interest. The term does not include fixed assets used in government operations.

Levy - The total amount of taxes, special assessments or service charges imposed by a government.

Levee/Drainage Fund - A capital projects fund used to account for financial resources to be used for storm water capital improvements in Chesterfield Valley which are approved by the City Council.

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

Modified Accrual Basis - The basis of accounting adapted to the governmental fund type. This basis measures resources available to the City.

Municipal - In its broadest sense, an adjective denoting the state and all subordinate units of government. In a more restricted sense, an adjective denoting a city or village as opposed to other local governments.

Notes Payable – In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

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

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

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.

Other Financing Sources - Governmental fund general long-term debt proceeds, amounts equal to the present value of minimum lease payments arising from capital leases, proceeds from the sale of general fixed assets.

Parks Construction Fund - A capital projects fund used to pay for the acquisition of land for parks and capital improvements to parks funded with the Parks General Obligation Bond Issue Series 1995.

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.

Propositions R&S - Propositions placed on the November 1996 ballot for the passage of a one-half capital improvement sales tax and the passage of \$29,350,000 general obligation bonds for street (road) and sidewalk improvements. See R&S

Public Works Facility Construction Fund - A capital projects fund used to account for the construction of a Public Works Facility funded with Public Works Facility Certificates of Participation Series 1995.

R&S - Propositions placed on the November 1996 ballot for the passage of a one-half capital improvement sales tax and the passage of \$29,350,000 general obligation bonds for street (road) and sidewalk improvements. See Propositions R&S.

R&S Construction Fund - A capital projects fund used to account for the capital improvements to streets and sidewalks funded under Propositions R&S.

Reporting Entity - The oversight unit and all of its component units, if any, that are combined in the comprehensive annual financial report and general purpose financial statements.

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.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure

for specific purposes. GAAP only require the use of special revenue funds when legally mandated.

Statute - A written law enacted by a duly organized and constituted legislative body.

Tax Increment Financing - Financing secured by the anticipated incremental increase in tax revenues, resulting from the redevelopment of an area.

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

Third Class City - All cities and towns in the State of Missouri containing three thousand or more inhabitants, not having adopted its own charter form of government.

TIF - Tax increment financing

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.

Trust Fund - Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

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

Wilson Trust Fund - An expendable trust fund specifically earmarked for major improvements on Wilson Road.

Work Order - A written order authorizing and directing the performance of a certain task and issued to the person who is to direct the work. Among the items of information included on the order are the nature and location of the job, specifications of the work to be performed and a job number, which is referred to in reporting the amount of labor, materials and equipment used.