



**AGENDA  
CITY OF CREVE COEUR  
FINANCE COMMITTEE  
ONLINE MEETING  
MAY 9, 2023  
3:00 PM**

**ZOOM MEETING INFORMATION**

***Due to circumstances regarding the COVID-19 pandemic, this meeting will be held online only. Members of the public may access live audio and/or video at the following link:***

<https://us02web.zoom.us/j/88906576116?pwd=TIN0eVR5OTZmbVRac251aGI1VDVWUT09>

Meeting ID: 889 0657 6116

Passcode: 529347

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**Approval of October 25, 2022 Minutes.**

**Approval of April 25, 2023 Minutes.**

**REPORTS**

**Chairperson**

**Audit Committee**

**Pension Board**

**City Council**

**Staff Report**

**UNFINISHED BUSINESS**

**Review Proposed FY 2024 Budget - Revised May 2, 2023**

**Review Memo with Changes to FY 2024 Budget**

**Letter of Recommendation for FY 2024 Budget**

**NEW BUSINESS**



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**FY 2024 Calendar**

**PUBLIC COMMENTS**

**NEXT MEETING DATE**

**ADJOURNMENT**

Posted by: Krista Akers

Date/Time posted: 5/4/2023 11:30 am

***If you need special accommodations to attend a meeting, services may be arranged by contacting the Office of the City Administrator in advance.***



**MINUTES  
CITY OF CREVE COEUR  
FINANCE COMMITTEE  
ONLINE MEETING  
OCTOBER 25, 2022  
3:00 PM**

**ZOOM MEETING**

**Due to circumstances regarding the COVID-19 pandemic, this meeting will be held online only. Members of the public may access live audio and/or video at the following link:**

**<https://us02web.zoom.us/j/87924991502?pwd=aW85Q28wekhpMm5nZEltRHRJbWpzdz09>**

**Meeting ID: 879 2499 1502 Passcode: 755311 Phone: 312-626-6799**

**CALL TO ORDER**

The meeting was called to order at 3:05 pm.

**ROLL CALL**

Betty Kagan	Committee Chair	
Ted Armstrong	Committee Vice Chair	
Timothy Smith	Committee Member	
Paul Gallant	Committee Member	(Absent)
Joe Martinich	Committee Member	
Cynthia Jordan	Committee Member	(Absent)
Ellen Lawrence	Committee Member	
Mark Perkins	City Administrator	
Lori Obermoeller	Director of Finance	
Tracy Brothers	Senior Accounting Associate	
Krista Akers	Recording Secretary	

**APPROVAL OF AGENDA**

The committee approved the October 25, 2022 meeting agenda.

Mover: Ted Armstrong

Seconder: Timothy Smith

All present voted Aye.

**APPROVAL OF MINUTES**

**Approval of August 30, 2022 meeting minutes**

The committee approved the August 30, 2022 meeting minutes.



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Mover: Ted Armstrong  
Seconded: Ellen Lawrence  
All present voted Aye.

**BUSINESS FROM STAFF**

**Chairperson**

Betty Kagan welcomed the committee members and thanked Paul Gallant for his work as Finance Committee Chair for the previous fiscal year.

**Audit Committee**

*Betty Kagan:* The Audit Committee had its first meeting with the auditors on September 19, 2022. The auditors were scheduled to start work on the audit soon after.

The Audit Committee and auditors are scheduled to meet again at the end of November 2022.

**Pension Board**

*Betty Kagan:* The City Council held a working meeting with the Pension Board on October 24, 2022. Betty Kagan and Ellen Lawrence were in attendance along with Mark Perkins, Lori Obermoeller and Tracy Brothers.

The Pension Board evaluated the current status of the pension and reviewed options regarding issuing a COLA to existing retirees. The last COLA for retirees was issued in 2001.

The pension plan is under further staff review, and more information will be presented to the City Council when the data is available.

*Ted Armstrong:* The Pension Board met on October 18, 2022 and reviewed the September 30, 2022 pension statement report. Year-to-date, the investment fund was down 17.9%, which was better than the benchmark which was down 21.5%. The balance was \$27.7 Million as of the date of the report.

The Board also reviewed the actuarial report dated July 1, 2022, which showed that the indicated contribution for this fiscal year is actually slightly lower than it was last year. It is important to note that we are getting very good investment advice from Sunpoint, including rebalancing the investment portfolio in December of 2021.



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**Council Liaison**

*Joe Martinich:* Along with discussing the Pension Fund and exploring the option of adding a COLA, at the October 24, 2022 meeting, the City Council passed the proposed bond defeasance.

**Staff**

*Lori Obermoeller:* The resolution for the pension payment, as determined by the actuary, was passed by the City Council. The payment was made today, October 25, 2022.

The defeasance should be done the first part of November 2022.

**UNFINISHED BUSINESS**

**Update on Defeasance 2022**

*Lori Obermoeller:* The 2022 bond defeasance was passed by City Council. It is expected to be around \$600 thousand and completed in early November 2022.

**NEW BUSINESS**

**Review 1st Quarter Financial Report**

*Lori Obermoeller:*

The 1st quarter of FY23 goes through September 30, 2022.

The finances are doing well, largely due to ARPA funds and tax revenue being up.

General Fund

- Revenues are down about \$306 thousand from last year due to two large building permits issued in FY22.
- Sales tax is up about \$124 thousand, almost 11% from last year.
- All utility taxes are up, except phone which is down as expected.
- Expenditures are about \$366 higher than last year due to personnel costs.
  - 4% merit increase for all full-time employees,
  - PD was put on step program & market equity adjustments which came to a total increase of a little over 8%.



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- We are close to being fully staffed.
- We budgeted a surplus of \$1.6 million, mostly due to ARPA funds. We are currently at a \$1.8 million surplus.

Municipal Enterprise Fund

- Revenues are up by \$26 thousand, mostly due to golf.
- Expenditures are about \$48 thousand higher due to personnel expense and increased maintenance and food service costs.
- We anticipate ending FY23 with a deficit of \$51 thousand, but we are currently at a \$59 thousand surplus.

Capital Fund

- Revenues are down \$353 thousand from last year due to a \$447 thousand grant received in FY22.
- Expenditures are about \$360 thousand less than last year due to concrete work delays scheduled to resume after winter.

Parks and Stormwater Fund

- Sales tax is about 10% higher.
- Expenditures are low because our large projects haven't started yet.

Public Safety Fund

- Sales tax is up about \$37 thousand.
- Expenditures are up due to a one-time purchase of fitness equipment and a drone for PD.
- We budgeted a \$62 thousand deficit but are currently at a high surplus.

*Ted Armstrong:* Are you seeing interest rates go up & have you purchased any lately?

*Lori Obermoeller:* Yes, we purchased a 5% investment today. This is reflected in the schedule of



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investments. Rates are anticipated to continue to increase.

**NEXT MEETING DATE**

**2023 Meeting Schedule**

The 2023 meeting schedule has been distributed to all committee members.

**PUBLIC COMMENTS**

**ADJOURNMENT**

The meeting was adjourned at 3:29 pm.

Mover: Ted Armstrong

Seconder: Timothy Smith

All present voted Aye.

DRAFT



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**ZOOM MEETING INFORMATION**

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**<https://us02web.zoom.us/j/88530956893?pwd=emszbTk2bDNOLzVJZTR2M3BDb1R6QT09>**

**Meeting ID: 885 3095 6893**

**Passcode: 290120**

**CALL TO ORDER**

The meeting was called to order at 3:03 pm.

**ROLL CALL**

Betty Kagan	Committee Chair	
Ted Armstrong	Committee Vice Chair	
Timothy Smith	Committee Member	(Absent)
Paul Gallant	Committee Member	(Absent)
Joe Martinich	Committee Member	
Cynthia Jordan	Committee Member	
Ellen Lawrence	Committee Member	
Dr. Luis Ortiz	Committee Member	
Mark Perkins	City Administrator	
Lori Obermoeller	Director of Finance	
Tracy Brothers	Senior Accounting Associate	
Krista Akers	Recording Secretary	

**APPROVAL OF AGENDA**

The Committee approved the meeting agenda.

Mover: Cynthia Jordan

Seconder: Ted Armstrong

All present voted Aye.

**APPROVAL OF MINUTES**

**Approval of March 21, 2023 meeting minutes.**



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The Committee approved the March 21, 2023 meeting minutes.

Mover: Ted Armstrong

Seconder: Dr. Luis Ortiz

All present voted Aye.

**REPORTS**

Chairperson

*Betty Kagan*: Nothing specific to report.

Audit Committee

*Lori Obermoeller*: We had a 5-year contract with auditors, Showalter Jabouri, but we went out to bid for auditing services due to their inability to honor the agreed upon pricing. We received three bids, the lowest of which was Sikich. Sikich will start working with us on the FY23 audit.

Pension Board

*Lori Obermoeller*: The Pension Board met last week and reviewed the quarterly financials.

City Council

*Joe Martinich*: The City Council held a work session on March 20, 2023 and reviewed the budget proposal for FY24. Lori Obermoeller gave a report on 3rd quarter financials. The cannabis tax was passed, which leads us to expect higher tax revenue beginning in October, 2023.

Staff Report

*Lori Obermoeller*: Nothing further to report.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Review 3rd Quarter Financials**

*Lori Obermoeller*:

The 3rd quarter of this fiscal year ends March 31st.

General Fund



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- Revenues are about \$336 thousand more than last year at this time, mostly due to utility tax and sales tax.
- Licenses and permits are down, which is to be expected since last year we issued two large building permits.
- Interest revenue is up about \$98 thousand.
- Expenditures are about \$1.2 million more, mostly due to personnel increases including 4-8% merit increases and a one-time 2% COLA.
- We budgeted a surplus of \$1.6 million and we are currently at a \$2.2 million surplus.

Municipal Enterprise Fund

- Revenues are \$121 more than last year at this time, mostly due to golf.
- Expenditures are about \$99 thousand more due to an emergency repair on the mechanical room. We will be using ARPA funds to offset this.
- We budgeted a deficit of \$51 thousand, but we are currently at a surplus of \$45 thousand.

Capital Fund

- Revenues are doing really well.
- Expenditures are all on track.
- Everything is within budget.

Parks & Stormwater Fund

- Revenues are up due to sales tax.
- Expenditures are less than we budgeted but about \$443 thousand more than last year.
- The Millennium Park project is budgeted to start around Labor Day, 2023 (FY24).

Public Safety Fund

- Revenues are up \$103 thousand. \$71 thousand is from sales tax, which is up 9%. Our interest revenue is at \$31 thousand.



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- Expenditures are in line with what they were last year.
- This fund covers all operations of the new police station as well as 20% of public safety officer pensions.
- We budgeted a deficit of \$62 thousand, and we are currently at a surplus of \$55 thousand.

**Review of Proposed Budget Preview**

*Mark Perkins, Lori Obermoeller & Sharon Stott:*

General Fund 5-Year Projections

- Revenues are a bit elevated in the current year due to the ARPA funds we received last year. This explains the reason for the large transfers out of the General Fund.
- We have a reserve amount for capital construction which includes \$3 million for the Government Center (and an addition \$1 each year after 2024), \$1 million for street reconstruction, and some ARPA funds.
- Over the term of the next several years, our fund balance remains strong. The projected fund balance at the end of FY28 is \$12.4 million.

General Fund FY24 Projections

- **Revenues**
  - The property tax reassessment is this year, and we have budgeted a 6% increase for FY24.
  - Building permits are budgeted according to the trend of the last 10 years.
  - Utility taxes have all shown a really big increase, except for phone and cable taxes. Overall, we are seeing a 4.5% increase in utility taxes.
  - Sales tax is well above where we were before the pandemic. We have conservatively budgeted a 2% increase for FY24.
  - County Road & Bridge tax is earmarked for streets, bridges and public roads and is budgeted in line with property tax at a 6% increase.
  - 25% of Auto Sales Tax goes to the community from where the vehicle was purchased and the remaining 75% goes to the community where the purchaser lives.



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- Gasoline tax is projected to increase by 2.5 cents every year.
- Municipal facilities are not currently being rented out, but recreational programs are still active.
- Business licenses are based on square footage. We are anticipating a 1% increase in these revenues.
- The court revenues are projected to go down. This may be due to more court payment plans.
- Investment rates dropped with the pandemic but are going back up. We have a laddered investment portfolio.

• **Expenditures**

- 8.3% increase in personnel services.
- We do an annual salary survey of between 16 and 22 cities to base salary recommendations on. Peer cities are doing a COLA, and we propose a 3% COLA for full-time employees not on a step plan and 3.5% for those on a step plan. This recommended COLA will go toward base salary. Combined with a merit increase, employees may earn up to a 7% increase.
- We did a 2% one-time COLA in January of 2023 that did not go toward base salary.
- The probationary completion bonus is a new financial incentive for new police officers that have completed their probationary period but are not yet qualified for a step increase.
- Longevity pay is a benefit that some current employees are eligible for, but new employees do not. The current budget for longevity pay was frozen in 2010 and will be reduced to zero over time.
- We propose increasing both our minimum and maximum salary ranges for all grades by 3% for full-time employees, and 3.5% for employees on the step plan. We also plan to reclass the grade for 10 positions.
- The SLAIT health insurance pool expenditure is expected to increase by 4%.
- We have two years left on our trash and recycling service contract and plan to request bids on a new contract in FY24.

Parks & Stormwater Fund Projections 5-Year Projections

- We have a lot of big upcoming projects for this fund. These are mostly park projects, but we are working on a stormwater management plan and the bigger stormwater projects



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are still to come.

- The fund balance is strong throughout the 5-year term. The projected fund balance at the end of FY28 is \$2.8 million.
- We also have a reserve from the sale of Fountain Park for \$749 thousand, which has not been appropriated yet.
- After serious discussion, the \$300 thousand expenditure for the art at Venable Park was budgeted based on advice from the Parks and Historic Preservation Committee and the associated task force. About half of the funding is expected to come from donations and the HDR foundation.

Parks & Stormwater Fund Projections FY24 Projections

- **Revenues**
  - We are projecting almost an 8% increase in sales tax for FY24.
  - We received funds from MSD for these projects. A lot of these projects are already in the planning stages.

Public Safety Fund Projections 5-Year Projections

- This fund is funded by the Prop P county-wide sales tax for public safety and pays for police training, competitive police compensation, police equipment, police building utilities and maintenance costs, and a portion of the police pension contributions.
- We are considering a potential COLA for existing retirees.
- Beginning October 1, 2023, revenues from Prop M will begin to be generated and will be dedicated to the public safety fund.
- We have a strong balance throughout the 5-year period with an ending balance of \$3.3 million in FY28.
- Transfers to the General Fund reflect previous salary adjustments, including changing to a step program and a 12-hr shift conversion.

Public Safety Fund FY24 Projections

- **Expenditures**
  - \$80 thousand for a fence around the police parking lot is the only projected



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major expense for this fund in FY24.

Municipal Enterprise Fund 5-Year Projections

- We have seen real improvement in this fund due to increased use of the golf course.
- The goal of this fund is to cover our operating costs and ideally some of our major capital costs.

As an example, we plan to spend \$2.5 million on the Ice Arena refrigeration unit in FY24. This will be paid out of the Capital Fund since the Municipal Enterprise Fund cannot cover it.

- Golf Course maintenance is a significant expenditure that we hope will start to be covered by the Enterprise Fund.
- We project an ending fund balance of \$557 thousand in FY28.

Municipal Enterprise Fund FY24 Projections

- The city is being more aggressive in increasing Golf Course and Ice Arena fees.
- The Ice Arena is funded mostly by the Youth Hockey Association and hockey contract rentals.
- We are expecting the Ice Arena to be closed for about a month during the refrigerant agent replacement, resulting in a projected \$42 thousand reduction in revenue.

Municipal Employee Retirement Fund 5-Year Projections

- The city will continue to invest based on advice from the annual actuarial report.
- The city is looking at options for issuing a COLA as well as moving the legacy pension plan to Lagers.
- Projections for this fund look healthy with an ending balance of \$30.7 million.
- The next City Council meeting will be focused on making some of these decisions.

Municipal Employee Retirement Fund FY24 Projections



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- The total pension cost for the city is expected to cost \$1.47 million.
- Conservative projections incorporating slightly lower earnings rates were used to compare alternate plan options.

**Debt Service Fund 5-Year Projections**

- Debts are scheduled to be retired by 2037 but may be paid off early since we completed a bond defeasance in 2022.

**Sewer Lateral Fund 5-Year Projections**

- The City Council is currently deciding on whether or not to increase the sewer lateral program reimbursement percentage. The average sewer repair currently costs around \$3,500.

**PUBLIC COMMENTS**

**ADJOURNMENT**

The meeting was adjourned at 4:18 pm.

Mover: Ellen Lawrence

Seconder: Ted Armstrong

All present voted Aye.



# **City of Creve Coeur**

## **FY 2024**

# **Preliminary Operating Budget**





city  
of

# CREVE COEUR

300 North New Ballas Road • Creve Coeur, Missouri 63141  
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966  
[www.creve-coeur.org](http://www.creve-coeur.org)

April 17, 2023

Mayor Hoffman and Members of the City Council:

I am pleased to present the Fiscal Year 2024 (FY 2024) budget for your consideration. The proposed budget provides the resources necessary to continue to meet the high expectations of our community over the next year.

In the recent years, state and local governments everywhere continued to face similar long-term challenges of stagnant revenues, rising costs and fallout of the COVID-19 pandemic. Due to a concerted effort to limit expenditures to the extent possible, the City of Creve Coeur continues to be financially strong while providing high quality service to the community. The effect of inflation is witnessed both in revenues to some extent and in the rising costs of labor, services and commodities for equipment and supplies.

## Long Range Planning

In developing the annual budget, the city staff relies upon a variety of planning documents, including the city's Strategic Plan, Comprehensive Plan, five-year Capital Improvement Plan, and the Parks and Recreation Master Plan. The annual budget provides many of the resources necessary for implementing the long-range objectives as identified in city's planning documents. In April 2022, a new Strategic Plan was adopted establishing and prioritizing goals for the next three years and was updated last month with new action items for FY 2024 by the City Council.

The city's Strategic Plan includes the following goals:

### **Strategic Goal 1: Invest in city services to make them effective and efficient.**

One approach to investing in city services is to attract and retain qualified employees through competitive pay and benefits. In FY 2023, the city completed a comprehensive review of the city's benefit package in completion of a first year action item and results showed the city is a strong competitor in many benefits areas, but has opportunities for enhancements. Several benefit enhancements proposed in FY 2024 are soft costs, such as modifying paid time off schedules, while others will require an additional investment by the city, such as providing a cost of living adjustment (COLA) to Legacy Plan retirees and enhancing the level of the LAGERS retirement plan to be more comparable with cities in the St. Louis Metropolitan Area. City staff reviewed salaries and pay ranges of employees as part of its annual budget planning process and compared them with peer cities in the area and is proposing a 3% cost of living adjustment (COLA) in FY 2024 for all full-time staff along with increases for the annual merit plan and step plans to provide some relief from income loss due to inflation. Competitive pay is particularly important now when facing a depleted applicant pool

and to remain competitive with peer cities. Also in FY 2024, staff will be developing an individualized compensation report to efficiently communicate the value of city benefits to employees annually.

City staff made progress in several areas designed to streamline and improve city processes in FY 2023 including the acquisition and implementation of new building permitting and agenda management software programs. Both new software systems will provide electronic access to city files while reducing the city's carbon footprint by utilizing more paperless processes to the extent possible. Also in FY 2023, the city transitioned from semi-monthly to biweekly payroll which improved the efficiency of the payroll process and increased the pay frequency for employees. In FY 2024, digital archiving of permanent records is anticipated to be completed, possibly through a state grant as well as exploring staff scheduling software to improve efficiency.

An ongoing goal of staff and City Council is to seek opportunities for revenue enhancements to continue being a community of choice with high-level services. On April 4, 2023, voters approved Prop M, a 3% additional tax on recreational marijuana which was legalized in Missouri in November 2022. This new tax revenue will be dedicated to public safety purposes including equipment, training and other program costs related to public safety. In FY 2024, staff will continue educating residents about the local use tax, the uses of it in maintaining current service levels, and how it is a more equitable to Creve Coeur businesses that invest and reside in our community and must compete with online and out-of-state companies that do not pay local sales tax.

**Strategic Goal 2: Invest in infrastructure and facilities to support the local economy and quality of life.**

The Government Center – previously an elementary school built in the 1950s and renovated for its current use in 1989 – lacks adequate office, meeting and archival space, and needs equipment and infrastructure replacements. In FY 2023, an updated space needs analysis was completed including cost estimates to renovate the existing building, or build a new one. The high estimated costs deterred proceeding further with construction at this time. To prepare for the cost of a new Government Center in the future, the FY24 budget for FY24 proposes to set aside funds for this purpose in each of the next five years. By FY28, this reserve will reach \$7 million and reduce the amount of future debt required for a new facility. In the meantime, staff will undertake short-term repairs and renovations to the Government Center including much needed roof repairs to ensure the facility remains functional, safe and inviting for employees and the public.

The automotive market is rapidly moving towards electric vehicles (EVs). In response, in FY 2024 new EV charging stations will be installed at the Police Building to make it possible for the city to invest in more hybrid and electric city vehicles in support of green energy and be more accommodating to the public. This project is eligible for rebates under an Ameren Missouri Program that covers half of the cost of EV charging station equipment and installation.

The Ice Arena located in the Dielmann Recreation Complex requires maintenance and capital upgrades to address an aging facility and aging and/or obsolete equipment including conversion or replacement of the R-22 coolant system, HVAC and flooring replacement, and roof repairs which are included in the 5-year CIP plan (FY 2024 - FY 2028). Alternative uses to the Ice Arena were considered in FY 2023, and there was a City Council decision to proceed with the \$2.2M ice refrigerant system conversion and other repairs in FY 2024, all of which were made possible by a \$525K Municipal Park Grant, \$1.6M in American Rescue Plan Act (ARPA) funds, and the Capital Improvement Fund.

Street and sidewalk projects represent significant investments made by the city each year which are primarily paid for through Capital Improvement Fund revenues coupled with staff's success in obtaining federal and state grants to offset costs whenever possible. The quinquennial street condition analysis was updated in FY 2023 and will guide the pavement management program for the next five years. In addition, the \$1.3M Mosley Road Improvement Project, partially-funded Surface Transportation Project (STP) grant project (\$760K), was completed and included realignment and resurfacing of the road and sidewalk improvements between Olive Boulevard and Ladue Road. ARPA funds (\$1.5M) will also be used to support capital improvements to city streets in late FY23 a year in which the city's street and sidewalk construction program exceeded \$5.4M. Anticipated to be completed in FY 2024, is the \$1.3M New Ballas Road Improvement Project – Phase I, also partially-funded by an STP grant (\$960K), includes concrete pavement replacement, right-of-way acquisition and construction for the area between Olive Boulevard to Craig Road.

In FY 2023, the early stages of the development of a Watershed Management Plan (\$448K) are underway and anticipated to be complete in FY 2024. Included in the cost are funds to develop stormwater concept plans for long-standing priority level projects in FY 2024 partially funded by Missouri Sewer District's Operations, Maintenance and Construction Improvements (OMCI) grants. The Watershed Management Plan will include an in-depth study of stormwater behavior and needs throughout Creve Coeur to provide a sound, proactive basis by which the city can approach stormwater management investments in the future.

### **Strategic Goal 3: Promote safety and well-being of the community.**

The Creve Coeur Police Department – specifically the quality of employees who serve – are the keystone to providing safe and secure community for residents, businesses and visitors. Following record high post-COVID employee turnover across the nation, police officer recruitment was a priority in FY 2023 and many benefit enhancements such as mental health checks on a triennial basis and other policy changes were implemented to attract and support the next generation of police officers in the community. In FY 2023, the Police Department expanded the use of license plate readers at intersections in the city as an important crime-solving tool, and research costs associated with upgrading security systems in various parks.

The well-being of the community includes a having spaces where people can play and enjoy the great outdoors. In FY 2021, the Parks and Stormwater tax was passed by voters providing much-needed revenues to make many new projects possible. In FY 2023, one-mile of resurfaced asphalt paths was completed in Conway Park along with the removal of two historic log cabins – Cluster and Hackmann – which were donated by the City of Creve Coeur to St. Louis County. In FY 2023, the log cabins were disassembled and relocated to Faust Park where they will be rebuilt and restored by preservationists for future generations to learn about the life of early settlers in the region.

In FY 2024, approximately \$4.8M is budgeted for parks and stormwater projects as outlined in the Capital Improvement Plan. A significant park projects planned in FY 2024 includes \$2.3M for Millennium Park Improvements – Phase I which includes a site design for the west half of the park, a new playground, splash pad, and park benches, and walkway connections in this section with construction beginning in late summer 2023 and continuing into spring 2024.

**Strategic Goal 4: Actively engage Creve Coeur residents and seek input from diverse perspectives.**

One of the many ways the city seeks input from residents is through face-to-face conversations. In FY 2023, the city resumed the Subdivision Trustee Annual Meeting after a two-year hiatus following the COVID pandemic. This type of public venue is an effective way for City Council and staff to engage with subdivision leaders to listen to concerns and also talk about city projects and services that may benefit them. Another way the city engages residents is by making access to public information easy, thereby being good stewards of public trust through transparency. The City implemented a new agenda management software for governing bodies to promote public meetings and more efficiently share information about local government activities. Mayor Hoffman was elected to serve on the Board of Directors of the Municipal League of Metro St. Louis (MML) and members of the City Council attended the MML and National League of Cities conferences where they can learn about the significant part they play in protecting and preserving the quality of life in their own respective cities and towns, regionally and statewide.

A multi-year project is anticipated to be completed in FY 2024, namely the construction of a commemorative artwork project (\$228K) planned for Venable Park which resides on land acquired by the city in the late 1950s from Dr. H. Phillip Venable through eminent domain and motivated by bigotry and racial animus. The memorial artwork design will be selected to provide a lasting and engaging memorial in honor Dr. Venable. In addition, the Arts Committee and Parks and Historic Preservation Committee will be collaborating to find new ways of encouraging cultural events in the city and brainstorming ways to celebrate the City's 75<sup>th</sup> anniversary and the 100th anniversary of the golf course in calendar year 2024.

**Strategic Goal 5: Encourage high quality development in order to strengthen and diversify the economy and provide additional services and amenities to residents.**

One way the city supports economic diversity is through effective zoning codes to ensure the city has a portfolio of different zoning districts to support commercial and residential life. In FY 2023, the Planning and Zoning Commission (P&Z) and City Council approved a revised drive-thru ordinance in fall of 2022 which was prompted by a rise in contactless food service during the pandemic and concerns with several components of the prior ordinance. Amending the ordinance allows more flexibility for drive-throughs that do not abut single-family homes, more restaurant and business choices for residents, and improves opportunities for revenue enhancements. In FY 2024, staff and the P&Z will work on revising the zoning ordinance to address and encourage electric vehicle infrastructure in support of market trends toward use of electric vehicles to expand opportunities for additional amenities to businesses, residents and visitors to Creve Coeur.

The 39 North Agtech District (39N) continues to be an area of significant importance for Creve Coeur and the entire region. The 600-acre mixed-use area is anchored by the Donald Danforth Plant Science Center, BRDG Park, Helix Incubator, Benson Hill, Bayer Crop Science, the Yield Labor and others. In FY 2023, Bayer – the largest landowner in Creve Coeur – sold its 95-acre west campus. Staff has received an application from the developer proposing a mixed-use development which will include multifamily housing, office space, ground floor retails and a hotel which will help support the growing synergy of this ag-tech business and research area. In FY 2024 staff will be working on a Comprehensive Plan update to include redevelopment of the former Bayer West Campus and updating the City's planned development ordinance to serve as a flexible zoning alternative for the city along with looking at ways to encourage redevelopment in the East Olive Corridor.

By the end of FY 2023, construction preparation will begin for a grant project involving partial reconstruction of the intersection of Lindbergh Boulevard and Old Olive Street Road. This project will include a signalized intersection and a pedestrian crossing. The project will connect Old Olive east and west of Lindbergh, a critical step toward implementation of the Old Olive Great Street Plan and the 39N Master Plan.

## **GENERAL FUND**

Long-range revenue and expenditure projections for the General Fund are included in Section 2 of the proposed budget. In FY 2024, operating revenues are projected to outpace operating expenditures by \$671,122. After interfund transfers, the fund balance is expected to decrease by \$445,373. This decrease is due to a one-time transfer of \$1.9M in ARPA funds to the Capital Fund.

### **Long-Range Outlook**

Prior to FY 2022, despite a very strong local economy in Creve Coeur, the city continued to experience flat revenue growth, as the city's general fund revenues increased an average of only 1.07% for the previous ten-year period. However, starting in FY 2022, sales tax and utility taxes have increased and continue to increase, accounting for 72% of the city's General Fund revenue.

The long-term global trend from brick and mortar to on-line shopping accelerated during the pandemic. Cities across the state and nation have increasingly adopted a use tax to recover the revenue losses resulting from the trend to on-line purchases, and is a matter which the City Council and Finance Committee continue to discuss and consider for the future.

### **General Fund Reserves**

Creve Coeur continues to maintain a substantial reserve in its General Fund, projected at \$21.6 million at the end of FY 2024 or 132.1% of annual operating expenditures. The city's substantial reserves provides the opportunity to set aside funds for long-term capital needs:

- \$3M is reserved for future replacement of the Government Center; and this reserve is proposed to increase by \$1M each year over the next five years;
- \$1M is reserved for unforeseen street construction or repairs;

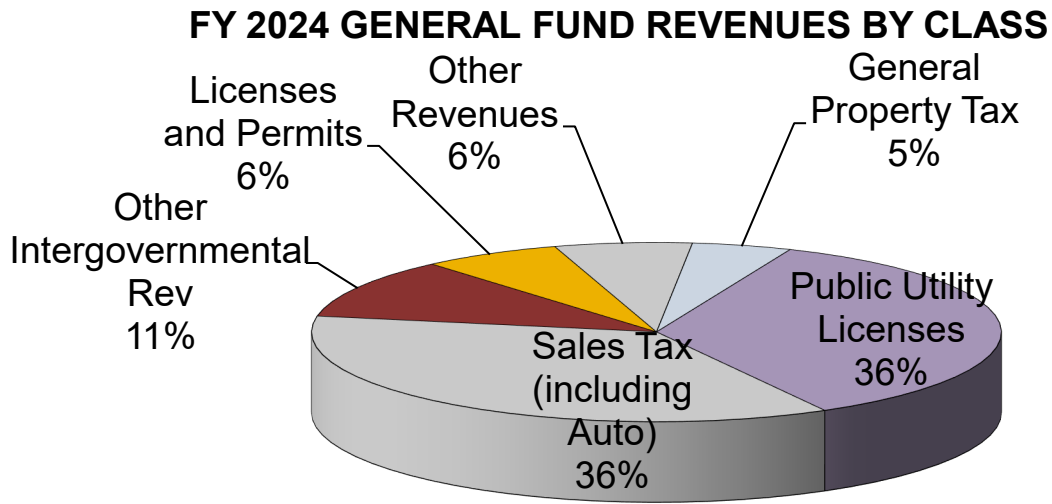
After accounting for these assigned purposes, the city is projected to have an unassigned fund balance of \$17.4M or 106% of annual expenditures. By FY 2028, the city's General Fund unassigned reserves are projected to be reduced to \$12.4 million, or 66% of annual operating expenditures. This figure is still well above the city's reserve policy of maintaining at least four months of the previous two years average expenditures, or 33% of annual expenditures.

An annual transfer of \$400,000 of County Road and Bridge Tax revenues is made each year to the Capital Improvement Fund, consistent with the intended use of these revenues for road improvements and repairs. The balance of these funds support Street Division operations in the General Fund.

By maintaining a substantial reserve, the city has been able to respond to emergencies, pursue grant-match opportunities and maintain a triple-A credit rating.

**General Fund Revenues**

The city’s revenue stream relies heavily on retail sales tax (35.9% of General Fund revenues) and utility licenses (35.6% of General Fund revenues). For FY 2024, operating revenues for the General Fund are projected to increase 1.4% from projected FY 2023 revenues when you exclude the one-time payment from ARPA Funds of \$1.9M. This increase is primarily due to an increase in sales tax and an increase in utility tax rates. The City received half of the ARPA funds in FY 2022 and FY 2023 (\$3.9M), but these are one-time revenues. The City plans to utilize most of these funds on Street and Ice Rink projects in FY 2023 and FY 2024. A brief explanation of revenue projections for FY 2024 is provided below:



**Intergovernmental Revenues**, which include sales tax, gas tax, and county road and bridge tax, comprise 47% of operating revenue, are projected to decrease by .2%, but only because of the one-time ARPA Funds received in FY 2023. Without the ARPA Funds, the Intergovernmental Revenues are projected to increase 11.5% in FY 2024.

The city sales tax portion of Intergovernmental Revenues, based on the city’s sales tax rate of 1.25% but is subject to the St. Louis County sharing formula, whereby a portion of revenues are shared with other cities and the county. The city’s sales tax for FY 2023 is projected to be \$5,934,458, or 10.5% more than FY 2022 and 16% more than FY 2019, which is the last full year not impacted by the pandemic. For FY 2024, staff is projecting a modest 2% increase.

**Public Utility Licenses**, which comprise 36% of the city’s operating revenue, is projected to increase 6.9% in FY23 over FY22. For FY 2024, an overall increase of 4.3% to \$6,269,755 is budgeted due for public utility licenses due to recent or anticipated rate increases.

The city’s current **Real Estate Tax** rates per \$100 of assessed value are \$.073 for residential and \$.083 for commercial property and are expected to decrease for FY 2024 since it is a reassessment year. Higher reassessments will result in lower property tax rates due to Missouri state law. General Fund real estate tax revenues for FY 2024 are projected to increase 6% to \$824,655. The city’s General Fund portion of property tax represents one percent of the total property tax bill including the school and fire districts and other taxing authorities.

The City of Creve Coeur, unlike all other taxing jurisdictions serving our residents, does not include a tax on personal property for its general levy.

**Licenses and Permits** are projected to decrease by 17.8% to \$1,151,285 for FY 2024. Building permit revenues are projected to decrease by 23.4% to \$675,000 following three consecutive exceptional years, where we saw several large projects being initiated.

Apartment Re-Occupancy permit revenues are projected to decrease to \$96,000 in FY 2024 as a result of apartment facilities improving their new occupant procedures.

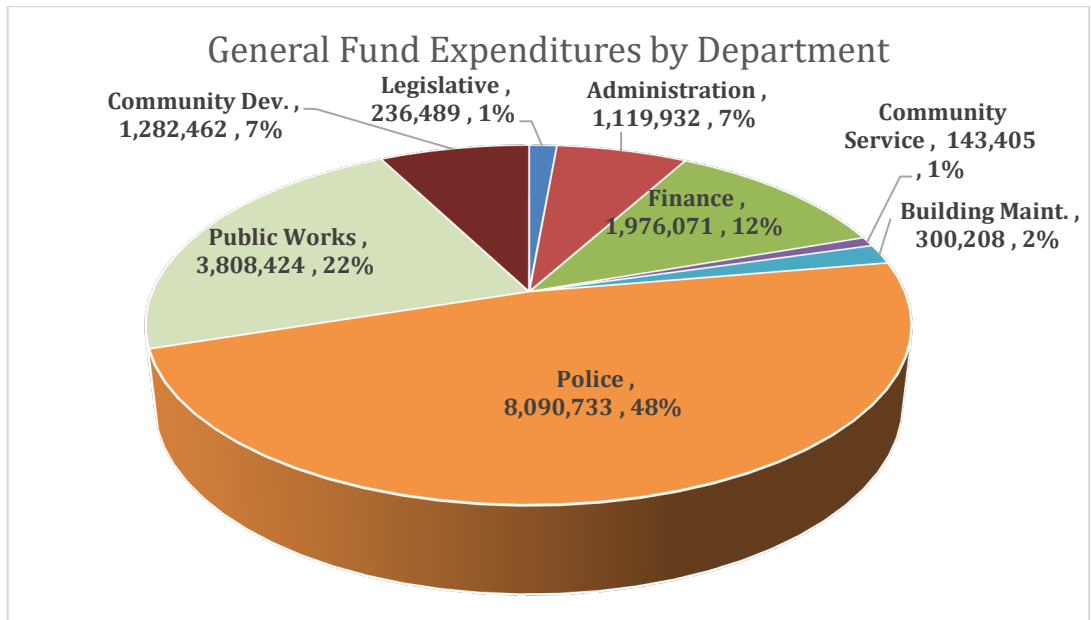
Business license revenues are projected to increase 1% in FY 2024, at \$210,406. While a number of businesses closed during the pandemic, the City continues to gain a number of new businesses to help offset the loss. Therefore, this revenue was only slightly affected by COVID-19. The city’s business license rates have not been adjusted since the early 1990s.

**Municipal Court** revenues are projected to increase by 1% in FY 2024 to \$393,640, as Municipal Court sessions was substantially curtailed in FY 2021 and FY 2022 due to the pandemic, but have slowly returned to normal.

**Interest on Investments** increased in FY 2023 a result of interest rates continuously increasing after COVID-19, but interest rates are expected to level off for FY 2024, with interest revenue budgeted at \$450,000.

**Charges for Municipal Facilities** are projected to increase 3% at \$52,000, and can be attributed to the increase in park programs since they declined in FY 2021 due to the COVID-19 pandemic. This is down \$20K or 28.2% from the last full pre-pandemic year of FY 2019 as a result of not opening up reservation of the Multi-Purpose Room or either one of the two meeting rooms.

**General Fund Expenditures**



Fiscal Year 2023 expenditures are projected to be 3.7% lower than budgeted mainly due to many vacancies. FY 2024 is projected to be 7.4% higher than projected expenditures for FY 2023 mainly as a result of personnel and benefit increases in addition to the large number of full-time position vacancies in FY 2023. As the chart below demonstrates, personnel services comprise 71.28% of our General Fund budget.

<u>Expenditure Category</u>	<u>FY 2023 Projected</u>	<u>FY 2024 Budget</u>	<u>Percentage Change</u>
<b>Personnel Services</b>	\$10,911,552	\$11,818,856	8.3%
<b>Operating Expenses</b>	\$4,355,131	\$4,635,888	6.4%
<b>Capital Outlay</b>	\$515,056	\$502,980	-2.3%
<b>TOTAL</b>	\$15,781,739	\$16,957,724	7.5%

**Personnel Services**

The Police Department composes the majority (55%) of the General Fund personnel expenditures. The Public Works Department makes up the next largest portion of the city’s personnel costs (14.4%).

Major factors affecting personnel expenditures in FY 2024 are outlined below.

- The total full-time employee population has decreased two full-time positions in FY 2024 which were vacated in FY 2023 through attrition, namely a building inspector and administrative services associate. The administrative services associate position was reclassified to part-time bringing the total full-time employee count to 107 in FY 2024.
- Minimum and maximum salary ranges are recommended to increase 3% for all merit plan grades and 3.5% for all commissioned grades in addition to reclassifying a few positions to higher salary grades due to traction lost in recent years following salary freezes and/or conservative merit increases and to be more comparable with competitor cities.
- A 3% cost of living adjustment (COLA) is proposed for all merit based employees; a 3.5% COLA for all step based employees (police officers and sergeants); and a few market equities to adjust actual salaries to be more comparable with select cities at a cost of \$252,439.
- A 4% merit increase is proposed for merit plan employees and a 3.5% step increase for step plan employees as well as a few market equity adjustments for certain positions whose actual salaries are lagging based on salary data with comparator cities at a total cost of \$231,517.
- Longevity pay has been frozen since FY 2011, and will decline rapidly as long-term employees retire from the city. Only employees hired before August 1, 2004 are eligible for longevity pay and receive \$8 pay per month, for each year of service to the city (a 10-year employee receives \$80 per month, or \$960 per year in longevity pay). For FY 2024, longevity pay will total \$23,424, down sharply from \$79,700 ten years ago.

- Effective July 1, 2009, the city elected to pool its health insurance with other municipalities in the St. Louis Area Insurance Trust (SLAIT) in an effort to reduce rate volatility and gain more control of the plan from year to year. In FY 2024, rates are projected to increase 4% which will increase the premiums \$49,573 to \$1,289,093\*. As previously discussed, the city also implemented a spousal surcharge program effective January 1, 2021, which results in an annual savings of approximately \$125K in spousal premiums costs and spousal surcharge fees. The surcharge applies only to spouses who are provided with health insurance coverage through their employer but have opted for the city's plan. In addition, SLAIT and the City of Creve Coeur have implemented an ambitious wellness program to encourage healthy life-styles among our workforce.
- The city's legacy defined benefit (DB) pension plan covers employees hired on or before June 1, 2006. In previous years, the unfunded liability costs associated with the legacy plan had been dispersed and shared among all of the department operating budgets with active members in the plan; however, beginning in FY2022, these unfunded liability costs were expensed to the Finance Department-Interdepartmental budget for more accurate tracking of these expenses totaling approximately \$528,379 for FY 2024, which is up from the \$472,760 in FY 2023 as a result of less active employees in the legacy plan to contribute to the costs. The employee contribution to the legacy pension plan (4%) is projected to generate \$78,199 to offset a portion of the city's total contribution to the pension fund, budgeted at \$1,062,820\*. The city's FY 2024 budgeted contribution is \$97,615 more than the contribution for FY 2023. The City Council and Pension Board adopted a 10-year amortization schedule to retire the unfunded pension liability, but due to adopting the current mortality table and reducing the earnings assumption from 7% to 6.75% in FY 2019, and then to 6% in FY 2022, the amortization schedule has been extended to a 14-year period. Additionally, in FY 2021 the percentage of funds transferred from the Public Safety Fund to the General Fund was increased from 15% to 20% to offset a portion of the expenses associated with police officers in the legacy DB plan. This transfer will offset General Fund pension costs associated with the legacy DB plan by \$242,162 in FY 2024.
- Employees hired after June 1, 2006, are in the LT-8(65) Missouri Local Government Employees Retirement System (LAGERS) and contribute 4% of their salary to the plan. The 4% employee contribution is projected to generate \$228,335\*. The city's contribution to LAGERS is budgeted at \$422,266\*.

*\*Combined General Fund, Capital, Sewer Lateral, Parks & Stormwater and Enterprise Fund.*

**Operating Expenses** are projected to increase by 6.4% to \$4,635,888 in FY 2024. The city's trash and recycling contract represents the city's largest non-personnel related operating cost. The city entered into a 5-year contract extension with Republic Waste in FY2021, which calls for up to a 4% annual increase. For FY 2024, trash and recycling contract costs are budgeted at \$874,955. Building & ground maintenance, auditing services, office equipment maintenance, utilities, planning & design services, education & training, travel & conferences, temporary personnel services, property & liability insurance, snow removal, vehicle maintenance and fuel represent other large areas of non-personnel related costs.

**Capital Outlay Expenses** in the General Fund budget are projected to be \$502,980 for FY 2024. This amount represents a 20.9% decrease over the estimated FY 2023 expenditures with most of the decrease due to a decrease in police vehicle replacement.

A listing of capital outlay expenditures may be found in the department budget in accounts 9501 through 9505. Capital outlays are generally one-time expenditures or expenditures for items which have a useful life of longer than one year such as building improvements, vehicles, equipment, office machines and furniture and fixtures.

Significant capital outlay expenditures are identified in each of the departmental budgets.

### **Budget Highlights**

Within each departmental budget you will find a section titled “Budget Highlights,” describing new or expanded programs, purchases or trends of note.

### **CAPITAL IMPROVEMENT FUND**

The city’s capital program reflects an emphasis on preservation of existing infrastructure, and aggressively pursuing outside funding to offset the city’s cost where possible.

The five-year plan (FY 2024–FY 2028) includes approximately \$21.8 million in total capital outlay with the major emphasis on street reconstruction and resurfacing. Staff evaluates and prioritizes specific streets and types of treatment based on the city’s street rating system, most recently updated by a third party consultant in FY 2023.

The proposed Capital Fund budget is based on the five-year Capital Improvement Plan (FY 2024 – FY 2028), which was submitted to the City Council on February 27 and scheduled for approval on April 24, 2023.

### **Capital Fund Revenues**

Funding sources for infrastructure and city facilities’ needs are limited to our capital improvement sales tax, grants and transfers from the General Fund. As sales tax revenues have been stagnant over the last decade until FY 2022, transfers from the general fund will continue to be an important revenue source to ensure proper maintenance of our infrastructure.

The half-cent capital improvement sales tax is the major funding source for the Capital Improvement Fund. Capital sales tax revenues are projected to be \$2,422,402 at the end of the current fiscal year, up 10.3% from FY 2022 and up \$255K over FY 2019, which was the last full pre-pandemic fiscal year. A 2% increase in sales tax revenue is projected in year 2024 due to businesses returning to normal after the COVID-19 pandemic.

Historically, General Fund transfers of \$400,000 have been recommended and included in the Capital Improvement Plan to provide funding to maintain a robust street maintenance program and consistent with the intended use of county road and bridge revenues.

The city has been successful in obtaining grant funding for street and park projects, and it is anticipated that we will be able to obtain future grant funding to supplement the plan as presented.

The city received a total approximately \$3.89 million in Federal ARPA funds in FY 2022 and FY 2023. As these funds are one-time in nature, it is the recommendation of city staff to use these funds for one-time, capital investment. These funds have been allocated in the FY 2023 and FY 2024 budget

for street and sidewalk maintenance program that was delayed during the COVID-19 pandemic and for several projects related to the ice arena refrigerant switchover, dehumidification system and compressor repairs.

### **Capital Fund Expenditures**

The FY 2024 projects are outlined in detail in the Capital Improvement Program (CIP) budget. Expenditures by major category in the Capital Fund are as follows:

- Building and Improvements - \$492,500
- Park Development Projects - \$2,723,000 (offset by \$1,670,535 from ARPA Funds)
- Street and Sidewalk Improvements - \$4,271,500 (offset by \$2,705,410 from grant funding)
- Capital Equipment - \$674,000
- Administration - \$153,104

### **PARKS AND STORMWATER FUND**

As previously mentioned, in November 2020, voters in Creve Coeur approved a half-cent tax increase (Prop C), that is dedicated to capital improvements, operations and maintenance of city parks and stormwater infrastructure. Use and allocation of revenues generated by the parks and stormwater sales tax is guided by city policy included in the “Financial Policies” section of the budget.

#### **Parks and Stormwater Revenues**

The new half-cent tax went into effect on April 1, 2021 and revenues for FY 2023 are projected to be \$2,912,168 and \$2,970,412 is budgeted for FY 2024, which is a 2% increase.

The city also projects \$400,000 in funding from other agencies, including funding from the re-established Operations, Maintenance and Capital Improvement (OMCI) Deer Creek Watershed District by MSD.

#### **Parks and Stormwater Expenses**

The FY 2024 projects are outlined in detail in the CIP. Expenditures by major category in the Parks-Stormwater Fund are as follows:

- Parks and Recreational Facilities - \$2,987,250
- Stormwater - \$1,120,000
- Capital Equipment - \$30,000
- Administration - \$137,795

### **BUILDING PROJECT BOND FUND**

In FY 2017, voters approved a \$10.635 million general obligation bond measure to finance the construction of a new police building on the existing property of the Creve Coeur Government Center and make safety and security improvements to the Government Center. Construction of the police building was completed by FY 2021.

## **PUBLIC SAFETY SALES TAX FUND**

A countywide Public Safety sales tax was approved by voters on April 4, 2017. Cities in St. Louis County share 5/8 of the revenues based on population. The budgeted amount to be received by the City of Creve Coeur in FY 2024 is \$1,235,028. These revenues will help offset the increasing cost of providing high quality police services including maintaining competitive salaries and benefits, moving to a step pay plan, equipment, technology, training, and maintenance and operating expenses for the new Police Station. The city's adopted policy on use of these funds can be found under the "Financial Policies" section of the budget.

FY 2024 includes transfers out of the Public Safety Fund into the General Fund to cover the increase in pension contributions for the Police Department \$242,162. This amount increased from 15% to 20% of the sales tax in FY 2021.

Operating expenditures for the new Police Station, including utilities and maintenance, are budgeted at \$157,539 for FY 2024.

Part of the fees collected by municipal court provide funding for police training, but these revenues have been in decline due to Senate Bill 5 and other changes in the municipal court rules. The Public Safety Fund provides another source of training revenue, budgeted at \$43,250 in FY 2024.

Other capital items, including building upgrades, firing range lead abatement, replacement of carriers for patrol, Millennium Park cameras, police interview room camera and 3 additional Flock license plate recognition (LPR) cameras are just a few of the items included in FY 2024.

## **BUILDING PROJECT DEBT SERVICE**

The debt associated with the Building Project Fund will be paid through real and property tax assessment and will sunset after 20 years (2037). The current rate of \$.082 is also budgeted for FY 2024.

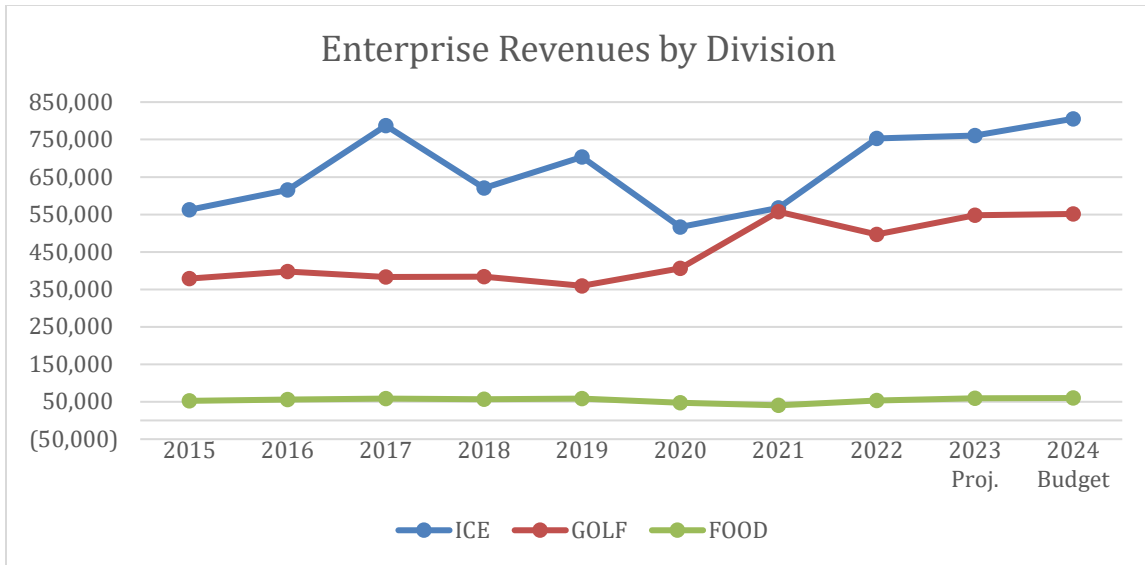
In FY 2023, the City executed a bond defeasance allowing the City to set the debt levy back to the original \$.082 per \$100 of Assessed Valuation. Doing this will allow the City to defease a portion of the Series 2017 Bonds maturing on March 1, 2037, in the aggregate principal amount of \$575,000. Doing a defeasance allows the City to pay off the bonds faster and also allows the City the option of issuing bonds again before the 20-year maturity at the same rate (subject to voter approval).

In FY 2024, property tax revenue is budgeted to be \$964,600, with interest revenue of \$9,500.

Interest expense is estimated to be \$215,588, and principal expense is anticipated to be \$480,000 in FY 2024.

## **MUNICIPAL ENTERPRISE FUND**

The Municipal Enterprise Fund (MEF) includes the operations, maintenance and capital outlay of the city's golf course and ice arena. The fund is comprised of four divisions: Golf Course/Pro Shop, Golf Course/Maintenance, Ice Arena, and Food Services.



MEF Revenues are projected to be 3.6% higher in FY 2024 (\$1,416,861). The golf course has seen a substantial increase over FY 2019, up 53.8%, as residents and non-residents have sought outdoor activity while schools and businesses have been closed. The ice arena, even saw an increase over FY 2019 of \$100,112 or 14.2%.

Operating Expenses for the Enterprise Fund are anticipated to increase by 2.9% to \$1,313,641. This increase is mainly due to an increase in personnel costs.

We continue to strive for the MEF to offset all operating expenses with operating revenues. No General Fund transfers to support MEF operations are projected over the next five (5) years.

### Ice Arena

Ice Arena revenues are estimated to increase 3.1% over projected FY 2023 revenues to \$784,188 in FY 2024. Estimated expenses for FY 2024 are projected to increase 4.71% to \$644,766 when compared to projected expenses for FY 2023. An increase in expenses resulted primarily from an increase in personnel costs. The decrease in revenues is due to a projected one-month shut-down of the ice arena during renovations related to installation of a new refrigeration system. A temporary chiller will be used for the majority of the construction period.

### Golf Course

Golf Course revenues are budgeted to increase in FY 2024 by .74% to \$551,563 when compared to projected revenues for FY 2023. Estimated expenses for FY 2024 are projected to increase by 1.76% to \$619,430 over projected FY 2023 expenses of \$608,695.

The city entered into a 4-year lease agreement for golf carts in FY 2023. The lease arrangement is financially advantageous to the city as well as providing a better level of service to course patrons.

## Food Services

Food Service revenues are projected to increase slightly in FY 2024 to \$59,800 compared to projected FY 2023 revenues of \$59,300. Estimated expenses are projected to decrease to \$49,445 compared to projected FY 2023 expenses of \$52,143.

Budget highlights and detail for Golf, Food, and Ice are included within the proposed budget.

## EMPLOYEE RETIREMENT FUND

The city maintains a legacy defined benefit retirement plan for vested city employees hired prior to June 1, 2006. Contributions are made to the fund annually based on actuarial assumptions and investment performance. The employer contributions for FY 2024 are budgeted at \$1,062,820 including interest compared with FY 2023 employer contributions of approximately \$965,205 plus interest. .

In addition to the Employee Pension Board adopting a more conservative investment earnings assumption of 6% starting in FY 2022 (down from 6.75%), the most current mortality table was implemented in FY 2022 and the 10-year amortization schedule was extended to a 14-year schedule.

The FY 2024 budget includes an employee contribution of 4% of salary by participating employees with less than 30 years of service (\$78,200) to help offset a portion of the cost of the legacy defined benefit pension plan.

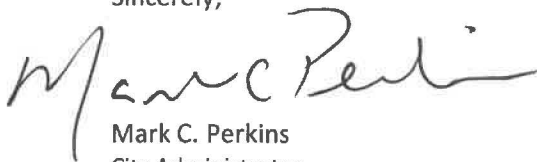
## CONCLUSION

Accountability to our community is the cornerstone upon which trust and support are built. Continuously setting high standards and determining priorities to meet the expressed needs of our community continues to set Creve Coeur apart from other cities.

The FY 2024 budget is hereby presented for your consideration, setting forth a work plan we believe will provide the services Creve Coeur residents have come to expect from the city. We look forward to the upcoming budget discussions with the Mayor and City Council and the Finance Committee.

Many members of the staff have worked long hours to prepare this year's budget. They have labored to make it as accurate as possible and organized it so that the budget will serve as both a tool for decision-making and a communicator of policy. Special recognition goes to Finance Director Lori Obermoeller, Senior Accounting Associate Tracy Brothers, and Assistant City Administrator Sharon Stott for their diligence in developing this budget for your consideration.

Sincerely,



Mark C. Perkins  
City Administrator



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## CITY OFFICIALS

### MAYOR

Robert Hoffman

### CITY COUNCIL

#### Ward I

Mark Manlin  
Heather P. Silverman

#### Ward II

Tim Carney  
Nicole Greer

#### Ward III

David Z. Hoffman  
Sari Neudorf

#### Ward IV

Joe Martinich  
Dan Tierney

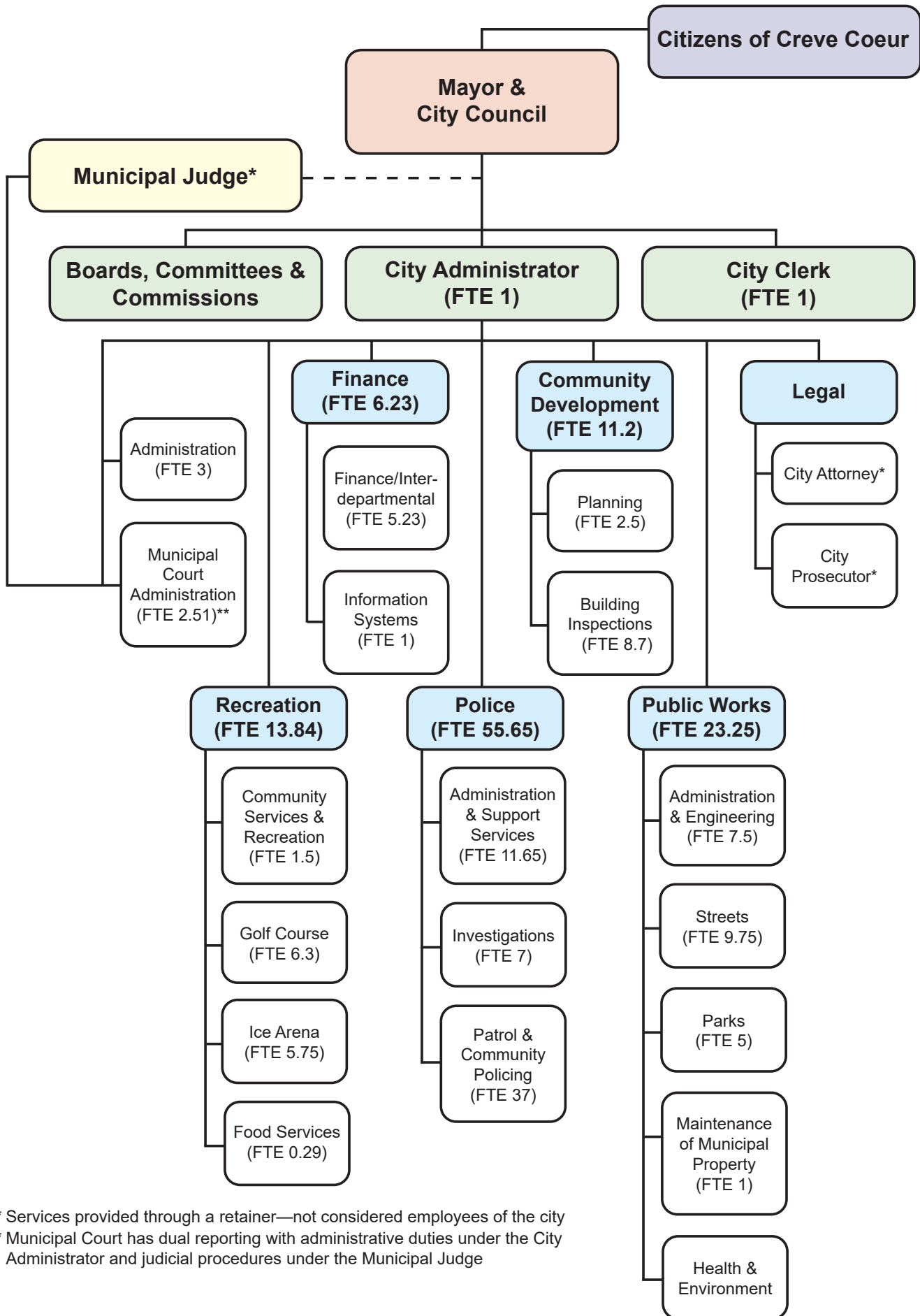
## ADMINISTRATIVE STAFF

<b>City Administrator</b>	Mark C. Perkins, ICMA-CM
<b>Assistant City Administrator</b>	Sharon M. Stott, MBA
<b>City Attorney*</b>	Carl Lumley
<b>Prosecuting Attorney*</b>	Stephanie Karr
<b>Alternate Prosecuting Attorney*</b>	Melissa Price Smith
<b>Municipal Judge*</b>	Timothy Engelmeyer
<b>Provisional Municipal Judge*</b>	Mary Bruntrager
<b>City Clerk</b>	Kellie Henke
<b>Chief of Police</b>	Jeffrey Hartman
<b>Director of Finance</b>	Lori Obermoeller, CPFO, MBA
<b>Director of Public Works</b>	Jim Heines
<b>Director of Community Development</b>	Jason W. Jaggi, AICP
<b>Chief Building Official</b>	Gregory B. Tate, CBO, MCP
<b>Director of Recreation</b>	Jason E. Valvero
<b>Assistant Director of Recreation</b>	Tim Brinks

*\*Independent contractors.*



# Organizational Chart



\* Services provided through a retainer—not considered employees of the city

\*\* Municipal Court has dual reporting with administrative duties under the City Administrator and judicial procedures under the Municipal Judge



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Creve Coeur  
Missouri**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

Executive Director



BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET OF THE CITY OF CREVE COEUR FOR THE FISCAL YEAR 2024 COMMENCING JULY 1, 2023 AND APPROPRIATING FUNDS PURSUANT THERETO**

**WHEREAS**, THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2023 HAS BEEN PROPOSED IN ACCORDANCE WITH STATE LAWS AND THE CITY CHARTER, AND

**WHEREAS**, THE FINANCE COMMITTEE REVIEWED AND RECOMMENDED APPROVAL OF THE PROPOSED BUDGET, AND

**WHEREAS**, A COPY OF THE PROPOSED BUDGET HAS BEEN AVAILABLE FOR PUBLIC INSPECTION AT THE CREVE COEUR GOVERNMENT CENTER AND A PUBLIC HEARING ON THE BUDGET WAS CONDUCTED ON JUNE MAY 12, 2023, AT WHICH TIME ALL PERSONS WERE GIVEN AN OPPORTUNITY TO BE HEARD IN ACCORDANCE WITH CITY CHARTER REQUIREMENTS AND A NOTICE OF THE PUBLIC HEARING AND A GENERAL SUMMARY OF THE PROPOSED BUDGET WERE PUBLISHED IN THE ST. LOUIS COUNTIAN ON MAY 12, 2023, AND

**WHEREAS**, A COPY OF THIS ORDINANCE HAS BEEN MADE AVAILABLE FOR PUBLIC INSPECTION PRIOR TO ITS ADOPTION AND THIS BILL WAS READ BY TITLE IN AN OPEN MEETING TWO TIMES BEFORE FINAL PASSAGE.

**NOW, THEREFORE**, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI AS FOLLOWS:

**SECTION 1:** THE ANNUAL BUDGET FOR THE CITY OF CREVE COEUR, MISSOURI FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2023, A COPY OF WHICH IS ATTACHED HERETO AND MADE A PART HEREOF AS IF FULLY SET FORTH HEREIN IS HEREBY ADOPTED. PURSUANT TO CHARTER SECTION 9.5(D), ADOPTION OF THE BUDGET CONSTITUTES APPROPRIATION OF THE AMOUNTS SPECIFIED THEREIN AS EXPENDITURES FROM THE FUNDS INDICATED. APPROPRIATION SHALL BE AS SPECIFIED BY ENUMERATED BUDGET LINE ITEM. FURTHER DETAIL WITHIN A BUDGET LINE ITEM EXPLAINS THE INTENDED USE OF FUNDS AS OF THE TIME OF BUDGET DEVELOPMENT, BUT SUCH USES MAY BE CHANGED AS AUTHORIZED BY THE CITY ADMINISTRATOR WITHIN THE LIMITS OF THE BUDGET LINE ITEM.

**SECTION 2:** AS AUTHORIZED IN RESOLUTION NO. 987 (FUND BALANCE POLICY), COUNCIL HEREBY APPROVES AN ADDITIONAL ASSIGNMENT OF \$1,000,000 DURING FY 2024 RESULTING IN AN ASSIGNED FUND BALANCE OF \$3,000,000 FOR THE INTENDED USE OF PAYING FOR PUBLIC FACILITIES. \$1,000,000 REMAINS ASSIGNED FOR STREET IMPROVEMENTS PER ORDINANCE 5479. LASTLY, THE PROCEEDS FROM THE SALE OF FOUNTAIN PARK (\$749,533) REMAINS RESERVED IN THE PARKS & STORMWATER FUND FOR THE INTENDED USE OF THE PURCHASE OF LAND OR CONSTRUCTION OF IMPROVEMENTS IN CITY PARKS OR OTHER PUBLIC RECREATIONAL SPACES OR FACILITIES PER ORDINANCE NO. 5380.

**SECTION 3:** THIS ORDINANCE SHALL BECOME EFFECTIVE PURSUANT TO THE PROVISIONS OF SECTION 3.11(G) OF THE CHARTER.

PASSED THIS 26<sup>TH</sup> DAY OF JUNE, 2023.

\_\_\_\_\_  
JOSEPH MARTINICH  
PRESIDENT OF CITY COUNCIL

APPROVED THIS 26<sup>TH</sup> DAY OF JUNE, 2023.

\_\_\_\_\_  
ROBERT HOFFMAN  
MAYOR

ATTEST:

\_\_\_\_\_  
KELLIE HENKE  
CITY CLERK



### Budget and Financial Policies

The City of Creve Coeur financial policies compiled below set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies, which are reviewed annually and adopted by City Council through the budget adoption process, provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles, traditions and practices that have guided the City in the past and have helped maintain a financially stable community. Below are examples of some of the policies used to guide daily operations. A more in-depth version of the policies can be found with the Finance Department. Minor changes have been made in wording and organization to clarify the intent of some of the policies.

Operating Budget Policy	Performance Against Policy
The City will maintain at least minimum cash reserve levels established by the Fund Reserve Policy. Per Ordinance 2286, the City will maintain a minimum fund balance reserve in the General Operating Fund which represents 4 months of the last two years average expenditures.	The City complies with this policy. FY 2024 Unassigned Fund Balance is 106.3%.
Medical insurance is a shared responsibility between the City and its employees. The City shall diligently seek cost containment measures while maintaining a competitive benefit structure.	The City complies with this policy. January 2021, the City implemented a spousal surcharge to those employees whose spouse could get coverage through their employer, but chose to stay on the City's insurance.
Overtime expenditures shall be no more than 2% of personnel costs.	The City projects .78% overtime expenditures in FY 2023 and 1.3% in FY 2024.
The City shall aggressively seek regional and national financial partners to support major capital projects. Shared services with our citizens, the business community and other local jurisdictions shall be encouraged.	The City pursues federal, state and county grants every year. We have become quite successful with STP, CDBG, TAP, and Muni-Park grants to name a few.
The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet. Expansions to the fleet must be offset through reductions in other equipment and/or costs.	The City supports a robust maintenance pavement program for City owned streets. Our fleet has been reduced in past years to a level which allows staff to provide basic services and programs. Our superior fleet maintenance program is what allows our equipment to remain in service throughout the year and to maximize equipment life.
The City shall support investments which reduce future operating costs.	The City complies with this policy.
The City will strive to maintain a balanced budget in its operating funds.	The City forecasts \$2.1M surplus in FY 2023 largely due to funding from the ARPA Funds, and \$443K deficit in FY 2024 due to the anticipated expenditures of the ARPA Funds.



### Budget and Financial Policies (Continued)

Revenue Policy	Performance Against Policy
The City will attempt to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.	The City complies with this policy. The City has Sales Tax, Utility Tax, Property Tax, User Fees, Grants, Business License Tax, etc.
The City will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.	The residents approved a Parks & Stormwater Sales Tax effective April 1, 2021. The City is actively considering additional revenue sources, specifically, the Local Use Tax.
The City will establish all user charges and fees at a level related to the full costs (operating, direct, indirect and capital) of providing the service.	The City evaluates our costs and sets fees to cover all of our costs to the extent that is practical
The City will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.	The City evaluates and updates fees every 2 years. Most recently updated on January 1, 2023 for Ice, Golf and Room Rentals.
The City will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.	As part of the evaluation process, we regularly poll surrounding cities to determine their fees for similar services.
The City will not rely on municipal court revenues other than to partly offset the costs of fulfilling police and court responsibilities.	The City complies with this policy.
Cash Management/Investment Policy	Performance Against Policy
The City will deposit all funds on the same day the funds are received.	The City complies with this policy.
Investments of City funds will emphasize preservation of principal; the yield objective will be in accordance with the City's Investment Policy.	The City complies with this policy.
The City will collect revenues aggressively, including past due bills of any type.	The City complies with this policy.



**Budget and Financial Policies (Continued)**

<b>Reserve Policy</b>	<b>Performance Against Policy</b>
Per Ordinance 2286, the City will maintain a minimum fund balance reserve in the General Operating Fund which represents 4 months of the last two years average expenditures.	The City complies with this policy. FY 2024 Unassigned Fund Balance is 106.3%.
The City will annually review its fund balance reserve and consider the allocation of reserves beyond the required minimum levels for the Capital Improvement Program.	The City complies with this policy.
<b>Accounting, Auditing and Financial Reporting Policy</b>	<b>Performance Against Policy</b>
An independent audit will be performed annually.	The City complies with this policy.
The City will produce annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board.	The City complies with this policy.
The City will maintain a strong internal audit capability.	The City complies with this policy.
Performance measures will be utilized in financial reporting to evaluate the city's effectiveness and efficiency in providing services.	The City complies with this policy in the Budget Document.



**Budget and Financial Policies (Continued)**

<p><b>Debt Policy</b></p> <p><u>Purpose</u>: The purpose of this policy is to establish debt issuance guidelines.  <u>Scope</u>: This policy is applicable to all debt issuance for the City of Creve Coeur.</p>	<p><b>Performance Against Policy</b></p>
<p>The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved. Sound financial practices, debt management and capacity, and competent management support the maintenance of the City’s current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.</p>	<p>The City complies with this policy.</p>
<p>The City will have a specific set of debt issuance guidelines consistent with Federal, State, and local laws and policies. The debt guidelines will recognize how much debt the community can support, not only based on debt of the City, but debt of overlapping jurisdictions as well. Debt should not be used for the provision of routine operation unless it is only for cash flow purposes or the borrowing costs are less than the rate of invested funds. Debt should never be issued for a period longer than the estimated useful life of an improvement or asset.</p>	<p>The City complies with this policy.</p>
<p>Credit Worthiness</p> <p>(a) The City will maintain good communications about its financial condition with bond and credit rating institutions.</p> <p>(b) The City will follow a policy of full disclosure for all disclosure documents, which meets or exceeds the disclosure guidelines as developed by the Government Finance Officers Association.</p>	<p>The City complies with this policy.</p>



**Budget and Financial Policies (Continued)**

<b>Debt Policy (Continued)</b>	<b>Performance Against Policy</b>
<p>Debt Repayment</p> <ul style="list-style-type: none"> <li>(a) When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.</li> <li>(b) Whenever possible debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge.</li> <li>(c) The general obligation pledge will be used only for projects that have a general benefit to City residents that cannot be self-supporting.</li> <li>(d) Neighborhood Improvement Bonds may be issued for extra-territorial assessments. Such bonds shall be secured by the assessment payments and by reserves funded from other payments made by the benefited parties. The term of the bonds shall match the projected cash flow from assessment payments and foreclosure sales.</li> <li>(e) Advance refunding will be undertaken only when the net present value savings exceeds 4% or when the restructuring of debt is in the City's financial interest.</li> <li>(f) Lease purchase debt, including certificates of participation, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.</li> <li>(g) Long-term lease purchases for buildings and facilities will be used when the cost of lease purchases is lower than other options or if deemed appropriate because of time constraints, etc.</li> </ul>	<p>The City complies with this policy.</p> <p>In FY 2023, the City appropriated money from the City's Debt Service Fund in the amount of \$598,712 for a Partial Defeasance of General Obligation Bonds, Series 2017 (\$575,000 principal amount to be redeemed and paid on the first optional redemption date of March 1, 2025). The money was transferred from the Debt Service Fund to the Escrow Agent for credit to the Escrow Fund for the purchase of escrowed securities in November 2022.</p>



**Budget and Financial Policies (Continued)**

<b>Debt Policy (Continued)</b>	<b>Performance Against Policy</b>
<p>Conduit Financing</p> <p>(a) Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the City Council after a complete review process, determines that the proposed project will provide a general benefit to City residents.</p> <p>(b) The City will consider issuing conduit financing which will not impair the City’s credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies.</p> <p>(c) All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.</p> <p>(d) In order to facilitate future economic development within the City, all applicants for conduit financing will pay to the City one percent (1%) of the total conduit-financing amount.</p>	<p>The City complies with this policy. The City does not have any Conduit Financing.</p>
<b>Public Safety Sales Tax Policy</b>	<b>Performance Against Policy</b>
<p>The City will allocate the Public Safety Sales Tax revenue based on the following guidelines:</p> <p>(a) Police operating costs – 45-55%</p> <ul style="list-style-type: none"> <li>• Future police compensation increases as may be needed to maintain competitive salaries and benefits.</li> <li>• Training.</li> <li>• Contractual and other expenditures to maintain police service levels.</li> </ul> <p>(b) Public safety capital expenditures – 15-25%</p> <ul style="list-style-type: none"> <li>• Police equipment and capital improvements, including technology and communication upgrades, enhanced in-car cameras.</li> <li>• Public safety improvements such as security enhancements at city facilities or parks; or future improvements to the new police station.</li> </ul> <p>(c) Police building maintenance and operating costs – 10-20%</p> <p>(d) Reserve for police pension liability – 15-25%</p>	<p>The City complies with this policy as stated below:</p> <p>(a) 47.65%</p> <p>(b) 11.76%</p> <p>(c) 12.76%</p> <p>(d) 19.6%</p> <p>8.23% is unallocated for future reserves</p>

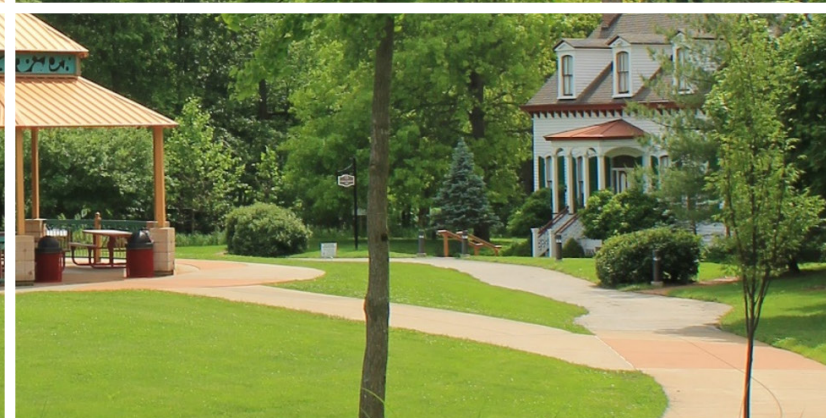
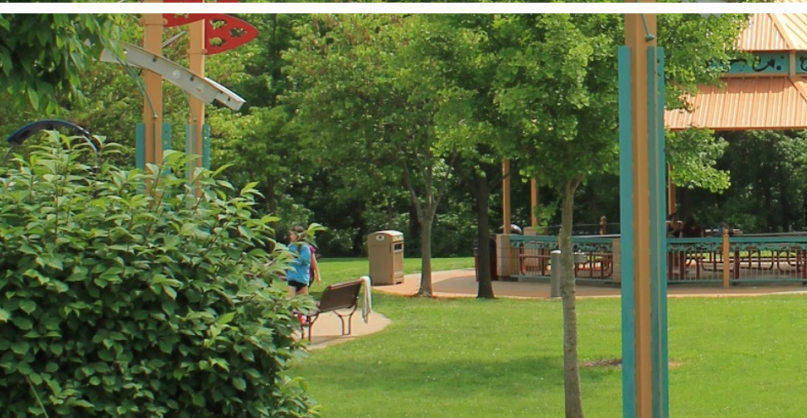


### **Budget and Financial Policies (Continued)**

<b>Parks and Stormwater (P&amp;S) Policy</b>	<b>Performance Against Policy</b>
<ul style="list-style-type: none"><li>• In accordance with Missouri law, the Parks and Stormwater (P&amp;S) Sales Tax funds are to be recorded in a separate fund, not to be mixed with other general-purpose revenues.</li><li>• The City will allocate budgeted P&amp;S Sales Tax revenue based on the following guidelines:<ul style="list-style-type: none"><li>(a) Capital Improvements (including design, construction, projection management and administration) will remain in the separate P&amp;S Fund – 80% of budgeted annual sales tax funds.</li><li>(b) Maintenance/Operations (including parks maintenance, stormwater maintenance, and recreation programming) will be transferred out to the General Fund – 20% of budgeted prior year annual sales tax funds.</li><li>(c) Dielmann Recreation Complex (DRC) accounts will not be changed by this policy.<ul style="list-style-type: none"><li>a. DRC Capital Improvements are allocated under the Capital Fund.</li><li>b. DRC Operating expenses and revenues are accounted for under the Enterprise Fund.</li></ul></li></ul></li></ul>	<ul style="list-style-type: none"><li>• The City complies with this policy.</li><li>• The City complies with this policy as stated below:<ul style="list-style-type: none"><li>(a) \$2,376,329 (80% of \$2,970,412) is budgeted to remain in the P&amp;S Fund for capital improvements – 100% compliance.</li><li>(b) \$582,434 (20% of \$2,912,168) is budgeted to be transferred out for maintenance and operations to the General Fund – 100% compliance.</li><li>(c) The City complies with this policy.</li></ul></li></ul>



# CREVE COEUR MISSOURI STRATEGIC PLAN 2 0 2 3 - 2 0 2 5



Adopted April 11, 2022  
Updated February 7, 2023



# INTRODUCTION

In January 2022, elected officials and city staff came together to update the City of Creve Coeur’s strategic plan. Goals and actions identified in the 2018 plan were largely complete and the City was ready for a new plan, its first since the onset of the COVID-19 pandemic.

At the initial workshop, the group discussed current trends impacting cities and reviewed pre-workshop survey results that included feedback from council and staff on critical issues facing Creve Coeur and proposed solutions. Results also included components of a traditional SWOT analysis: strengths, weaknesses, opportunities, and threats.

With this context in mind, the group developed a vision for the community, organizational values, and four areas of concentration for the plan:

- Maintaining excellent municipal services
- Public facilities and infrastructure
- Development and the economy
- Parks

A fifth focus area, public engagement, was added to stress the importance of continuing the City’s commitment to involving residents and businesses in city affairs.

A second workshop with elected officials and follow up meetings with city staff developed specific strategies and actions to achieve the goals along with indicators to measure progress.

# STRATEGIC PLAN DEFINITIONS

## VISION

A community vision describes the future in idealistic and aspirational terms.

## MISSION

A mission statement explains, in simple and concise terms, an organization’s purpose for being.

## VALUES

Values are enduring, passionate, and distinctive core beliefs.

## GOALS

Goals are long-term results.

## STRATEGIES

Provide direction toward achieving the goals and move the community toward its vision.

## ACTIONS

Actions are the specific steps taken to achieve a goal – they are the to-do list.



# Our Vision

The City of Creve Coeur is a place for every part of life – living, working, learning, and playing. Creve Coeur is a vibrant, inclusive, and resilient community where

- ✓ Residential neighborhoods and diverse businesses thrive.
- ✓ Residents enjoy a strong civic life and come together to achieve common goals.
- ✓ Amenities are abundant and accessible to all.

Creve Coeur is a community of choice for residents and businesses and an example for other communities to follow.





## MISSION STATEMENT

The City of Creve Coeur serves its residents and businesses by providing superior municipal services and being a catalyst for community improvement locally and regionally.

## OUR VALUES

- 1 Insight:** We plan for the future with imagination and wisdom.
- 2 Creativity:** We seek originality and are not constrained by what has always been done.
- 3 Fairness:** We consider all points of view and make decisions equitably, based on what is in the long-term best interest of the community.
- 4 Inclusion:** We respect and value community members with diverse backgrounds, abilities, and beliefs.
- 5 Fiscal Responsibility:** We are good stewards of community resources.
- 6 Caring:** We listen and respond to community members' needs with compassion and empathy.
- 7 Commitment:** We use our abilities and resources to do what is best for our community.
- 8 Practical and Straightforward:** We pursue the simplest, but most effective solutions, policies and practices for our community.
- 9 Forward Thinking-** While mindful of current needs, we work to anticipate the future needs of Creve Coeur's residents and businesses and plan accordingly.

# GOAL 1



Invest in city services to make them effective and efficient.

## STRATEGIES

- ✓ Retain and attract qualified employees through competitive pay and benefits.
- ✓ Establish succession plans for key positions in anticipation of retirements.
- ✓ Use technology to improve resident access to city services and increase efficiency of government operations.
- ✓ Review internal processes to manage staff workload.
- ✓ Consider additional revenue sources to diversify City's revenue base.

## INDICATORS

- Turnover of Full-Time Employees (Civilian and Commissioned)
- Increase in revenue from new revenue sources
- Percent of building permits completed electronically
- Perceptions of Overall Quality of City Services (2024 Resident Survey)
- Perception of Overall Value Received for Local Tax Dollars/Fees (2024 Resident Survey)



# GOAL 1



## Invest in city services to make them effective and efficient.

### ACTIONS

#### FY23 Actions:

- Completed a comprehensive review of city's benefit package, to be reviewed with City Council at upcoming work session.
- Cross-training within city departments has been an ongoing process for the last three years and has largely been achieved in many essential areas including various financial, payroll and permitting functions. Job position guides have been developed for critical tasks.
- Acquired and initiated implementation of building permitting software.
- Acquired and implemented new agenda management software.
- Transitioned the city's payroll from semi-monthly to bi-weekly.
- Staff has researched onboarding process and applicant tracking systems but has not yet identified a system which will be appropriate for Creve Coeur.
- Informed residents about the use tax ballot initiative through the city newsletter.
- The City's Popular Annual Financial Report (PAFR) received a total 643 visits on the city's web site during calendar year 2022, and was distributed via social media, as well as the city's resident newsletter and business e-newsletter in order to further increase the visibility of the report and encourage understanding of city finances.

#### FY24 Actions:

- Consider benefit enhancements as part of FY24 budget.
- Review feasibility of transferring the city's Legacy Pension Plan to LAGERS.
- Develop an individualized compensation report to communicate the value of city benefits to employees annually.
- Complete implementation of building permit software, including public education.
- Continue informing residents about the local use tax and consider a use tax ballot measure to provide an additional revenue source to maintain current service levels.
- Digital archiving of permanent documents to be completed, possibly through a state grant.
- Explore scheduling software to improve efficiency.

# GOAL 2



Invest in infrastructure and facilities to support the local economy and quality of life.

## STRATEGIES

- ✓ Renovate or replace the Government Center.
- ✓ Reinvest in Dielmann Recreation Complex.
- ✓ Consistently plan for and invest in maintenance of infrastructure to preserve what we have.
- ✓ Support infrastructure costs through grants.

## INDICATORS

- Progress toward Government Center improvements and Ice Arena usage
- Pavement Rating
- Satisfaction with Maintenance of City streets (Resident Survey, 2024)



# GOAL 2



Invest in infrastructure and facilities to support the local economy and quality of life.

## ACTIONS

### FY23 Actions:

- Completed the Government Center feasibility study; City will plan to continue to utilize the existing Government Center while considering a new facility in 3 to 5 years.
- A stormwater management plan has been initiated, and Intuition and Logic has been contracted to develop the plan.
- Alternative uses to the Ice Arena were considered prior to Council decision to proceed with conversion of the ice refrigerant system.
- The City's quinquennial street condition analysis was updated by IMS and will guide the pavement management program for the next five years.
- The City has identified multiple projects to submit for grants when federal funding becomes available, including the Fernview sidewalk, New Ballas Infill sidewalk, the Old Olive Great Streets Plan and road resurfacing projects.

### FY24 Actions:

- Begin implementation of short-term improvements to the Government Center to ensure the facility remains functional over the next five years.
- Complete development of a stormwater management plan.
- Continue design and develop bid specs for new ice arena refrigerant and related upgrades for construction in spring 2024.
- Apply for priority grant projects including road resurfacing, Fernview sidewalk, New Ballas infill sidewalk and continue to monitor for grant opportunities related to Old Olive Great Streets.
- Complete construction of Old Olive/Lindbergh intersection project

# GOAL 3



Promote safety and well-being of the community.

## STRATEGIES

- ✓ **Maintain excellence in police services.**
- ✓ **Maintain and improve Creve Coeur parks.**
- ✓ **Increase opportunities to walk and bike in Creve Coeur.**
- ✓ **Share information with the public on use of Prop C funds and on all parks and recreation programs.**
- ✓ **Seek grants and partnerships to support parks and park programming.**
- ✓ **Expand on current recreation programming to meet community needs.**

## INDICATORS

- Annual crime data
- Satisfaction with Overall Quality of Police Services (Residents Survey, 2024)
- Progress on Phase 1, Millennium Park Master Plan
- Satisfaction with Maintenance of City Parks (Resident Survey, 2024)
- Implementation of 39N Greenways Plan
- Satisfaction with Overall Quality of Recreation Services (Resident Survey 2024)





## Promote safety and well-being of the community.

### ACTIONS

#### FY23 Actions:

- Police recruiting improved significantly due to a number of benefit enhancements and other policy changes.
- Mental health checks implemented for all police officers, on a triennial basis.
- License plate reader (LPR) cameras have been installed at key intersections and locations to prevent and solve crime. The cameras have already resulted in arrests for serious crimes.
- Planning and design for Phase 1 of renovations to Millennium Park were largely completed.
- Staff researched options for converting year-round restrooms at city parks and has entered into a design contract.
- Online registration has been established for all major park and recreation programs.

#### FY24 Actions:

- Complete the bid process and begin construction of Millennium Park renovations Labor Day 2023 for completion Memorial Day 2024.
- Complete the design and renovation of the Conway Park and Venable Park restrooms to year-round use.
- Develop a plan and specifications for renovations to Venable Park.
- Collaborate with Great Rivers Greenway and 39N partners on developing a preliminary design for a 39N Greenway.
- Install security cameras in city parks to reduce auto thefts and vandalism.
- Maintain CALEA accreditation by preparation for periodic review in spring 2023.
- The Police Department to increase participation in the regional Critical Incident Stress Management (CISM) program to train and provide resources for officers involved in critical incidents that may lead to post-traumatic stress disorder.

# GOAL 4



Actively engage Creve Coeur residents and seek input from diverse perspectives.

## STRATEGIES

- ✓ Identify specific ways the city can encourage cultural events in Creve Coeur.
- ✓ Provide opportunities for residents to learn about local government and participate.
- ✓ Seek diversity on City boards and commissions through intentional recruitment.
- ✓ Reach out to the business community on a regular basis to share information and understand their needs.
- ✓ Increase Creve Coeur's participation in regional organizations that promote municipal interests.

## INDICATORS

- Increase number of followers on Facebook and Twitter
- Increase number of attendees, Subdivision Annual Meeting
- Increase number of people attending city-sponsored community events
- Increase number and diversity of applicants to Boards/Commissions/Committees considering race, gender, age, and length of time in Creve Coeur



# GOAL 4



## Actively engage Creve Coeur residents and seek input from diverse perspectives.

### ACTIONS

#### FY23 Actions:

- Resumed Subdivision Trustee annual meeting in January 2023, with approximately 75 participants in attendance.
- Implemented new agenda management software for governing bodies (Council, Boards, Commissions).
- Mayor Hoffman was elected to serve on the Board of Directors for the Municipal League of Metro St. Louis; members of the City Council attended the Missouri Municipal League and National League of Cities conferences.

#### FY24 Actions:

- Arts Committee and Parks & Historic Preservation Committee to make recommendation to City Council on how to encourage cultural events.
- Proactively recruit more diverse applicants to boards and commissions through outreach to community organizations and businesses.
- Continue planning for the Venable Park Art Memorial Project, through the Venable Park Memorial Art Jury, with installation projected for mid-2024.
- Consider community activities and celebration of the City's 75th anniversary and Creve Coeur Golf Course 100th anniversary in 2024.
- Encourage City Council attendance at Missouri Municipal League and Municipal League of Metro St. Louis events to promote learning and collaboration with other cities.

# GOAL 5



Encourage high quality development in order to strengthen and diversify the economy and provide additional services and amenities to residents.

## STRATEGIES

- ✓ Continue to encourage development of East Olive.
- ✓ Establish a walkable mixed-use development to serve as a “downtown” Creve Coeur.
- ✓ Support continued development of 39N along with partners - St. Louis Economic Development Partnership, Danforth Plant Science Center, Bayer, and City of Olivette.
- ✓ Attract townhomes, villas, and condos.
- ✓ Identify appropriate zoning incentives that could be used in targeted planning areas including 39N, East Olive, and future Downtown Creve Coeur based on demonstrated need, fulfillment of development objectives, and public benefit.
- ✓ Update regulatory framework to allow development desired by the community.
- ✓ Reduce barriers and streamline development processes.

## INDICATORS

- Employment data of AgTech industry
- Increase sales tax revenue
- Increase number of building permit requests for condos, villas, and townhomes
- Overall satisfaction with building permits and overall enforcement of City codes and ordinances (Resident Survey, 2024)
- Building Division surveys following close-out of building permits



# GOAL 5



Encourage high quality development in order to strengthen and diversify the economy and provide additional services and amenities to residents.

## ACTIONS

### FY23 Actions:

- City Council approved a revised drive-thru ordinance.
- Developed and implemented a residential tree ordinance.
- Implemented the building permitting task force recommendations including acquiring new online permitting software; implementation of the new system is underway. Citizen and customer feedback received through our building permit surveys indicate noticeable improvement in user satisfaction.

### FY24 Actions:

- Update Comprehensive Plan to include the redevelopment of the Bayer West Campus.
- Review and update the City's planned development ordinance to serve as a flexible zoning alternative.
- Revise the City's zoning ordinance to address and encourage electric vehicle infrastructure in the city.
- Consider ways to encourage redevelopment in East Olive Corridor consistent with Comprehensive Plan.
- Review the zoning regulations pertaining to accessory uses including pool houses, detached garages, storage buildings, and workshops to ensure the city's regulations are meeting the needs of the community.



### Fund Description City of Creve Coeur

**General Fund** The general operating fund of the city. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds** Funds used to account for proceeds from specific revenue sources (other than expendable trusts of major capital projects) that are legally restricted specific purposes.

Public Safety Fund - This fund is used to account for use of funds collected from the .5 cent public safety sales tax to be used for public safety expenditures.

Sewer Lateral Fund – This fund is used to account for use of funds collected from property tax to repair use of sewer laterals as outlined in the city policy.

**Capital Projects Funds** Funds to account for financial resources to be used for the acquisition or construction of major capital facilities.

Capital Improvement Fund – This fund is used to account for the .5 cent capital sales tax used for the acquisition, construction or improvements of major capital facilities and infrastructure (other than those financed by proprietary funds and trust funds) and equipment whose value exceeds \$20,000, which is not financed by proprietary funds.

Parks and Stormwater Sales Tax Fund - This fund is used to account for use of funds collected from the .5 cent sales tax dedicated to parks and stormwater control.

Police Building Fund – This fund is used to account for the levy of a property tax to provide for the construction of a new police building and to make accessibility and security improvements to the government center.

**Debt Service Fund** Funds from the property tax debt levy used to retire the interest and principle of the City’s outstanding debt for the Police Building.

**Enterprise Fund** Funds used to account for operations that are financed and operated in a manner similar to private business enterprises. This fund accounts for the operations at the city's ice arena and golf course.

**Fiduciary (Trust) Fund** Funds used to account for assets held by the city in a trustee capacity.

**City Employees Retirement Fund** Funds used to account for assets held in a trustee capacity for the city’s eligible employees.



### Use of Funds by Department

The following table reflects the funds included in each Department/Division:

Fund Categories	Governmental Funds							Proprietary Fund	Fiduciary Funds	
	General Fund	Capital Fund	P & S Fund	Police Bldg Fund	Debt Service Fund	Public Safety Fund	Sewer Lateral Fund	Enterprise Fund	City EE Retire. Fund	Escrow & Court Bonds
Legislative	X	X								
Administrative	X	X							X	
Municipal Court	X	X							X	X
Legal	X	X								
Finance	X	X								
Interdepartmental	X				X				X	
Information Systems	X	X								
Police Administrative	X	X		X		X			X	
Police Investigations	X	X				X			X	
Patrol	X	X				X			X	
Community Services	X	X								
Public Works Administrative	X	X	X				X		X	
Public Works Street Maintenance	X	X								
Public Works Health & Environment	X									
Public Works Parks Maintenance	X	X	X							
Public Works Main. of Muni. Prop.	X	X								
Community Dev. Planning	X	X								
Community Dev. Building	X	X							X	X
Ice								X		
Golf								X		
Food								X		



## **Basis of Accounting and Budgeting**

### **Basis of Accounting**

For financial reporting purposes, the Governmental Funds use the modified accrual basis of accounting, under which revenues are recognized as soon as they are both measurable and available. Revenues are considered to be measurable and available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred. However, debt service expenditures and expenditures related to compensated absences are recorded only when payment is due.

Proprietary and Fiduciary Funds use the accrual basis of accounting under which revenues are recognized when earned, and expenses are recorded when the liabilities are incurred.

### **Budgetary Basis of Accounting**

The City uses a budget basis for expenditures that differs from the accounting basis used in reporting under Generally Accepted Accounting Principles (GAAP) in the following ways.

In the Governmental Funds, the City uses the modified accrual basis of accounting with the following exception:

- Budget amounts are encumbered when contracts are signed for goods or services. At year-end, amounts which are encumbered but not yet expended are carried over to be paid when the goods or services are received. These amounts are included in budget-basis expenditures for the fiscal year in which they are encumbered, rather than the year in which goods or services are received and a liability incurred. Appropriations that are not spent or encumbered lapse at the end of the fiscal year. Encumbrances are never classified as expenditures under GAAP basis of accounting.
- Compensated absence liabilities are not budgeted, where they are adjusted annually under the basis of accounting.
- Changes in the fair value of investments are not budgeted, where they are treated as an adjustment to revenue under the basis of accounting.

In Proprietary and Fiduciary Funds, the City uses the accrual basis of accounting with the following exceptions:

- Depreciation and amortization, which are considered expenses on the accrual basis of accounting, are ignored under the budget basis because these items do not require an expenditure of funds.



## Budget Preparation Process

The budget preparation process begins in January of each year. The Finance and Administration departments begin by preparing the employee-related personnel costs such as salary and fringe benefits for the budget year for each Department. At the same time, the Finance Department develops revenue projections for all funds and submits them to the City Administrator for review. Once the personnel-related costs are completed, these figures are entered in the budget software system. The departments are requested to enter their future budget requests and current projected expenditures for each non-personnel line item into the budget software system. The Finance department then reviews for accuracy and completeness. The Finance department also estimates current year personnel costs and enters all current projected costs into the budget software system.

Each department is then scheduled for a meeting with the City Administrator and the Director of Finance to discuss the next fiscal years budget. These meetings can take up to two (2) weeks. After the departmental meetings, the City Administrator and Director of Finance adjust the budget requests for presentation to the City Council and the Finance Committee. By charter the City Administrator is required to submit the annual operating budget to City Council no later than the last regular council meeting in April.

After submission of the budget, the Finance Committee meets one to two times to review and discuss the proposed budget and to give recommendations to the City Council. The City Council holds at least two (2) work sessions to review and discuss the proposed budget. Both the Finance Committee and the City Council meetings are open to the public. Any changes requested by the City Council are made to the proposed budget and it is submitted to the City Council for the 1<sup>st</sup> reading of the appropriation ordinance no later than the 1<sup>st</sup> City Council meeting in June. At that meeting a public hearing is held. The budget is then adopted by the 2<sup>nd</sup> City Council meeting in June and becomes effective no later than July 1<sup>st</sup>.

The City Administrator and the Director of Finance schedule quarterly meetings with all city departments during the fiscal year to evaluate progress on annual objectives and to review compliance with the budget. The Director of Finance also provides quarterly financial reports to the City Council.

The development and adoption of the 5-Year Capital Improvement Program (CIP) is a separate process that is approved during the regular budget process. You can find more information about this under the Capital Improvement Fund.



## Budget Amendments

City Council is permitted by City Charter to amend the Budget Ordinance at any time during the fiscal year. These amendments must continue to adhere to the balanced budget statutory requirements and cannot change the property tax levy or in any manner alter a taxpayer's liability.

The City of Creve Coeur Budget is a program-based budget, but is adopted by funds. As per Section 9.8 of the City's Charter the budget amendment process is as follows:

(a) *Supplemental appropriations:* If, during the fiscal year, the City Administrator certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council by ordinance may make supplemental appropriations for the year in an amount equal to actual revenue in excess of budget revenue, plus uncommitted surplus.

(b) *Reduction of appropriations:* If at any time during the fiscal year it appears probable to the City Administrator that the revenue and uncommitted surplus available will be insufficient to meet the amount appropriated, he or she shall report to the City Council without delay, indicating the estimated amount of the deficit, any remedial action taken by him or her and his or her recommendations as to any other steps to be taken. The City Council shall then take such action, as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one or more appropriations.

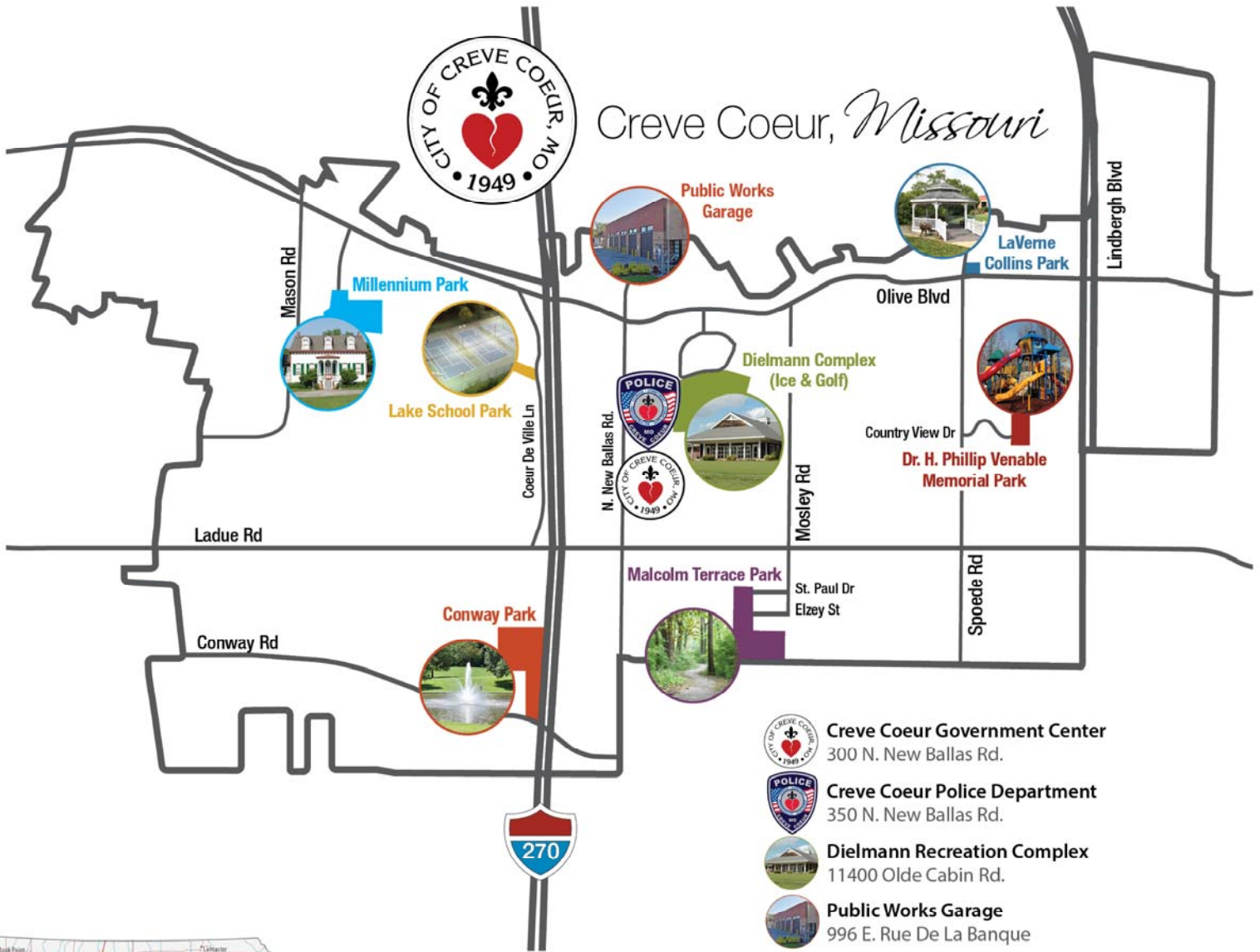
(c) *Transfer of appropriations:* At any time during the fiscal year the City Administrator may transfer part or all of any unencumbered appropriation balance, not including salaries or capital expenditures, among programs within a department, office or agency and, upon written request by the City Administrator, the City Council may by ordinance transfer part or all of any unencumbered appropriation balance from one department, office or agency to another, or within departments with respect to salary and capital expenditures.

(d) *Emergency appropriations; effective date:* The supplemental appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption and may be made by emergency ordinance in accordance with the provisions of Section 3.11(f). (Ord. No. 112, & 1 (Prop. 7), 12-16-85)



## City of Creve Coeur Preliminary Operating Budget Calendar Fiscal Year 2024

February 17, 5:00 p.m.	Operating Budget Requests due to Director of Finance office.
Feb 17 to March 3	Finance Reviews Departmental Budget Submissions.
March 3	Finance Office Submits FY 2023 Preliminary Revenue Projections to City Administrator's Office.
March 13	Work Session with Finance Committee & City Council to Discuss the 5-Year CIP Budget.
March 13 to March 17	Budget Reviews and Discussions between City Administrator's Office, Finance Office and Operating Departments.
March 21	Budget Review with Finance Committee
March 22 to April 14	FY 2024 Preliminary Budget Prepared by Finance and City Administrator's Office.
April 10	Adoption of the 5-Year CIP Budget.
April 21	Submission of FY 2024 Preliminary Operating Budget to Council and Finance Committee.
April 24	Work Session on Preliminary Operating Budget by City Council.
April 25	Review of Budget by Finance Committee.
May 8	Second Work Session on Preliminary Operating Budget by City Council, if Needed.
May 9	Second Review of Budget by Finance Committee.
May 12	Advertise Public Hearing on Proposed FY 2024 Operating Budget.
May 10 to May 19	Staff Adjustments to Preliminary Operating Budget.
June 12	Public Hearing on FY 2024 Operating Budget before City Council. First Reading on Budget Ordinance.
June 26	Final Reading on Budget Ordinance.
July 1, 2023	Effective Date for adopted of the FY 2024 Budget.



-  **Creve Coeur Government Center**  
300 N. New Ballas Rd.
-  **Creve Coeur Police Department**  
350 N. New Ballas Rd.
-  **Dielmann Recreation Complex**  
11400 Olde Cabin Rd.
-  **Public Works Garage**  
996 E. Rue De La Banque





## Municipal Facilities

Government Center  
300 N. New Ballas Road  
Creve Coeur, MO 63141  
Phone: 314-432-6000



Police Department  
350 N. New Ballas Road  
Creve Coeur, MO 63141  
Phone: 314-432-8000

Dielmann Recreation Complex  
11400 Olde Cabin Road  
Creve Coeur, MO 63141  
Phone: 314-432-3960



Public Works Department  
996 Rue De La Banque  
Creve Coeur, MO 63141  
Phone: 314-872-2533



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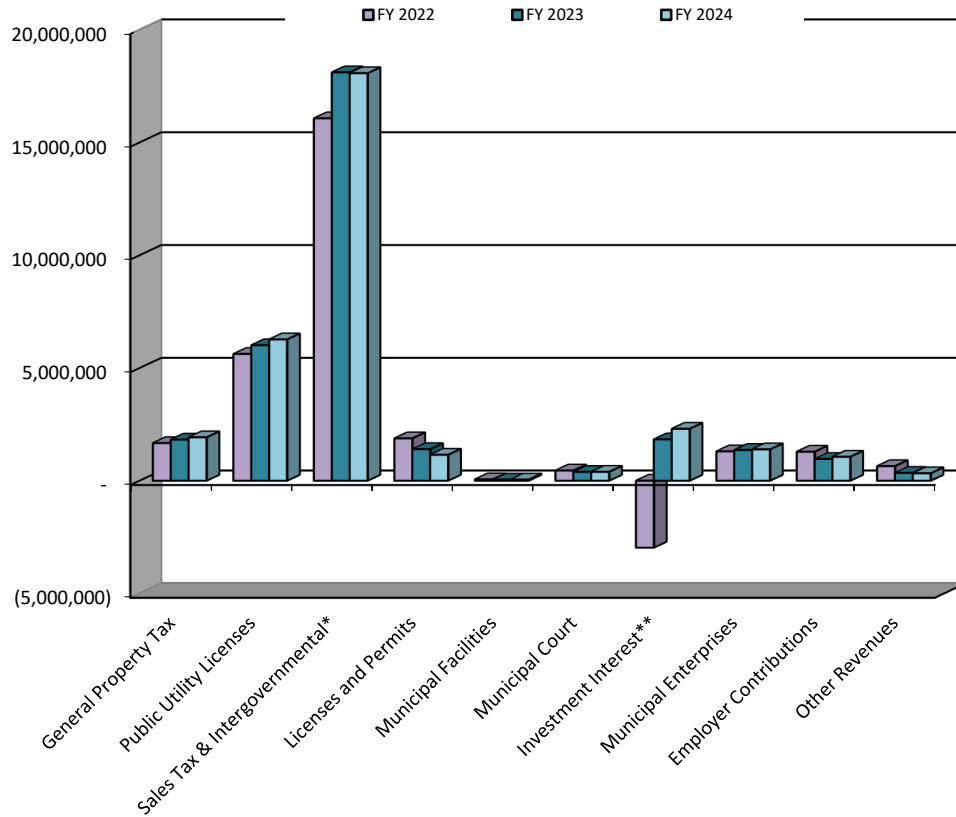
**CITY OF CREVE COEUR**  
**SUMMARY OF ESTIMATED REVENUES AND EXPENDITURES - ALL FUNDS**  
**AND PROJECTED FUND BALANCE**  
**FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

	PROJECTED	UTILIZATION			TOTAL	ESTIMATED	TRANSFERS	PROJECTED	
	JUNE 30 2023	TRANSFERS	OF	FUND					TO OTHER
	FUND	FROM OTHER	FUND	EXPENDITURES	REVENUE	EXPENDITURES	FUNDS	FUND	
	BALANCE	FUNDS	BALANCE					BALANCE	
	REVENUES	FUNDS	BALANCE					SURPLUS/	
								DEFICIT	
General Fund	\$ 22,071,682	\$ 17,628,846	\$ 954,039	\$ (495,373)	\$ 18,582,886	\$ 17,007,724	\$ 2,070,535	(\$495,373)	\$ 21,576,308 <b>(1)</b>
Capital Improv. Fund	1,764,727	5,575,257	2,070,535	-893,312	7,645,792	8,539,104	0	-893,312	871,415
Parks & Stormwater Fund	4,074,160	3,395,461	0	-1,428,268	3,395,461	4,241,295	582,434	-1,428,268	2,645,892 <b>(2)</b>
Police Bldg. Fund	1,156,879	33,000	0	-47,000	33,000	80,000	0	-47,000	1,109,879
Public Safety Fund	2,459,461	1,265,028	0	0	1,265,028	761,831	371,606	131,591	2,591,052
Sewer Lateral Fund	279,317	135,700	0	0	135,700	117,654	0	18,046	297,363
Debt service Fund	429,692	974,100	0	0	974,100	695,908	0	278,192	707,884
Municipal Enterprise Fund	300,153	1,395,551	0	0	1,395,551	1,313,641	0	81,910	382,063
City Employees Retirement Fund	29,055,119	2,884,327	0	0	2,884,327	2,301,690	0	582,637	29,637,756
<b>TOTAL-ALL FUNDS</b>	<b>\$ 61,591,189</b>	<b>\$ 32,287,271</b>	<b>\$ 3,024,574</b>	<b>\$ (2,863,953)</b>	<b>\$ 36,311,845</b>	<b>\$ 35,058,848</b>	<b>\$ 3,024,574</b>	<b>\$ (1,771,577)</b>	<b>\$ 59,819,612</b>

"(1) Total Fund Balance includes \$4,100,000 of the following: City Facilities (\$3M), Streets (\$1M) & ARPA Funds (\$100,000)  
"(2) Total Fund Balance includes \$749,533 for Park Improvements



### Where the Money Comes From



### All Fund Revenues FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

	FY 2022 Actual	FY 2023 Projected	FY 2024 Estimated
General Property Tax	1,667,113	1,823,476	1,924,755
Public Utility Licenses	5,623,251	6,010,716	6,269,755
Sales Tax & Intergovernmental*	16,070,632	18,107,889	18,408,752
Licenses and Permits	1,879,502	1,401,073	1,151,285
Municipal Facilities	60,241	50,575	52,000
Municipal Court	451,432	389,743	393,640
Investment Interest**	(2,969,260)	1,836,205	2,304,053
Municipal Enterprises	1,302,573	1,363,483	1,391,551
Employer Contributions	1,287,117	965,205	1,062,820
Other Revenues	647,864	348,130	328,659
<b>Total Revenue Sources</b>	<b>\$ 26,020,466</b>	<b>\$ 32,296,495</b>	<b>\$ 33,287,271</b>

\*Includes grants seen on the following pages.

\*\*Negative Interest due to recording market value as of 6/30; not actual investment loss



## Intergovernmental Revenues

Intergovernmental Revenue includes, but is not limited to, grants from federal, state, and other agencies to offset personnel, equipment, or major capital improvement expenses. Below is a brief summary of open grants as of July 1, 2024. Individual grant-related activity and reimbursements may occur over several budget years.

### *Missouri Department of Transportation – Highway Safety Division*

- *Speed-HMV Enforcement Grant (not to exceed \$5,800):* FY 2023 for overtime costs to increase speed and hazardous moving violations on state designed routes within city limits. Grant year runs October 1 - September 30. Grant status: open.
- *Click-it or Ticket Grant (not to exceed \$3,000):* FY 2023 for reimbursement for police officer overtime costs to conduct the Seat Belt Enforcement Program. Grant year is October 1 - September 30. Grant status: open.
- *Dedicated Impaired Driving Enforcement (not to exceed \$58,558):* FY 2023 for no more than 50% of the annual salary and benefits for a traffic safety officer. This officer will be primarily dedicated to the detection and enforcement of impaired drivers, while also focusing on hazardous moving violations. Grant status: open.

### *The Bureau of Justice Assistance (BJA) Grant*

- The purpose of the BJA Bulletproof Vest Partnership (BVP) Program is to reimburse states, counties, federally recognized tribes, cities, and local jurisdiction up to 50% of the cost of body armor vests purchased for law enforcement officers. This award for \$4,125 will cover 50% of the cost of eight ballistic vests for police officers. Grant status: open.

### *Parkway School District*

- *Three-year agreement (\$242,559 for FYs 2023-2025):* For FY 2023 the Parkway School District will reimburse the Police Department for the services of a School Resource Officer (SRO) in the amount of \$76,942. Agreement status: open.

### *Missouri Department of Public Safety*

- *Peace Officer Grant (POG) Award # SLFRP4542-POG031.* \$5,350 awarded over three years (December 1, 2022 to June 30, 2026) to cover Automatic License Plate Reader (LPR) Project with a total approved cost of \$10,700. This grant covers 50% of the cost of 1 LPR for three years: open.

### *Housing and Urban Development*

*Community Development Block Grant (grant not to exceed \$40,000).* Previously approved grants will fund construction of ADA compliant bus stops on N. New Ballas Rd. for construction in FY 2024. The schedule for this grant was been delayed due to funding and staffing issues related to the COVID pandemic. Estimated project cost is estimated to be \$30,000; City cost \$0. Remaining funds will be forwarded to our next project. Grant status: open.



## Intergovernmental Revenues (continued)

### *Municipal Park Grant Commission*

- *Municipal Park Grant (grant not to exceed \$525,000)*. Grant awarded in FY 2023 for improvements to the ice rink refrigerant system. The proposed project involves the replacement of R-22 refrigerant system with an EPA approved refrigerant system. The new refrigerant would eliminate HFC source with a proven, dependable, sustainable, an environmentally friendly option. The new system will further offer improved efficiency in the range of 20-25%. Construction expected to take place in 2024 with an anticipated completion of August 1, 2024. Grant status: Open

### *Federal Highway Administration*

- *Surface Transportation Program (grant not to exceed \$960,000)*: Grant awarded in FY 2020 for the construction of roadway and sidewalk improvements to North New Ballas Road, from Olive Boulevard to Craig Road, and for the acquisition of right of way and easements needed for these improvements. Design was not included in this grant. Design and ROW phases are complete, and construction is scheduled for FY 2024. Grant reimbursement is expected in FY 2024. Grant status: open.
- *Surface Transportation Program (grant not to exceed \$1,164,200)*: Grant awarded in FY 2021 for the acquisition of easements, construction, and construction inspection for the reconfiguration and signalization of the intersection of Lindbergh Boulevard at Old Olive Street Road. Design was not included in this grant in order to begin design sooner. Design began in FY 2021, and construction is planned for FY 2024. Grant reimbursement will be spread over FY 2024-FY 2025 as applicable costs are incurred. This grant is paired with the State Cost Share Program grant discussed below. Grant status: open.
- *Surface Transportation Program (grant not to exceed \$960,000)*: Grant awarded in FY 2022 for the acquisition of easements, construction of sidewalks, curbing, road pavement, and redesign/construction of the intersection of Craig Rd. at Olde Cabin Rd., and Craig Rd. at Office Parkway. Design was not included in this grant in order to begin design sooner. Design began in FY 2023, and construction is planned for FY 2025. Grant reimbursement is anticipated in FY 2025 as applicable costs are incurred. Grant status: open.

### *State of Missouri*

- *State Cost Share Program (grant not to exceed \$1,005,250)*: Grant awarded in FY 2020 for the design, acquisition of easements, construction, and construction inspection of the partial reconstruction of the intersection of Lindbergh Boulevard at Old Olive Street Road and the addition of a signal at this intersection. Design began in FY 2021, and construction is planned for FY 2024. Grant reimbursement will be spread over FY 2024-FY 2025 as applicable costs are incurred. This grant is paired with the Surface Transportation Program grant discussed above. Grant Status: open.
- *Governor's Transportation Cost-Share Program (grant not to exceed \$575,100)*: Grant awarded in FY 2020 for the construction phase of the partial reconstruction and signalization of the intersection of Lindbergh Boulevard at Old Olive Street Road. Grant status: open.



## Intergovernmental Revenues (continued)

### *St. Louis Area Insurance Trust (SLAIT)*

- *SLAIT Wellness Grant (not to exceed \$5,600)*: Biennial grant awarded for employee health and wellness initiatives. The grant reimburses pre-approved programs and equipment purchases in FY 2024. Grant status: open.

### *St. Louis County Department of Public Health*

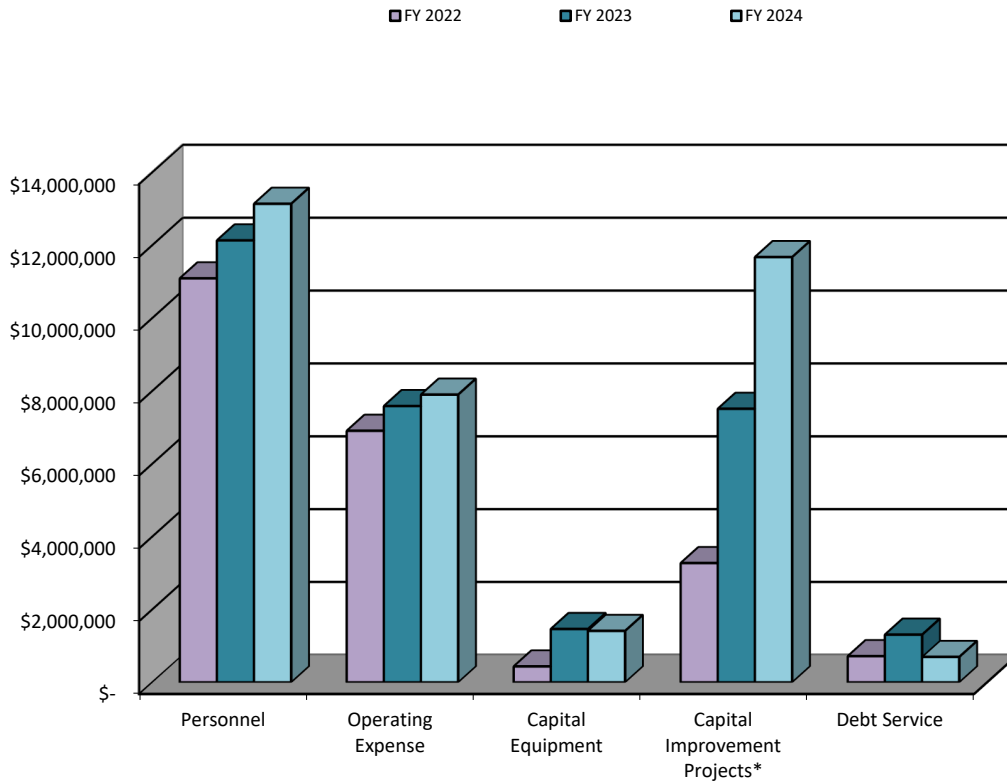
- *Municipal Waste Reduction Grant (grant not to exceed \$11,044)*: Grant awarded in FY 2022 for the third consecutive year and reimburses expenses associated with a community electronics recycling event, including costs of negative value items dropped off for recycling. Grant ends October 14, 2022, with final reimbursement in early FY 2023. However, we do anticipate receiving the grant again in FY 2024 when it opens up June 2023. Grant status: open.

### *The American Rescue Plan Act of 2021 (ARPA Funds)*

- *ARPA Funds (\$3,793,860)*: In March 2021, the President signed the American Rescue Plan into law. The \$1.9 trillion stimulus package included \$350 billion in direct aid to state, local, territorial and Tribal governments. \$19.5 billion of the \$350 billion went to non-entitlement units (NEUs), which are local jurisdictions with a population less than 50,000. The City of Creve Coeur received \$1,896,931 in August 2021 (FY 2022) and received \$1,896,931 in August 2022 (FY 2023). The funds can be used to provide “government services” and must be obligated by December 31, 2024, but don’t have to be expended until December 31, 2026. The City of Creve Coeur has included \$1,898,325 of expenditures in the FY 2024 budget for delayed street and sidewalk projects, as well as several ice arena projects related to the refrigerant switchover. Grant status: open.



### Where the Money Goes



### All Fund Expenditures FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

	FY 2022 Actual	FY 2023 Projected	FY 2024 Estimated
Personnel	\$ 11,090,805	\$ 12,132,155	\$ 13,136,982
Operating Expense	6,907,762	7,586,294	7,949,966
Capital Equipment	434,619	1,463,126	1,410,492
Capital Improvement Projects*	3,273,943	7,545,177	11,865,500
Debt Service	716,624	1,307,673	695,908
<b>Total Expenditures</b>	<b>\$ 22,423,754</b>	<b>\$ 30,034,425</b>	<b>\$ 35,058,847</b>

\*Parks & Stormwater Expenditures started FY 2022



**Combined Statement of Budgeted Revenues and Expenditures - All Funds  
For the Fiscal Year Ending June 30, 2024**

	General Fund	Capital Improvement Fund	Parks & Stormwater Fund	Police Building Fund	Public Safety Fund	Sewer Lateral Fund	Debt Service Fund	Municipal Enterprise Fund	City Employees Retirement Fund	Total
<b>Revenues</b>										
General Property Tax	824,655					135,500	964,600			1,924,755
Public Utility Licenses	6,269,755									6,269,755
Intergovernmental Revenue	8,247,052	5,556,260	3,129,268		1,235,028					17,167,609
Licenses and Permits	1,151,285									1,151,285
Municipal Facilities	52,000									52,000
Municipal Court	393,640									393,640
Investment Interest	450,000	8,997	25,049	33,000	30,000	200	9,500	4,000	1,743,307	2,304,053
Golf Course & Ice Arena								1,391,551		1,391,551
Bond Proceeds										-
Employer Contributions									1,062,820	1,062,820
Employee Contributions									78,200	78,200
Other Revenues	240,459	10,000	241,143							491,602
<b>Total Revenues</b>	<b>17,628,846</b>	<b>5,575,257</b>	<b>3,395,461</b>	<b>33,000</b>	<b>1,265,028</b>	<b>135,700</b>	<b>974,100</b>	<b>1,395,551</b>	<b>2,884,327</b>	<b>33,287,271</b>
<b>Expenditures</b>										
Personnel	11,818,856	153,104	137,795		242,162	17,154		767,910		13,136,982
Operating Expense	4,685,888		-		374,409	100,500		487,479	2,301,690	7,949,966
Capital Equipment	502,980	674,000	30,000		145,260			58,252		1,410,492
Capital Improvement Projects		7,712,000	4,073,500	80,000						11,865,500
Debt Service							695,908			695,908
<b>Total Expenditures</b>	<b>17,007,724</b>	<b>8,539,104</b>	<b>4,241,295</b>	<b>80,000</b>	<b>761,831</b>	<b>117,654</b>	<b>695,908</b>	<b>1,313,641</b>	<b>2,301,690</b>	<b>35,058,848</b>
Transfers In	954,039	2,070,535								3,024,574
Transfers (Out)	(2,070,535)		(582,434)		(371,606)					(3,024,574)
<b>Change in Fund Balance</b>	<b>(495,373)</b>	<b>(893,312)</b>	<b>(1,428,268)</b>	<b>(47,000)</b>	<b>131,591</b>	<b>18,046</b>	<b>278,192</b>	<b>81,910</b>	<b>582,637</b>	<b>(1,771,577)</b>
Fund Balance, July 1, 2022	22,071,682	1,764,727	4,074,160	1,156,879	2,459,461	279,317	429,692	300,153	29,055,119	61,591,189
<b>Fund Balance, June 30, 2023</b>	<b>21,576,308</b>	<b>871,415</b>	<b>2,645,892</b>	<b>1,109,879</b>	<b>2,591,052</b>	<b>297,363</b>	<b>707,884</b>	<b>382,063</b>	<b>29,637,756</b>	<b>59,819,612</b>



## GENERAL FUND FINANCIAL PROJECTIONS

The General Fund is used to account for and fund all activities associated with the general government of the City, except those services attributed to the Capital Improvement Fund, Employees Retirement Fund, Municipal Enterprise Fund, Sewer Lateral Fund, Public Safety Fund and Parks & Stormwater Fund.

FY 2023 projected revenues and transfers in to the General Fund are estimated to be more than budgeted expenditures and transfers out by \$573K. This is primarily due to several revenue sources being up, but especially sales tax, which is 12% more than budgeted. Expenditures were also down substantially as a result of a delay in filling vacancies. The surplus would have been even more, but we are also transferring almost \$1.9M out to the Capital Fund for American Rescue Plan Act (ARPA) Projects.

FY 2024 General Fund budget anticipates a \$495K deficit including transfers as a result of \$1.97M being transferred to the Capital Funds for ARPA projects. Revenues are actually anticipated to increase \$191,670 (1%) in FY 2024 (excluding the \$1.9M received in FY 2023). Building permits had another good year in FY 2023 (\$880K), but is projected to return to normal (\$675K) starting in FY 2024 and every year thereafter. Telephone receipts also continue to decline and will throughout future years. Expenditures for FY 2024 are expected to increase by 7.4%. Our projected expenditures for FY 2023 were lower than anticipated because of numerous unfilled vacancies. An overall 3% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2024 budget. A 3.5% COLA for officers and sergeants in addition to their 3.5% step, averages a 7% increase for FY 2024.

The following table shows the position of the General Fund balance over the next five years, based on estimated numbers as of June 30, 2023 and incorporates the following assumptions:

**Revenue Assumptions:**

- Telephone receipts continue to decrease 6% for FY 2024 and every year thereafter due to more residents eliminating their landlines, less reliance on voice and more use of texting and data.
- Sales tax revenue is budgeted to increase 2% for FY 2024 and FY 2025, and 1% every year thereafter.
- All Utilities, except telephone, are increasing as a result of an increase in all utility rates.
- Other Agency Funding is budgeted to decrease \$1.9M since the last of the ARPA Funds were received in FY 2023.
- Building Permits are budgeted to decrease 23.3% as a result of FY 2023 being another good year with several large projects.
- The transfer in from the Parks & Stormwater Sales Tax Fund will increase 18.3% as a result of an increase in sales tax revenues. These funds offset a portion of the parks and stormwater operations and maintenance expenditures.
- The Transfer In from the Public Safety Sales Tax funds will decrease 13.7% as a result of FY 2023's 2% one-time COLA (\$83,521) being only a one-time expenditure; therefore not included in FY 2024. Ongoing years include transitioning the Police officers to 12-hourshifts in FY 2019, making pay adjustments in FY 2022, and doing a market equity/step program in FY 2023.



**GENERAL FUND  
FINANCIAL PROJECTIONS  
(CONTINUED)**

**Expenditure & Fund Balance Assumptions:**

- Overall expenditures will increase 7.72% in FY 2024 and then on an average of to 3% from FY 2025 through FY 2028.
- An overall 3% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2024 budget. A 3.5% COLA for officers and sergeants in addition to their 3.5% step increase, averages a 7% increase for FY 2024. A 4% salary increase is projected every year thereafter.
- Total salary & benefit expenditures will increase an average of 4.45% through FY 2028. While there is an increase in salaries and health insurance for FY 2024, future years includes an average 3.9% increase.
- Health and other insurance benefits are budgeted to increase 9% in FY 2024 and then 3% every year thereafter. Health Insurance will see a 5% increase in FY 2024, but an overall increase of 7.6% due anticipated full employment. Many positions were still vacated and in the process of being filled in FY 2023, thereby reducing the City's health insurance costs.
- Pension for the LAGERS Plan for FY 2024 is budgeted to increase as a result of several vacancies being filled in FY 2023. However, the LAGERS rate is decreasing for General employees and Police.
- The Legacy Pension Plan's contribution is budgeted with a 10% increase for FY 2024 and remain flat for FY 2025 through FY 2028.
- 20% of the Public Safety Sales Tax Revenue (\$242,162) is used offset the Police Pension expenditures; therefore, reducing the amount needed from the General Fund.
- Operating expenditures will increase 1.5% for contractual services, 4% for Trash/Recycling use and 2% for commodities annually.
- \$1M of the General Fund Balance is Reserved for Street Reconstruction Emergencies.
- \$3M is set aside for the Govt. Center in FY 2024, and another \$1M every year thereafter.
- Transfer out \$400K each year to the Capital Fund from the County Road & Bridge Tax revenue to be used for the improvement and repair of public roads, streets and bridges. The balance of these funds remain in the General Fund to support the Street Division operation.
- \$1,896,931 was put in Reserves from the ARPA Funds in FY 2022 and FY 2023 (\$3.8M total). The Funds must be obligated by December 31, 2024 and spent by December 31, 2026. The budget includes using all but \$100K in FY 2023 and FY 2024. This \$100K is for the 39N Agreement in FY 2025 & FY 2026.
- No Transfer Out to the Enterprise Fund will be needed in the next 5 years.



**GENERAL FUND  
FINANCIAL PROJECTIONS  
(CONTINUED)**

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Revenues	19,274,105	17,628,846	17,796,616
Expenditures	<u>(15,789,439)</u>	<u>(17,007,724)</u>	<u>(17,566,505)</u>
<b>Revenue over (under) Expenditures</b>	3,484,666	621,122	230,111
Transfers - In (From Public Safety)	430,816	371,606	296,727
Transfers - In (From Parks & Stormwater)	492,198	582,434	594,082
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	<u>(2,298,325)</u>	<u>(2,070,535)</u>	<u>(400,000)</u>
<b>Net Change in Fund Balance</b>	2,109,355	(495,373)	720,921
Fund Balance - Beginning of year	<u>19,962,327</u>	<u>22,071,682</u>	<u>21,576,308</u>
<b>FUND BALANCE - End of the Year</b>	<u>22,071,682</u>	<u>21,576,308</u>	<u>22,297,229</u>
*Less RESERVE GF BAL. FOR CAPITAL CONST.	<u>4,895,535</u>	<u>4,100,000</u> *	<u>5,050,000</u>
<b>Unassigned Fund Balance</b>	<u>17,176,147</u>	<u>17,476,308</u>	<u>17,247,229</u>
	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Revenues	17,946,486	18,086,746	18,234,880
Expenditures	<u>(18,085,881)</u>	<u>(18,577,100)</u>	<u>(19,139,203)</u>
<b>Revenue over (under) Expenditures</b>	(139,395)	(490,354)	(904,323)
Transfers - In (From Public Safety)	305,629	314,798	324,242
Transfers - In (From Parks & Stormwater)	605,964	612,024	618,144
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	<u>(400,000)</u>	<u>(400,000)</u>	<u>(400,000)</u>
<b>Net Change in Fund Balance</b>	372,198	36,467	(361,937)
Fund Balance - Beginning of year	<u>22,297,229</u>	<u>22,063,463</u>	<u>21,487,907</u>
<b>FUND BALANCE - End of the Year</b>	<u>22,063,463</u>	<u>21,487,907</u>	<u>20,507,826</u>
*Less RESERVE GF BAL. FOR CAPITAL CONST.	<u>6,000,000</u>	<u>7,000,000</u>	<u>8,000,000</u>
<b>Unassigned Fund Balance</b>	<u>16,063,463</u>	<u>14,487,907</u>	<u>12,507,826</u>

\* Capital Construction Reserve includes \$3M for Govt Center in FY 2024 (and an additional \$1M each year thereafter), \$1M for Street Reconstruction, and \$100,000 for ARPA Funds



**CAPITAL IMPROVEMENTS FUND  
FINANCIAL PROJECTIONS**

The Capital Improvements Fund is used to account for all activities related to capital improvements in the City. The major source of revenue for the fund is the one-half cent sales tax for capital items passed by the voter in 1997. The City adopts a five-year capital plan in the spring of each year prior to the budget process.

The following table shows the position of the Capital Improvement Fund balance over the next several years, based on available information at June 30, 2023 and incorporates the following assumptions:

- Assume transfer of funds from the General Fund as outlined in the Current Five Year Plan.
- Additional revenues will increase in accordance with Five-Year Financial Plan assumptions.
- Sales tax increases 2% for FY 2024 and FY 2025, and then 1% every year thereafter.
- Capital Improvements will be performed in accordance with the Five-Year Capital Improvement Plan.
- Assumes the City continues to aggressively pursue grants for infrastructure improvements. There are projections for grant revenues in FY 2024, 2025, & 2026, but not in FY 2027 or FY 2028 since they are not secured grants that far in the future.
- A Project Manager/Engineer was added to FY 2023 and half of the expenditures come from this Fund and the rest from the Parks & Stormwater Fund.

	<u><b>FY 2023</b></u>	<u><b>FY 2024</b></u>	<u><b>FY 2025</b></u>
Revenues	3,872,069	5,235,257	3,101,656
Expenditures	<u>(7,025,764)</u>	<u>(8,539,104)</u>	<u>(3,757,300)</u>
<b>Revenue over (under) Expenditures</b>	<b>(3,153,695)</b>	<b>(2,963,847)</b>	<b>(655,644)</b>
Operating transfers – In (From General Fund)	2,298,325	2,070,535	400,000
Operating transfers - Out	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Change in Fund Balance</b>	<b>(855,370)</b>	<b>(893,312)</b>	<b>(255,644)</b>
Fund Balance - Beginning of year	<u>2,620,097</u>	<u>1,764,727</u>	<u>871,415</u>
<b>FUND BALANCE-End of the Year</b>	<b><u>1,764,727</u></b>	<b><u>871,415</u></b>	<b><u>615,772</u></b>

	<u><b>FY 2026</b></u>	<u><b>FY 2027</b></u>	<u><b>FY 2028</b></u>
Revenues	3,479,653	2,628,874	2,655,451
Expenditures	<u>(4,100,200)</u>	<u>(2,652,300)</u>	<u>(2,968,700)</u>
<b>Revenue over (under) Expenditures</b>	<b>(620,547)</b>	<b>(23,426)</b>	<b>(313,249)</b>
Operating transfers – In (From General Fund)	400,000	400,000	400,000
Operating transfers - Out	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Change in Fund Balance</b>	<b>(220,547)</b>	<b>376,574</b>	<b>86,751</b>
Fund Balance - Beginning of year	<u>615,772</u>	<u>395,225</u>	<u>771,799</u>
<b>FUND BALANCE-End of the Year</b>	<b><u>395,225</u></b>	<b><u>771,799</u></b>	<b><u>858,550</u></b>



**PARKS AND STORMWATER FUND  
FINANCIAL PROJECTIONS**

The Parks and Stormwater Fund is used to account for all activities related to park and stormwater improvements in the City. The major source of revenue for the fund is the one-half cent sales tax for park and stormwater items passed by the voters in November 2020. The City adopts a five-year capital plan in the spring of each year prior to the budget process.

The following table shows the position of the Parks & Stormwater Fund balance over the next several years, based on available information at June 30, 2023 and incorporates the following assumptions:

- FY 2023 had a 13.5% increase over Projected FY 2022. FY 2024 and FY 2025 includes a 2% increase, and every year thereafter, is estimated to increase 1%.
- FY2024 includes a transfer out to the General Fund (\$582,434,) to offset a portion of the Parks & Stormwater operations and maintenance. This represents 20% of the projected revenue pursuant to the established policy.
- 80% of the revenues will be allocated for capital improvements, which includes administration for project management, park projects and stormwater projects.
- Capital Improvements will be performed in accordance with the Five-Year Capital Improv. Plan.
- FY 2023 included the hiring of an additional Project Manager/Engineer with half of the expenditures allocated in this Fund and the other half allocated to the Capital Fund.
- \$749,533 of the Fund Balance is Reserved for the purchase of land or construction of improvements in city parks or other public recreational spaces or facilities per Ordinance 5380.

	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
Revenues	3,182,130	3,395,461	3,269,728
Expenditures	(1,604,464)	(4,241,295)	(3,516,000)
<b>Revenue over (under) Expenditures</b>	<u>1,577,666</u>	<u>(845,834)</u>	<u>(246,272)</u>
Transfers – In (From General Fund)	0	0	0
Transfers - Out (To General Fund)	(492,198)	(582,434)	(594,082)
<b>Net Change in Fund Balance</b>	<u>1,085,468</u>	<u>(1,428,268)</u>	<u>(840,354)</u>
Fund Balance - Beginning of year	<u>2,988,692</u>	<u>4,074,160</u>	<u>2,645,892</u>
<b>FUND BALANCE-End of the Year</b>	<u>4,074,160</u>	<u>2,645,892</u>	<u>1,805,538</u>
Less RESERVE GF BALANCE FOR PARKS	<u>749,533</u>	<u>749,533</u>	<u>749,533</u>
<b>Unassigned Fund Balance</b>	<u>3,324,627</u>	<u>1,896,359</u>	<u>1,056,005</u>

	<b><u>FY 2026</u></b>	<b><u>FY 2027</u></b>	<b><u>FY 2028</u></b>
Revenues	3,308,547	3,346,082	3,153,332
Expenditures	(1,775,300)	(1,964,700)	(2,424,300)
<b>Revenue over (under) Expenditures</b>	<u>1,533,247</u>	<u>1,381,382</u>	<u>729,032</u>
Transfers – In (To General Fund)	0	0	0
Transfers - Out (From General Fund)	(605,964)	(612,024)	(618,144)
<b>Net Change in Fund Balance</b>	<u>927,283</u>	<u>769,359</u>	<u>110,888</u>
Fund Balance - Beginning of year	<u>1,805,538</u>	<u>2,732,821</u>	<u>3,502,180</u>
<b>FUND BALANCE-End of the Year</b>	<u>2,732,821</u>	<u>3,502,180</u>	<u>3,613,067</u>
Less RESERVE GF BALANCE FOR PARKS	<u>749,533</u>	<u>749,533</u>	<u>749,533</u>
<b>Unassigned Fund Balance</b>	<u>1,983,288</u>	<u>2,752,647</u>	<u>2,863,534</u>



**PUBLIC SAFETY FUND  
FINANCIAL PROJECTIONS**

The Public Safety Fund is used to account for all activities associated with Public Safety of the City. The major source of revenue for the fund is the one-half cent sales tax passed by voters in St. Louis County in 2017.

Fiscal year 2023 budget revenues are estimated to be \$573,791 more than expenditures and \$142,974 more than expenditures and transfers out.

Pursuant to the Public Safety Policy, below are how the funds will be allocated over the next five years:

- FY 2024 includes a transfer out to the General Fund (\$371,606) to cover the cost of transitioning the police department to 12-hour shifts in FY 2019, for the Pay Adjustments in FY 2022 and for the Market Equity/Step Program/Probation Completion Bonus in FY 2023. The \$83,521 given for a one-time lump-sum 2% COLA in FY 2023 was not an on-going expense since it was a one-time cost.
- For specialized training.
- For the police building's maintenance and operating costs, including utilities.
- 20% of the actual prior year sales tax revenue (\$242,162) will be used to offset the Police pension costs and will also be adjusted and included in the budget every year.
- Public safety capital expenditures.

FY 2024 - 2028 includes a 2.5% increase in expenditures, even though these numbers can vary greatly year to year.

	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Revenues	1,248,608	1,265,028	1,289,729
Expenditures	(674,817)	(761,831)	(780,877)
<b>Revenue over (under) Expenditures</b>	<b>573,790</b>	<b>503,197</b>	<b>508,852</b>
Transfers - In	0	0	0
Transfers - out (To General Fund)	(430,816)	(371,606)	(296,727)
<b>Net Change in Fund Balance</b>	<b>142,974</b>	<b>131,591</b>	<b>212,124</b>
Fund Balance - Beginning of year	2,316,487	2,459,461	2,591,052
<b>FUND BALANCE - End of the Year</b>	<b>2,459,461</b>	<b>2,591,052</b>	<b>2,803,177</b>

	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Revenues	1,302,326	1,315,049	1,327,900
Expenditures	(800,399)	(820,409)	(840,919)
<b>Revenue over (under) Expenditures</b>	<b>501,927</b>	<b>494,640</b>	<b>486,980</b>
Transfers - In	0	0	0
Transfers - out (To General Fund)	(305,629)	(314,798)	(324,242)
<b>Net Change in Fund Balance</b>	<b>196,298</b>	<b>179,842</b>	<b>162,739</b>
Fund Balance - Beginning of year	2,803,177	2,999,475	3,179,317
<b>FUND BALANCE - End of the Year</b>	<b>2,999,475</b>	<b>3,179,317</b>	<b>3,342,056</b>



**MUNICIPAL ENTERPRISE FUND  
FINANCIAL PROJECTIONS**

The Municipal Enterprise Fund is used to account for all activities associated with the City's golf course and ice arena.

FY 2023 projected revenues for the Municipal Enterprise Fund are estimated to be more than expenses by \$90,801. There are no transfers in or out of the Municipal Enterprise Fund. FY 2024 is budgeted with a surplus of \$81,910.

The following table shows the position of the Municipal Enterprise Fund Balance over the next five years and incorporates the following assumptions:

- Revenues for FY 2024 are expected to increase 2%, but then incr. an average of 1.9% for FY 2025-2028.
- FY 2023 Revenues include rate increases in Room Rentals, Ice Rink and Green Fees. FY 2024 Revenues include a full year of FY 2023 rate increase, but also a \$42,620 decrease while the ice arena is shut down for one month while the refrigerant is being replaced.
- FY 2026 and FY 2028 Revenues include rate increases in Ice Rink, Golf Course and Meeting Room Fees.
- Salaries are expected to increase 5.83% for FY 2024 and then 4% from FY 2025 through FY 2028.
- Health and other insurance benefits are budgeted with an overall increase of 6.43% for FY 2024 and then with a 3.99% increase over the next 4 years.
- Pension for the LAGERS Plan is budgeted to increase 22.9% in FY 2024, mainly as a result of an increase in salaries and filling vacated positions, and a 5% increase is included each year thereafter.
- Operating expenditures will increase 1.5% for contractual services and 2% for commodities annually.
- Overall expenditures will incr. 2.9% due to normal increases to personnel, maint. and operational costs.
- Transfers from the General Fund are not needed in the next 5 years.

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Revenues	1,367,383	1,395,551	1,416,485
Expenditures	(1,276,582)	(1,313,641)	(1,355,996)
<b>Revenue over (under) Expenditures</b>	<u>90,801</u>	<u>81,910</u>	<u>60,488</u>
Transfers - In (From General Fund)	0	0	0
Transfers - Out	0	0	0
<b>Net Change in Fund Balance</b>	<u>90,801</u>	<u>81,910</u>	<u>60,488</u>
Fund Balance - Beginning of year	<u>209,352</u>	<u>300,153</u>	<u>382,063</u>
<b>FUND BALANCE - End of the Year</b>	<u><u>300,153</u></u>	<u><u>382,063</u></u>	<u><u>442,551</u></u>

	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Revenues	1,449,732	1,471,478	1,505,550
Expenditures	(1,395,787)	(1,436,944)	(1,479,519)
<b>Revenue over (under) Expenditures</b>	<u>53,945</u>	<u>34,534</u>	<u>26,031</u>
Transfers - In (From General Fund)	0	0	0
Transfers - Out	0	0	0
<b>Net Change in Fund Balance</b>	<u>53,945</u>	<u>34,534</u>	<u>26,031</u>
Fund Balance - Beginning of year	<u>442,551</u>	<u>496,496</u>	<u>531,029</u>
<b>FUND BALANCE - End of the Year</b>	<u><u>496,496</u></u>	<u><u>531,029</u></u>	<u><u>557,060</u></u>



**CITY EMPLOYEES RETIREMENT FUND  
FINANCIAL PROJECTIONS**

The City Employees Retirement Fund is used to account for all activities associated with the Creve Coeur Defined Benefit Pension Plan.

The City's annual contribution decreased \$321,912 in FY 2023 from \$1,287,117 to \$965,205, primarily due to the City contributing \$300K more than the actuarially determined contribution in FY 2022. FY 2024 is projected to increase \$97,615 (10%) to \$1,062,820 with \$242,162 of the contribution coming from Public Safety funds (20% of the sales tax revenue) and \$820,658 coming from General Fund. The Employer Contribution is budgeted to remain flat per year from FY 2025 - FY 2028. Then the pre-2015 Unfunded Accrued Liability will be fully amortized and the Employer Contribution will decrease significantly. Estimated amounts are based on receiving the 6% assumed rate of return on the investment portfolio.

In FY 2021, the Pension Board reduced the interest rate assumption from 6.75% to 6%, and changed the mortality table to the most current one, which was recommended by the Actuary. The City Council added the Spousal Pop-Up option to the Plan in March 2021.

The following table shows the position of the Employees Retirement Fund over the next five years, based on estimated numbers as of June 30, 2023 and incorporates the following assumptions:

- Operating expenses are projected to increase 4.93% annually. The main reason for this increase is due an increase in employees eligible to retire.
- Assumes retirements based upon cash flow projections from Actuary.
- Assumes Employee Contribution of 4% starting in FY 2020, up from 3%. The projections are based upon the estimated rate of return of 6%, down from 6.75% prior to July 2021, and an amortization period for liability of 14 years fixed, which was increased from 10 years in FY 2021.

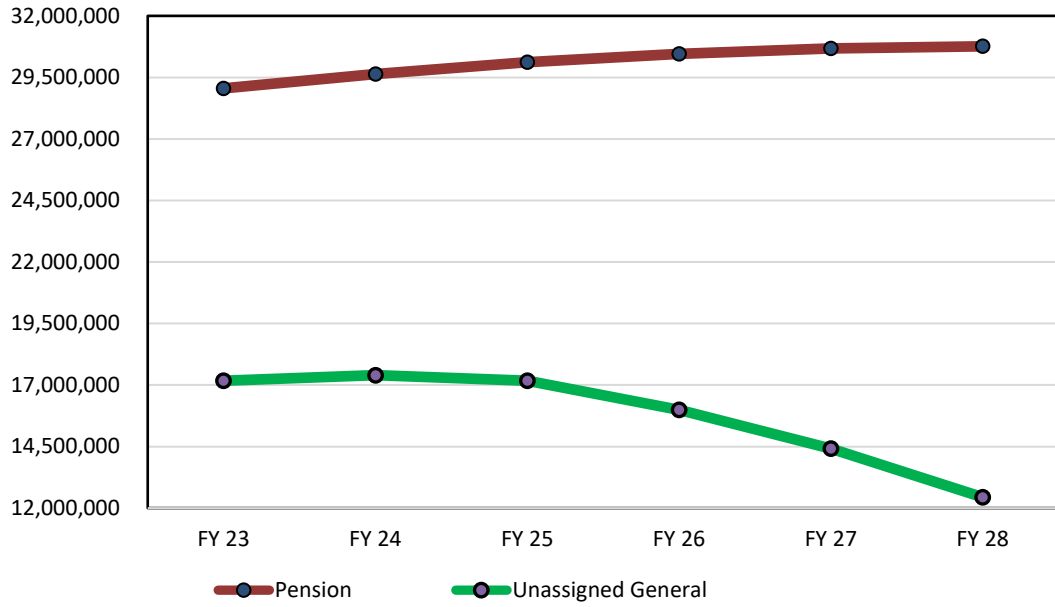
	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Revenues	2,264,205	2,884,327	2,895,683
Expenditures	<u>(2,248,458)</u>	<u>(2,301,690)</u>	<u>(2,415,141)</u>
<b>Revenue over (under) Expenditures</b>	15,747	582,637	480,542
Transfers-In (From General Fund)	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Change in Fund Balance</b>	15,747	582,637	480,542
Fund Balance - Beginning of year	29,039,372	29,055,119	29,637,756
<b>FUND BALANCE-End of the Year</b>	<u><u>29,055,119</u></u>	<u><u>29,637,756</u></u>	<u><u>30,118,298</u></u>

	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Revenues	\$ 2,872,576	\$ 2,878,786	\$ 2,876,940
Expenditures	<u>(2,534,215)</u>	<u>(2,659,192)</u>	<u>(2,790,367)</u>
<b>Revenue over (under) Expenditures</b>	338,361	219,594	86,574
Transfers-In (From General Fund)	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Change in Fund Balance</b>	338,361	219,594	86,574
Fund Balance - Beginning of year	30,118,298	30,456,659	30,676,253
<b>FUND BALANCE-End of the Year</b>	<u><u>\$ 30,456,659</u></u>	<u><u>\$ 30,676,253</u></u>	<u><u>\$ 30,762,826</u></u>

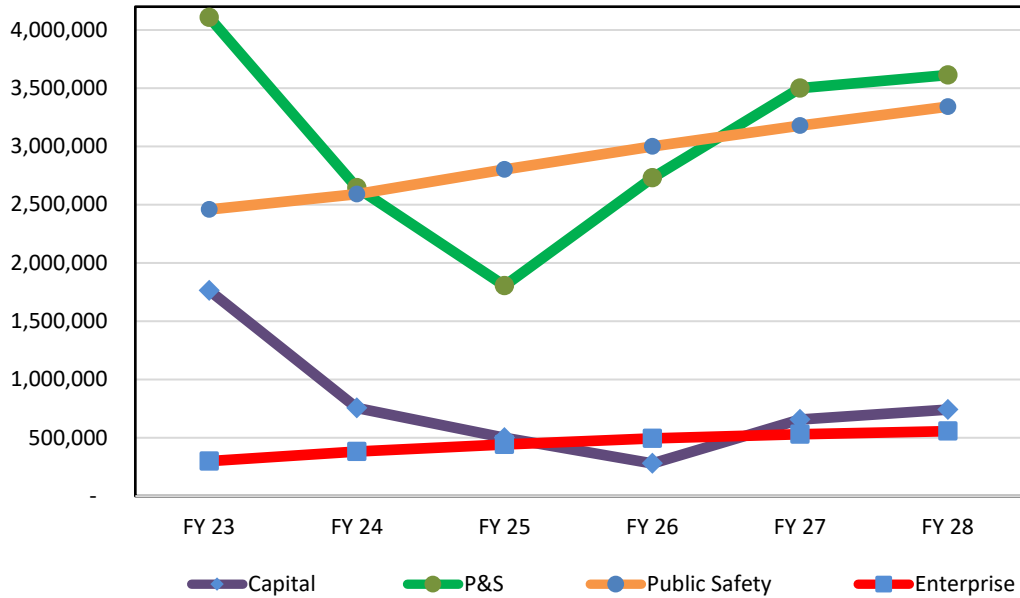


### Fund Balance Projections FY 2023 - 2028

#### General and Pension Funds



#### Capital, Parks & Stormwater, Public Safety and Enterprise Funds



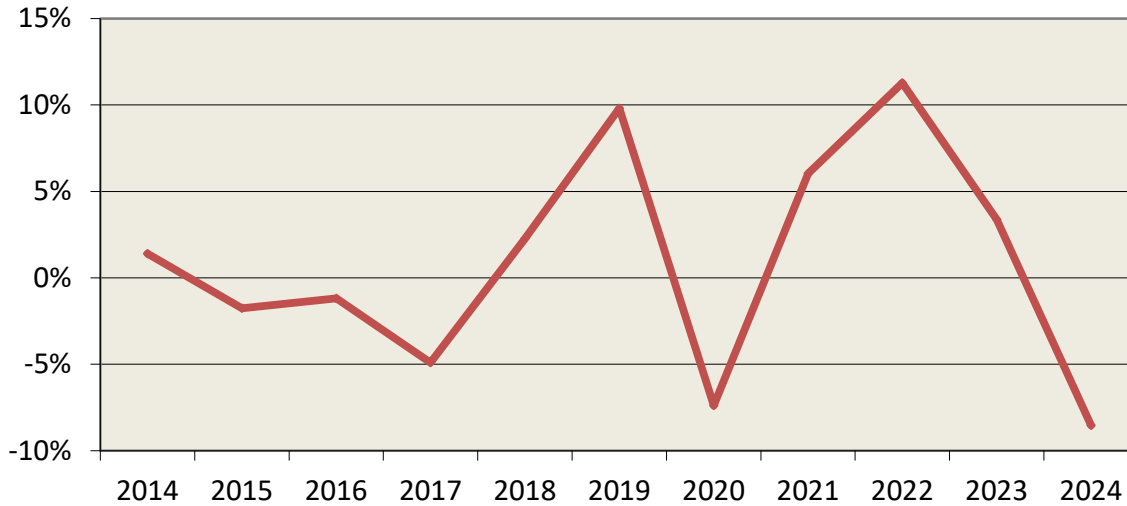


**STATEMENT OF ESTIMATED REVENUE AND EXPENDITURES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>	<b>% Change to Est. FY 2023</b>
<b>Revenues:</b>						
General Property Taxes	710,619	751,204	738,083	777,976	824,655	6.00%
Public Utility Licenses	5,396,414	5,623,251	5,720,302	6,010,716	6,269,755	4.31%
Intergovernmental Revenue	7,804,405	9,239,234	9,056,178	9,947,553	8,247,052	-17.09%
Licenses & Permits	1,610,410	1,879,502	1,198,694	1,401,073	1,151,285	-17.83%
Charges for Municipal Facilities	39,385	60,241	44,500	50,575	52,000	2.82%
Municipal Court Fines	551,411	451,432	553,271	389,743	393,640	1.00%
Interest on Investments	339,907	295,808	330,000	450,684	450,000	-0.15%
Other Revenues	301,554	342,511	232,739	245,785	240,459	-2.17%
<b>Total Operating Revenue</b>	<b>16,754,105</b>	<b>18,643,183</b>	<b>17,873,766</b>	<b>19,274,105</b>	<b>17,628,846</b>	<b>-8.54%</b>
<b>Other Financing Sources:</b>						
Transfers in from Public Safety	196,366	209,995	430,816	430,816	371,606	-13.74%
Transfers in from Parks & Stormwtr.	-	380,000	492,198	492,198	582,434	18.33%
<b>Total Other Financing Sources</b>	<b>196,366</b>	<b>589,995</b>	<b>923,014</b>	<b>923,014</b>	<b>954,039</b>	
<b>Total Operating Revenues and Other Financing Sources</b>	<b>16,950,471</b>	<b>19,233,178</b>	<b>18,796,780</b>	<b>20,197,119</b>	<b>18,582,886</b>	
<b>Expenditures:</b>						
Legislative Services	235,206	185,292	228,201	227,296	236,489	4.04%
Legal Services	148,785	165,893	203,201	177,524	192,761	0.00%
Administrative Services	618,999	614,799	619,685	603,425	698,844	15.81%
Information Systems	264,451	251,537	283,869	264,965	264,014	-0.36%
Finance Department	413,843	434,206	513,958	514,627	568,130	10.40%
Municipal Court	237,200	237,029	267,024	262,738	278,327	5.93%
Interdepartmental	507,903	1,336,622	1,110,975	1,041,737	1,143,927	9.81%
Community Services	82,355	138,610	162,219	145,682	143,405	-1.56%
Maint. of Municipal Property	276,933	237,021	278,706	283,819	300,208	5.77%
Police Department	6,800,201	6,259,217	7,752,646	7,543,591	8,090,733	7.25%
Public Works	3,106,009	3,008,208	3,635,935	3,500,484	3,808,424	8.80%
Community Development	1,476,740	1,183,715	1,343,613	1,223,550	1,282,462	4.81%
<b>Total Operating Expenditures</b>	<b>14,168,624</b>	<b>14,052,148</b>	<b>16,400,032</b>	<b>15,789,439</b>	<b>17,007,724</b>	<b>7.72%</b>
<b>Total Rev. and Other Financing Sources Over Expenditures</b>	<b>2,781,847</b>	<b>5,181,030</b>	<b>2,396,748</b>	<b>4,407,680</b>	<b>1,575,162</b>	
<b>Other Financing Uses:</b>						
Transfer Out to Enterprise Fund	-	-	-	-	-	
Transfer Out to Capital Improv.	400,000	1,149,533	800,000	2,298,325	2,070,535	
<b>Total Other Financing Uses</b>	<b>400,000</b>	<b>1,149,533</b>	<b>800,000</b>	<b>2,298,325</b>	<b>2,070,535</b>	
<b>Total Rev. and Other Financing Sources Over Expenditures and Other Financing Uses</b>	<b>2,381,847</b>	<b>4,031,497</b>	<b>1,596,748</b>	<b>2,109,355</b>	<b>(495,373)</b>	



### Percentage Change in General Fund Revenues FY 2014 - 2024



<u>Fiscal Year</u>	<u>Total Revenue</u>	<u>Amount of Change</u>	<u>Percent Change</u>
2014	16,454,596	226,180	1.4%
2015	16,164,882	(289,714)	-1.8%
2016	15,974,518	(190,363)	-1.2%
2017	15,192,139	(782,379)	-4.9%
2018	15,537,425	345,286	2.3%
2019	17,060,207	1,522,782	9.8%
2020	15,800,348	(1,259,858)	-7.4%
2021	16,754,105	953,757	6.0%
2022	18,643,183	1,889,078	11.3%
2023	<b>Projected</b> 19,274,105	630,922	3.4%
2024	<b>Budgeted</b> 17,628,846	(1,645,259)	-8.5%

FY 2014 Revenues increased 1.4% in FY 2014. Significant increases occurred in Sales Tax, Building Permits, Electric Gross Receipts and Gas Gross Receipts. This offset significant decreases in Telephone Gross Receipts, and decrease in automated traffic safety tools due to suspension of the program in December.

FY 2015 Revenues decreased 1.8% in FY 2015. Increases occurred in Sales Tax, Building Permits, and charges from Municipal Services. Substantial decrease in Court Fines occurred due to cancellation of automated traffic safety tools program. Revenues also decreased in Electric Gross Receipts, Telephone Gross Receipts, and Water Gross Receipts due to a one time tax rebate to customers.



**GENERAL FUND REVENUES (Cont.)**

- FY 2016 Revenues decreased 1.2% in FY 2016. Revenues increased in Sales Tax, Road and Bridge Tax, Telephone and Water Utility Tax and Interest Revenue. These increases were largely offset by decreases in Building Permits, Court Revenues and charges for Municipal Services.
- FY 2017 Revenues decreased 4.9% in FY 2017, primarily due to a decrease in Court Revenues. This appears largely due to the new Court regulations from the State. Telecom utility taxes also declined.
- FY 2018 Revenues increased 2.3% in FY 2018. Electric, Water and Gas were up due to harsher weather conditions and due to a one-time lawsuit settlement for \$190,000 from the Electric Co. Business licenses and building permits were up quite a bit as well. Telephone gross receipt taxes, court revenues and charges for municipal facilities, however, were down.
- FY 2019 Revenues increased 9.8% in FY 2019. The primary reason for this \$1,522,792 increase is due to the sale of property for around \$750K. In addition, there was an increase in assessed valuations, an increase in commercial utility tax rates from 7% - 8% in November 2018, and increase in the residential electric from 5.5% to 7% in March 2019. Plus, transferred \$131,167 from Public Safety Sales Tax Fund to cover the additional costs needed to transition to 12-hour shifts in the Police Department.
- FY 2020 Revenues decreased 7.4% in FY 2020 due to COVID-19. This virus effected Sales Tax, Gasoline Tax, Utility Taxes, Interest, Permits, Court, Recreational Activities, etc.
- FY 2021 FY 2021 increased 6%, but only because of \$1.2M that the City received for the CARES Act program. Without these funds, the City would have seen a decrease of \$271K as a result of the pandemic still in effect. Sales Tax, Electric, Gas, County Road & Bridge Tax and Cable were all negatively impacted by the pandemic, while building permits reported a record year with several large projects resulting in permits being up \$359K or 54%.
- FY 2022 The American Rescue Plan Act (ARPA) was signed into law to establish recovery funding from the Coronavirus for State, territorial, local and Tribal governments. The City received \$1,896,930 in FY 2022, which largely contributed to the 11.3% increase in revenues. Without this one-time revenue source, revenues would have been flat when compared to FY 2021.
- FY 2023 The City will receive another \$1.9M from the ARPA Funds. Building permits will start to return to normal. All utilites, except Telephone, are expected to increase. Sales Tax is projected to increase over 10% and interest over 55% causing an overall increase of \$631K or 3.4%.
- FY 2024 As a result of no additional ARPA Funds anticipated and building permits returning to normal, revenues will decrease \$1.6M or 8.5%. All utilites except Telephone and Cable TV are expected to increase. Sales tax is budgeted to increase 2%.



**GENERAL FUND REVENUES**

	Actual Revenue FY 2021	Actual Revenue FY 2022	Budgeted Revenue FY 2023	Projected Revenue FY 2023	Estimated Revenue FY 2024	% Change to Estimated FY 2023
<b>GENERAL PROPERTY TAXES:</b>						
4101 Real Property-Current	710,619	751,204	738,083	777,976	\$ 824,655	6.00%
Total General Property Tax	710,619	751,204	738,083	777,976	824,655	6.00%
<b>PUBLIC UTILITY LICENSES:</b>						
4201 Electric	3,062,713	3,365,735	3,529,887	3,628,262	\$ 3,827,817	5.50%
4202 Gas (Natural)	573,622	650,352	585,400	764,721	\$ 791,487	3.50%
4203 Telephone	921,314	774,903	738,797	701,014	\$ 658,953	-6.00%
4204 Water	517,080	510,881	553,439	591,847	\$ 665,828	12.50%
4207 Cable TV Franchise Fee	286,301	283,999	274,651	284,929	\$ 284,929	0.00%
4208 Fiber Optics Franchise Fees	35,384	37,380	38,128	39,942	\$ 40,741	2.00%
Total Public Utility Licenses	5,396,414	5,623,251	5,720,302	6,010,716	6,269,755	4.31%
<b>INTERGOVERNMENTAL REVENUE:</b>						
4301 City Sales Tax	4,718,846	5,371,201	5,280,151	5,934,458	\$ 6,053,147	2.00%
4302 City Sales Tax-Auto	289,922	260,827	280,155	276,519	\$ 279,284	1.00%
4303 Cigarette Tax	35,277	32,902	33,383	28,116	\$ 28,116	0.00%
4304 Gasoline Tax	467,995	523,058	510,490	616,208	\$ 677,829	10.00%
4305 County Road & Bridge Tax	987,618	1,033,893	1,011,564	1,083,280	\$ 1,148,277	6.00%
4737 Other Agency Funding	1,304,747	2,017,352	1,940,435	2,008,972	\$ 60,400	-96.99%
Total Intergovernmental Revenue	7,804,405	9,239,234	9,056,178	9,947,553	8,247,052	-17.09%
<b>LICENSES &amp; PERMITS:</b>						
4402 Business License	199,573	211,993	199,658	208,323	\$ 210,406	1.00%
4404 Liquor License	33,638	35,850	32,610	33,600	\$ 33,935	1.00%
4405 Vending Machine License	2,550	715	2,550	775	\$ 775	0.00%
4406 Emergency Alarm License	125	(25)	125	125	\$ 125	0.00%
4415 Dog Park License Fees	13,740	11,424	13,444	6,618	\$ 9,926	50.00%
4420 Building Permits	1,027,716	1,256,614	675,000	880,873	\$ 675,000	-23.37%
4422 Apartment Re-Occupancy Fee	171,820	97,095	105,600	102,820	\$ 96,000	-6.63%
4424 Escrow Deductions	100,238	199,026	125,000	105,000	\$ 65,000	-38.10%
4426 Occupancy Permits	10,380	13,130	10,439	11,487	\$ 11,487	0.00%
4427 Sign Permits	5,830	6,350	1,000	6,450	\$ 6,000	-6.98%
4431 Street Excavation Fees	21,709	24,405	18,975	20,185	\$ 20,185	0.00%
4444 Misc.	410	490	360	320	\$ 320	0.00%
4450 Planning & Zoning Application Fee	11,557	11,198	7,933	12,125	\$ 12,125	0.00%
4457 Site Improvement Permits	6,994	10,393	6,000	12,373	\$ 10,000	0.00%
4536 Farmers Market	4,130	845	-	-	\$ -	0.00%
Total Licenses and Permits	1,610,410	1,879,502	1,198,694	1,401,073	1,151,285	-17.83%

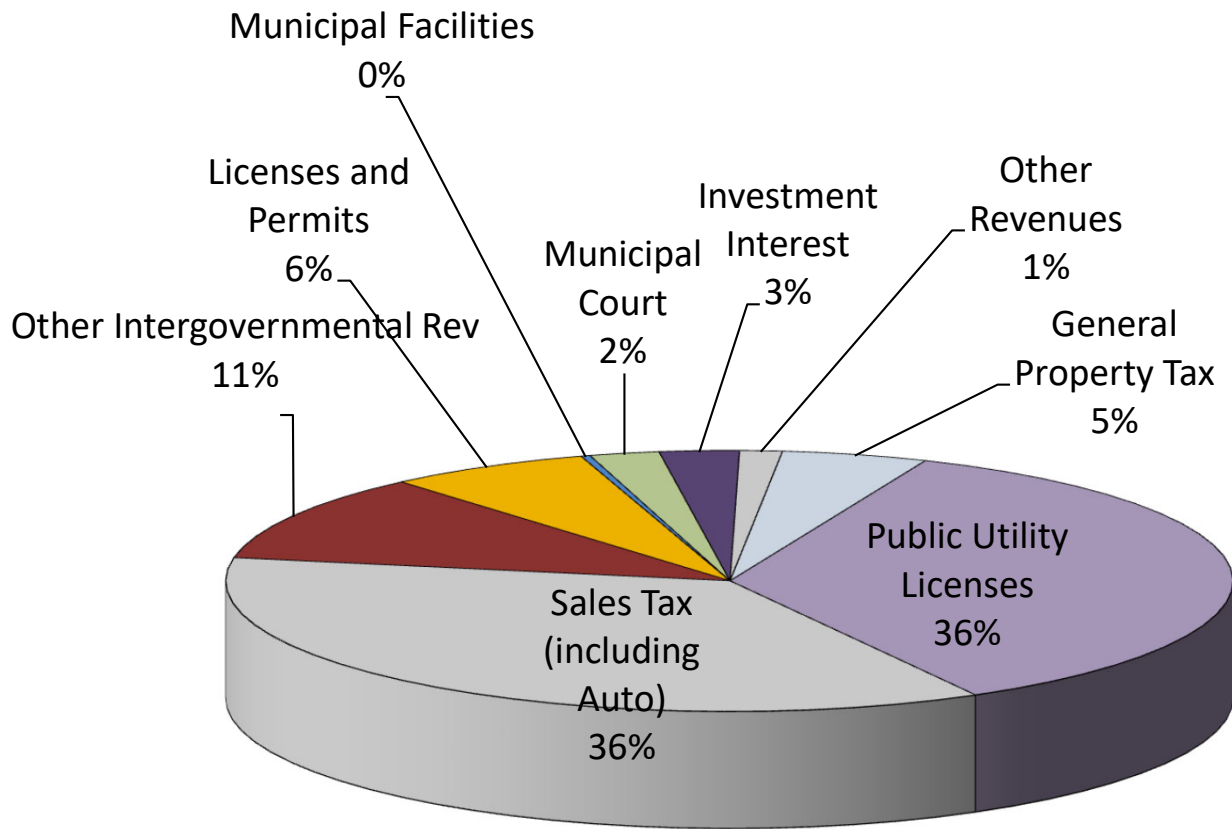


**GENERAL FUND REVENUES**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>	<b>% Change to Estimated FY 2023</b>
<b>CHARGES FOR MUNICIPAL FACILITIES (Community Services):</b>						
4540 Multi-Purpose Rental	480	-	-	(600)	\$ -	0.00%
4541 Meeting Room Rental	138	-	-	175	\$ -	0.00%
4542 Gymnasium Rental	6,380	12,030	15,000	16,000	\$ 16,000	0.00%
4544 Recreational Programs	2,537	26,332	16,000	16,000	\$ 19,000	18.75%
4545 Miscellaneous Revenue	-	-	-	-	-	0.00%
4546/4547 Donations/Sponsorships	23,411	6,260	-	-	\$ -	0.00%
4554 Park Rentals	6,439	15,619	13,500	19,000	\$ 17,000	-10.53%
<b>Total Charges For Municipal Facilities (Community Services)</b>	<b>39,385</b>	<b>60,241</b>	<b>44,500</b>	<b>50,575</b>	<b>52,000</b>	<b>2.82%</b>
<b>MUNICIPAL COURT:</b>						
4601 Municipal Court Fines	33,930	28,359	34,749	26,057	\$ 26,318	1.00%
4602 Traffic Violations Bureau	517,482	423,072	518,522	363,686	\$ 367,323	1.00%
<b>Total Municipal Court</b>	<b>551,411</b>	<b>451,432</b>	<b>553,271</b>	<b>389,743</b>	<b>393,640</b>	<b>1.00%</b>
<b>4704 Investment Income</b>	<b>339,907</b>	<b>295,808</b>	<b>330,000</b>	<b>450,684</b>	<b>\$ 450,000</b>	<b>-0.15%</b>
<b>OTHER REVENUES:</b>						
4425 WDCD Acct. Service Fee	3,900	3,300	3,600	3,600	\$ 3,600	0.00%
4459 BJC Agreement	(27,880)	-	-	-	\$ -	0.00%
4604 Police Misc. Revenue	5,700	8,921	5,900	3,900	\$ 7,900	102.59%
4606 Police Service Contract	92,910	78,796	76,942	76,942	\$ 80,789	5.00%
4608 False Alarm Charges	7,450	7,675	6,225	5,825	\$ 5,825	0.00%
4610 Copies of Police Reports	6,393	9,533	7,822	7,095	\$ 7,095	0.00%
4710 Misc. Non Operating Rev.	-	-	-	-	-	0.00%
4723 Surplus Property	200	360	200	270	\$ 200	0.00%
4725 Arvest Rewards	10,035	16,620	13,000	18,459	\$ 16,000	0.00%
4729 Miscellaneous Revenue	78,585	79,104	17,000	17,496	\$ 17,000	-2.83%
4730 Reimbursements	49,394	126,615	34,000	94,762	\$ 34,000	-96.60%
4747 Police Reimbursements	50	394	50	-	\$ 50	-53.48%
4749 Inmate Security	5,498	4,599	5,500	4,036	\$ 5,500	-53.48%
4750 Law Enforce. Training (LET)	5,500	4,602	5,500	4,044	\$ 5,500	-53.48%
4751 Police Officer Standard Train.	2,309	1,991	2,000	1,937	\$ 2,000	-53.48%
4771 Sale of Fixed Assets	61,510	-	55,000	7,420	\$ 55,000	0.00%
<b>Total Other Revenues</b>	<b>301,554</b>	<b>342,511</b>	<b>232,739</b>	<b>245,785</b>	<b>240,459</b>	<b>-2.17%</b>
<b>Total Current Year's Revenue</b>	<b>16,754,105</b>	<b>18,643,183</b>	<b>17,873,766</b>	<b>19,274,105</b>	<b>17,628,846</b>	<b>-8.54%</b>
<b>8000 Other Financing Sources</b>	<b>196,366</b>	<b>589,995</b>	<b>923,014</b>	<b>923,014</b>	<b>954,039</b>	
<b>TOTAL GENERAL FUND</b>	<b>16,950,471</b>	<b>19,233,178</b>	<b>18,796,780</b>	<b>20,197,119</b>	<b>18,582,886</b>	<b>-7.99%</b>

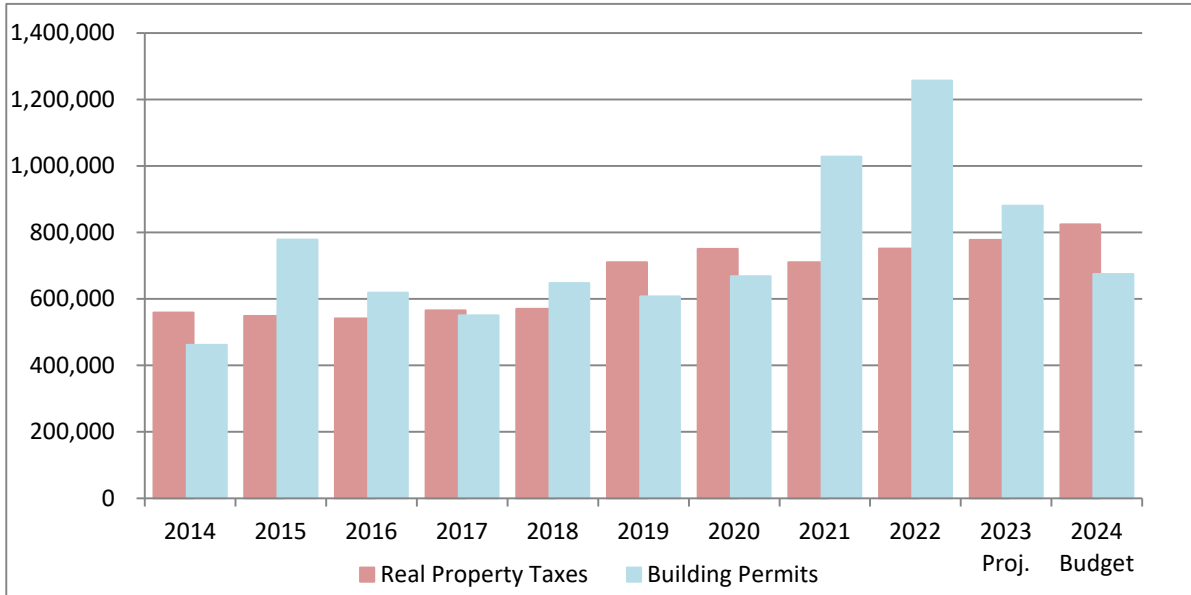


### FY 2024 GENERAL FUND REVENUES BY CLASS





### Real Property Taxes and Building Permits



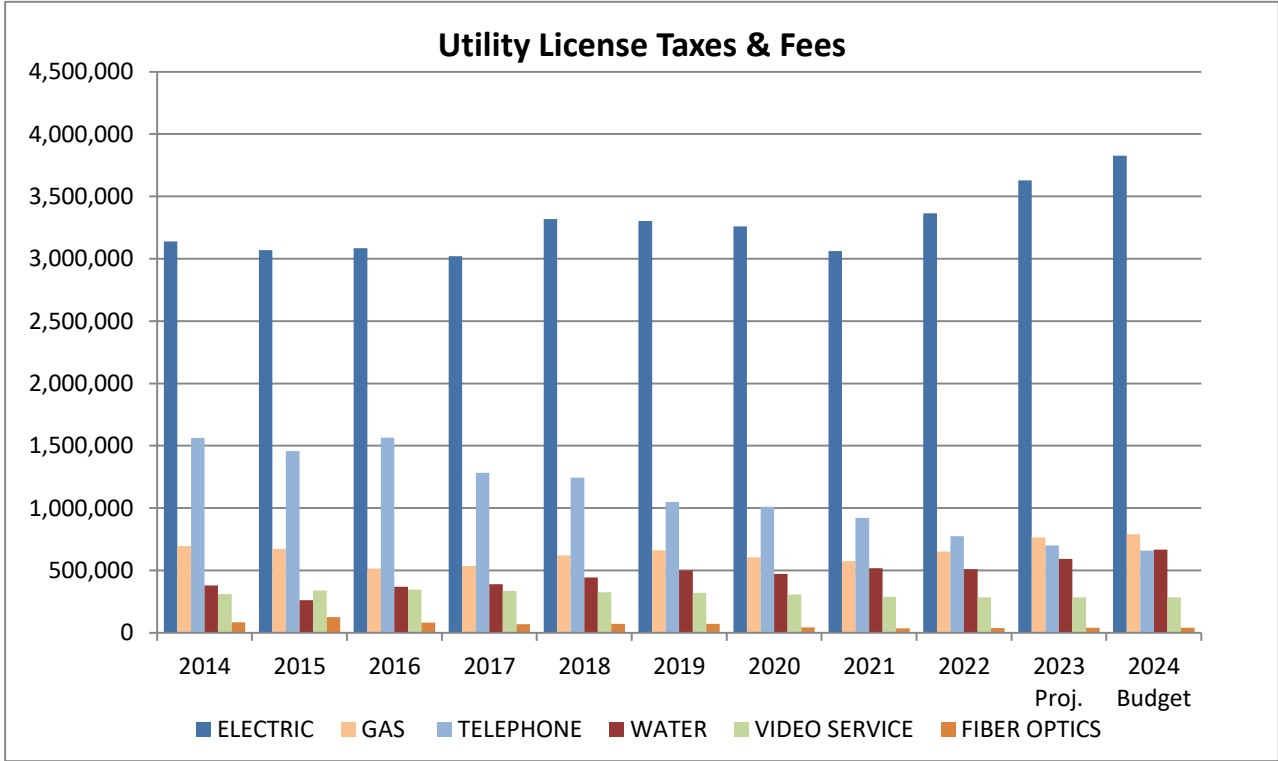
#### Real Property Taxes

In accordance with Missouri Statute - Chapter 148, Section 94.030 an ad valorem tax is levied on all real property within the boundaries of the City of Creve Coeur. The tax is based on the assessed valuation of property as established by the St. Louis County Assessor. The County assesses the property as follows: Residential 19%, Agriculture 12%, Commercial/Industrial 32%. The City's current operating budget levy per \$100 of assessed value is .073 cents per residential and .083 cents for commercial property. Real estate property taxes are billed and collected by the county collector's office and subsequently remitted to the City. Reassessment of property values occurs in odd numbered years. The total FY 2024 revenue is estimated at \$824,655. This estimate is based upon an estimated increase in assessed valuation, therefore, decreasing the tax rates for 2023. However, due to an expected increase in inflation and an increase from new construction, we are estimating a 6% increase in revenue.

#### Building Permits

In accordance with Title V of City Code of Ordinances a permit fee is required for all construction or alterations to all structures within the City. Per City Ordinance a fee of \$7.00 per \$1,000 of construction value for residential and commercial was established effective March 1, 2020 (up from \$6.00 per \$1,000). The cost of the permit includes all inspection fees. FY 2024 revenues are estimated at \$675,000 based upon a decrease in development projects.

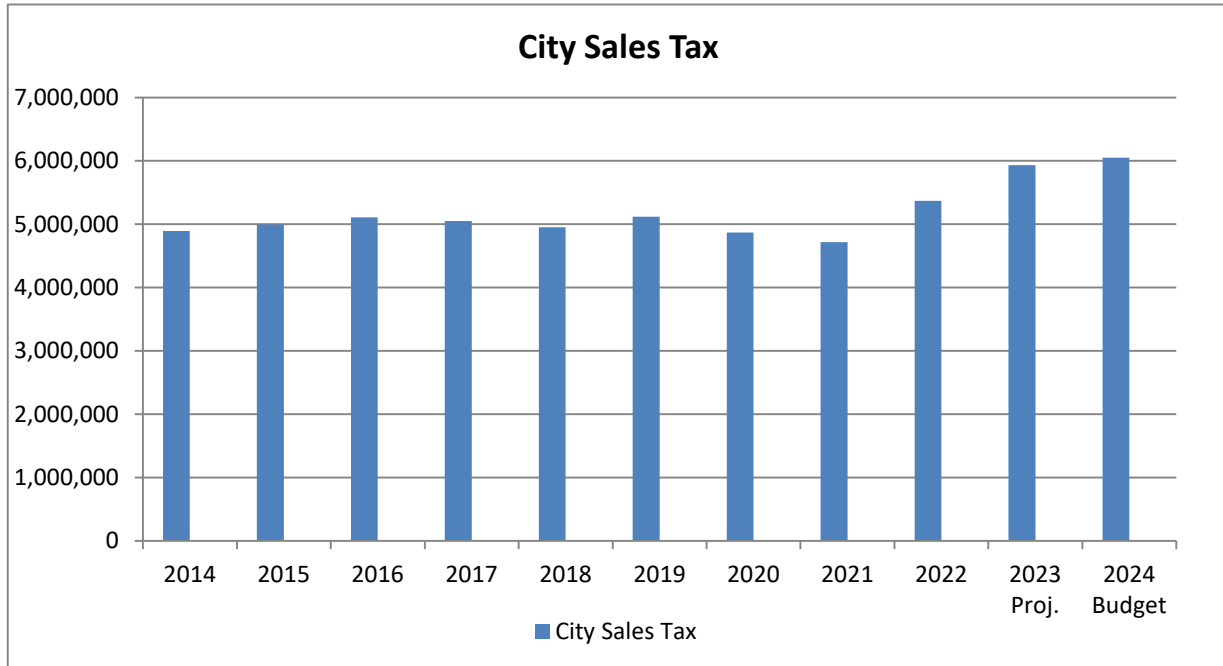
Fiscal Year	Real Property Taxes	Building Permits
2014	558,972	461,715
2015	549,217	778,984
2016	540,881	618,616
2017	565,888	550,801
2018	569,870	648,249
2019	710,164	608,059
2020	750,734	668,798
2021	710,619	1,027,716
2022	751,204	1,256,614
2023 Proj.	777,976	880,873
2024 Budget	824,655	675,000



**Utility License Fees**

In accordance with Chapter 635 of the City Code of Ordinances a tax is levied on the utility gross receipts from business within the City of Creve Coeur. The gross receipt tax rate was increased from 7.0% of monthly gross receipts for commercial to 8% in November 2018. Residential Electric was increased March 2019 from 5.5% to 7%. Significant changes in the revenue are detailed below. Ameren has proposed an 11.6% increase effective July 2023; Spire had a 7% increase in January 2023; Missouri American Water has proposed a 25.7% increase effective July 2023; Telephone continues to decrease; Beginning August 28, 2023, Video/Cable Fee will be reduced from 5% to 4.5% and will be reduced by .5% (\$28,500) per year until 2028 when the fees are frozen at 2.5%. FY 2024 revenues are estimated to be \$6,269,755, which includes an overall increase of 4.3%.

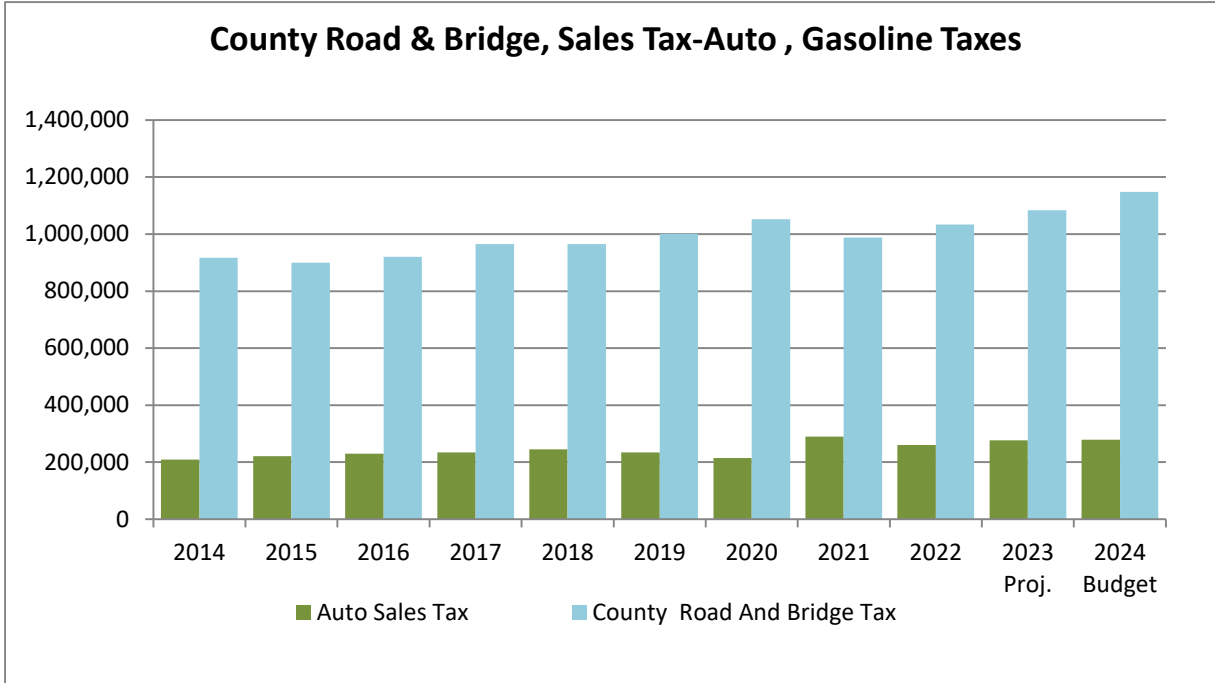
Fiscal Year	TAXES & LICENSE FEES					
	ELECTRIC	GAS	TELEPHONE	WATER	VIDEO SERVICE	FIBER OPTICS
2014	3,137,959	694,032	1,562,401	380,642	311,338	85,033
2015	3,069,232	673,046	1,457,574	261,093	338,596	125,583
2016	3,085,154	516,861	1,565,192	368,658	346,508	82,061
2017	3,019,789	535,069	1,282,109	390,060	335,699	67,986
2018	3,317,383	620,800	1,245,526	442,886	325,539	71,496
2019	3,302,341	661,422	1,049,606	500,365	321,040	70,482
2020	3,259,567	605,271	1,011,121	472,337	306,869	44,500
2021	3,062,713	573,622	921,314	517,080	286,301	35,384
2022	3,365,735	650,352	774,903	510,881	283,999	37,380
2023 Proj.	3,628,262	764,721	701,014	591,847	284,929	39,942
2024 Budget	3,827,817	791,487	658,953	665,828	284,929	40,741



**City Sales Tax**

In accordance with Chapter 145 of the City Code of Ordinances the city levies a \$.0125 sales tax on all goods and commodities within the City limits. In accordance with Missouri State Statutes "A" cities are point of sale cities and "B" cities are pooled cities, meaning that sales tax collected are shared with other cities in the "B" pool on a per capita basis. The City of Creve Coeur is a point of sale city, except for areas annexed after June 1, 1990. The FY 2024 \$.0125 point of sale revenue is estimated at \$5,956,101 less \$1,006,923 for sharing with "B" pooled cities. The "B" pooled areas of the City are expected to produce revenue of \$1,103,969 for FY 2024. Therefore, total FY 2024 revenue is estimated at \$6,053,147. The projections are based on a 10.49% increase in FY 2023 and a 2% increase in FY 2024.

Fiscal Year	City Sales Tax
2014	4,892,009
2015	4,998,086
2016	5,110,088
2017	5,050,621
2018	4,950,256
2019	5,119,738
2020	4,868,807
2021	4,718,846
2022	5,371,201
2023 Proj.	5,934,458
2024 Budget	6,053,147

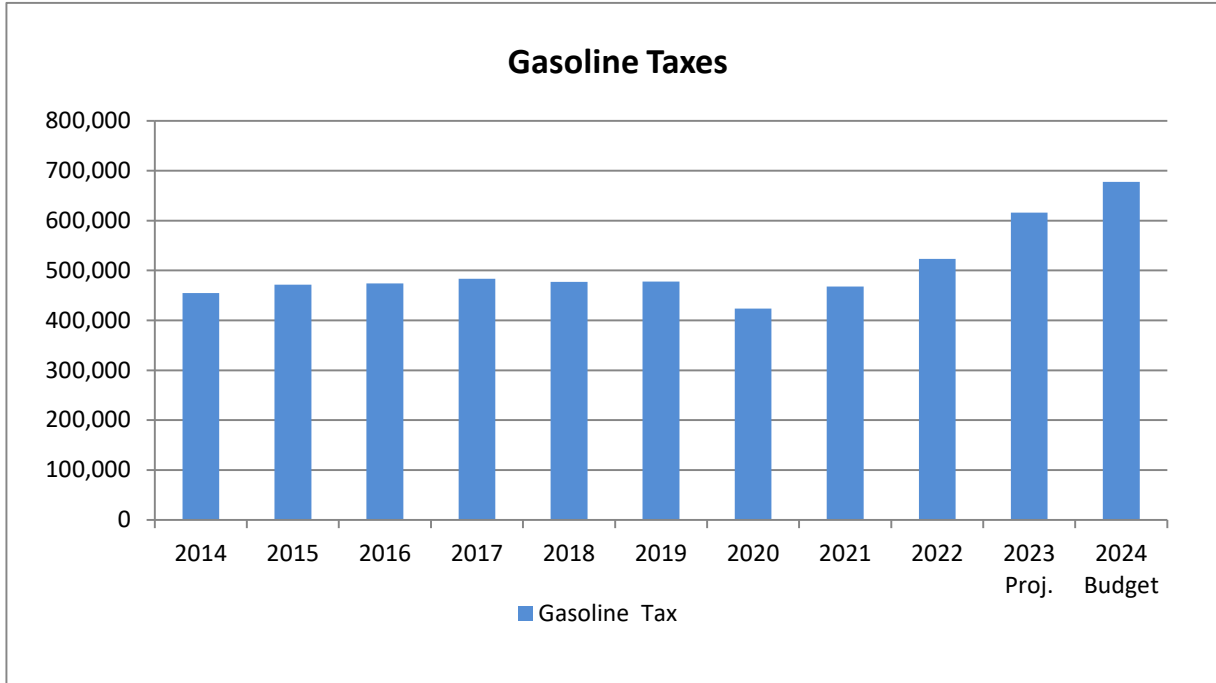


### County Road & Bridge Tax

In accordance with section 137.558 RSMo and City Ordinance No. 1089, a tax is levied by the County and distributed directly to the City for each calendar tax year. The tax is based on the assessed valuation of real property, personal property and railroad property as established by the County Collectors office and subsequently remitted to the City. The tax is \$.105/hundred assessed valuation. Reassessment of property values occurs in odd numbered years. Total FY 2023 revenue estimated at \$1,083,280. The revenue estimates for 2024 are budgeted to increase 6% to \$1,148,277. These revenues must be used for the improvement and repair of public roads, streets and bridges within the city, which are listed under the Street Maintenance Division. A transfer of \$400,000 out of the General Fund to the Capital Fund is dedicated to street projects.

### City Sales Tax - Auto

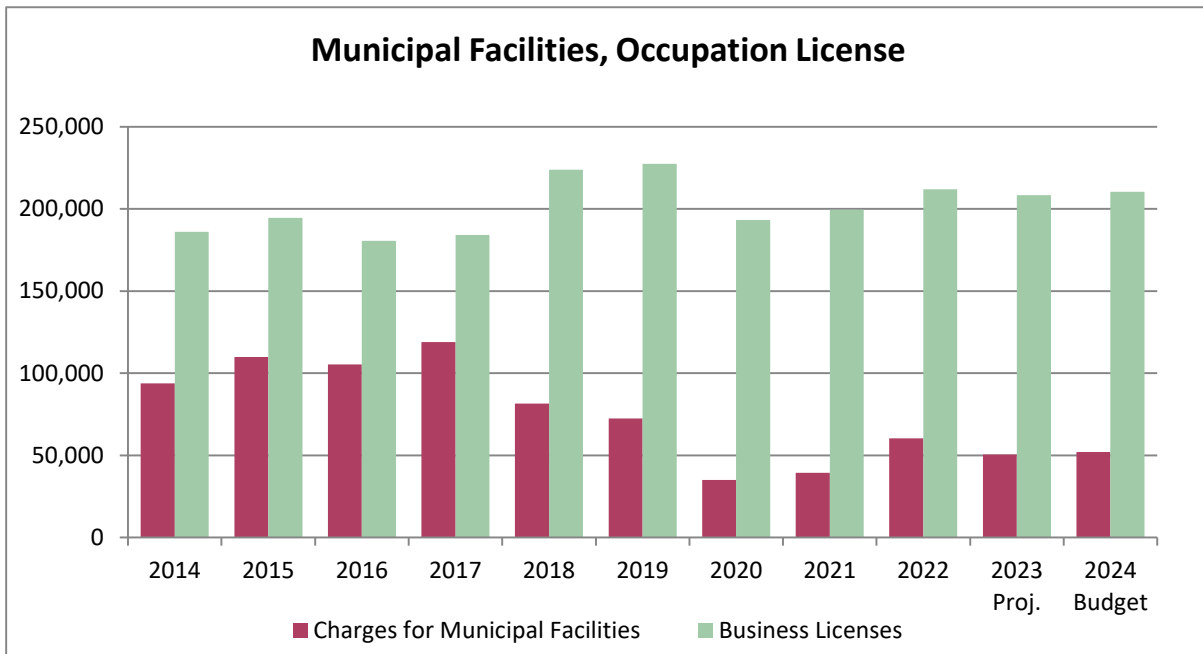
In accordance with Missouri Statute - 66.630 Revised, sales tax is collected by the State on motor vehicles. Taxes are distributed based on a formula set forth in sections 66.620 and 66.630. The FY 2023 revenue is estimated at \$276,519. The projected FY 2024 revenues are estimated at \$279,284. The FY 2024 revenues reflect a slight increase of 1% in sales tax collections.



**Gasoline Tax**

In accordance with Art 4 section 30(a) of the Missouri Constitution and City Ordinance No. 1048, a tax is imposed by the State on each gallon of motor fuel sold to provide funds for the construction, maintenance, repair, policing, signing, lighting and cleaning roads and streets and for the payment of indebtedness on account of road and street purposes. Fifteen percent of the tax is distributed to cities on a per capita basis. The tax rates will be increasing from \$.17 per gallon of fuel per the following schedule: 10/1/21 - increases to \$.195; 7/1/22 - increases to \$.22; 7/1/23 - increases to \$.245; 7/1/24 - increases to \$.27; 7/1/25 increases to \$.295. Collections are made by the State and remitted each month to the City. The FY 2023 revenue is estimated at \$616,208. The FY 2024 estimated revenues of \$677,829 is a 10% increase.

Fiscal Year	Auto Sales Tax	County Road And Bridge Tax	Gasoline Tax
2014	208,569	916,689	454,765
2015	221,193	899,309	471,805
2016	229,531	920,432	473,937
2017	234,378	964,827	483,384
2018	245,103	965,524	477,353
2019	234,406	1,000,539	478,147
2020	214,134	1,052,470	423,749
2021	289,922	987,618	467,995
2022	260,827	1,033,893	523,058
2023 Proj.	276,519	1,083,280	616,208
2024 Budget	279,284	1,148,277	677,829



**Charges for Municipal Facilities**

In accordance with City Policy, the City charges fees for the usage of various City Facilities. These Facilities include the Multipurpose room, (2) meeting rooms, and the Gymnasium. Charges for Municipal facilities also includes fees for recreation programs such as sports camps, tennis lessons, art and craft camps and other Recreation programs plus Miscellaneous Revenues. The FY 2023 revenues were down slightly as a result of not renting the Multipurpose or meeting rooms. FY 2024 is projected to increase 3% as a result of increasing recreational programs.

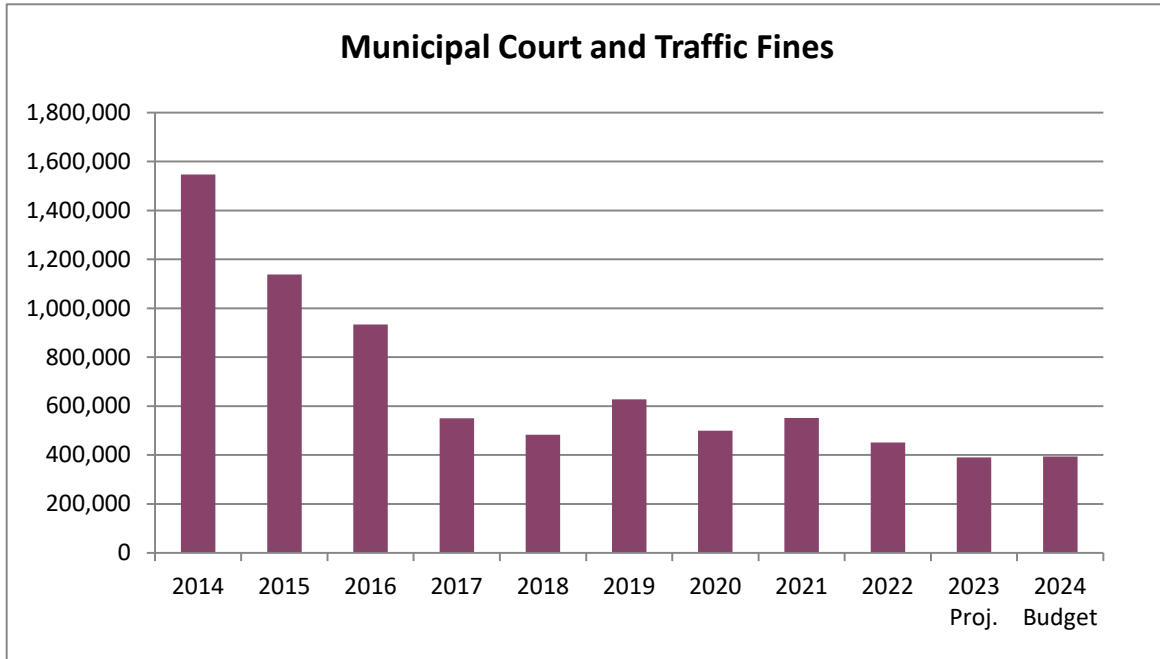
**Business Licenses**

In accordance with Chapter 605 of City Code of Ordinances a fee is charged all for-profit businesses operating in the City. The business license fee is based on the following:

- Manufacturers/Warehouses: \$20 per 1,000 sq ft, or any portion thereof, rounded to the next highest 1,000 sq ft.
  - Not for Profit Businesses: Fee is waived.
  - All Other Businesses: \$30 per 1,000 sq ft, or any portion thereof, rounded to the next highest 1,000 sq ft.
- These fees also pertain to massage licenses and permits.

The FY 2024 revenue is estimated to increase 1% to \$210,406.

Fiscal Year	Charges for Municipal Facilities	Business Licenses
2014	93,749	186,032
2015	109,861	194,632
2016	105,417	180,631
2017	118,999	184,113
2018	81,432	223,858
2019	72,462	227,555
2020	34,997	193,195
2021	39,385	199,573
2022	60,241	211,993
2023 Proj.	50,575	208,323
2024 Budget	52,000	210,406

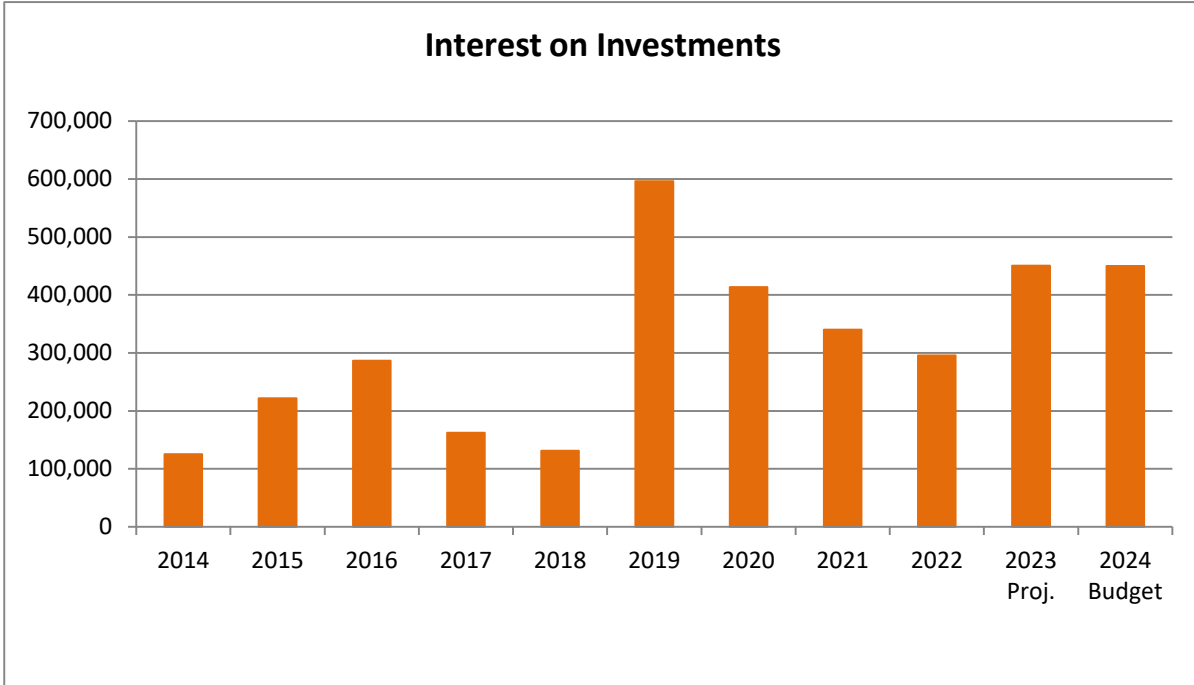


### Municipal Court and Traffic Fines

Fines consists of two components.

In accordance with Chapter 135 of the City Code of Ordinances the City's Municipal Court Judge may assess fines and court costs for cases heard before the Court. In accordance with Chapter 135 of City Code of Ordinances, fines and costs are assessed for traffic violations in the City. Traffic violations and Municipal Court Fines for FY 2023 are estimated to be \$389,743. Total FY 2024 revenue has an estimated 1% increase to \$393,640.

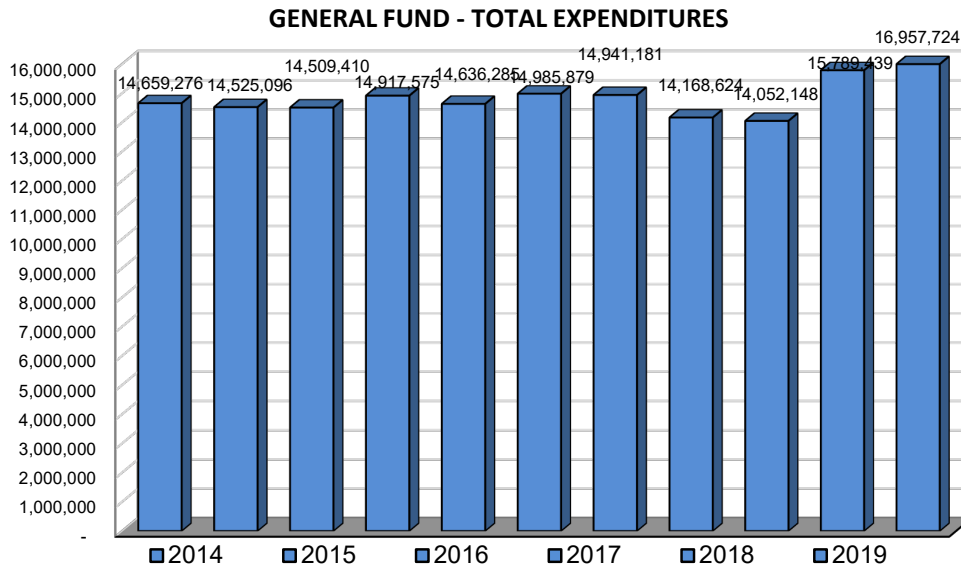
Fiscal Year	Municipal Court and Traffic Fines
2014	1,546,945
2015	1,137,912
2016	933,402
2017	550,811
2018	482,945
2019	628,209
2020	499,153
2021	551,411
2022	451,432
2023 Proj.	389,743
2024 Budget	393,640



### Interest on Investments

In accordance with Administrative policy, interest is earned on excess monies invested in Treasuries and/or agencies. Total FY 2024 revenue is estimated at \$450,000, which is flat from FY 2023. Interest rates are anticipated to start leveling off in FY 2024. March 2020 rates decreased as a result of the COVID-19 pandemic.

Fiscal Year	Interest on Investments
2014	125,273
2015	221,639
2016	286,652
2017	162,158
2018	131,186
2019	596,122
2020	413,311
2021	339,907
2022	295,808
2023 Proj.	450,684
2024 Budget	450,000



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
2014	14,659,276	116,974	0.8%
2015	14,525,096	(134,180)	-0.9%
2016	14,509,410	(15,686)	-0.1%
2017	14,917,575	408,166	2.8%
2018	14,636,285	(281,290)	-1.9%
2019	14,985,879	349,594	2.4%
2020	14,941,181	(44,698)	-0.3%
2021	14,168,624	(817,255)	-5.5%
2022	14,052,148	(889,033)	-6.0%
2023	<b>Projected</b> 15,789,439	1,737,291	12.4%
2024	<b>Budgeted</b> 16,700,724	1,218,285	7.72%

**Major causes of change:**

- FY 2014** Overall expenses increased by 0.8% in FY 2014. Personnel costs increased due to annual salary increase and salary adjustments for market equity, and benefit costs except for Pension increased. Personnel vacancies, especially in Police, and reduced pension costs offset increases. Also red light safety program costs were reduced due to suspension of the program. Costs for temporary workers increased but were offset by elimination of PT employees.
- FY 2015** Overall expenses decreased by 0.9% in FY 2015. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. Snow removal costs increased dramatically due to the harsh winter. Comp Plan costs were included in 2015. Suspension of the red light safety program for the entire year in 2015 offset these increases. Also, vacancies and retirements reduced some costs.



**GENERAL FUND EXPENDITURES (CONT'D)**

- FY 2016 Overall expenses decreased by 0.1% in FY 2016. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. In addition, 2 new positions were added, one in PW-Administration and one in Building Inspection. Costs were reduced primarily due to the new refuse/recycling contract which reduced costs about one-third.
- FY 2017 Overall expenses increased by 2.8% in FY 2017. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs.
- FY 2018 Overall expenses decreased 1.9% in FY 2019. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. However, a few positions were not filled when they became vacant. Building maintenance also decreased substantially due to a major repair in FY 2017.
- FY 2019 Overall expenses increased by 2.4% in FY 2019. Salary increases included a 3% increase and approximately 6.0% increase in benefit costs. A commercial building inspector was hired for the BJC project (contractual agreement) for two months. Refuse collections increased 4%. Several expensive emergency repairs were made to the Government Center. Capital expenditures increased 65% in the police department due to an increase in police vehicle expenditures. One (1) of those vehicles was purchased due to a totalled vehicle. Most of the financial software purchase occurred in FY 2019 and is one of the primary reasons for the increase.
- FY 2020 As a result of the pandemic starting in the last quarter of FY 2020, departments were told to minimize expenditures as much as possible, which lead to the overall decrease of .3% in expenses.
- FY 2021 Expenditures decreased 5.5%. Due to the COVID-19 pandemic, no salary increases were budgeted for the year and expenditures were cut to reduce the deficit as much as possible. However, the City received \$1.2M from the CARES Act Program, so the City gave employees a 1.5% one-time merit bonus mid-year.
- FY 2022 While operational and capital expenditures increased as the City returned to normal operation after the pandemic subsided, expenditures decreased 6%. Personnel costs included a 2% salary increase and an increase in benefits, but due to a delay in filling vacant positions, personnel expenditures were down.
- FY 2023 Expenditures are expected to increase 12.4% as a result of vacancies being filled. Personnel costs include a 4% salary increase for all employees, except police who will received an average of 8-8.5%. Also included is a 2% one-time bonus to all employees as a result of a high inflation rate in 2022. Benefits also increased as a result of health insurance alone increasing 7%. 1 new FT Park Maintenance position added. While operational expenditures were budgeted to increase 19.7% mainly as a result of contracting for leaf and limb services, increase in fuel expenditures and an overall increase of operational costs, overall expenditures actually decreased 1%.
- FY 2024 Expenditures are budgeted to increase 7.4% as a result of being fully staffed and a 3% COLA and a 4% merit increase for all employees, except police officers and sergeants. A 3.5% COLA for officers and sergeants in addition to their 3.5% step increase is also budgeted for FY 2024. Health insurance is budgeted to increase 5%. Contractual Services are budgeted to increase 7% as a result of many contractual agreements increasing, such as Trash Service, Auditing Services, etc. Also included is \$50,000 for the 1st year of the 39N 3-Year Economic Development Agreement using ARPA Funds.



**GENERAL FUND  
SUMMARY OF DEPARTMENTAL APPROPRIATIONS  
BY MAJOR EXPENDITURE CATEGORY  
FOR FISCAL YEAR ENDING JUNE 30, 2024**

<b>DEPARTMENT/DIVISION</b>	<b>Personnel Expense</b>	<b>Operating Expense</b>	<b>Capital Outlay</b>	<b>Total</b>
Legislative Services	156,265	80,224		236,489
Legal Services	-	192,761		192,761
Administrative Services	570,002	78,842		698,844
Information Systems	119,879	144,135	-	264,014
Finance Department	450,401	117,729	-	568,130
Municipal Court	228,008	49,819	500	278,327
Insurance, Benefits, Non-Depart.	741,909	402,018	-	1,143,927
Community Services	105,022	37,783	600	143,405
Municipal Property	88,532	193,676	18,000	300,208
Police Department - Administration	1,188,956	836,036	6,750	2,031,742
Police Department - Investigations	914,299	35,834	10,644	960,777
Police Department - Patrol	4,393,764	256,014	448,436	5,098,214
Public Works Administration	523,280	92,622	-	615,902
Street Maintenance	785,631	899,045	12,000	1,696,676
Health & Welfare	-	874,955	-	874,955
Parks Maintenance	387,796	228,095	5,000	620,891
Planning Department	294,946	68,810	700	364,456
Building Department	870,166	47,490	350	918,006
<b>Totals</b>	<b>11,818,856</b>	<b>4,635,888</b>	<b>502,980</b>	<b>17,007,724</b>
Transfers To Other Funds	-	-	-	-
<b>TOTAL GENERAL FUND</b>	<b>11,818,856</b>	<b>4,635,888</b>	<b>502,980</b>	<b>17,007,724</b>



**CITY OF CREVE COEUR  
ALL DEPARTMENTS FOR GENERAL FUND-FY24**

ACCOUNT NUMBER AND DESCRIPTION	2022 Actual	2023 Budget	2023 Projected	2024 Request	% Change from Projected
5101 Salaries, Permanent Empl.	6,344,840	6,943,590	6,992,585	7,205,557	3.05%
5102 Salaries, Temporary Empl.	123,592	187,808	178,177	227,377	27.61%
5103 Overtime	117,717	126,650	122,750	133,650	8.88%
5104 Vacation Pay	18,463	22,340	39,987	44,190	10.51%
5105 Longevity Pay	29,545	29,357	27,685	26,381	-4.71%
5106 Holiday Pay	116,699	133,484	122,325	137,640	12.52%
5107 Uniform Allowance	9,888	13,560	13,560	13,632	0.53%
5109 Provision for Salary Adj.	0	550,882	133,742	444,220	0.00%
5110 Auto Allowance	16,320	16,320	16,320	16,320	0.00%
5111 Cell Phone Allowance	550	300	300	300	0.00%
5120 Employee Referral Bonus	0	1,200	2,400	3,000	0.00%
5230 Hospital & Medical Insurance	879,560	989,010	961,611	1,034,629	7.59%
5231 Self Insured Medical Benefits	12,230	13,680	12,130	12,130	0.00%
5233 Dental Insurance	175,168	186,886	192,363	203,050	5.56%
5234 Group Life Insurance	21,326	23,897	25,245	29,333	16.19%
5235 Accidental Death & Dismem.	2,237	2,591	2,447	2,583	5.56%
5236 Disability Insurance	15,294	19,737	16,600	20,401	22.90%
5240 Social Security Contribution	498,581	594,746	572,308	611,203	6.80%
5241 Pension Contribution	1,429,994	1,315,900	1,128,446	1,253,223	11.06%
5242 Deferred Retirement Comp.	18,857	19,469	19,390	20,315	4.77%
5243 Worker's Compensation Ins.	239,098	275,054	285,581	331,722	16.16%
5244 Unemployment Comp.	3,200	13,000	13,000	13,000	0.00%
5246 Insurance Deductible	22,493	35,000	35,000	35,000	0.00%
5297 Misc. Payroll Expense	0	0	0	0	0.00%
6201 Legal Services	187,846	225,990	199,650	217,150	8.77%
6202 Technical & Personal Services	689,387	752,144	858,067	905,762	5.56%
6203 Professional Services	193,228	160,547	136,503	196,483	43.94%
6204 Planning & Design Services	0	30,000	10,000	30,000	0.00%
6207 Temporary Personnel Services	127,400	130,950	105,000	109,000	3.81%
6209 Accounting Services	31,800	28,100	32,650	53,500	63.86%
6210 Vehicle Maintenance	83,353	112,500	85,100	93,750	10.16%
6211 Equipment Maintenance	105,068	117,210	117,220	121,700	3.82%
6212 Building & Ground Maint.	266,018	334,944	334,854	350,870	4.78%
6213 Office Equipment Maint.	98,105	158,513	151,368	163,708	8.15%
6214 Refuse Collections	800,800	833,169	838,130	871,555	3.99%
6215 Weed Cutting/Tree Removal	6,013	6,000	7,600	6,000	-21.05%
6216 Larviciding	2,584	3,400	3,400	3,400	0.00%
6217 Recycling	0	0	0	0	0.00%
6220 Liability Insurance	94,969	98,869	108,168	117,385	8.52%
6221 Venable Park Expenses	14,860	15,000	15,000	0	0.00%
6222 Pub. Officials Liab.Ins.	37,709	43,350	40,355	44,380	9.97%
6224 Tappemeyer House.	20,245	18,000	15,000	15,000	0.00%
6225 Surety Bonds	1,671	1,755	1,755	1,845	5.13%
6226 Property & Auto Insurance	64,403	74,063	59,472	74,340	25.00%



**CITY OF CREVE COEUR  
ALL DEPARTMENTS FOR GENERAL FUND-FY24**

ACCOUNT NUMBER AND DESCRIPTION	2022 Actual	2023 Budget	2023 Projected	2024 Request	% Change from Projected
6247 Dog Park Expenses	1,225	1,225	1,225	3,225	163.27%
6250 Electricity	85,281	93,960	89,350	93,950	5.15%
6251 Street Lighting	119,158	120,000	120,000	120,000	0.00%
6252 Natural Gas	14,372	15,140	17,140	17,870	4.26%
6253 Telephone	0	0	0	300	0.00%
6253 Telephone	58,271	59,143	58,059	71,022	22.33%
6254 Water & Sewer	76,172	94,875	87,660	98,000	11.80%
6255 Cable TV	5,097	4,830	3,606	3,600	-0.17%
6260 Advertising	5,413	5,900	7,517	7,250	-3.55%
6261 Education & Training	27,362	38,895	36,010	49,915	38.61%
6262 Dues, Memberships & Subsc.	25,589	34,190	34,613	30,256	-12.59%
6263 Election Expense	7,213	10,000	11,998	10,000	-16.65%
6264 In Town Meetings	12,483	13,592	16,424	16,397	-0.16%
6265 Travel & Conferences	26,116	62,954	43,152	66,185	53.38%
6266 Equipment Rental	8,733	9,751	13,550	12,516	-7.63%
6269 Postage	30,906	33,300	33,300	33,300	0.00%
6271 Medical	17,589	19,376	18,257	17,700	-3.05%
6272 Employee Relations	10,983	13,303	13,500	15,640	0.00%
6281 5K Run Expenses	7,573	6,850	6,850	6,850	0.00%
7301 Chemicals & Cleaning	1,735	4,400	3,550	4,450	25.35%
7302 Small Tools	8,505	13,970	13,580	14,180	4.42%
7303 Horticultural Supplies	28,400	29,150	26,000	28,000	7.69%
7304 General Supplies	22,466	37,690	33,986	35,800	5.34%
7305 Street and Sidewalk Maint.	22,043	30,000	30,000	32,500	8.33%
7306 Memorials & Plaques	1,481	1,850	2,350	3,300	40.43%
7307 Gasoline & Mileage	168,110	156,675	164,525	173,375	0.00%
7308 Wearing Apparel & Linen	65,321	89,006	94,581	83,342	-11.88%
7310 Snow Removal Supplies	0	300	300	1,000	233.33%
7310 Snow Removal Supplies	63,158	115,000	115,000	122,500	6.52%
7311 Street Signs	14,297	17,000	17,000	20,000	17.65%
7312 Office Supplies	26,906	35,087	35,087	35,087	0.00%
7313 Range Supplies	13,734	13,840	12,940	15,340	0.00%
7314 Crime Prevention	3,074	5,500	5,000	5,000	0.00%
7315 Special Events	2,508	15,700	12,800	14,300	11.72%
7317 SLAIT Wellness	3,867	0	0	5,600	0.00%
7318 Small Storm Water Projects	1,395	5,000	5,000	0	0.00%
7331 Computer Hardware	23,080	48,600	48,600	29,430	-39.44%
7332 Computer Software	8,270	8,630	8,630	12,880	49.25%
9501 Buildings & Improvements	0	250	250	10,250	4000.00%
9502 Vehicles	0	375,560	417,743	393,954	-5.69%
9503 Equipment	107,090	96,225	92,788	91,236	-1.67%
9504 Office Equipment	5,382	4,350	4,275	7,540	76.37%
	<b>14,052,215</b>	<b>16,400,032</b>	<b>15,789,439</b>	<b>17,007,724</b>	<b>7.72%</b>



## LEGISLATIVE DEPARTMENT

### Mission Statement

Establish citywide policies protecting and promoting the health, safety, and general welfare of the community.

### DESCRIPTION

#### Mayor and Council

The Mayor and City Council are elected by the citizens. The Mayor is elected at large for a three-year term. Eight (8) City Council members are elected to two-year terms. The members of the City Council elect one (1) member to serve as President of the City Council each year.

#### City Clerk

The City Clerk is charged with the responsibility of keeping the journal of Council proceedings, as well as authenticating and recording all ordinances and resolutions passed by the Council. The City Clerk retains custody of the City seal and is the official custodian of all legal papers, records and documents. The City Clerk administers oaths or affirmations, is responsible for the codification of city ordinances, and coordinates all city elections. The City Clerk maintains records and ordinances, archives with a proper indexing system, researches city records for attorneys, businesses, and residents and provides information to city staff members on various subjects.

#### Objectives

- Maintain city records in compliance with state law and the Missouri municipal records manual.
- Provide for public access to meetings and official records in accordance with the city's adopted policy in compliance with the open meetings and records law of the state of Missouri.
- Ensure notification to citizens of scheduled public hearings and meetings in accordance with adopted city policy.
- Provide secretarial support to the Mayor and City Council in an efficient manner to ensure Council effectiveness.
- Work with the City Administrator and staff to ensure Council meeting agendas are prepared and delivered on time and ensure all items of business requiring Council action are included on the agenda with appropriate supportive information provided to the Council.

#### Budget Highlights – Mayor and Council

- Acct. 6264 – Increase in food costs due to inflation rates (\$2,600).

#### Budget Highlights – City Clerk

- Acct. 6202 – Increase due to disposition of records meeting the Local Records Retention Schedules per the Missouri Secretary of State's office (\$1,500).
- Acct. 6202 – Increase due to the implementation of a new Agenda Management Software; subject to a 5% increase each year (\$2,656).



**LEGISLATIVE SERVICES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	127,885	106,268	113,365	115,925	115,925
5102 Salaries, Temporary Empl.	14,775	1,254	-	-	-
5103 Overtime	-	-	-	-	-
5104 Vacation Pay	-	-	-	-	-
5105 Longevity Pay	-	-	-	-	-
5109 Provision for Salary Adj.	-	-	4,097	1,405	5,000
5110 Auto Allowance	1,250	1,200	1,200	1,200	1,200
5111 Cell Phone Allowance	625	550	300	300	300
5230 Hospital & Medical Insurance	5,976	11,827	16,235	16,235	17,165
5231 Self Insured Medical Benefits	600	-	-	-	-
5233 Dental Insurance	709	620	694	677	694
5234 Group Life Insurance	727	626	721	739	844
5235 Accidental Death & Dismem.	29	18	26	24	25
5236 Disability Insurance	227	144	200	197	210
5240 Social Security Contribution	10,833	7,582	8,993	9,003	9,103
5241 Pension Contribution	6,298	4,371	5,067	5,292	5,514
5243 Worker's Compensation Ins.	4,217	4,780	235	245	285
<b>Total Personnel Services</b>	<b>174,150</b>	<b>139,240</b>	<b>151,133</b>	<b>151,242</b>	<b>156,265</b>
<b>OPERATING EXPENSES:</b>					
6201 Legal Services	-	-	-	-	-
6202 Technical & Personal Services	2,135	840	1,500	3,000	3,000
6203 Professional Services	7,232	5,138	6,500	6,500	6,500
6213 Office Equipment Maint.	10,403	11,348	11,355	13,343	14,011
6253 Telephone	480	360	-	-	-
6260 Advertising	804	554	500	500	500
6261 Education & Training	847	110	100	540	600
6262 Dues, Memberships & Subsc.	8,702	8,480	9,825	9,775	9,775
6263 Election Expense	22,954	7,213	10,000	11,998	10,000
6264 In Town Meetings	3,682	7,609	8,288	11,048	10,538
6265 Travel & Conferences	1,260	548	11,250	4,500	8,950
7304 General Supplies	121	473	850	850	850
7306 Memorials & Plaques	1,380	780	600	1,100	1,100
7307 Gasoline & Mileage	50	91	600	100	100
7315 Special Events	1,006	2,508	15,700	12,800	14,300
<b>Total Operating Expenses</b>	<b>61,056</b>	<b>46,052</b>	<b>77,068</b>	<b>76,054</b>	<b>80,224</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LEGISLATIVE SERVICES</b>	<b>235,206</b>	<b>185,292</b>	<b>228,201</b>	<b>227,296</b>	<b>236,489</b>



**LEGISLATIVE SERVICES  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

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**Annual**

**9504 Office Equipment**

(Nothing Budgeted)

**Total Account 9504**

**TOTAL CAPITAL IMPROVEMENTS**

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## LEGAL DEPARTMENT

### DESCRIPTION

#### City Attorney

The City Attorney reports to the City Administrator and advises the Mayor, City Council, City Administrator and staff concerning questions of law relating to their official duties or matters affecting the city. The City Attorney also examines all contracts, deeds and bonds and drafts ordinances at the request of the City Administrator. The City Attorney represents the city in legal matters and performs other legal duties as the City may request or require. The City Attorney works as an independent contractor.

#### Objectives

- Keep City Administrator, Mayor, City Council, and appropriate staff informed about pending matters and pertinent changes in law.
- Timely attend to legal needs of the City of Creve Coeur.
- Attend meetings as directed.
- Represent the City of Creve Coeur in a disciplined and ethical manner.

#### City Prosecutor

As part of the Law Department, the City Prosecutor and Alternate City Prosecutor report to the City Attorney and the City Administrator and prosecute city ordinance violations. The Administrative Assistant to Prosecutor provides support to the City Prosecutor and Special Prosecutor. The prosecutors and the Administrative Assistant serve as independent contractors.

#### Objectives

- Review, prosecute and try Municipal Court cases in compliance with applicable City ordinances and state laws.
- Prosecute cases forwarded to St. Louis County Circuit Court for jury trial or Trial De Novo.
- Communicate effectively and clearly with a diverse population.
- Represent the City of Creve Coeur in a disciplined and ethical manner.
- Maintain records in appropriate manner and handle public requests for documents.

#### Budget Highlights

- Acct. 6201 – All independent contractor fees for legal services associated with City Attorney, City Prosecutor, Special Prosecutor and Administrative Assistant to Prosecutor (\$196,340).
- Acct. 6262 – Software dues and document imaging storage fees for City Prosecutor access to electronic court files (\$6,862).



**LEGAL SERVICES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	-	-	-	-	-
5102 Salaries, Temporary Empl.	-	-	-	-	-
5103 Overtime	-	-	-	-	-
5104 Vacation Pay	-	-	-	-	-
5105 Longevity Pay	-	-	-	-	-
5109 Provision for Salary Adj.	-	-	-	-	-
5230 Hospital & Medical Insurance	-	-	-	-	-
5233 Dental Insurance	-	-	-	-	-
5234 Group Life Insurance	-	-	-	-	-
5235 Accidental Death & Dismem.	-	-	-	-	-
5236 Disability Insurance	-	-	-	-	-
5240 Social Security Contribution	-	-	-	-	-
5241 Pension Contribution	-	-	-	-	-
5243 Worker's Compensation Ins.	-	-	-	-	-
<b>Total Personnel Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPERATING EXPENSES:</b>					
6201 Legal Services	143,580	162,528	196,340	170,000	185,000
6202 Technical and Personal	-	-	-	-	6,861
6262 Dues, Memberships & Subsc.	4,150	3,365	5,961	6,624	900
6265 Travel & Conferences	1,055	-	900	900	-
<b>Total Operating Expenses</b>	<b>148,785</b>	<b>165,893</b>	<b>203,201</b>	<b>177,524</b>	<b>192,761</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LEGISLATIVE SERVICES</b>	<b>148,785</b>	<b>165,893</b>	<b>203,201</b>	<b>177,524</b>	<b>192,761</b>



**LEGAL SERVICES  
CAPITAL OUTLAY DETAIL**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9504 Office Equipment</b>	
(Nothing Budgeted)	-
<b>Total Account 9504</b>	-
<b>TOTAL CAPITAL IMPROVEMENTS</b>	-



**ADMINISTRATIVE SERVICES DEPARTMENT**

**Mission Statement**

Ensure the policies, programs and services of the city, as established by the City Council, are implemented in an effective and efficient manner.

**Description**

The Mayor and City Council appoint the City Administrator to oversee the day-to-day operations of the city, provide recommendations to the City Council on policy matters, and provide direction and leadership to city departments. In addition, Administrative Services provides human resources to all departments, benefits administration, policy analysis and internal and external communications.

The department consists of the City Administrator, Assistant City Administrator, Public Information Officer & Management Analyst, and Human Resources Generalist. The Administrative Services Department has one additional division: Municipal Court.

**Performance and Workload Measures**

	FY 2021	FY 2022	Projected FY 2023	Estimated FY 2024
<b>PERSONNEL</b>				
Average Years of Service, All Full-Time Employees	11	11.3	9	9.3
Percentage of Full-Time Turnover, All <sup>1</sup>	5.7%	15%	3.7%	7.3%
Percentage of Full-Time Turnover, Sworn Only <sup>1</sup>	6.1%	10.2%	4.1%	6.9%
Number of New Employee Orientations, All	30	39	34	25
Number of Employee Candidate Interviews Conducted by Administrative Services Staff, Non-Sworn Only	30	25	6	10
Number of Employee Training & Wellness Events Provided <sup>2</sup>	10	7	14	12
<b>COMMUNICATIONS</b>				
External Survey, Percentage of Residents Satisfied with the Quality of the City’s Newsletter (rating 4 or 5 on a 5-point scale) <sup>3</sup>	N/A	89%	N/A	N/A
Website, Unique Page Views	248,057	259,844	265,000	265,000
Press Releases, All	17	12	12	12
Facebook Posts <sup>4</sup>	227	149	175	175
Twitter Posts <sup>4</sup>	215	153	175	175
Videos Posted to Website/YouTube	12	1	2	3
Business Newsletter Open Rate	30.7%	37.7%	42%	40%
Business Newsletter Click-Through Rate	10%	3.6%	4%	5%

<sup>1</sup>Turnover does not include retirement, death or employees not completing probation per International City-County Management Association (ICMA) Open Access Benchmarking Key Performance Indicators.



<sup>2</sup>Reduction in employee trainings and wellness events due to ongoing COVID-19 in FY 2021 & FY 2022.

<sup>3</sup>Triennial Resident Survey conducted FY 2022; next survey to be conducted in FY 2025.

<sup>4</sup>City Facebook and Twitter accounts only (does not include Police or Recreation accounts).

### Service Standards

- Provide relevant and timely information and recommendations to the Mayor and City Council to assist in decision making. Weekly City Administrator Reports are emailed and City Council meeting agenda packets are provided Thursday prior to Council meetings.
- Provide administrative function for all employee benefits, including selection and service for healthcare, dental, life, disability, vision, LAGERS pension plan, and other ancillary benefits.
- Maintain up-to-date employee records on all full-time and part-time employees.
- Responsive to the human resource needs of the operating departments and provide the necessary resources to meet service provision goals. In particular, provide responses on policy questions and personnel requests within 24 to 48 hours.
- Publish monthly citizen newsletter for delivery to residents by the fifth day of the month.
- Produce monthly electronic newsletter for city businesses by the first day of the month.
- Maintain effective media relations with reporters covering the city, issue press releases, and monitor press coverage received by the city on a daily basis.
- Maintain up-to-date information on city website at all times.

### Objectives

- Review and improve performance measurement benchmark indicators for key city services to enable the city to track its operations and effectiveness over time and improve service quality.
- Provide recognition of exceptional employee performance. Continue employee of the quarter and employee of the year programs to recognize employees and improve morale.
- Continue development of website to provide more interactive elements.
- Provide high employee benefits while balancing employee/city costs.
- Improve the overall quality of informational publications offered by the city.

### Budget Highlights

- Acct. 6203 – Increase due to 3-year 39N Economic Development Agreement (\$50,000).
- Acct. 6213 – Increase due to software purchasing and one-time set up fee for new applicant tracking software originally budgeted in FY 2023 and postponed to FY 2024 (\$6,000).
- Acct. 6260 – Increase in costs associated with online and professional association job postings (\$2,000).
- Acct. 6265 – Increase due to cancellation of conference attendance in FY 2023 and recommencement in FY 2024 for the City Administrator and Assistant City Administrator in FY 2024 at the International City/County Management Association Conference in Austin, TX (\$4,800).



**ADMINISTRATIVE SERVICES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	381,537	392,538	398,351	414,425	414,425
5102 Salaries, Temporary Empl.	-	-	-	-	-
5104 Vacation Pay	1,785	1,485	3,936	7,875	8,425
5105 Longevity Pay	1,056	1,056	1,056	1,056	1,056
5109 Provision for Salary Adj.	5,706	-	21,665	4,303	26,580
5110 Auto Allowance	6,600	6,600	6,600	6,600	6,600
5230 Hospital & Medical Insurance	5,976	9,925	13,365	13,365	14,033
5231 Self Insured Medical Benefits	1,800	1,800	1,800	1,250	1,200
5233 Dental Insurance	498	519	480	465	480
5234 Group Life Insurance	1,086	1,107	1,169	1,224	1,398
5235 Accidental Death & Dismem.	116	119	125	118	122
5236 Disability Insurance	892	909	960	938	1,004
5240 Social Security Contribution	27,306	27,533	29,000	29,000	30,000
5241 Pension Contribution	84,047	35,976	42,143	38,153	43,359
5242 Deferred Retirement Comp.	18,397	18,857	19,469	19,390	20,315
5243 Worker's Compensation Ins.	10,857	12,306	833	865	1,005
<b>Total Personnel Services</b>	<b>547,660</b>	<b>510,730</b>	<b>540,952</b>	<b>539,027</b>	<b>570,002</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	692	1,053	1,052	1,224	1,023
6203 Professional Services	57,388	86,480	46,927	45,672	97,959
6213 Office Equipment Maint.	-	-	7,400	-	6,000
6253 Telephone	915	593	600	600	600
6260 Advertising	1,641	1,928	1,500	2,867	2,350
6261 Education & Training	691	1,113	1,300	900	1,300
6262 Dues, Memberships & Subsc.	6,274	5,497	6,014	6,110	6,470
6264 In Town Meetings	313	1,586	1,355	1,355	1,355
6265 Travel & Conferences	294	1,574	8,210	2,270	8,610
6271 Medical	3,031	4,245	3,575	2,600	2,575
7304 General Supplies	100	-	300	300	300
7307 Gasoline & Mileage	-	-	100	100	100
7308 Wearing Apparel & Linen	-	-	-	-	200
<b>Total Operating Expenses</b>	<b>71,338</b>	<b>104,069</b>	<b>78,333</b>	<b>63,998</b>	<b>128,842</b>
<b>CAPITAL OUTLAYS:</b>					
9504 Office Equipment	-	-	400	400	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>400</b>	<b>-</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>618,999</b>	<b>614,799</b>	<b>619,685</b>	<b>603,425</b>	<b>698,844</b>



**ADMINISTRATIVE SERVICES  
CAPITAL OUTLAY**

<u>Capital Outlay Detail</u>	<u>Annual</u>
<b>9504 Office Equipment</b>	
Chair	-
<b>Total Account 9504</b>	-
<b>TOTAL CAPITAL OUTLAY</b>	-



## **ADMINISTRATIVE DEPARTMENT – MUNICIPAL COURT DIVISION**

### **Mission Statement**

Municipal Division staff will uphold policy and judicial rulings within the Municipal Division of the City of Creve Coeur with the utmost integrity and dignity abiding by all rules of judicial procedure and ethical standards as established by court rule and law.

### **Description**

The Creve Coeur Municipal Court is considered a division of the St. Louis County Circuit Court within the 21<sup>st</sup> Judicial Circuit of the State of Missouri. Operations of the Municipal Division are governed by Missouri Supreme Court Operating Rules, local Circuit Court Rules and procedures and Orders as established by the Presiding Judge of the 21<sup>st</sup> Judicial Circuit and the Presiding Judge of the Municipal Division. Municipal and state law further govern the authority and operations of the Municipal Division within the City of Creve Coeur and the State of Missouri.

The Municipal Judge and a permanent Provisional Judge serve as independent contractors for the City and are governed by rules of judicial procedures as authorized by the Missouri Supreme Court. The Municipal Court Department personnel consists of a full-time Court Administrator and Court Clerk, and a part-time Court Assistant who are considered city employees for purposes of employment practices, and clerks of the State Judicial System, for purposes of governance over court rules and procedures. Municipal Court personnel are considered City of Creve Coeur employees reporting to the City Administrator/Assistant City Administrator in the Administration Department.

The Municipal Division holds four court sessions monthly and maintains the Creve Coeur Violations Bureau during normal operating hours. The Municipal Judges and Court Administrator are available to conduct court hearings outside of regular office hours as required by Court Rule. The Court Administrator is responsible for daily and yearly operations of the Municipal Division and supervision of court staff. Court staff duties include, but are not limited to, processing all city ordinance and traffic code violations, recording dispositions and case history information, collecting fines and court costs as well as the operation of the Integrated Metropolitan Docketing System (IMDSPlus) and the ShowMeCourt software systems. Payment processing and legal filings are conducted daily. In addition, the Court reports case dispositions to the Missouri State Highway Patrol, Missouri Department of Revenue, Presiding Judge of St. Louis County, and Office of State Court Administrator as required by law. The Court conducts all other judicial and customer service operations during regular business hours.

### **Service Standards**

- Serve the public with consistency and integrity.
- Maintain complete and accurate court records.
- Maintain court records in a manner best befitting access for the public in search of open information.
- Complete payment transactions quickly for walk-in traffic at the Violations Bureau and process payments on a daily basis.
- Prepare dockets on a timely basis and ensure information is transferred to the electronic format accurately.



- Routinely conduct evaluations of court staff actions and procedures to ensure accuracy and accessibility of records in order to efficiently facilitate compliance with court orders for those sentenced within the municipal court system.
- Provide court-appointed attorney for indigent defendants.
- Represent the Municipal Court at training and administrative functions throughout the State of Missouri in an official manner.
- Abide by all ethical standards as established by the State of Missouri Judiciary.

### **Objectives**

- Ensure the court office and procedures are in compliance with local and state law and such compliance is properly demonstrated under Senate Bill 572 and Missouri Supreme Court Operating Rule requirements.
- Operate all court policy and procedures in a manner which is compliant with Missouri Supreme Court Minimum Operating Standards.
- Periodically re-evaluate court procedures and practices to ensure compliance with case-flow management and better court-community communication.
- Continue to manage the inventory of court records, undertaking efforts to routinely discard and destroy records eligible for destruction according to state law and the Public Records Management Manual.
- Explore methods of information technology management in efforts to increase productivity.
- Continue professional development of Court personnel by active participation in professional associations and training activities to promote a better understanding of official duties, responsibilities, and obligations to the public and governmental staff.
- Perform self-audits to verify compliance with internal standards set by court management and the Core Competencies of the National Association for Court Management.
- Explore additional training opportunities for Court staff to ensure consistent performance levels.
- Investigate opportunities provided by electronic means for filing court cases and integration of multiple software programs as currently operating for court case processing.
- Continue to pursue alternative methods of Court operation for all aspects of daily case flow management.
- Be a proactive voice in the Community in which the Municipal Division serves to educate and assist the public with knowledge of, understanding and confidence in the judicial process and system.
- Continue to pursue alternatives to court operations which may be fiscally beneficial to the Municipality in which the court serves.

### **Budget Highlights**

- Acct 6253 – New budget item for cell phone for Court Administrator (\$300).
- Acct 6262 – Decrease of in membership fees with cancellation of National Association membership.
- Acct 6264 – Increase in fees associated with local court association meetings (\$265).
- Acct 6265 – Increase in costs associated with conferences and lodging for court and judicial staff training (\$4,600).
- Acct. 9503 – Equipment for public terminal access at the Government Center (\$500).



**MUNICIPAL COURT**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	131,321	135,247	135,385	139,135	139,135
5102 Salaries, Temporary Empl.	11,496	13,308	16,798	16,798	16,798
5103 Overtime	4,187	449	3,000	500	500
5104 Vacation Pay	1,129	1,140	1,208	2,325	2,490
5105 Longevity Pay	2,304	2,304	2,304	2,304	2,304
5109 Provision for Salary Adj.	1,968	-	7,569	2,779	9,890
5230 Hospital & Medical Insurance	5,976	16,007	25,315	25,315	26,582
5231 Self Insured Medical Benefits	600	600	600	-	-
5233 Dental Insurance	249	626	932	910	932
5234 Group Life Insurance	448	460	488	508	580
5235 Accidental Death & Dismem.	48	49	52	49	51
5236 Disability Insurance	374	383	406	395	423
5240 Social Security Contribution	11,643	11,444	12,063	12,063	13,000
5241 Pension Contribution	27,863	12,349	14,579	13,456	14,983
5243 Worker's Compensation Ins.	4,162	4,717	282	293	340
<b>Total Personnel Services</b>	<b>203,768</b>	<b>199,084</b>	<b>220,981</b>	<b>216,830</b>	<b>228,008</b>
<b>OPERATING EXPENSES:</b>					
6201 Legal Services	23,300	25,318	29,650	29,650	32,150
6202 Technical & Personal Services	4,673	4,876	4,874	4,874	4,874
6213 Office Equipment Maint.	3,396	3,675	3,780	3,780	3,900
6253 Telephone	-	-	-	-	300
6261 Education & Training	-	100	200	200	200
6262 Dues, Memberships & Subsc.	300	300	665	530	530
6264 In Town Meetings	-	74	145	145	265
6265 Travel & Conferences	775	1,653	3,839	3,839	4,600
7304 General Supplies	1,335	1,254	2,390	2,390	3,000
7307 Gasoline & Mileage	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>33,780</b>	<b>37,249</b>	<b>45,543</b>	<b>45,408</b>	<b>49,819</b>
<b>CAPITAL OUTLAY:</b>					
9503 Equipment	(348)	696	500	500	500
<b>Total Capital Outlay</b>	<b>(348)</b>	<b>696</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>TOTAL MUNICIPAL COURT</b>	<b>237,200</b>	<b>237,029</b>	<b>267,024</b>	<b>262,738</b>	<b>278,327</b>



**MUNICIPAL COURT  
CAPITAL OUTLAY**

**Capital Outlay Detail**

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**Annual**

**9503 Equipment**

Equipment for Public Terminal Access at the Government Center

500

**Total Account 9503**

500

**TOTAL CAPITAL OUTLAY**

500



**FINANCE DEPARTMENT**

**Mission Statement**

To accurately record, report, and safeguard the financial assets and activities of the city.

**Description**

The Finance Department consists of a Director of Finance, a Senior Accounting Associate, an Accounting Associate, a Payroll Associate, and two (2) part-time Accounting Clerks. The department is responsible for processing revenues and expenditures for all city activities and reporting timely results to all key decision makers. In addition, the department is the primary contact for citizen customer service, handles all risk management functions, and processes merchant licenses. The Finance Department consists of two additional divisions: Information Systems and Interdepartmental.

**Performance and Workload Measures (City-Wide)**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
Workers Compensation (WC) Claims	29	7	10	7
WC Claims per 100 FTEs	27.36 <sup>1</sup>	6.54	9.17	6.54
WC Days Lost to Injury per 100 FTEs	270.51 <sup>1</sup>	415.89	857.34	420
Vehicle Liability Claims	1	0	4	1

<sup>1</sup>Reflects increase in WC claims due to COVID-19 pandemic.

**Service Standards**

- Reconcile accounts by the 14<sup>th</sup> of the following month and reports will be distributed to departments by the 15<sup>th</sup> of that month.
- Complete financial audit and annual budget in accordance with a predetermined schedule.
- Complete accounts payable and payroll information in accordance with the procedures and timelines established by the Internal Revenue Service.
- Perform quarterly budget reviews with each department head and City Administrator.

**Objectives**

- Prepare cash-handling procedures manual for all city departments.
- Perform periodic internal audits of cash and controls to ensure proper compliance with city policies.
- Perform fixed asset inventories in city departments.

**Budget Highlights**

- Acct. 6209 – Increase in contracted auditing services estimated in preparation of new bid proposals in FY 2024 (\$53,500).
- Acct. 6261 – Increase due to two (2) employees participating in the college tuition reimbursement benefit program (\$10,200).



**FINANCE DEPARTMENT**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	274,865	267,840	271,760	293,275	293,275
5102 Salaries, Temporary Empl.	20,014	27,478	45,908	41,030	51,628
5103 Overtime	675	3,974	2,000	100	500
5104 Vacation Pay	1,160	1,243	1,255	1,307	2,800
5109 Provision for Salary Adj.	3,197	-	22,885	5,857	18,990
5230 Hospital & Medical Insurance	29,664	25,054	26,730	26,730	28,067
5231 Self Insured Medical Benefits	600	600	600	600	600
5233 Dental Insurance	1,247	989	955	938	955
5234 Group Life Insurance	924	888	951	1,049	1,197
5235 Accidental Death & Dismem.	99	95	106	101	105
5236 Disability Insurance	613	615	705	651	858
5240 Social Security Contribution	22,412	22,583	25,867	25,867	28,000
5241 Pension Contribution	20,229	19,102	22,034	20,471	22,730
5243 Worker's Compensation Ins.	9,610	10,892	577	599	696
<b>Total Personnel Services</b>	<b>385,309</b>	<b>381,352</b>	<b>422,333</b>	<b>418,575</b>	<b>450,401</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	1,531	1,163	1,555	960	1,188
6203 Professional Services	-	7,600	-	-	-
6209 Accounting Services	27,060	31,800	28,100	32,650	53,500
6213 Office Equipment Maint.	(6,418)	(3,133)	40,481	42,424	40,850
6253 Telephone	458	296	300	300	300
6261 Education & Training	418	5,393	10,100	8,550	10,200
6262 Dues, Memberships & Subsc.	1,148	994	1,089	938	1,126
6264 In Town Meetings	60	164	650	590	715
6265 Travel & Conferences	-	5,783	6,025	6,485	6,525
7304 General Supplies	2,999	2,634	3,100	2,945	3,100
7307 Gasoline & Mileage	8	7	25	25	25
7308 Wearing Apparel & Linen	152	153	200	185	200
7332 Computer Software	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>27,416</b>	<b>52,854</b>	<b>91,625</b>	<b>96,052</b>	<b>117,729</b>
<b>CAPITAL OUTLAYS:</b>					
9504 Office Equipment	1,119	-	-	-	-
<b>Total Capital Outlay</b>	<b>1,119</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FINANCE DEPARTMENT</b>	<b>413,843</b>	<b>434,206</b>	<b>513,958</b>	<b>514,627</b>	<b>568,130</b>



**FINANCE DEPARTMENT  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

**9504 Office Equipment**  
Standup Desk

**Annual**  
700

**Total Account 9504**

700

**TOTAL CAPITAL OUTLAY**

700



## FINANCE DEPARTMENT – INTERDEPARTMENTAL

### Mission Statement

To accurately record and report activities which are shared throughout city departments and divisions.

### Description

The Interdepartmental account is utilized to account for general administrative costs that serve all departments. The departmental budget contains appropriations for all of the City's auto, property and liability insurance, public official's liability, unemployment costs, retiree medical insurance, self-insured deductible expenses for employee health insurance and excess expenditures associated with the Legacy Pension Plan. In addition, the department maintains a centralized office supply account that is utilized to obtain bulk purchasing of office supplies for all city departments.

Significant line items in the interdepartmental fund include general police and auto liability insurance, public official liability insurance, property insurance, retiree health insurance, telephone and postage, and the Legacy Pension Plan.

### Budget Highlights

- Acct. 5120 – Recruitment Incentive Program applies to all employees; therefore, expenses were transferred from Police-Administration (2111) to Finance-Interdepartmental (\$3,000).
- Acct. 5230 – Increase in health insurance premiums for retirees (\$162,530).
- Acct. 5241 – Increase in Legacy Pension Plan contributions due to fewer active employees as a result of retirement/separation of employment; decreases various department budget allocations accordingly (\$528,379).
- Acct. 6220 – Increase in general, police and auto liability insurance premium rates following higher-than-normal claims in FY 2023 and an overall increase company-wide (\$117,385).
- Acct. 6222 – Increase in public official liability insurance premium rates (\$44,380).
- Acct. 6226 – Increase in property and auto insurance premium rates (\$74,340).
- Acct. 6266 – Increase in postage machine maintenance (\$1,896).
- Acct. 7317 – Increase in wellness expenses associated with anticipated funding from biennial St. Louis Area Insurance Trust Biennial Wellness Grant in FY 2024 (\$5,600).



**INTERDEPARTMENTAL**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5120 Employee Referral Bonus	-	-	-	-	3,000
5230 Hospital & Medical Insurance	123,460	136,413	145,000	155,000	162,530
5233 Dental Insurance	95	(67)	-	-	-
5241 Pension Contribution	-	837,109	548,999	472,760	528,379
5244 Unemployment Comp.	3,497	3,200	13,000	13,000	13,000
5246 Insurance Deductible	38,167	22,493	35,000	35,000	35,000
5297 Misc. Payroll Expense	-	-	-	-	-
<b>Total Personnel Services</b>	<b>165,219</b>	<b>999,147</b>	<b>741,999</b>	<b>675,760</b>	<b>741,909</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	1,889	1,546	2,040	5,004	5,100
6203 Professional Services	20,853	22,309	23,775	27,155	26,475
6211 Equipment Maintenance	-	-	300	-	300
6213 Office Equipment Maint.	3,619	3,430	3,576	3,736	3,980
6220 Liability Insurance	95,042	94,969	98,869	108,168	117,385
6222 Pub. Officials Liab.Ins.	34,390	37,709	43,350	40,355	44,380
6225 Surety Bonds	1,620	1,671	1,755	1,755	1,845
6226 Property & Auto Insurance	63,696	64,403	74,063	59,472	74,340
6253 Telephone	40,864	31,005	29,347	30,115	30,200
6255 Cable TV	8,801	5,097	4,830	3,606	3,600
6262 Dues, Memberships & Subsc.	140	166	190	190	190
6265 Travel & Conferences	123	131	800	300	800
6266 Equipment Rental	810	810	891	810	1,896
6269 Postage	33,266	30,906	33,300	33,300	33,300
6272 Employee Relations	8,693	10,983	13,303	13,500	15,640
7304 General Supplies	1,266	1,567	1,900	1,900	1,900
7312 Office Supplies	27,614	26,906	35,087	35,087	35,087
7317 SLAIT Wellness	-	3,867	-	-	5,600
<b>Total Operating Expense</b>	<b>342,684</b>	<b>337,475</b>	<b>367,376</b>	<b>364,452</b>	<b>402,018</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	-	-	1,600	1,525	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>1,600</b>	<b>1,525</b>	<b>-</b>
<b>TOTAL INTERDEPARTMENTAL</b>	<b>507,903</b>	<b>1,336,622</b>	<b>1,110,975</b>	<b>1,041,737</b>	<b>1,143,927</b>



## **FINANCE DEPARTMENT - INFORMATION SYSTEMS DIVISION**

### **Mission Statement**

The Information Systems Division (IS) seeks to develop, implement, support, and manage computing, networking, and telecommunication services as effectively and efficiently as possible and provides reliable technological resources enhancing the efficiency of the provision of city services.

### **Description**

FY 2024 will see the continued partnership with an IT management contracting company in conjunction with a city IS employee to manage and facilitate IS services for the city. There will be a full-time Information Systems Coordinator and an Information Technology Contractor. Primary functions include the following: managing the effective use of the city's computer, telecommunications, and electronic office automation resources; improving organizational productivity, customer service, and access to information; maintaining the local and wide area networks; maintaining computer related items including servers, computers, printers, peripherals, telecommunications equipment, and other related technology; maintaining knowledge of current technology and security as well as an in-depth awareness of emerging technology and products in order to determine appropriate specifications for equipment; securing and administering leases, licenses, and maintenance agreements for the city's hardware, software, and peripherals.

### **Service Standards**

- Provide responsive service to departments in the maintenance of computer hardware and software by responding to help desk calls within eight hours; 95% of requests are resolved within 24 hours. Calls for assistance from Police receive immediate priority.
- Backups of servers and databases every 24 hours, five – seven days a week.
- Complete telephone and voice mail issues within 24 hours, precluded service repairs performed by an outside agency which is arranged within 24 hours but may require additional time to be completed.
- Begin computer repair the same business day. Normal response and corrections within 12 to 24 hours.
- Act upon security attempts and virus attacks against the city as soon as the issue is known. Resolve issues of this nature without delay.

### **Objectives**

- Maintain the network and computing systems for the city.
- Maintain telecommunications system, both voice mail and telephones, to ensure systems provide appropriate tools for the provision of quality customer services.
- Assist department personnel in evaluating technology needs and developing plans for implementing technology purchases. Coordinate all technology purchases to ensure the most efficient and effective use of city resources.

### **Budget Highlights**

- Acct. 6202 – Increase in annual information technology contract services (\$40,320).
- Acct. 6213 – Increase in City website hosting service fee (\$16,692).
- Acct. 6213 – Increase in social media archiving service (\$4,188).



- Acct. 6213 – Increase anticipated in Google Workspace fees due to discounted rate expiring in January 2024 (\$23,317).
- Acct. 6253 – Increase for cell phone replacement (\$430).
- Acct. 7331 – Decrease in desktop computer purchasing (\$12,000).
- Acct. 7331 – Decrease in due to one-time replacement of City Council/Planning and Zoning Commission laptops in FY 2023 (-\$8,600).
- Acct. 7332 – Increase due to biennial renewal security antivirus software (\$4,050).



**INFORMATION SYSTEMS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	73,157	74,621	74,919	77,725	77,725
5104 Vacation Pay	1,405	1,433	1,519	3,000	3,200
5109 Provision for Salary Adj.	1,096	-	4,530	1,553	5,525
5230 Hospital & Medical Insurance	16,664	18,190	18,635	18,635	19,565
5233 Dental Insurance	709	747	700	677	700
5234 Group Life Insurance	245	250	265	279	319
5235 Accidental Death & Dismem.	26	27	28	27	28
5236 Disability Insurance	204	209	225	217	233
5240 Social Security Contribution	5,458	5,480	6,075	6,075	6,300
5241 Pension Contribution	5,633	5,743	6,018	5,848	6,093
5243 Worker's Compensation Ins.	1,960	2,222	158	164	191
<b>Total Personnel Services</b>	<b>106,558</b>	<b>108,921</b>	<b>113,072</b>	<b>114,200</b>	<b>119,879</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	51,185	52,560	55,456	38,400	40,320
6213 Office Equipment Maint.	62,608	58,409	57,161	54,185	60,120
6253 Telephone	538	296	300	300	735
6261 Education & Training	-	-	600	600	600
7308 Wearing Apparel & Linen	-	-	50	50	50
7331 Computer Hardware	35,198	23,080	48,600	48,600	29,430
7332 Computer Software	8,363	8,270	8,630	8,630	12,880
<b>Total Operating Expenses</b>	<b>157,893</b>	<b>142,616</b>	<b>170,797</b>	<b>150,765</b>	<b>144,135</b>
<b>CAPITAL OUTLAYS:</b>					
9504 Office Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INFORMATION SYSTEMS</b>	<b>264,451</b>	<b>251,537</b>	<b>283,869</b>	<b>264,965</b>	<b>264,014</b>

**INFORMATION SYSTEMS CAPITAL OUTLAY**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9504 Office Equipment</b>	
(Nothing Budgeted)	-
<b>Total Account 9504</b>	-
<b>TOTAL CAPITAL OUTLAY</b>	-



## RECREATION DEPARTMENT - COMMUNITY SERVICES

### Mission Statement

Provide residents with quality recreational programs, special events, and access to city park and recreation facilities to improve the leisure aspect of their lives.

### Description

The department coordinates all recreational programs and many special events for the city and partners with other organizations and cities to offer additional recreational services. The Community Service staff consists of a shared full-time Director of Recreation (Community Service 20%/Ice Arena 80%), a shared full-time Administrative Support Associate and a Recreation Supervisor (Community Services 50%/Ice Arena 50%), and shared part-time Receptionists (Community Services 50%/Ice Arena 50%).

The department oversees the Community Center and offers a variety of programs, facilities and events that will allow residents to get away from the stress of daily life and enjoy outdoor and/or indoor leisure activities adding to the quality of life. This department also coordinates the management of the two meeting rooms at the Dielmann Complex and the Tappmeyer House at Millennium Park.

### Performance and Workload Measures

	FY 2021 <sup>2</sup>	FY 2022	Projected FY 2023	Estimated FY 2024
Programs Offered <sup>1</sup>	1	10	17	20
Participants in Program/Classes	50	250	380	420
Participants in Heart-to-Heart Run <sup>1</sup>	0	300	250	300
Participants in Farmers Market	3,000	825 <sup>3</sup>	N/A	N/A
Participants in Summer Concert Series <sup>1</sup>	0	150	1,000	1,200

<sup>1</sup>Programs and special events include, but not limited to, tennis lessons, specialty camps, Daddy Daughter Dance, Arbor Day, programming for seniors, as well as the Heart to Heart run/walk event and the concert series.

<sup>2</sup>Due to the COVID-19 pandemic, programs and events offered by the city and subsequent participation were reduced in FY 2021 and continued in FY 2022.

<sup>3</sup>In FY 2022, the City Council voted to discontinue the Creve Coeur Farmers Market due to low attendance and vendor participation, and in support of larger well-established markets in the St. Louis Region.



### **Service Standards**

- Reservations for the Community Center rooms are accepted on a first-come, first-served basis. The goal is to send a confirmation email within 24 hours of applications being received, Monday through Friday. Revenues collected at time of registration or room rental booking.
- Recreational programs are taken on a first-come, first-served basis.
- Provide residents with a discounted rate on rental and program fees and charges.
- Give residents early access to reserve pavilions and fields rentals beginning in January prior to opening reservation to non-residents on March 1.
- Provide high quality customer service to encourage customers to return and use facility or enroll in another recreation program.
- Conduct ongoing cost/benefit analysis for all recreation programs to ensure operating costs are being covered by the user fees.
- Survey users of rooms and programs to gain feedback on customer satisfaction.
- Provide a diverse offering of recreational programs such as camps, tennis lessons, hockey/skate lessons, fitness and art classes for citizens of all ages and abilities.

### **Objectives**

- Increase resident knowledge of parks by including a city map with locations of the parks and summary of the amenities in the annual recreation guide.
- Implement post-program surveys to compile feedback that will help improve and grow programs.
- Increase participation numbers for the annual Heart to Heart run/walk.
- Increase attendance numbers for the annual concert series.

### **Budget Highlights**

- Acct. 6202 – Increase due to an additional summer concert (\$2,000) and an increase in program instructor fees that will be offset by increased revenue (\$500).
- Acct. 6221 – Decrease in one-time consultant fees associated with park memorial design which commenced in FY 2023 and final payments will be in FY 2024 (\$4,000).
- Acct. 6266 – Increase due to bandwagon rental for an additional summer concert (\$880).



**COMMUNITY SERVICES/RECREATION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	38,540	60,715	65,138	65,565	66,585
5102 Salaries, Temporary Empl.	14,686	8,018	9,600	8,125	8,505
5103 Overtime	-	50	150	150	150
5104 Vacation Pay	346	-	385	-	-
5109 Provision for Salary Adj.	424	-	3,770	1,317	4,645
5110 Auto Allowance	720	720	720	720	720
5230 Hospital & Medical Insurance	9,005	9,378	19,410	9,130	9,609
5231 Self Insured Medical Benefits	-	150	600	300	300
5233 Dental Insurance	520	719	715	735	997
5234 Group Life Insurance	129	213	227	238	270
5235 Accidental Death & Dismem.	14	23	25	23	24
5236 Disability Insurance	108	60	185	124	193
5240 Social Security Contribution	3,897	5,094	6,000	5,800	6,100
5241 Pension Contribution	2,852	3,245	5,268	3,524	4,359
5243 Worker's Compensation Ins.	1,996	2,263	2,127	2,209	2,565
<b>Total Personnel Services</b>	<b>73,238</b>	<b>90,648</b>	<b>114,320</b>	<b>97,960</b>	<b>105,022</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	1,214	17,692	11,640	13,019	15,000
6203 Professional Services	-	1,730	1,200	3,804	3,804
6213 Office Equipment Maint.	3,969	767	2,910	3,270	3,270
6221 Venable Park Expenses	-	14,860	15,000	15,000	-
6230 Farmers Market	2,259	750	-	-	-
6260 Advertising	-	1,103	1,300	750	1,000
6261 Education & Training	-	-	700	-	700
6262 Dues, Memberships & Subsc.	550	555	745	745	745
6264 In Town Meetings	-	-	44	44	44
6265 Travel & Conferences	-	474	1,750	-	1,750
6266 Equipment Rental	-	2,200	1,760	2,640	3,520
6281 5K Run Expenses	-	7,573	6,850	6,850	6,850
7304 General Supplies	105	258	1,700	1,100	1,100
7307 Gasoline & Mileage	-	-	-	-	-
<b>Total Operating Expense</b>	<b>8,097</b>	<b>47,962</b>	<b>45,599</b>	<b>47,222</b>	<b>37,783</b>
<b>CAPITAL OUTLAY:</b>					
9503 Equipment	1,021	-	2,300	500	600
<b>Total Capital Outlay</b>	<b>1,021</b>	<b>-</b>	<b>2,300</b>	<b>500</b>	<b>600</b>
<b>TOTAL COMMUNITY SERVICES</b>	<b>82,355</b>	<b>138,610</b>	<b>162,219</b>	<b>145,682</b>	<b>143,405</b>



**COMMUNITY SERVICES/RECREATION  
CAPITAL OUTLAY DETAIL**

<u>Capital Outlay Detail</u>	<u>Annual</u>
<b>9503 Equipment</b>	
Basketball Nets, Soccer Nets, Balls, Etc.	100
Replacement Tables for the Multi-Purpose Room	500
<b>Total Account 9503</b>	<u>600</u>
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<u><u>600</u></u>



## MAINTENANCE OF MUNICIPAL PROPERTY

### Mission Statement

To work cooperatively with all city departments in maintaining a clean, safe, and efficiently operating Government Center and Police Building.

### Description

The Maintenance Division is comprised of a full-time Building Maintenance Worker II. Division is responsible for equipment maintenance, minor electrical and plumbing repairs, painting, meeting room set-up, and minor custodial duties in the Police Building, Meeting Rooms, and Gymnasium. Ground maintenance of trees, lawn, and planting beds at the Government Center and Police Building complex are included in the Division responsibilities. The Director of Public Works is responsible for the overall administration of the department. The city outsources most of the custodial services throughout the Government Center and Police Building. The division generally operates approximately 8 hours per day, Monday through Friday.

### Performance and Workload Measures

	FY 2021	FY 2022	Projected FY 2023	Estimated FY 2024
Estimated Number of Hours Meeting Rooms, Gym, and Multipurpose Room Requiring Room Set-up by Staff	250 <sup>1</sup>	530	600	600
HVAC Failures/Repairs	19	14	16	17
Roof Repairs/Patches	5	11	15	18

<sup>1</sup>Reduced rentals due to COVID-19 restrictions.

### Service Standards

- Daily cleaning of offices, meeting rooms, restrooms, and jail facilities.
- Daily inspection of areas cleaned by outsourced custodial service.
- Set-up for group meetings.
- Daily mail delivery and pick-up.
- Daily laundering of prisoner blankets and custodial linens (mops, towels and rags).
- Weekly inspection and operation of emergency generator.
- Weekly inspections of the boilers, pumps, and hot water system.
- Weekly set-up for Municipal Court.
- Semi-monthly set-up for City Council and Planning & Zoning Commission meetings.
- Monthly inspection and maintenance of HVAC system, water cooling tower, sewer lines and drains.
- Quarterly defrosting of refrigerators and freezers.
- Quarterly inventory of custodial supplies.
- Semi-annual St. Louis County inspections for elevator, emergency generator, and exhaust fans.
- Semi-annual roof inspections.
- Annual back-flow test of water system and inspection of fire suppression system.
- Seasonal snow removal, window cleaning, and painting.
- Day-to-day repairs on plumbing, electrical, HVAC, and building fixtures.



- Remodeling of interior spaces (wall repair, paint, carpet, tile, electrical and plumber relocations, etc.).

#### **Objectives**

- Track HVAC services following proper service standards.
- Track day-to-day activities and tabulate time spent on each task in an effort to improve efficiency.
- Repair plumbing, drywall, paint, electrical repairs, troubleshoot HVAC, and perform preventative maintenance on all mechanical equipment in the building.

#### **Budget Highlights**

- Acct. 6211 – Emergency repairs to glycol loop piping in Government Center (\$8,000).
- Acct. 6211 – Replace Government Center parking lot lights with LED fixtures (\$5,000).
- Acct. 6212 – Government Center share of contract cleaning services (\$36,000).
- Acct. 9501 – Small building improvement projects at the Government Center (\$10,000).
- Acct. 9503 – Replacement of one (1) small heat pump at the Government Center (\$8,000).



**MAINTENANCE OF MUNICIPAL PROPERTY**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	69,292	57,444	57,673	65,855	51,995
5103 Overtime	739	331	500	500	500
5104 Vacation Pay	1,081	1,103	1,169	-	-
5105 Longevity Pay	1,344	1,344	1,344	672	-
5109 Provision for Salary Adj.	1,171	-	3,486	-	2,525
5230 Hospital & Medical Insurance	16,308	10,878	11,205	13,298	19,565
5231 Self Insured Medical Benefits	175	-	-	-	-
5233 Dental Insurance	746	490	460	632	694
5234 Group Life Insurance	249	197	209	208	226
5235 Accidental Death & Dismem.	27	21	22	20	20
5236 Disability Insurance	208	164	175	85	82
5240 Social Security Contribution	5,232	4,234	5,000	5,000	4,200
5241 Pension Contribution	22,131	6,129	7,797	6,714	3,731
5243 Worker's Compensation Ins.	2,541	2,880	4,141	4,300	4,994
<b>Total Personnel Services</b>	<b>121,243</b>	<b>85,215</b>	<b>93,181</b>	<b>97,284</b>	<b>88,532</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	-	-	-	3,850	-
6211 Equipment Maintenance	18,920	24,162	24,000	20,000	25,700
6212 Building & Ground Maint.	50,114	43,362	60,424	65,334	69,150
6250 Electricity	53,757	57,292	64,800	59,000	62,000
6252 Natural Gas	5,823	6,797	7,200	9,200	9,570
6253 Telephone	706	296	300	300	730
6254 Water & Sewer	12,572	12,454	13,650	16,600	19,000
6261 Education & Training	-	-	150	150	400
6271 Medical	-	-	100	100	100
7301 Chemicals & Cleaning	-	-	1,000	-	-
7302 Small Tools	-	-	300	400	400
7304 General Supplies	3,853	2,120	4,000	6,000	6,000
7307 Gasoline & Mileage	-	-	-	-	-
7308 Wearing Apparel & Linen	632	649	601	601	626
<b>Total Operating Expense</b>	<b>146,377</b>	<b>147,132</b>	<b>176,525</b>	<b>181,535</b>	<b>193,676</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	2,661	-	-	-	10,000
9503 Equipment	6,653	4,674	9,000	5,000	8,000
<b>Total Capital Outlay</b>	<b>9,313</b>	<b>4,674</b>	<b>9,000</b>	<b>5,000</b>	<b>18,000</b>
<b>TOTAL MAINTENANCE OF MUNICIPAL PROPERTY</b>	<b>276,933</b>	<b>237,021</b>	<b>278,706</b>	<b>283,819</b>	<b>300,208</b>



**MAINTENANCE OF MUNICIPAL PROPERTY  
CAPITAL OUTLAY DETAIL**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9501 Building Improvements</b>	
Misc.	10,000
<b>Total Account 9501</b>	<u>10,000</u>
<b>9503 Equipment</b>	
Small Heat Pump HVAC Units	8,000
<b>Total Account 9503</b>	<u>8,000</u>
<b>TOTAL CAPITAL OUTLAY</b>	<u><u>18,000</u></u>



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**POLICE - ALL DIVISIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	3,706,014	3,606,368	3,946,483	4,000,170	4,184,970
5102 Salaries, Temporary Empl.	9,100	38,339	72,908	65,008	75,820
5103 Overtime	51,926	81,669	84,000	94,500	95,000
5104 Vacation Pay	5,937	9,651	7,155	20,460	21,900
5105 Longevity Pay	20,828	17,396	17,472	17,472	17,472
5106 Holiday Pay	116,470	116,699	133,484	122,325	137,640
5107 Uniform Allowance	12,720	9,888	13,560	13,560	13,632
5109 Provision for Salary Adj.	54,420	-	341,851	81,197	250,195
5111 Cell Phone Allowance	1,800	-	-	-	-
5120 Employee Referral Bonus	-	-	1,200	2,400	-
5230 Hospital & Medical Insurance	528,306	539,036	586,855	579,001	607,421
5231 Self Insured Medical Benefits	5,350	6,000	6,000	5,600	5,600
5233 Dental Insurance	23,520	22,763	24,950	21,758	23,940
5234 Group Life Insurance	12,532	12,217	13,250	14,328	16,862
5235 Accidental Death & Dismem.	1,343	1,309	1,519	1,452	1,535
5236 Disability Insurance	9,864	9,389	11,835	10,056	12,202
5240 Social Security Contribution	294,182	286,869	343,500	331,500	355,000
5241 Pension Contribution	838,452	356,609	466,086	404,047	453,808
5243 Worker's Compensation Ins.	120,223	136,267	185,754	192,862	224,022
<b>Total Personnel Services</b>	<b>5,812,988</b>	<b>5,250,469</b>	<b>6,257,862</b>	<b>5,977,696</b>	<b>6,497,019</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	590,841	596,959	654,027	705,986	741,796
6203 Professional Services	8,985	13,816	17,045	22,272	18,145
6210 Vehicle Maintenance	50,366	49,139	73,000	45,600	46,350
6211 Equipment Maintenance	4,670	4,373	4,910	4,620	5,100
6213 Office Equipment Maint.	18,631	19,678	26,050	24,830	25,777
6253 Telephone	17,025	14,650	15,988	15,692	22,020
6260 Advertising	1,108	399	1,200	1,200	1,200
6261 Education & Training	9,457	16,347	18,045	17,370	20,445
6262 Dues, Memberships & Subsc.	3,247	4,463	5,778	5,778	6,705
6264 In Town Meetings	2,166	2,739	2,170	2,302	2,460
6265 Travel & Conferences	3,106	6,252	15,685	15,363	18,085
6266 Equipment Rental	-	-	-	-	-
6271 Medical	6,988	13,131	14,901	14,757	14,225
7301 Chemicals & Cleaning	645	764	1,200	1,200	1,250
7302 Small Tools	3,014	2,268	6,570	6,080	6,680
7304 General Supplies	5,009	4,387	8,800	8,301	8,350
7306 Memorials & Plaques	579	701	1,250	1,250	2,200
7307 Gasoline & Mileage	48,310	103,455	93,950	94,300	102,650
7308 Wearing Apparel & Linen	32,949	46,128	70,340	75,580	63,106
7309 Food For Prisoners	-	-	-	-	-
7310 Snow Removal Supplies	-	-	300	300	1,000
7313 Range Supplies	7,480	13,734	13,840	12,940	15,340
7314 Crime Prevention	3,725	3,074	5,500	5,000	5,000
<b>Total Operating Expense</b>	<b>818,301</b>	<b>916,456</b>	<b>1,050,549</b>	<b>1,080,720</b>	<b>1,127,884</b>



**POLICE - ALL DIVISIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	-	-	250	250	250
9502 Vehicles	79,432	-	375,560	417,743	393,954
9503 Equipment	88,474	87,243	66,925	65,681	65,136
9504 Office Equipment	1,005	5,048	1,500	1,500	6,490
9505 Office Machines	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>168,911</b>	<b>92,292</b>	<b>444,235</b>	<b>485,174</b>	<b>465,830</b>
<b>TOTAL POLICE DEPARTMENT</b>	<b>6,800,201</b>	<b>6,259,217</b>	<b>7,752,646</b>	<b>7,543,591</b>	<b>8,090,734</b>



## **POLICE DEPARTMENT – ADMINISTRATIVE DIVISION**

### **Mission Statement:**

It is the mission of the Creve Coeur Police Department to partner with our community to safeguard life and property, enforce the law, preserve the peace, and reduce the fear of crime within the framework of the Constitution.

### **Administrative and Support Division:**

The Administrative and Support Services Division includes a full-time sworn staff consisting of a Chief of Police, a Police Captain, a Professional Standards Lieutenant, and two (2) Community Relations and Crime Prevention Officers. The division has a non-sworn staff consisting of two (2) Records Associates, a Support Services/Fleet Maintenance Assistant, an Executive Assistant to the Chief of Police, a Building Maintenance Worker, a part-time Evidence Custodian, a part-time CALEA Accreditation Assistant, and a Maintenance Worker II/Mechanic cost shared (25%) with Public Works-Streets (75%).

The Investigations Bureau also falls under the command of the Administrative and Support Services Captain but for budgetary purposes, has a separate budget. For further on the Investigations Bureau, refer to the Investigations Budget (Acct. 2121).

It is the responsibility of the Chief of Police to review all essential job functions of department personnel to ensure that efficient and professional services are provided to the public. Staff reports and assessments of services are regularly provided to the City Administrator for review to ensure that this is achieved.

### **Department Description**

The Administrative Captain oversees and supervises the Records Bureau, the Support Services Bureau, the Professional Standards Bureau, and the Investigations Bureau. The Support Services Bureau is responsible for:

- Fleet purchasing, maintenance, and surplus vehicle disposal
- Records management & purging
- Driving While Intoxicated Tracking System (DWITS)
- Department Training Coordinator
- Oversee the hiring process for commissioned and reserve police officers
- In-car & body-worn camera video system maintenance
- Sale/collection/maintenance of all police records, reports, data, and statistics
- Deer mitigation program
- Emergency management/preparedness; including policies, practices, and procedures
- Management of officer and department equipment
- Building maintenance and security, including surveillance cameras and in-house phone recording
- Sunshine law and discovery requests



The Professional Standards Lieutenant reports directly to the Chief of Police. The Professional Standards Lieutenant is responsible for:

- Supervising the accreditation assistant responsible for maintaining policies, proofs, and best practices
- Coordinating the annual accreditation remote evaluation
- Manage and coordinate the quadrennial CALEA onsite accreditation comprehensive evaluation
- Submitting policy and procedure updates in compliance with accreditation requirements
- Submitting annual reports as required for accreditation
- Working cooperatively with all divisions to maintain accreditation standards
- Ensuring milestones are met for the CALEA accreditation process (ongoing)
- Coordinating and implementing special projects as assigned by the chief of police
- Supervising the evidence custodian and the evidence function. This includes proper management of evidence submission, proper storage, packaging, laboratory examinations & transfers, and disposal through court-ordered destruction, and collection, and disposal of prescription drug take-back supply.
- Investigating all department complaints, internal and external
- Implementing corrective training and discipline from complaints
- Ensuring the department's public information officer provides professional-level and effective police communication
- Overseeing the Crime Prevention and Community Relations functions (See Crime Prevention Service Standards)

#### **Administrative Service Standards**

- Maintain a professional and polite demeanor in all phone contacts with the public and radio contacts with officers and other police agencies. Operate within FCC regulations, with no violations.
- Enter timely and accurate law enforcement computer data with no "sunshine" or "right of privacy" violations.
- Manage active criminal wanted entries and wanted cancellations. Immediate notification to personnel regarding Adult Abuse Court Orders. Immediate entry of arrest records (booking sheets). Update and/or dispose of arrest files and reports according to Missouri retention laws.
- Process police reports, arrest files, and traffic tickets daily.
- Respond to public requests for reports within 72 business hours.
- Maintain membership in the West Central Dispatch Center (WCDC) which provides police dispatching services and remote prisoner monitoring.
- Respond to citizen complaints within 24 hours and resolve internal investigations within 90 days.
- Complete required monthly crime statistics reports within 10 days. Submit all DWI reports within 15 days and all accident reports within 20 days to the proper authority. Submit quarterly financial status reports relative to federal Community Oriented Policing and Problem Solving (COPPS) grants within 15 days.



- Enter “false alarm” incidents in the alarm database within 48 hours. Submit false alarm reports and distribute false alarm notifications semi-monthly.
- Manage and schedule equipment and fleet maintenance. Schedule repairs within one business day, when possible.
- Conduct annual inventory of fixed assets and non-expendable items by April 30.
- Administer and complete the hiring process within 90 days from application processing and testing.
- Provide support to the Patrol Division for purchases of equipment, overseeing repair, replacement, and updates of equipment necessary for daily job performance.
- Update Standard Operating Procedures, as well as complete the CALEA re-accreditation process.

#### **Crime Prevention Office Service Standards**

- Educate the general public on crime prevention methods to limit exposure to becoming a victim.
- Provide timely alerts about criminal activity occurring in the local area.
- Present the DARE program in accordance with established national standards.
- Conduct Citizen Police Academy classes to educate residents on the complexities of police work.
- Conduct Rape Aggression Defense training to educate females on self-defense techniques and strategies to escape an attack.
- Conduct safety assessments for homeowners and educate subdivision associations about crime prevention in their neighborhoods.
- Conduct 4E Active Shooter Preparation classes for businesses, schools, and other citizen groups as requested.
- Conduct Safety assessments for businesses, notifying them of criminal activity and trends.
- Partner with local banking facilities to review and improve hold-up and notification procedures.
- Review reported criminal activity and related data to determine possible crime patterns and ensure all patrol officers and citizens are informed of criminal information and activity within the city.
- Crime prevention through environmental design (CPTED)
- Crime statistics and analysis
- Review false alarm calls with follow-up with repeat offenders to mitigate future false alarms.
- Serve as liaison for Neighborhood Watch and the Creve Coeur Crime Prevention Partnership
- Conduct building tours with community groups and coordinate DEA Prescription Drug Take-Back events (bi-annual).

#### **WCDC Consortium Standards**

- Answer and dispatch 911 calls immediately. Answer all non-emergency calls as soon as practical, not to exceed three (3) rings, if at all possible. Dispatch non-emergency calls as soon as practical, based on priority. Immediately call back and dispatch a patrol unit on “911” hang-ups. Re-contact and inform the complainant if priorities prevent dispatching non-emergency calls within five (5) minutes.



- Maintain immediate response or acknowledgment to radio calls from police officers. Immediately dispatch assists units in accordance with department policy.
- Provide regular reports and assessments to the Chief of Police and City Administrator of calls for service, records updates, and budgetary expenditures.

### **Benchmarking/Budgetary Savings**

- The consolidation of services through the West Central Dispatch Center (WCDC) continues to realize significant annual cost savings in personnel and equipment when compared to self-providing dispatch services since its inception in 2011. Additionally, the Police Department benefits from a highly professional level of service from the dispatch center.

### **Objectives**

- Continue to reduce storage costs and paper usage by managing records through the use of Computer Assisted Report Entry (CARE).
- Continue to manage dispatch operating costs through the partnership with the WCDC.
- Offer online purchases of accident reports, as well as walk-in records services five days a week.
- Maintain Police Department vehicles and equipment in excellent condition, providing the best equipment and technology available. Provide monthly reports of expenditures for vehicle maintenance and upkeep.
- Continue to maximize the use of mobile ticketing by officers and sergeants. The use of mobile ticketing by officers and sergeants is at the 99th percentile. Mobile ticketing is a computer application available through REJIS, which allows officers to electronically issue traffic tickets. The tickets download directly into the court system, eliminating the need to enter the tickets into the municipal court docket system.
- Recruit high-quality applicants for police officer positions.
- Review building requirements and department procedures for CALEA compliance.
- Continue to upgrade and monitor the security of the Police Department, Government Center, and Community Center.
- Reduce crime and the fear of crime through community engagement and crime prevention programs.

### **Budget Highlights**

- Acct. 5101 – Increase due to cost sharing of Maintenance Worker II/Mechanic position (Police-Administration 25%/Public Works-Streets 75%) to assist with Police Department general fleet maintenance.
- Acct. 6202 – Increase in fees associated with WCDC Consortium membership (\$655,977).
- Acct. 6202 – Annual maintenance for PowerDMS software for all department personnel to efficiently document training and testing proofs required for CALEA (\$6,476).
- Acct. 6203 – Pre-employment background checks and mileage (\$940).
- Acct. 6253 – Replacement of three (3) mobile phones for Command Staff (\$2,190).
- Acct. 7310 – Emergency preparedness/housing for PD staffing during inclement weather (\$1,000).
- Acct. 9503 – Replacement refrigerator for breakroom (\$1,500).



- Acct. 9503 – Replacement ice maker in the breakroom (\$2,500).
- Acct. 9503 – Vehicle upfitting for Administrative Vehicle #2414 (\$2,000).
- Acct. 6213 – Increase due to transfer of FileOnQ Annual Maintenance from Investigations (2121) to the Administrative budget (\$7,550).



**POLICE - ADMINISTRATION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	565,088	493,376	728,700	659,800	741,955
5102 Salaries, Temporary Empl.	9,100	38,339	72,908	65,008	75,820
5103 Overtime	736	71	3,000	4,500	5,000
5104 Vacation Pay	902	2,373	3,491	4,950	5,300
5105 Longevity Pay	7,071	5,564	5,568	5,568	5,568
5106 Holiday Pay	-	-	-	2,875	6,140
5107 Uniform Allowance	3,066	2,400	3,600	3,600	3,600
5109 Provision for Salary Adj.	9,176	-	46,621	13,494	50,410
5120 Employee Referral Bonus	-	-	1,200	2,400	-
5230 Hospital & Medical Insurance	79,231	79,952	94,870	103,603	107,030
5231 Self Insured Medical Benefits	600	600	1,200	600	600
5233 Dental Insurance	3,657	3,575	4,250	3,893	4,250
5234 Group Life Insurance	1,831	1,675	1,700	2,368	3,028
5235 Accidental Death & Dismem.	196	179	280	251	268
5236 Disability Insurance	1,518	1,384	2,175	1,743	1,987
5240 Social Security Contribution	43,421	39,944	65,000	57,000	65,000
5241 Pension Contribution	196,185	55,409	92,906	79,388	84,549
5243 Worker's Compensation	16,339	18,519	23,591	24,494	28,451
<b>Total Personnel Services</b>	<b>938,118</b>	<b>743,359</b>	<b>1,151,060</b>	<b>1,035,535</b>	<b>1,188,956</b>

**OPERATING EXPENSES:**

6202 Technical & Personal Services	580,017	586,301	642,215	694,286	729,904
6203 Professional Services	3,516	6,454	5,700	10,567	5,440
6210 Vehicle Maintenance	1,465	2,852	3,100	3,100	3,450
6211 Equipment Maintenance	9	-	900	810	850
6213 Office Equipment Maint.	15,265	16,198	17,500	17,080	25,437
6253 Telephone	12,293	12,222	12,876	12,876	15,084
6260 Advertising	1,108	399	1,200	1,200	1,200
6261 Education & Training	1,626	5,001	7,625	6,950	10,075
6262 Dues, Memberships & Subsc.	1,907	2,325	3,520	3,520	3,695
6264 In Town Meetings	2,118	2,484	2,070	2,202	2,360
6265 Travel & Conferences	1,317	2,947	9,435	9,713	10,535
6271 Medical	4,096	5,552	7,001	6,857	5,125
7302 Small Tools	465	546	1,000	1,000	900
7304 General Supplies	1,438	1,266	4,000	3,000	3,000
7306 Memorials & Plaques	579	701	1,250	1,250	2,200
7307 Gasoline & Mileage	1,820	4,119	3,300	3,300	4,000
7308 Wearing Apparel & Linen	2,235	3,906	6,470	6,470	6,781
7309 Food For Prisoners	-	-	-	-	-
7310 Snow Removal Supplies	-	-	300	300	1,000
7314 Crime Prevention	-	-	5,500	5,000	5,000
<b>Total Operating Expense</b>	<b>631,274</b>	<b>653,271</b>	<b>734,962</b>	<b>789,481</b>	<b>836,036</b>



**POLICE - ADMINISTRATION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	-	-	250	250	250
9502 Vehicles	-	-	-	-	-
9503 Equipment	3,370	2,114	1,250	1,250	6,000
9504 Office Equipment	240	354	500	500	500
9505 Office Machines	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>3,610</b>	<b>2,468</b>	<b>2,000</b>	<b>2,000</b>	<b>6,750</b>
<b>TOTAL POLICE ADMINISTRATIVE DIVISION</b>	<b>1,573,002</b>	<b>1,399,098</b>	<b>1,888,022</b>	<b>1,827,016</b>	<b>2,031,742</b>

**POLICE - ADMINISTRATION  
CAPITAL OUTLAY DETAIL**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9501 Buildings and Improvements</b>	
Parking and Building Signs	250
<b>Total Account 9501</b>	<b>250</b>
<b>9503 Equipment</b>	
Refrigerator for Break Room	1,500
Vehicle Upfittings for Car 2414	2,000
Replacement Ice Maker for Breakroom	2,500
<b>Total Account 9502</b>	<b>6,000</b>
<b>9504 Office Equipment</b>	
2 Replacement Chairs	500
<b>Total Account 9504</b>	<b>500</b>
<b>9505 Office Equipment</b>	
(Nothing Budgeted)	0
<b>Total Account 9505</b>	<b>0</b>
<b>TOTAL CAPITAL OUTLAYS</b>	<b>6,250</b>



## POLICE DEPARTMENT – INVESTIGATIONS BUREAU

### Mission Statement

The mission of the Investigations Bureau is to investigate, deter, prevent crimes whenever possible, and solve crimes through arrest and recovery of property. The Investigations Bureau accomplishes this by working in conjunction with the citizens of the city, victims, and witnesses as well as working with all Divisions within the Police Department. Furthermore, Detectives continue to enhance their effectiveness in their investigations by keeping current on investigative methods and skills as well as networking with other local, state, and federal law enforcement agencies.

### Bureau Description

The Investigations Bureau consists of a Lieutenant, five (5) Detectives, and a School Resource Officer who also serves as the Juvenile Officer. In addition to a daily criminal investigation caseload, the Investigations Bureau has the responsibility of conducting employment backgrounds on new applicants. Detectives also assist on a regional level as investigators with the Greater St. Louis Major Case Squad. The Investigations Bureau is supervised by a Lieutenant who reports to the Captain of the Administrative and Support Services Division.

Investigators utilize interview and interrogation rooms for interviewing crime victims, witnesses, and suspects. These rooms are equipped with a closed-circuit monitoring and recording system. The Investigations Division maintains and operates a computer voice stress analyzer (CVSA), with two (2) detectives serving as certified operators. The Division also has the ability to conduct covert surveillance operations.

### Performance and Workload Measures

	FY 2021	FY 2022	Projected FY 2023	Estimated FY 2024
Total Case Assignments	449	427	473	450
Percentage of Clearance Rate for Cases Assigned	41%	43%	45%	43%
Percentage of Part I Clearance Rate (violent crimes)	49%	68%	55%	57%
Total Arrests	35	70	69	58
Property Value Recovery	\$1,172,859	849,442	\$2,516,876*	\$1,513,059
Percentage of Property Value Recovery	62%	48%	96%	69%

\*FY23 had a significant increase in property value recovery due to a spike in vehicle thefts and the recovery of the vehicles.

During FY22, detectives were assigned to assist with Major Case Squad homicide investigations in Des Peres, Normandy (x2), and Overland. Detectives also investigated and solved several burglaries, robberies, assaults, and vehicle-related crimes during the past year within the City of Creve Coeur.

### Service Standards

- Assign all completed crime reports to a detective/investigator within 48 hours.
- Contact crime victims within 48 hours and provide a case progress report within ten (10) days. Detectives update victims regularly during active investigations. Unsolved and cold cases are reviewed every three (3) months.



- Complete warrant applications promptly, not to exceed 30 days after the arrest or pending lab results.
- Complete liquor license background investigations within one (1) week of receiving documentation and fees, and massage business/therapist investigations within two (2) weeks of receiving documentation and fees.
- Complete pre-employment background investigations within three weeks of being assigned to an Investigator.

### **Goals/Objectives**

- Maintain a 40% or greater clearance rate for Part I crimes.
- Ensure completion and certification in Medicolegal Death Investigation training for new detectives through St. Louis University. This comprehensive certification and training delve into many aspects of suicide, homicide, assault, and other crimes dealing with victims and suspects.
- Continue to improve our peer and constituent network by attending meetings with local, state, and federal agencies.
- Continue to pursue the use of technology including, but not limited to, DNA, facial recognition, and license plate recognition (LPR).
- Continue skill advancement of our investigators through training that focuses on interview/interrogation, sex crimes, human trafficking, white-collar crime, cybercrime, and death investigations.
- Plan for succession by assigning new officers to occasionally assist detectives on investigations for familiarization and development of investigative skills when timing and staffing allow.
- Refine the evidence transfer process by providing a means for citizens, laboratory analysis, and court hearings to take custody of evidence through a mobile transfer platform (MobileOnQ) that is compliant with our new evidence tracking system.

### **Budget Highlights**

- Acct. 6203 – New fee for court order destruction now being charged by the St. Louis County Prosecuting Attorney’s Office (\$200).
- Acct. 6203 – Guardian Alliance Platform Software License for background investigations (\$800).
- Acct. 6203 – Major Case Squad Investigations expenses (\$2,500).
- Acct. 6213 – Decrease due to transfer of FileOnQ Annual Maintenance costs from the Investigation budget to the Administrative budget (2111).
- Acct. 9502 – Two (2) light/siren packages for existing detective vehicles (\$5,154).
- Acct. 9504 – Coin counter for evidence and prisoner processing (\$225).
- Acct. 9504 – Storage/File cabinets for Investigations Bureau (\$2,265).
- Acct. 9504 – Digital SLR Investigations camera (\$2,500).



**POLICE - INVESTIGATIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	531,222	499,913	510,680	464,425	587,980
5103 Overtime	16,783	21,323	16,000	25,000	25,000
5104 Vacation Pay	1,680	-	-	-	-
5105 Longevity Pay	2,812	2,504	2,112	2,112	2,112
5106 Holiday Pay	17,817	18,760	21,448	16,450	21,000
5107 Uniform Allowance	7,454	5,438	7,560	7,560	7,632
5109 Provision for Salary Adj.	8,031	-	34,758	8,147	26,925
5111 Cell Phone Allowance	1,800	-	-	-	-
5230 Hospital & Medical Insurance	72,304	42,227	44,485	66,000	91,634
5231 Self Insured Medical Benefits	1,800	2,400	1,800	1,200	1,200
5233 Dental Insurance	3,411	2,344	2,500	3,090	4,748
5234 Group Life Insurance	1,770	1,711	1,750	1,595	1,984
5235 Accidental Death & Dismem.	190	183	209	174	218
5236 Disability Insurance	1,475	1,426	1,660	1,397	1,541
5240 Social Security Contribution	43,660	41,400	44,500	38,000	50,000
5241 Pension Contribution	124,525	52,712	60,426	52,152	61,956
5243 Worker's Compensation	13,090	14,837	25,181	26,145	30,369
<b>Total Personnel Services</b>	<b>849,822</b>	<b>707,180</b>	<b>775,069</b>	<b>713,447</b>	<b>914,299</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	3,875	4,065	4,172	4,511	4,842
6203 Professional Services	5,469	6,991	9,595	9,955	10,955
6210 Vehicle Maintenance	989	2,269	4,300	2,500	2,900
6211 Equipment Maintenance	-	-	-	-	-
6213 Office Equipment Maint.	3,345	3,151	7,550	7,550	-
6253 Telephone	350	900	1,262	1,262	2,552
6261 Education & Training	1,050	5,185	2,845	2,845	3,295
6262 Dues, Memberships & Subsc.	1,015	1,590	1,145	1,145	1,340
6264 In Town Meetings	-	255	-	-	-
6265 Travel & Conferences	-	1,301	1,500	1,500	1,500
7301 Chemicals & Cleaning	-	-	200	200	250
7302 Small Tools	252	217	300	300	300
7304 General Supplies	2,048	1,845	2,600	2,600	2,600
7307 Gasoline & Mileage	1,677	3,577	3,150	3,500	3,500
7308 Wearing Apparel & Linen	408	42	2,100	1,760	1,800
7313 Range Supplies	491	750	-	-	-
7314 Crime Prevention Supplies	-	3,074	-	-	-
<b>Total Operating Expense</b>	<b>20,970</b>	<b>35,211</b>	<b>40,719</b>	<b>39,628</b>	<b>35,834</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings and Improvements	-	-	-	-	-
9502 Vehicles	-	-	-	-	5,154
9503 Equipment	9,600	-	-	-	-
9504 Office Equipment	345	-	500	500	5,490
<b>Total Capital Outlay</b>	<b>9,945</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>10,644</b>
<b>TOTAL POLICE INVESTIGATIONS DIVISION</b>	<b>880,737</b>	<b>742,391</b>	<b>816,288</b>	<b>753,575</b>	<b>960,777</b>



**POLICE - INVESTIGATIONS  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

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**9501 Buildings and Improvements**

(Nothing Budgeted)

**Total Account 9501**

**Annual**

-

-

**9502 Vehicles**

Light/Siren Package for Existing Detective Vehicle

**Total Account 9502**

5,154

5,154

**9503 Equipment**

(Nothing Budgeted)

**Total Account 9503**

-

-

**9504 Office Equipment**

Coin Counter for Evidence and Prisoner Processing

500

Investigations Camera (Digital SLR)

2,500

Storage/File Cabinets for Detectives

2,265

Office Chairs (Replacement) - 2

225

**Total Account 9504**

5,490

**TOTAL CAPITAL OUTLAY**

**10,644**



## **POLICE DEPARTMENT – PATROL & COMMUNITY POLICING DIVISION**

### **Mission Statement**

It is the mission of the Creve Coeur Police Department to partner with our community to safeguard life and property, enforce the law, preserve the peace, and reduce the fear of crime within the framework of the Constitution.

### **Department Description**

The Patrol Division of the Police Department, when fully staffed, consists of thirty-seven (37) full-time commissioned officers, and one (1) Reserve Officer. A captain serves as the Patrol Division Commander and a Lieutenant serves as the Deputy Patrol Division Commander. Eight (8) Sergeants report to the Patrol Division commanders. There are four patrol squads, each supervised by a team of two (2) Sergeants with each sergeant team responsible for five (5) Patrol Officers, and a Traffic Safety Officer. Supplemental staffing in the Patrol Division consists of a K9 Officer, a Reserve Police Officer, and two (2) layover officers whose primary role is to target crime or areas where data indicates criminal activity is occurring.

A Captain is responsible for the overall supervision of police operations and traffic safety, which includes traffic management grants, surveys, and studies. This entails the daily operations of the Patrol Division including purchases and maintaining the continuity of police operations and professional services. In addition, a Captain oversees the coaching and performance of Patrol Division personnel, which includes the officers and supervisors. The Deputy Patrol Commander oversees the daily scheduling, new officer field training, purchasing, payroll, and any significant operations, such as critical incidents. As a wellness initiative, in FY 2022, the Police Department implemented a permanent dayshift patrol squad based on seniority. To balance the shifts, a permanent night shift was also created and is staffed by patrol officers who volunteer for the assignment and those with the lowest seniority.

### **Performance and Workload Measures**

Performance measures are a means of comparing Police Department activity from year to year. The Police utilize a performance evaluation program that is intended to reinforce behavior and conduct that is consistent with the Department's mission, creates an awareness of deficiencies, and assists management in formulating decisions such as market adjustments, position assignments, promotions, and retention. Employee evaluations measure performance levels as follows:

- Meets Expectations
- Marginally Meets Expectations
- Below Expectations



<b>Service Standards</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
Average Response Time (Priority I)	4:47 min.	4:19 min.	4:15 min.	4:20 min.
Average Response Time (Priority II)	4:11 min.	4:33 min.	4:35 min.	4:35 min.
Crime Rate <sup>1</sup>	26.0	25.2	26.3	26.3
<b>Total Crimes Reported<sup>2</sup></b>	903	908	1,086	1,086
Total Maintenance and Preventative Expenditures per Vehicle	\$704	\$1,402	\$940	\$1,000
Total Vehicle Maintenance Expenditures per Mile Driven	\$0.03	\$0.07	\$0.05	\$0.06
Arrests	364	500	600	600
Total Arrests Per Officer <sup>3</sup>	9.3	12.8	15.4	15.4
Traffic Citations	3,689	2,653	2,780	2,780
Total Citations per Officer <sup>4</sup>	105	76	79	79
Total DWI Arrests	95	84	81	81
Total DWI Arrests per Officer <sup>5</sup>	2.7	2.4	2.3	2.5
Citizen Police Academy Sessions	1 <sup>6</sup>	2	2	2
<b>Crash Reports</b>	779	1,032	1,132	1,100
<b>Total Calls for Service</b>	14,825	16,540	16,852	17,000
<b>Total Reports Taken</b>	2,073	2,051	2,334	2,400

**Customer Service**

- Ensure all contacts with the public are handled in a professional, polite, courteous, and legal manner while recognizing the needs of all parties involved.
- Acknowledge citizen complaints within 24 hours and resolve complaints as soon as practical.
- Maintain accountability and best practices in customer service through adherence to the professional standards set forth by the accreditation process (CALEA).

<sup>1</sup> Offenses per 1,000 population (FY 2020 population estimate of 18,834).

<sup>2</sup> CCPD uses the NIBRS model when classifying reported crimes.

<sup>3</sup> Calculated using the number of staffing authorized to patrol and investigative functions. The actual number of officers assigned to that function varied throughout the FY.

<sup>4</sup> Calculated using the number of staffing authorized to the patrol function. The actual number of officers assigned to that function varied throughout the FY.

<sup>5</sup> Calculated using the number of staffing authorized to the patrol function. The actual number of officers assigned to that function varied throughout the FY.



### **Calls for Service**

- Respond to calls promptly and safely, with an average response time of five (5) minutes or less.
- Provide life-saving first aid and seek immediate medical attention for sick or injured persons.
- Maintain a minimum staffing level of four (4) patrol sectors and sufficient supervisory personnel daily.
- Continue improving patrol availability through full staffing of five (5) patrol sectors and a traffic safety officer.
- Operate patrol vehicles safely and responsibly in all aspects of the job, including pursuit and emergency driving.
- Notify the Street Department and MoDOT immediately of emergency road conditions.
- Tow abandoned vehicles along state roadways within 48 hours. Tow unresolved derelict vehicles on private property within seven (7) days.

### **Crash Reduction**

- Monitor, survey, and analyze traffic issues, taking action to promote the safe and efficient movement of traffic through education and enforcement, when necessary.
- Participate in quarterly MoDOT-sponsored speed reduction campaigns
- Direct enforcement efforts to reduce crashes.
- Complete most crash and incident reports within 24 hours, not to exceed 72 hours.

### **Crime Prevention Activities**

- Perform residential vacation checks daily, before 6:00 PM.
- Perform overnight business security patrols; completing them by 6:00 AM daily.
- Partner with local banking facilities to review and improve hold-up and notification procedures.
- Review reported criminal activity and related data to determine possible crime patterns and ensure all patrol officers and citizens are informed of criminal information and activity within the city.
- Educate the general public on crime prevention methods to limit exposure to becoming a victim.
- Provide timely alerts about criminal activity occurring in the local area.
- Provide frequent patrols at all schools in the city, helping to provide students, teachers, and parents with a real sense of security for children.
- Provide increased patrols of residential areas during overnight hours, focusing on the reduction of thefts from vehicles.

### **Legal Compliance**

- Comply with all laws, regulations, procedures, and reporting requirements on radio communications, access to and dissemination of protected information and public records, the Safe Schools Act, adult abuse, and racial profiling laws and civil rights.
- Comply with federal mandates for Use of Force Reporting.
- Provide after-hour emergency protective order services to all victims of domestic violence.
- Submit the Annual Vehicle Stops Report to Attorney General by March 1<sup>st</sup>.
- Comply with mandatory Missouri Peace Officer Standards and Training (POST) regulations for all commissioned police officers for each annual POST cycle by offering in-service and



computer-based in-house training, in addition to instruction at the St. Louis County and Municipal Police Academy.

- Conduct or host training in the CCPD training room, when beneficial to the department.
- Comply with state law by ensuring all commissioned personnel undergo a mental health wellness check-in at least once every three years.

### **Holding Facility**

- Administer holding facilities following Department of Justice and Missouri Juvenile Justice Association standards.
- Remotely monitor prisoners through the West Central Dispatch Center (WCDC).
- Accept bail bonds for the city and other jurisdictions, while processing bonds by 9:00 AM.
- Execute arrest notifications from other jurisdictions within 48 hours.
- Obtain in-custody warrants on serious felony crimes within 24 hours.
- Provide bailiff services for Municipal Court as needed.
- Maintain a safe and secure holding facility for housing prisoners.
- Provide in-custody holding through a contract with the St. Louis County Jail for felons in custody until formal charges are issued

### **Equipment and Facilities**

- Perform required testing and maintenance of speed measuring instruments and monthly maintenance of alcohol breath testing instruments.
- Monitor all city-owned property, including patrols of all city parks.
- Assist visitors to city facilities when needed.
- Continue to provide a high level of safety and security for City Council, Municipal Court, and other Government Center meetings and functions, as needed.

### **Objectives**

- Continue efforts to reduce traffic collisions, with the goal of reducing opportunities for conflicts that lead to crashes. This will be accomplished through the identification of high crash locations, roadway engineering improvement recommendations, education, and enforcement in those problem areas.
- Continue to develop tactical training and response. The Police Department's goal is to have a practical exercise each year and to continue participation in regional Multi Assault Counter Terrorism Action Capabilities (MACTAC) training.
- Continue our credentialing and training in the application of civil disturbances, riot training, de-escalation training, and a resolute awareness of those protesting and their civil rights.
- Continue participation in the St. Louis Area Police Chief's (SLAPCA) region-wide MRT program, addressing civil disturbances.
- Continue the development of our Crisis Intervention Team (CIT) program to deal effectively with mentally and emotionally disturbed individuals with the goal to have at least 85% of patrol officers CIT certified.
- Regularly evaluate physical fitness and wellness training and initiatives to ensure physical and mental fitness for duty.
- Increase patrol and investigative effectiveness. The overall goal is to reduce incidences of crimes against persons and property and be attentive to problems, through extra patrols which are assigned at daily briefings.
- Promote safe driving, awareness, and training to reduce officer-involved collisions.



- Promote consistent and effective responses to domestic violence incidents. Our goal is to reduce recurring incidents, whenever possible. Eight officers are trained to issue “after-hours” court orders of protection.
- Increase patrol availability by being fully staffed, to the extent possible.
- Maintain international accreditation as a law enforcement agency through CALEA.
- Continue our focus on recruiting the best-qualified police officer applicants by posting job announcements in a variety of methods that reach a diverse applicant pool.

### **Budget Highlights**

- Acct. 6210 – Increase in vehicle fluids and parts. Added (2) barrels of oil for fleet (\$2,500).
- Acct. 6253 – Replacement of six (6) mobile phones for patrol commanders, patrol supervisors, K9 Officer, booking, and patrol cars (\$2,880).
- Acct. 6265 – New conference attendance at North American Police Work Dog Association (NAPWDA) (\$1,000).
- Acct. 6271 – Replacement of expired Narcan (\$3,000).
- Acct. 7308 – Police officer uniforms and duty accessories (\$1,800).
- Acct. 7313 – Sixty (60) Less Lethal Sock Rounds (\$1,040).
- Acct. 9502 – Six (6) 2023 Hybrid Ford Interceptor Utility Vehicles (\$306,000); cost will be partially offset by the estimated auction value on five (5) retired vehicles (\$37,500) and the anticipated reduction in gasoline usage.
- Acct. 9502 – New equipment for six (6) new vehicles (\$66,000).
- Acct. 9502 – Change over services for six (6) new vehicles (\$16,800).
- Acct. 9503 – Two (2) breaching tool kits and backpacks for active shooter response (\$1,400).
- Acct. 9503 – Replacement of nine (9) tasers (\$17,010).
- Acct. 9503 – One (1) Level III rifle-rated ballistic shield/equipment (\$5,000).
- Acct. 9503 – Replacement of twenty-two (22) ballistic vests to replace those due to expire and newly hired officers (\$18,700).
- Acct. 9503 – Portable Breath Test Unit (DWI Enforcement) (\$400).
- Acct. 9503 – Replacement of one (1) radar unit (\$3,100); cost may be reimbursable after purchase through MoDOT traffic safety grant.
- Acct. 9503 – Replacement of ten (10) duty holsters (\$1,400).
- Acct. 9503 – Replacement of nine (9) tasers with four (4) year extended warranties (\$17,010).
- Acct. 9503 – Lighting for safety purposes in two (2) traffic cars (\$4,500).
- Acct. 9503 – Four (4) Zebra Mobile ticket printers, cradles and installation (\$3,300).



**POLICE - PATROL**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	2,609,704	2,613,079	2,707,103	2,875,945	2,855,035
5103 Overtime	34,407	60,275	65,000	65,000	65,000
5104 Vacation Pay	3,355	7,278	3,664	15,510	16,600
5105 Longevity Pay	10,944	9,328	9,792	9,792	9,792
5106 Holiday Pay	98,653	97,939	112,036	103,000	110,500
5107 Uniform Allowance	2,200	2,050	2,400	2,400	2,400
5109 Provision for Salary Adj.	37,213	-	260,472	59,556	172,860
5230 Hospital & Medical Insurance	376,771	416,857	447,500	409,398	408,757
5231 Self Insured Medical Benefits	2,950	3,000	3,000	3,800	3,800
5233 Dental Insurance	16,453	16,844	18,200	14,775	14,942
5234 Group Life Insurance	8,931	8,830	9,800	10,365	11,850
5235 Accidental Death & Dismem.	957	946	1,030	1,027	1,049
5236 Disability Insurance	6,872	6,579	8,000	6,916	8,674
5240 Social Security Contribution	207,101	205,525	234,000	236,500	240,000
5241 Pension Contribution	517,743	248,488	312,754	272,507	307,303
5243 Worker's Compensation	90,794	102,911	136,982	142,223	165,202
<b>Total Personnel Services</b>	<b>4,025,048</b>	<b>3,799,929</b>	<b>4,331,733</b>	<b>4,228,714</b>	<b>4,393,764</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical and Personal Services	6,949	6,594	7,640	7,189	7,050
6203 Professional Services	-	371	1,750	1,750	1,750
6210 Vehicle Maintenance	47,912	44,018	65,600	40,000	40,000
6211 Equipment Maintenance	4,661	4,373	4,010	3,810	4,250
6213 Office Equipment Maintenance	21	330	1,000	200	340
6253 Telephone	4,381	1,527	1,850	1,554	4,384
6261 Education & Training	6,781	6,161	7,575	7,575	7,075
6262 Dues, Memberships & Subsc.	325	548	1,113	1,113	1,670
6264 In Town Meetings	48	-	100	100	100
6265 Travel & Conferences	1,789	2,004	4,750	4,150	6,050
6271 Medical	2,892	7,579	7,900	7,900	9,100
7301 Chemicals & Cleaning	645	764	1,000	1,000	1,000
7302 Small Tools	2,297	1,505	5,270	4,780	5,480
7304 General Supplies	1,523	1,277	2,200	2,701	2,750
7307 Gasoline & Mileage	44,813	95,759	87,500	87,500	95,150
7308 Wearing Apparel & Linen	30,306	42,180	61,770	67,350	54,525
7313 Range Supplies	6,989	12,984	13,840	12,940	15,340
7314 Crime Prevention	3,725	-	-	-	-
<b>Total Operating Expense</b>	<b>166,057</b>	<b>227,974</b>	<b>274,868</b>	<b>251,611</b>	<b>256,014</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	-	-	-	-	-
9502 Vehicles	79,432	-	375,560	417,743	388,800
9503 Equipment	75,504	85,129	65,675	64,431	59,136
9504 Office Equipment	420	4,694	500	500	500
<b>Total Capital Outlay</b>	<b>155,356</b>	<b>89,824</b>	<b>441,735</b>	<b>482,674</b>	<b>448,436</b>
<b>TOTAL PATROL DIVISION</b>	<b>4,346,462</b>	<b>4,117,727</b>	<b>5,048,336</b>	<b>4,962,999</b>	<b>5,098,214</b>



**POLICE - PATROL  
CAPITAL OUTLAY DETAIL**

<u>Capital Outlay Detail</u>	<u>Annual</u>
<b>9502 Vehicles</b>	
2023 Hybrid Ford Interceptor Utility Patrol Vehicle (6)	306,000
Vehicle Changeover for New Vehicles (6)	16,800
Vehicle Equipment for New Vehicles (6)	66,000
<b>Total Account 9502</b>	<b>388,800</b>
<b>9503 Equipment</b>	
Breeching Toolkit and Backpack	1,400
Emergency Lightbars for 3 New Patrol Vehicles	0
Emergency Trim Lighting	0
Equipment Boxes for 3 New Patrol Vehicles	-
Equipment Trays for 3 New Patrol Vehicles	0
Equipment/Ballistic Shields	5,000
Male and Female Ballistic Vests	18,700
Morpho-ID Fingerprint Scanner	-
Motorola APX6000 Walkie Talkie	0
Personal Gun Safe for Home Use	525
Pistol Magazines	120
Portable Breath Test Unit (Reimburse by Blue Print Grant)	400
Prisoner Partitions for 3 New Patrol Vehicles	0
Push Bumpers for 3 New Patrol Vehicles	-
Radar Units(Reimbursed by Grant)	3,100
Replacement Duty Holsters	1,200
Rumbler Sirens for 2 New Patrol Vehicles	-
Siren Boxes for 3 New Patrol Vehicles	0
Siren Speakers for 3 New Patrol Vehicles	0
Tasers and Four Year Extended Warranties	17,010
Traffic Car Lighting for Safety	4,500
Traffic Cones (ANSI Compliant Cones)	600
Traffic Counter	0
UAV Equipment (Batteries/Props)	0
UAV Remote Identification (FAA Required)	1,500
Underbody Emergency Side Lights	0
Zebra Mobile Ticket Printers Cradles and Installation	5,081
CPU Monitor Mounts	-
Patrol Bicycle	0
Portable Stop Signs (includes Shipping Costs)	0
<b>Total Account 9503</b>	<b>59,136</b>
<b>9504 Office Equipment</b>	
Office Chairs (Replacement) - 2	500
<b>Total Account 9504</b>	<b>500</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>448,436</b>



**PUBLIC WORKS - ALL DIVISIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	893,084	826,728	1,027,616	1,030,225	1,088,907
5102 Salaries, Temporary Empl.	18,672	12,558	34,944	9,374	34,944
5103 Overtime	27,714	29,670	34,000	23,500	34,000
5104 Vacation Pay	4,212	2,408	2,553	5,020	5,375
5105 Longevity Pay	5,069	3,221	2,957	2,381	2,381
5109 Provision for Salary Adj.	11,935	-	92,695	19,901	65,090
5110 Auto Allowance	4,200	4,200	4,200	4,200	4,200
5111 Cell Phone Allowance	-	-	-	-	-
5230 Hospital & Medical Insurance	161,398	138,866	167,875	163,936	190,718
5231 Self Insured Medical Benefits	2,130	1,680	2,280	2,355	2,380
5233 Dental Insurance	6,632	5,804	6,550	6,206	6,710
5234 Group Life Insurance	3,046	2,822	3,480	3,866	4,450
5235 Accidental Death & Dismem.	326	302	377	361	394
5236 Disability Insurance	2,333	1,811	2,595	1,825	2,872
5240 Social Security Contribution	70,260	64,444	88,811	83,000	93,000
5241 Pension Contribution	170,584	74,985	102,313	77,507	96,827
5243 Worker's Compensation Ins.	29,369	33,288	53,448	55,493	64,459
<b>Total Personnel Services</b>	<b>1,410,965</b>	<b>1,202,789</b>	<b>1,626,694</b>	<b>1,489,150</b>	<b>1,696,707</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	8,640	9,354	15,500	77,500	80,600
6203 Professional Services	1,789	50,031	50,100	10,100	24,600
6207 Temporary Personnel Services	62,507	127,400	130,950	105,000	109,000
6210 Vehicle Maintenance	34,097	34,215	39,500	39,500	47,400
6211 Equipment Maintenance	104,115	76,533	88,000	92,600	90,600
6212 Building & Ground Maint.	239,602	222,656	274,520	269,520	281,720
6213 Office Equipment Maint.	3,359	3,930	3,800	3,800	3,800
6214 Refuse Collections	766,268	800,800	833,169	838,130	871,555
6215 Weed Cutting/Tree Removal	-	-	-	-	-
6216 Larviciding	2,861	2,584	3,400	3,400	3,400
6224 Tappemeyer House.	19,166	20,245	18,000	15,000	15,000
6247 Dog Park Expenses	1,175	1,225	1,225	1,225	3,225
6250 Electricity	24,983	27,988	29,160	30,350	31,950
6251 Street Lighting	116,535	119,158	120,000	120,000	120,000
6252 Natural Gas	5,861	7,575	7,940	7,940	8,300
6253 Telephone	5,679	4,264	4,952	4,952	7,962
6254 Water & Sewer	57,227	63,718	81,225	71,060	79,000
6260 Advertising	106	475	200	200	200
6261 Education & Training	1,489	892	3,750	3,750	11,480
6262 Dues, Memberships & Subsc.	1,168	215	1,100	1,100	1,130
6264 In Town Meetings	-	-	40	40	120
6265 Travel & Conferences	-	2,587	3,995	4,195	4,165
6266 Equipment Rental	4,075	5,723	7,100	10,100	7,100
6271 Medical	584	213	800	800	800
7301 Chemicals & Cleaning	1,823	971	2,200	2,350	3,200
7302 Small Tools	6,349	5,688	6,200	6,200	6,200
7303 Horticultural Supplies	26,578	28,400	29,150	26,000	28,000
7304 General Supplies	2,944	2,549	3,400	3,700	3,700



**PUBLIC WORKS - ALL DIVISIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>OPERATING EXPENSES (CONT'D):</b>					
7305 Street and Sidewalk Maint.	20,831	22,043	30,000	30,000	32,500
7307 Gasoline & Mileage	31,417	53,451	48,900	57,900	57,900
7308 Wearing Apparel & Linen	13,392	17,209	16,465	16,815	17,610
7310 Snow Removal Supplies	96,828	63,158	115,000	115,000	122,500
7311 Street Signs	17,020	14,297	17,000	17,000	20,000
7318 Small Storm Water Projects	3,358	1,395	5,000	5,000	-
<b>Total Operating Expense</b>	<b>1,681,825</b>	<b>1,790,942</b>	<b>1,991,741</b>	<b>1,990,227</b>	<b>2,094,717</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	-	-	-	-	-
9502 Vehicles	-	-	-	-	-
9503 Equipment	13,219	14,477	17,500	21,107	17,000
9504 Office Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>13,219</b>	<b>14,477</b>	<b>17,500</b>	<b>21,107</b>	<b>17,000</b>
<b>TOTAL PUBLIC WORKS</b>	<b>3,106,009</b>	<b>3,008,208</b>	<b>3,635,935</b>	<b>3,500,484</b>	<b>3,808,424</b>



## **PUBLIC WORKS DEPARTMENT – ADMINISTRATION DIVISION**

### **Mission Statement**

To provide engineering services, project management, and contract administration for the construction and maintenance of all city infrastructures from design to construction completion.

### **Description**

The Department of Public Works consists of the following five (5) divisions: Administration, Building Maintenance, Street Maintenance, Parks Maintenance, and Health and Environment. The Director of Public Works oversees the activities of these divisions. The Director of Public Works enforces codes, specifications, standards and regulations on engineering matters. Public Works-Administration includes a full-time Public Works Director, an Assistant Public Works Director/City Engineer, two (2) Civil Engineers<sup>1</sup>, two (2) Project Manager-Engineering<sup>2</sup>, an Administrative Support Supervisor<sup>3</sup> and an Administrative Support Associate.

<sup>1</sup>One (1) Civil Engineer position is expensed (100%) to the Capital Improvement Fund; one (1) Civil Engineer expensed (50%-50%) to Capital Improvement Fund and Parks & Stormwater Fund to manage fund-specific projects.

<sup>2</sup>One (1) Project Manager position is partially expensed (20%) to the Sewer Lateral Fund and one (1) Project Manager is expensed (100%) to Parks & Stormwater Fund to manage fund-specific projects.

<sup>3</sup>One (1) Administrative Support Supervisor is expensed (50%-50%) between Public Works-Administration and Community Development.

Related major Division duties and responsibilities include the following:

- Recommend contracts for city construction projects.
- Oversee the execution of professional services including engineering, surveying, appraisal, and title service for public improvement projects.
- Administer the Sanitary Sewer Lateral Program.
- Applies for road, sidewalk, park and storm water grants. Manages grant administration when grants are secured.
- Develop cost estimates for the Capital Improvement Program.
- Project Management of Facility Improvement Projects
- Provide technical assistance to the Planning & Zoning Commission (P&Z), the Stormwater, Horticulture, Ecology and Beautification, Parks and Historic Preservation, Arts, and Police and Safety committees.
- Manage the annual street repair/replacement programs, trash/recycling/yard waste, leaf hauling, limb chipping, and lawn maintenance.
- Oversee the Street Tree Planting Program.
- Facility Management of the Government Center.
- Manages road and sidewalk, storm water and park improvement projects.
- Inspect all subdivision and public improvement projects to ensure compliance with all applicable codes and ordinances.
- Apply for and manage Department grant projects.
- Maintain the City’s rights-of-way (ROWs).
- Manage Site Development Reviews/Permits/Inspections on private developments.



**Performance and Workload Measures**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
Number of Open Engineering and Construction Projects (includes all capital, Parks-Stormwater Tax Fund)	25	34	35	38
Dollar Amount of Grants Awarded <sup>1</sup>	\$1,794,620	\$0	\$1,505,000	\$2,320,000
Average Hours of Training per Employee, All Department Divisions	21 <sup>2</sup>	22 <sup>2</sup>	25	30
Total Number of Workman’s Compensation Claims, All Department Divisions	13 <sup>3</sup>	2	8 <sup>3</sup>	8
Total Days of Missed Work Due to On-The-Job Injuries, All Department Divisions	160 <sup>3</sup>	56	96 <sup>3</sup>	96
Dollar Amount of Spending Through Cooperative Purchasing, All Divisions (i.e., vehicles, salt, micro-surfacing)	\$263,000	\$352,000	\$503,000	\$804,000

<sup>1</sup>Grant funding approved for project application during Fiscal Year specified.

<sup>2</sup>Training reduced or canceled altogether due to COVID-19 pandemic restrictions.

<sup>3</sup>Includes claims related to COVID pandemic with some reimbursable through the Federal government.

**Service Standards**

- Prepare bid documents for grounds maintenance in city parks, Olive and I-270 interchange, and medians.
- Prepare bid documents for asphalt materials (cold patch, crack seal, etc.), concrete, asphalt overlays, micro-surfacing, road and sidewalk construction, and lane striping for bidding.
- Maintain an average Pavement Condition Index (PCI) of 65 for all of the city-maintained streets without exceeding budget.
- Provide the highest quality of customer service.
- Prepare bid documents for equipment, building improvements, pavement improvements, grounds maintenance, mowing, tree planting, trash and recycle service, and hauling leaves for spring/fall pickups.
- Respond to resident complaints within 48 hours and resolve such matters that are within the city jurisdiction.
- Review Planning and Zoning Commission (P&Z) matters/communication with the P&Z Chairman in the time frame requested by the Director of Community Development.
- Process ROW permit applications within 48 hours of the submission date.
- Execute grant applications for Community Development Block Grant (CDBG), Municipal Parks, Surface Transportation Program (STP), Safe Routes to School (SRTS), Congestion Mitigation and Air Quality (CMAQ), Transportation Alternative Program (TAP), Land and Water Conservation (LWC) and Tree Resource Improvement and Maintenance II (TRIM II) and other miscellaneous grants as they become available.
- Manage construction projects as related to successful grant applications.



### Objectives

- Manage Capital Improvement Program (CIP) pavement replacement programs.
- Create a multi-year pavement management plan.
- Improve the utilization of the Geographical Information System (GIS) software. Produce more maps that will help with planning, cost estimating, design, and emergency management.
- Prepare bid specifications for CIP and grant projects.
- Apply for grants to seek funding for projects that have been placed on the CIP five-year and future project list.
- Work with the Stormwater Committee to review stormwater issues and recommend corrective projects.
- Create a three- to five-year planning schedule for projects and goals.
- Oversee maintenance of in-house programs:
  - Concrete sidewalk replacement/grinding programs
  - Proper tree/plant care programs
  - Storm sewer replacement programs (small and large projects)
  - Decorative lighting maintenance
  - Asphalt milling/replacement (small projects)

### Budget Highlights

- Acct. 6202 – Project Management Software (\$2,100).
- Acct. 6202 – Weather-Or-Not Forecasting service fees (\$5,600).
- Acct. 6203 – Increase for contracted services for structural evaluation of Public Works Garage Building (\$19,000).
- Acct. 6211 – Funding for traffic signal locates (\$24,000).
- Acct. 6211 – Traffic signal maintenance (\$17,000).
- Acct. 6213 – Copier lease and maintenance fees (\$2,700).
- Acct. 6253 – Increase to replace three (3) smart phones (\$1,290).



**PUBLIC WORKS ADMINISTRATION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	296,043	285,603	353,155	326,440	366,982
5103 Overtime	606	1,127	1,000	2,200	1,000
5104 Vacation Pay	4,212	2,408	2,553	5,020	5,375
5105 Longevity Pay	2,381	2,381	2,381	2,381	2,381
5109 Provision for Salary Adj.	4,373	-	18,754	5,210	20,320
5110 Auto allowance	4,200	4,200	4,200	4,200	4,200
5230 Hospital & Medical Insurance	34,217	26,101	35,970	30,758	44,372
5231 Self-insured Medical Benefits	505	480	480	755	780
5233 Dental Insurance	1,490	1,095	1,250	1,144	1,462
5234 Group Life Insurance	987	891	1,285	1,278	1,432
5235 Accidental Death & Dismem.	106	96	120	111	130
5236 Disability Insurance	809	685	995	530	750
5240 Social Security Contribution	22,840	22,174	28,000	26,000	30,000
5241 Pension Contribution	74,008	25,590	39,989	26,328	39,996
5243 Worker's Compensation	9,672	10,963	3,400	3,530	4,100
<b>Total Personnel Services</b>	<b>456,447</b>	<b>383,793</b>	<b>493,532</b>	<b>435,885</b>	<b>523,280</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	5,693	5,786	6,000	6,400	9,000
6203 Professional Services	1,789	7,726	10,100	10,100	24,600
6211 Equipment Maintenance	67,277	42,213	50,000	41,000	45,000
6213 Office Equipment Maint.	3,359	3,930	3,500	3,500	3,500
6253 Telephone	2,104	1,333	1,832	1,832	3,122
6260 Advertising	106	475	200	200	200
6261 Education & Training	550	773	1,000	1,000	1,000
6262 Dues, Memberships & Subsc.	1,168	215	1,100	1,100	1,130
6264 In Town Meetings	-	-	40	40	120
6265 Travel & Conferences	-	2,587	2,120	2,120	2,290
7302 Small Tools	-	80	200	200	200
7304 General Supplies	445	465	200	500	200
7307 Gasoline & Mileage	117	301	300	300	300
7308 Wearing Apparel & Linen	453	437	1,515	1,515	1,960
7332 Computer Software	-	-	-	-	-
<b>Total Operating Expense</b>	<b>83,060</b>	<b>66,320</b>	<b>78,107</b>	<b>69,807</b>	<b>92,622</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PUBLIC WORKS ADMINISTRATION</b>	<b>539,507</b>	<b>450,114</b>	<b>571,639</b>	<b>505,692</b>	<b>615,902</b>



**PUBLIC WORKS - ADMINISTRATION  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

**Annual**

**9504 Office Equipment**  
(Nothing Budgeted)

**Total Account 9504**

**TOTAL CAPITAL OUTLAY**

-
-
-



**PUBLIC WORKS DEPARTMENT - STREET MAINTENANCE DIVISION**

**Mission Statement**

To provide for enhanced public safety through maintenance, care, and repair of all city streets, sidewalks and rights-of-ways (ROWs). To perform limb and leaf collection and ice and snow removal services during the appropriate season for the safety and convenience of city residents.

**Description**

The Street Division consists of an Operation Superintendent and a pool of three (3) Foreman I, a \*Maintenance II Worker/Mechanic; three (3) Maintenance II Workers; and six (6) Maintenance I Workers which are shared with the Parks Division as needed to complete projects. In addition, two (2) seasonal Maintenance Workers assist with leaf pick up and snow removal during peak service months.

*\*Maintenance Worker II/Mechanic salary cost shared Public Works-Streets (75%) and Police-Administration (25%)*

Related Streets Division duties and responsibilities include the following:

- Maintain approximately 180 lane miles of city-maintained streets.
- Provide snow removal, leaf/limb pickup for approximately 32 privately owned lane miles.
- Maintain and/or construct sidewalks, road pavement and right-of-way (ROW).
- Remove snow and treat streets for emergency ice control.
- Perform seasonal curbside limb and leaf collection.
- Install and maintain catch basins and storm inlet systems.
- Assist in inspecting creeks to ensure they are free and clear of blockage to assist in flood control.
- Maintain vehicle and equipment fleets.
- Help coordinate and inspect concrete/asphalt/mudjacking contractors during construction.

**Performance and Workload Measures**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
<b>FLEET</b>				
Average Age, Heavy-Duty Vehicles (>19,500 GVW)	9.6	9.7	9	10
Average Miles Driven, Heavy-Duty Vehicles	3,584	3,600	3,226	3,600
Average Age, Medium-Duty Vehicles (10,000-19,500 GVW)	6	6	7	7
Average Miles Driven, Medium-Duty Vehicles	3,145	2,236	6,900	4,800
Average Age, Light Vehicles (<10,000 GVW)	5.5	5.5	9	7
Average Miles Driven, Light-Duty Vehicles	9,060	3,117	2,600	3,000
Total Fleet Maintenance Expenditures, In-House (Parts and Supplies only)	\$27,252	\$30,000	\$35,000	\$45,000
Total Fleet Maintenance Expenditures, (Contracted)	\$0	\$0	\$0	\$0
Percentage of Contracted-Out Fleet Maintenance	0%	0%	0%	0%



	FY 2020	FY 2021	Projected FY 2022	Estimated FY 2023
<b>STREETS/SIDEWALKS</b>				
Expenditures (In-House), Road Rehabilitation, Per Lane Mile	\$290	\$167	\$ 167	\$222
Expenditures, Road Rehabilitation (Contracted)	\$1,815,000	\$1,848,713	\$ 3,234,706	\$ 3,446,600
Expenditures, Sidewalk Rehabilitation (Contracted)	\$161,000	\$146,030	\$346,933	\$210,000
Expenditures, (Contracted) Road Rehabilitation, Per Lane Mile	\$7,900	\$10,270	\$17,970	\$ 19,147
Paved Lane Miles Assessed as Being Satisfactory or Better	132	133	134	135
Percentage of Streets with Pavement Index of Rating 65 or Higher (By Square Yard Area)	73%	73%	73%	74%
<b>SNOW &amp; ICE REMOVAL</b>				
Percentage of Streets Cleared within Eight (8) Hours of Normal Snowfall Stop	100%	100%	100%	100%
Average Response Time from Time Called Out (Average Snow/Ice Event), Hours	<1 hour	<1 hour	<1 hour	<1 hour
Inches of Snowfall, Annually	7.1	8.0	9.0	16
Total Number of Lane Miles Treated for Snow/Ice Control	1,950	3,134	2,850	2,500
<b>LEAF &amp; LIMB PICK-UP</b>				
Number of Verified Leaf Misses	2	3	2	2
Number of Verified Limb Misses	2	2	2	2
Number of Dead Animal Pick-Ups (In-House)	28	30	35	35
Number of Signs Fixed, Repairs or Replaced	93	236	375	250

**Service Standards**

- Provide chipping of limbs, up to three (3) inches in diameter, during the period from mid-March through mid-October and a mid-winter pick-up.
- Provide leaf collection from early November through December, and each April based on the established collection schedule.
- Complete snow removal within eight (8) hours following a normal storm event of three (3) inches.
- Complete salt/chloride (CaCl) treatment for snow events less than three (3) inches within six (6) hours following the snow event when it is the only treatment necessary.
- Respond to citizen requests within 48 hours, which includes, but not limited to, removing dead trees and brush in the ROW, cleaning storm inlets and creek debris, repair potholes, missing traffic regulatory signs, or notifying the appropriate agencies as needed.
- Remove or contain emergencies or dangerous conditions within four (4) hours.
- Complete street and sidewalk repairs within five (5) days as materials, weather, and workload permit.
- Maintain all equipment and perform preventive maintenance to minimize downtime.
- Provide an average of (25-35) lane miles of crack sealing per year as per the five-year schedule.
- Water grass, trees, and plants for new city projects, as needed.



- Provide a 24-hour or less average response time to complaints and concerns received from residents.
- Maintain an up-to-date inventory of city vehicles on the fleet management software and the corresponding service records on a daily basis.
- Provide at least four (4) pickups<sup>1</sup> of leaves per residence each year for a total of approximately 19,600 pickups citywide.
- Provide an average of seventeen (17) pickups<sup>1</sup> of limbs per residence each year for a total of approximately 83,300 pickups citywide.
- Repair asphalt roads in preparation for annual microsurface application.

<sup>1</sup>A minimum of three (3) leaf pickups per household in fall and one (1) per household in spring. Limb pick-up runs continuously from mid-March through mid-October with one (1) mid-winter pick up in January. Pick-up estimates based on approximately 4,900 single-family home count.

### Objectives

- Seek ways to improve proficiency using pavement management software to determine the most efficient and cost-effective method to maintain city streets. Maintain average Pavement Condition Index (PCI) of sixty-five (65) or above.
- Manage the timetable for the five-year Crack Sealing Program.
- Utilize alternative pavement applications such as micro-surfacing and rejuvenators, to extend the life of city streets.
- Manage maintenance of Olive Boulevard and I-270 Interchange and west Olive Boulevard landscaping.
- Enter all daily activity electronically.
- Improve efficiency and productivity of current annual programs.
- Continue in-house programs such as sidewalk and street slab replacements, stormwater projects, asphalt pavement preparation for micro-surfacing, etc., to reduce the cost of contracted pavement repairs.

### Budget Highlights

- Acct. 5102 – Part-time seasonal maintenance workers used during peak service months and assist in transporting contracted seasonal workers to various job sites within the city (\$34,944).
- Acct. 6202 – Contracted leaf collection services to provide additional leaf pick up during peak fall leaf season (\$61,600).
- Acct. 6207 – Costs associated with temporary workers to supplement full-time staff in leaf collection and chipping services (\$75,000).
- Acct. 6210 – Vehicle maintenance repair cost-shared between Streets (75%) and Parks (25%) (\$38,400).
- Acct. 6211 – Equipment maintenance repairs cost-shared between Streets (75%) and Parks (25%) (\$38,400).
- Acct. 6212 – Leaf and Limb Program debris haul off and recycling (\$40,000).
- Acct. 6212 – City-resident cost shared street tree plantings (\$10,000).
- Acct. 6212 – Ground maintenance for right-of-way (ROW) mowing (\$19,100).
- Acct. 6212 – Seal parking lot at maintenance facility (\$7,500).
- Acct. 6212 – Contract services for ground maintenance of the Olive Boulevard and I-270 interchange including mowing services, irrigation start-up, winterization, repairs, spring



trimming of fountain grasses, weekly weeding and trash pick-up, traffic control, fertilization and pesticide applications (\$55,380).

- Acct. 6251 – Street Lighting Program (\$120,000).
- Acct. 6254 – Water and Sewer for irrigation systems (\$71,000).
- Acct. 6261 – General safety and operations training for employees (\$2,500).
- Acct. 6261 – Increase due to one (1) employee participating in the college tuition reimbursement benefit program (\$4,000).
- Acct. 7303 – Plants for median designs (\$6,000).
- Acct. 7303 – Mulch for city ROW landscape areas (\$12,000).
- Acct. 7305 – Material purchases for asphalt, concrete and other supplies for street and sidewalk maintenance repairs due to increase in additional in-house work performed (\$32,500).
- Acct. 7307 – Increase due to gasoline and propane inflation (\$50,000).
- Acct. 7310 – De-icing salt (1,200 tons) through salt co-operative purchase (\$90,000).
- Acct. 7310 – Ice Ban as a snow-ice control product (\$21,000).
- Acct. 7310 – Snow removal supplies including replacement parts, blades, calcium pumps, etc. (\$10,000).
- Acct. 7311 – Street sign replacement supplies (\$6,000).
- Acct. 9503 – Replace parking lot light at Maintenance Facility with LED fixtures (\$5,000).
- Acct. 9503 – Replacement of worn mold boards for snow plows (\$7,000).



**STREET MAINTENANCE**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	443,034	372,323	457,369	486,095	474,580
5102 Salaries, Temporary Empl.	18,672	12,558	34,944	9,374	34,944
5103 Overtime	21,356	20,672	25,000	17,000	25,000
5105 Longevity Pay	1,824	624	576	-	-
5109 Provision for Salary Adj.	5,698	-	48,383	9,755	28,765
5230 Hospital & Medical Insurance	93,859	72,553	87,940	77,202	81,301
5231 Self Insured Medical Benefits	1,450	1,200	1,200	1,600	1,600
5233 Dental Insurance	3,619	3,362	3,600	3,700	3,792
5234 Group Life Insurance	1,621	1,390	1,555	1,764	2,004
5235 Accidental Death & Dismem.	174	149	185	171	175
5236 Disability Insurance	1,189	889	1,100	864	1,466
5240 Social Security Contribution	35,701	29,659	42,000	40,000	43,000
5241 Pension Contribution	68,619	33,024	45,348	38,819	41,031
5243 Worker's Compensation	14,938	16,932	39,778	41,300	47,973
<b>Total Personnel Services</b>	<b>711,754</b>	<b>565,335</b>	<b>788,978</b>	<b>727,644</b>	<b>785,631</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	279	1,068	5,500	67,100	69,100
6203 Professional Services	-	42,305	40,000	-	-
6207 Temporary Personnel Services	46,880	99,750	92,700	75,000	75,000
6210 Vehicle Maintenance	27,253	26,093	32,000	32,000	38,400
6211 Equipment Maintenance	29,623	27,609	32,000	45,000	38,400
6212 Buildings & Grounds Maint.	168,637	154,161	185,000	180,000	185,000
6213 Office Equipment Maint.	-	-	300	300	300
6250 Electricity	12,236	13,045	12,960	13,350	14,100
6251 Street Lighting	116,535	119,158	120,000	120,000	120,000
6252 Natural Gas	2,885	4,508	4,700	4,700	4,900
6253 Telephone	3,223	2,482	2,580	2,580	3,870
6254 Water and Sewer	51,131	56,811	57,225	63,060	71,000
6261 Education & Training	174	119	2,000	2,000	9,500
6265 Travel & Conferences	-	-	1,875	2,075	1,875
6266 Equipment Rental	1,941	2,724	5,100	5,100	5,100
6271 Medical	562	107	600	600	600
7301 Chemicals & Cleaning	787	107	700	350	700
7302 Small Tools	4,852	4,362	4,500	4,500	4,500
7303 Horticulture Supplies	20,316	20,835	16,000	16,000	18,000
7304 General Supplies	2,049	961	2,200	2,200	2,200
7305 Street & Sidewalk Maint.	20,831	22,043	30,000	30,000	32,500
7307 Gasoline & Mileage	26,931	45,840	41,000	50,000	50,000
7308 Wearing Apparel & Linen	9,936	12,537	11,250	11,250	11,500
7310 Snow Removal Supplies	96,828	63,158	115,000	115,000	122,500
7311 Street Signs	17,020	14,297	17,000	17,000	20,000
7318 Small Storm Water Projects	3,358	1,395	5,000	5,000	-
<b>Total Operating Expenses</b>	<b>664,270</b>	<b>735,475</b>	<b>837,190</b>	<b>864,165</b>	<b>899,045</b>



**STREET MAINTENANCE**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>CAPITAL OUTLAY:</b>					
9501 Building and Improvements	-	-	-	-	-
9503 Equipment	1,400	10,822	15,000	15,000	12,000
9505 Office Machines	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>1,400</b>	<b>10,822</b>	<b>15,000</b>	<b>15,000</b>	<b>12,000</b>
<b>TOTAL STREET MAINTENANCE</b>	<b>1,377,424</b>	<b>1,311,632</b>	<b>1,641,168</b>	<b>1,606,809</b>	<b>1,696,676</b>

**STREET MAINTENANCE  
CAPITAL OUTLAY DETAIL**

<b>9503 Equipment</b>	
Mold Boards for Snow Plows	7,000
LED Parking Lot Lighting	5,000
<b>Total Account 9503</b>	<b>12,000</b>
<b>9505 Office Equipment</b>	
(Nothing Budgeted)	-
<b>Total Account 9505</b>	<b>-</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>12,000</b>



**PUBLIC WORKS DEPARTMENT - HEALTH AND ENVIRONMENT DIVISION**

**Mission Statement**

To control and monitor the removal of refuse and recyclables from within the city limits.

**Description**

This division has no employees budgeted to it. Funding for specific services and activities have been assigned to the Health and Environment budget for accounting purposes. The city contracts with a licensed refuse hauler to provide for the removal of refuse, recycling, and yard waste on a weekly basis. The city provides for the collection of all refuse and recyclable materials from single-family residences and participating condominiums.

**Performance and Workload Measures**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
External Survey, Percentage of Residents Rating Overall Satisfaction with Refuse Collection as Very Satisfied and Satisfied <sup>1</sup>	N/A	88%	N/A	N/A
All Recycling (tons)	1,584	1,513	1,550	1,550
All Trash (tons)	3,911	3,737	3,700	3,672
All Yard Waste (cubic yards), contracted	2,326	1,890	1,900	1,920
Percentage of Complaints per Total Pick-Ups, All Refuse Services	.04%	.06%	.08%	.05%
Dollar Value of Recycle Rebate	\$15,845	\$5,000	\$5,000	\$5,000
Percentage of Residents Enrolled in Rear-Yard Trash Collection	11.8%	11.5%	11.0%	11.0%

<sup>1</sup>Triennial Resident Survey conducted in FY 2022.

**Service Standards**

- Respond to citizen calls within 24 hours of initial contact.
- Provide for the collection of all refuse and recyclable materials from single-family residences and refuse from condominiums weekly. Provide special pick-up any time during the year, upon request. Complaints are handled swiftly to minimize the potential for health related consequences. Any missed refuse pickups are reported the same day and collected that day or by the next pick-up day.
- Utilize alternative solid waste disposal programs such as source separation, recycling, composting, and increased utilization of recycled materials to comply with state mandated regulations (included in Senate Bill 530). Maintain minimum 50% participation in these programs through public education efforts.

**Objectives**

Provide trash and recycle services to residents. Contract with St. Louis County Vector Control to provide mosquito control service.



### **Budget Highlights**

- Accts. 6214 – Costs associated with providing curbside trash and recycle services to single family property residents and dumpster service to multi-family condominium buildings, includes a potential 4% increase (\$866,495). The City entered into a 5-year contract in FY 2021.



**HEALTH AND ENVIRONMENT**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>OPERATING EXPENSES:</b>					
6214 Refuse Collections	766,268	800,800	833,169	838,130	871,555
6215 Weed Cutting/Tree Removal	-	-	-	-	-
6216 Larviciding	2,861	2,584	3,400	3,400	3,400
6253 Telephone	-	-	-	-	-
7302 Small Tools	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>769,129</b>	<b>803,384</b>	<b>836,569</b>	<b>841,530</b>	<b>874,955</b>
<b>CAPITAL OUTLAY:</b>					
9502 Vehicles	-	-	-	-	-
9503 Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL HEALTH &amp; WELFARE</b>	<b>769,129</b>	<b>803,384</b>	<b>836,569</b>	<b>841,530</b>	<b>874,955</b>



## PUBLIC WORKS DEPARTMENT - PARKS DIVISION

### Mission Statement

To maintain city parks and right-of-way (ROW) to promote the enjoyment and safe use of park facilities by all citizens.

### Description

The Parks Division consists of an Operation Superintendent and a pool of three (3) Foreman I, a Maintenance II Worker/Mechanic; four (4) Maintenance II Workers, six (6) Maintenance I Workers which are shared with the Streets Division. Related major Parks Division duties and responsibilities include the following:

- Maintenance of the turf and landscaped areas in the city parks, around city entrance signs, medians along Ballas Road and Olive Boulevard, and the Government Center.
- Cleanliness of all six (6) parks, park facilities and the historic buildings.
- Trash pickup in parks and at the Olive Boulevard bus stops, Ballas Road medians, and other locations.
- Regular cleaning and maintenance of park restrooms and historic buildings.
- Assisting the street department with the leaf, limb, and snow removal programs, in season.
- Oversee contracted park maintenance, ROW maintenance, and Olive Boulevard and I-270 Interchange grounds maintenance.
- Maintain landscape on medians along Olive Boulevard, New Ballas Road, Ladue Road, and other city owned facilities.

### Performance and Workload Measures

	FY 2021	FY 2022	Projected FY 2023	Estimated FY 2024
Number of Trees Planted/Removed (in-house) <sup>1</sup>	250	12	24	20
Number of Trees Planted/Removed (contracted) <sup>1</sup>	128	194	35	40
Total Percent of Trees and Shrubs Planted/Removed (in-house) <sup>1</sup>	66%	6%	18%	15%
Number of City Trees in Inventory (includes parks, rights-of-ways, streets) <sup>1</sup>	7,589	7,659	7,115	7,200
Percentage of Public Land Maintained (in-house)	18%	18%	18%	15%
Cost to Maintain Parks (per acre)	\$4,199	\$ 4,785	\$5,100	\$5,500

<sup>1</sup>*Emerald Ash Borer Maintenance Program includes removal of 200+ ash trees per year.*

### Service Standards

- Clean all of the restrooms and pick up trash three times a week from every park from April through November, and twice a week the other months of the year.
- Cut and trim the Government Center and maintenance facility at least once every 10 days, weather permitting.
- Maintain landscape and natural areas and provide seasonal plantings to improve appearance for the public.



- Maintain historical buildings, fountains, and park lighting for safety and public use.
- Enhance safety and improve quality of facilities through annual improvement projects.
- Ensure all of the irrigation systems are functioning properly and make immediate repairs as needed.
- Manage contract mowing of active use areas in Dr. H. Phillip Venable Park, Lake School Park, Malcolm Terrace Park, LaVerne Collins Park, Millennium Park including playgrounds, ball fields and parking lot islands, and street medians once per week, April-October.
- Manage contract mowing of passive use areas in LaVerne Collins Park, Malcolm Terrace Park, and selected city ROWs once every two (2) weeks. These two parks are primarily for walking trails and other passive activities.
- Plant perennials in parks, medians, ROWs, and at the Government Center.

### Objectives

- Continue to improve all grass areas in city parks, properties, and medians.
- Improve wildflower areas at Millennium and Conway Parks and the I-270 ROW.
- Continue weed control on west Olive Boulevard, New Ballas Road, and Ladue Road medians and park plant areas.
- Improve landscaping on Olive Boulevard by implementing and maintaining new plantings.
- Maintain landscape, trees and lawn at the Government Center and Police Building property.

### Budget Highlights

- Acct. 6202 – Tree inventory software maintenance fees (\$2,500).
- Acct. 6207 – Increase in costs due to increase in hourly rate for temporary laborers; expenses are shared between Streets (75%) and Parks (25%) to provide additional labor force and leaf and limb services (\$38,250).
- Acct. 6210 – Vehicle maintenance expenses cost-shared between Streets (75%) and Parks (25%) budgets (\$9,000).
- Acct. 6211 – Equipment maintenance expenses cost-shared between Streets (75%) and Parks (25%) budgets (\$7,200).
- Acct. 6212 – Contract services to safety prune and remove dead trees in hard-to-reach areas of city parks and ROWs (\$2,000).
- Acct. 6212 – Asphalt path repairs (\$8,000).
- Acct. 6212 – Emerald Ash Borer (EAB) Tree Management Program includes removal, replacement and treatment of ash trees in city parks. This is a multi-year program (\$5,000).
- Acct. 6212 – Mowing contract services for parks (\$47,200).
- Acct. 6224 – Maintenance expenses for the Tappmeyer House in Millennium Park (\$15,000).
- Acct. 6250 – Increase in electricity in anticipation of costs associated with winterizing additional park bathrooms (\$17,850).
- Acct. 6254 – Water and sewer costs for spray pad and irrigation at Millennium Park and restrooms at Lake School, Conway and Venable parks (\$8,000).
- Acct. 7307 – Gasoline and propane expenses cost-shared between Streets (75%) and Parks (25%) budgets (\$7,600).
- Acct. 9503 – Replace irrigation controllers (\$2,500).
- Acct. 9503 – Replace flail mower quick connect and controls (\$2,500).



**PARKS MAINTENANCE**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	154,008	168,802	217,092	217,690	247,345
5103 Overtime	5,752	7,871	8,000	4,300	8,000
5105 Longevity Pay	864	216	-	-	-
5109 Provision for Salary Adj.	1,864	-	25,558	4,936	16,005
5230 Hospital & Medical Insurance	33,323	40,213	43,965	55,976	65,045
5231 Self Insured Medical Benefits	175	-	600	-	-
5233 Dental Insurance	1,523	1,348	1,700	1,362	1,456
5234 Group Life Insurance	437	540	640	824	1,014
5235 Accidental Death & Dismem.	47	58	72	79	89
5236 Disability Insurance	335	236	500	431	656
5240 Social Security Contribution	11,719	12,611	18,811	17,000	20,000
5241 Pension Contribution	27,958	16,371	16,976	12,360	15,800
5243 Worker's Compensation	4,758	5,393	10,270	10,663	12,386
<b>Total Personnel Services</b>	<b>242,765</b>	<b>253,660</b>	<b>344,184</b>	<b>325,621</b>	<b>387,796</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	2,668	2,500	4,000	4,000	2,500
6207 Temporary Personnel Services	15,627	27,650	38,250	30,000	34,000
6210 Vehicle Maintenance	6,844	8,122	7,500	7,500	9,000
6211 Equipment Maintenance	7,215	6,711	6,000	6,600	7,200
6212 Building & Ground Maint.	70,965	68,495	89,520	89,520	96,720
6224 Tappemeyer House Maint.	19,166	20,245	18,000	15,000	15,000
6247 Dog Park Expenses	1,175	1,225	1,225	1,225	3,225
6250 Electricity	12,747	14,943	16,200	17,000	17,850
6252 Natural Gas	2,975	3,067	3,240	3,240	3,400
6253 Telephone	353	449	540	540	970
6254 Water & Sewer	6,096	6,907	24,000	8,000	8,000
6261 Education and Training	765	-	750	750	980
6266 Equipment Rental	2,134	2,999	2,000	5,000	2,000
6271 Medical	22	107	200	200	200
7301 Chemicals & Cleaning	1,036	864	1,500	2,000	2,500
7302 Small Tools	1,497	1,246	1,500	1,500	1,500
7303 Horticultural Supplies	6,262	7,565	13,150	10,000	10,000
7304 General Supplies	450	1,123	1,000	1,000	1,300
7307 Gasoline & Mileage	4,369	7,309	7,600	7,600	7,600
7308 Wearing Apparel & Linen	3,002	4,236	3,700	4,050	4,150
<b>Total Operating Expense</b>	<b>165,366</b>	<b>185,763</b>	<b>239,875</b>	<b>214,725</b>	<b>228,095</b>
<b>CAPITAL OUTLAY:</b>					
9503 Equipment	11,819	3,654	2,500	6,107	5,000
<b>Total Capital Outlay</b>	<b>11,819</b>	<b>3,654</b>	<b>2,500</b>	<b>6,107</b>	<b>5,000</b>
<b>TOTAL PARK MAINTENANCE</b>	<b>419,950</b>	<b>443,078</b>	<b>586,559</b>	<b>546,453</b>	<b>620,891</b>



**PARKS MAINTENANCE  
CAPITAL OUTLAY DETAIL**

**9503 Equipment**

Irrigation Controllers

Flail Mower Quick Connect, New Controllers

**Total Account 9503**

**Annual**

2,500

2,500

5,000

**TOTAL CAPITAL OUTLAY**

5,000



**COMMUNITY DEVELOPMENT-ALL DIVISIONS**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	907,556	817,071	852,900	790,285	772,615
5102 Salaries, Temporary Empl.	7,695	22,638	7,650	37,841	39,682
5103 Overtime	2,480	1,574	3,000	3,500	3,000
5104 Vacation Pay	4,598	-	3,160	-	-
5105 Longevity Pay	7,584	4,224	4,224	3,800	3,168
5109 Provision for Salary Adj.	13,736	-	48,334	15,430	55,780
5110 Auto Allowance	3,600	3,600	3,600	3,600	3,600
5230 Hospital & Medical Insurance	125,341	100,398	103,385	95,966	101,904
5231 Self Insured Medical Benefits	1,225	1,400	1,800	2,025	2,050
5233 Dental Insurance	5,752	5,479	5,450	4,365	4,418
5234 Group Life Insurance	2,723	2,546	3,137	2,806	3,187
5235 Accidental Death & Dismem.	292	274	311	272	279
5236 Disability Insurance	2,463	1,610	2,451	2,112	2,324
5240 Social Security Contribution	70,239	63,317	69,437	65,000	66,500
5241 Pension Contribution	227,957	74,378	95,596	80,674	73,440
5243 Worker's Compensation Ins.	26,012	29,483	27,499	28,551	33,165
<b>Total Personnel Services</b>	<b>1,409,253</b>	<b>1,127,992</b>	<b>1,231,934</b>	<b>1,136,227</b>	<b>1,165,112</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	4,287	3,343	4,500	4,250	6,000
6203 Professional Services	17,125	6,125	15,000	21,000	19,000
6204 Planning & Design Services	-	-	30,000	10,000	30,000
6213 Office Equipment Maint.	-	-	2,000	2,000	2,000
6215 Weed Cutting/Tree Removal	7,790	6,013	6,000	7,600	6,000
6253 Telephone	7,616	6,510	7,356	5,800	8,475
6260 Advertising	1,488	954	1,200	2,000	2,000
6261 Education & Training	2,643	3,407	3,950	3,950	3,990
6262 Dues, Memberships & Subsc.	2,328	1,554	2,823	2,823	2,685
6264 In Town Meetings	288	310	900	900	900
6265 Travel & Conferences	810	7,115	10,500	5,300	12,700
7302 Small Tools	551	550	900	900	900
7304 General Supplies	9,477	7,223	11,250	6,500	7,500
7307 Gasoline & Mileage	11,899	11,106	13,100	12,100	12,600
7308 Wearing Apparel & Linen	785	1,181	1,350	1,350	1,550
<b>Total Operating Expense</b>	<b>67,088</b>	<b>55,390</b>	<b>110,829</b>	<b>86,473</b>	<b>116,300</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	399	333	850	850	1,050
<b>Total Capital Outlay</b>	<b>399</b>	<b>333</b>	<b>850</b>	<b>850</b>	<b>1,050</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>1,476,740</b>	<b>1,183,715</b>	<b>1,343,613</b>	<b>1,223,550</b>	<b>1,282,462</b>



## **COMMUNITY DEVELOPMENT DEPARTMENT – PLANNING DIVISION**

### **Mission**

The overall mission is to employ sound urban planning techniques and policies, and offer quality development-related services. The division provides the City Administrator, City Council, and city-appointed committees with information and professional planning expertise to enhance and support decisions on community policies emphasizing both current and advanced planning and development related tasks.

### **Description**

The Planning Division consists of the Community Development Director, a City Planner, and an Administrative Services Supervisor shared (50%) with Public Works-Administration (3111). The staff members are responsible for all aspects of planning-related activities for Creve Coeur. Primary activities include professional planning support for the City Council, Planning & Zoning (P&Z) Commission, Board of Adjustment, and the Arts, Economic Development committees.

Related major division duties and responsibilities include: assisting residential and commercial residents with approval and compliance issues; administering and updating the Zoning Code; maintaining the official zoning map; developing, maintaining and implementing the Comprehensive Plan; serving as liaison between the City Council and the P&Z Commission; assisting with development of the Capital Improvement Program; facilitating economic opportunities consistent with the community's overall goals and expectations; pursuing projects eligible for federal or state funding to advance the community's identified goals, sign and fence permits; and, reviewing business and occupancy permit applications.

### **Service Standards**

- Continue to provide genuine customer service and personal assistance 100% of the time.
- Understand the needs, perspective, and expectations of our customers.
- Update and maintain applications, forms, brochures, and policies to assist users and clarify procedures and steps.
- Meet with our customers (residents, developers, design professionals, and contractors) when requested to assist and facilitate projects and applications, and address issues in a timely fashion.
- Utilize all facets of communication to further the goals of the division.
- Review P&Z applicant submissions in accordance with the predetermined schedule.
- Ensure agendas and reports shall be professional, technically accurate, in accordance with city policies, and distributed to the various committees as necessary.
- Prepare meeting minutes by next packet deadline and provide follow-up communications to applicants the same week.



**Performance and Workload Measures**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024*</b>
Planning Applications Reviewed	33	29	40	35
Sign Permit Applications Reviewed	82	87	80	80
Percentage of Sign Permit Applications Reviewed within Three Business Days*	100%	100%	100%	100%

*\*Measurement is based upon the time when an application is submitted and review is completed and permit is issued or comments are sent to the applicant with requested revisions.*

**Objectives**

- Provide excellent customer service and professional assistance through all aspects of the division and to develop positive relationships with the development community.
- Continue to enhance current planning activities within the department and provide professional consultation and expertise to the P&Z Commission and City Council.
- Advance and focus on the long-range planning efforts including advancing the downtown form-based code and plant science district concepts.
- Provide professional guidance and leadership in the implementation of the Comprehensive Plan and the 39N area plans.
- Identify areas facing immediate development pressure and continue analysis of the Comprehensive Plan to determine applicability of potential development proposals.
- Review, analyze, and propose changes, additions, and modification to the Zoning Ordinance and other city codes to meet the needs of the community.
- Identify methods to increase the utilization of the City’s Geographic Information System (GIS) as a support tool for land use decisions and analysis.
- Assist in researching and implementing a new permit software system to integrate all development applications including site development plans, site improvement plans, and building permitting.
- Provide superior public notice of P&Z Commission and Board of Adjustment activities through the city website, city newsletters, posted signs, direct mailing, and newspaper publication(s).
- Provide staff support to Economic Development Committee to further City’s economic development efforts as requested.
- Provide staff support to the Arts Committee as requested.
- Review and improve intra-office communication and review processes to reduce errors and improve customer response times.

**Budget Highlights**

- Acct. 6203 – Web-based GIS service hosting and support fees (\$5,000).
- Acct. 6203 – Web-based GIS service for special mapping projects (\$3,000).
- Acct. 6204 – Professional planning consulting services to assist staff with analyzing large development proposals and advising on development finance requests (\$20,000).



**COMMUNITY DEVELOPMENT - PLANNING DIVISION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	256,990	211,634	200,894	207,100	208,340
5102 Salaries, Temporary Empl.	7,695	5,805	7,650	7,650	7,650
5103 Overtime	1,162	525	1,000	1,500	1,000
5104 Vacation Pay	1,490	-	-	-	-
5109 Provision for Salary Adj.	3,870	-	10,830	4,162	13,545
5110 Auto Allowance	3,600	3,600	3,600	3,600	3,600
5230 Hospital & Medical Insurance	35,787	26,673	22,370	22,370	23,486
5231 Self-insured Medical Benefits	25	-	-	275	300
5233 Dental Insurance	1,865	1,300	1,200	857	878
5234 Group Life Insurance	866	695	712	747	855
5235 Accidental Death & Dismem.	93	75	76	72	75
5236 Disability Insurance	722	410	550	543	623
5240 Social Security Contribution	19,896	16,328	17,000	17,000	17,500
5241 Pension Contribution	19,922	12,467	16,394	13,980	16,587
5243 Worker's Compensation Ins.	8,617	9,767	420	436	507
<b>Total Personnel Services</b>	<b>362,602</b>	<b>289,277</b>	<b>282,696</b>	<b>280,292</b>	<b>294,946</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	4,287	3,343	4,500	4,250	6,000
6203 Professional Services	7,933	5,000	15,000	21,000	19,000
6204 Planning & Design Services	-	-	30,000	10,000	30,000
6253 Telephone	468	296	636	300	800
6260 Advertising	1,488	954	1,200	2,000	2,000
6261 Education & Training	400	940	1,850	1,850	1,450
6262 Dues, Memberships & Subsc.	1,304	844	1,360	1,360	1,360
6264 In Town Meetings	-	177	500	500	500
6265 Travel & Conferences	810	5,236	4,000	2,800	6,800
7302 Small Tools	-	27	100	100	100
7304 General Supplies	245	255	2,000	2,000	500
7307 Gasoline & Mileage	39	-	100	100	100
7308 Wearing Apparel and Linen	-	-	-	-	200
<b>Total Operating Expense</b>	<b>16,974</b>	<b>17,072</b>	<b>61,246</b>	<b>46,260</b>	<b>68,810</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	399	-	500	500	700
<b>Total Capital Outlay</b>	<b>399</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>700</b>
<b>TOTAL PLANNING DEPARTMENT</b>	<b>379,975</b>	<b>306,350</b>	<b>344,442</b>	<b>327,052</b>	<b>364,456</b>



**COMMUNITY DEVELOPMENT - PLANNING DIVISION  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

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**Annual**

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**9504 Office Equipment**

Misc. (Shelves, Chairs, etc)

200

Office Chair (Planner)

500

**Total Account 9504**

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700

**TOTAL CAPITAL OUTLAY**

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**700**

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**COMMUNITY DEVELOPMENT DEPARTMENT – BUILDING DIVISION**

**Mission Statement**

To ensure adherence to life safety codes and professional construction methods in an efficient, cost-effective, and customer-friendly manner. To accomplish this mission, division personnel must partner with citizens and construction professionals to create an atmosphere of understanding and acceptance of the community’s desire for quality building code compliance from the initial plan review to project completion – regardless of project type or size.

**Description**

The Building Division consists of eight (8) full-time employees including: a Chief Building Official, two (2) Plans Examiners, three (3) Building Inspectors, an Apartment Re-Occupancy Inspector/Code Enforcement Officer, an Administrative Services Associate, and a Part-Time Community Development Clerk. The Building Division is responsible for all aspects of building, energy conservation, property maintenance, apartment re-occupancy, nuisance and zoning code enforcement related activities.

Primary Division activities include:

- Ensuring that life safety codes and professional construction methods are adhered to during the construction process.
- Ensuring that the energy conservation code is complied with during the construction process.
- Administering and coordinating all aspects of the residential and commercial building permit submittal, plan review, permit issuance, field inspection, escrow release, and archiving processes.
- Ensuring that the Stormwater Management Ordinance is complied with when stormwater management plans are required for the construction of new homes, swimming pools and room additions.
- Ensuring that all residential and commercial buildings and properties are in compliance with the city’s exterior property maintenance, nuisance, and sign codes.
- Ensuring that apartment dwelling units and apartment properties are in compliance with the city’s apartment re-occupancy ordinance.
- Maintaining a quality, cooperative relationship with the three (3) governing fire districts.
- Ensuring that St. Louis County provides quality permit issuance and field inspection contractual services pertaining to all electrical, plumbing, and commercial mechanical work completed within the city.
- Providing professional staff support for the Building Code Board of Appeals.

**Performance and Workload Measures**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
External Survey, Percentage of Residents Rating Overall Satisfaction with Permit Services as Very Satisfied or Satisfied	N/A	47%	88.4%	90%
Percentage of Residential Building Plans Reviewed within Five (5) Days <sup>1</sup>	80%	90%	95%	95%
Percentage of Commercial Building Plans Reviewed within 10 Days <sup>2</sup>	84%	90%	95%	95%
Building Permits Issued	1617	1,426	1,400	1,400
Apartment Re-Occupancy Permits Issued	1,020	1,073	1,050	1,050



Other Permits Issued	301	314	325	325
Permits Issued per Full-Time Building Staff	243	272	270	270
Building Inspections Completed	5,738	5,996	5,700	5,700
Other Inspections Completed	832	825	800	800
Apartment Re-Occupancy Inspections Completed	1,349	1,286	1,300	1,300
Value of Residential Building Permits Issued	\$28,819,642	\$25,637,614	\$25,000,000	\$25,000,000
Value of Commercial Building Permits Issued	\$131,403,681	\$124,341,522	\$125,000,000	\$125,000,000

<sup>1</sup> Building Permit/Plan Review turn-a-round service level is the number of working days elapsed between the time a building permit is submitted to the time the Building Division either reviews and approves the documents as submitted or reviews and forwards comments to the design professionals for their revisions.

<sup>2</sup>Based on eight (8) full-time employees and one (1) part-time employee.

**Percentage (%) of Recovered Building Code Enforcement Costs**

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	5 FY AVG.	Projected FY 2023	Estimated FY 2024
Total Revenue <sup>1</sup>	\$741,332	\$718,894	\$761,230	\$1,144,164	\$1,475,120	\$968,148	\$1,003,810	\$757,487
Total Expenditures <sup>2</sup>	\$971,349	\$1,040,877	\$1,094,354	\$1,050,765	\$846,366	\$1,000,742	\$865,498	\$881,006
-Loss/Gain	-\$230,017	-\$321,983	-\$333,124	\$93,399	\$628,754	-\$32,594	\$138,312	-\$123,519
% of Recovered Costs <sup>3</sup>	76%	69%	70%	109%	174%	97%	116%	86%

<sup>1</sup>The sum total of building permit fees, commercial certificate of occupancy fees, sign permit fees, demolition permit fees, fence permit fees and escrow deductions. It does not include any revenue collected by the Apartment Re-Occupancy Program. Dollar amounts are from fiscal year revenue statements.

<sup>2</sup>Total costs for operating the plan submittal, plan review, permit issuance, field inspection, escrow release and archiving processes that make up the building code enforcement program. It also includes any Total Non-Departmental Overhead and Total Municipal Property Overhead (approximately \$60,000). It does not include any operating costs for the Apartment Re-Occupancy Program (approximately \$105K for FY22 and \$91K for FY23). Dollar amounts are from fiscal year expenditure statements. FY21, FY22 and FY23 percentage of recovered cost experienced a sharp increase because of the record years for building permit revenues.

<sup>3</sup>The city's goal is to recover at least 80% of its building code enforcement costs each fiscal year per Ord. No. 5166 which was approved in 2011.



### Service Standards

- Intake and process building permit, demolition permit, certificate of occupancy, fence permit, and excavation permit applications in accordance with department standards and timelines. Applications received are logged into the tracking system within 24 hours.
- Schedule building inspection and apartment re-occupancy requests made by a contractor or apartment manager for a specific day. Inspections that are requested by 4:00 PM are made the next business day. A specific time of day may be requested for inspections that involve concrete pours (piers, footings, and foundations) or the testing of fire alarm systems.
- Complete and initiate building plan review comments within five (5) working days for residential projects and 10 working days for small/medium size commercial projects.
- Process building permit escrows and payment within 30 days (per state statutes) of the final inspection approval and issuance of the final certificate of occupancy.
- Authorize staff overtime upon request by general contractors to assist them with meeting their construction deadlines whenever feasible.
- Update the Building Division pages on the city website with relevant building code and building permit information on a monthly basis.
- Ensure staff attend necessary professional training seminars on a consistent basis in preparation of triennial renewals of International Code Council inspection and plan review certifications.

### Objectives

- Provide first-class customer service and professional assistance to all customers of the Building Division.
- Enhance permit administration (application coordination, personnel management, permit tracking, inspection scheduling) by continuing to improve the permit tracking system.
- Ensure timely service as well as professional and quality assistance during the building permit submittal, plan review, permit issuance, field inspection, and escrow release processes.
- Provide quality building code and energy conservation code enforcement by ensuring compliance with established city codes and professional construction methods while fostering a customer-friendly approach.
- Enforce the city property maintenance, apartment re-occupancy, zoning, and nuisance codes effectively and efficiently.
- Communicate effectively with customers regarding city policies and procedures on building plan review, inspections, and permit issuance procedures. Host an annual forum with contractors/foremen, architects/engineers, and building owners/property managers with this objective in mind.
- Provide building code related articles to the city's monthly newsletter that highlight the responsibilities and objectives of building division as they relate to residential construction.
- Improve our Insurance Services Office (ISO) rating (Class 1 is the highest attainable rating, Class 10 is the lowest). Every four (4) to six (6) years, the Insurance Services Office evaluates the "building code effectiveness" of every building department in the U.S. In 1998, the Building Division was rated a Class 5 (68.81). In 2019, it was given a rating of Class 3 (81.97) for residential property and a rating of Class 2 (86.48) for commercial property. The next ISO rating period will be in 2024-2025.
- Become more familiar with the 2015 International Building Code, the 2015 International Residential Code, the 2015 International Energy Conservation Code, the 2015 International Swimming Pool & Spa Code and the 2015 International Property Maintenance Code as these were the codes adopted by the city on May 1, 2020.



### **Budget Highlights**

- Building permit fees were raised in FY 2020 to recover up to 80% of building code enforcement costs. For the past five (5) fiscal years, the Building Division has recovered approximately 97% of its building code enforcement costs. The Building Department has contracted with The Davenport Group to utilize their LAMA permitting software. With this software, the building division will improve efficiencies by accommodating online plan submittals, digital plan review, immediate inspection results, and more.
- Acct. 6265 – Increase for gasoline reimbursement due to federal mileage rate increase (\$14,000).



**COMMUNITY DEVELOPMENT - BUILDING DIVISION**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	650,566	605,437	652,006	583,185	564,275
5102 Salaries, Temporary Empl.	-	16,833	-	30,191	32,032
5103 Overtime	1,318	1,050	2,000	2,000	2,000
5104 Vacation Pay	3,107	-	3,160	-	-
5105 Longevity Pay	7,584	4,224	4,224	3,800	3,168
5109 Provision for Salary Adj.	9,866	-	37,504	11,268	42,235
5230 Hospital & Medical Insurance	89,554	73,725	81,015	73,596	78,418
5231 Self-insured Medical Benefits	1,200	1,400	1,800	1,750	1,750
5233 Dental Insurance	3,887	4,178	4,250	3,508	3,540
5234 Group Life Insurance	1,857	1,851	2,425	2,059	2,332
5235 Accidental Death & Dismem.	199	199	235	200	204
5236 Disability Insurance	1,741	1,201	1,901	1,569	1,701
5240 Social Security Contribution	50,343	46,989	52,437	48,000	49,000
5241 Pension Contribution	208,035	61,911	79,202	66,694	56,853
5243 Worker's Compensation	17,395	19,717	27,079	28,115	32,658
<b>Total Personnel Services</b>	<b>1,046,651</b>	<b>838,715</b>	<b>949,238</b>	<b>855,935</b>	<b>870,166</b>
<b>OPERATING EXPENSES:</b>					
6203 Professional Services	9,192	1,125	-	-	-
6213 Office Equipment Maint.	-	-	2,000	2,000	2,000
6215 Weed Cutting and Tree Removal	7,790	6,013	6,000	7,600	6,000
6253 Telephone	7,148	6,213	6,720	5,500	7,675
6261 Education & Training	2,243	2,467	2,100	2,100	2,540
6262 Dues, Memberships & Subsc.	1,025	710	1,463	1,463	1,325
6264 In Town Meetings	288	133	400	400	400
6265 Travel & Conferences	-	1,879	6,500	2,500	5,900
7302 Small Tools	551	523	800	800	800
7304 General Supplies	9,232	6,968	9,250	4,500	7,000
7307 Gasoline & Mileage	11,860	11,106	13,000	12,000	12,500
7308 Wearing Apparel & Linen	785	1,181	1,350	1,350	1,350
<b>Total Operating Expense</b>	<b>50,113</b>	<b>38,318</b>	<b>49,583</b>	<b>40,213</b>	<b>47,490</b>
<b>CAPITAL OUTLAY:</b>					
9504 Office Equipment	-	333	350	350	350
<b>Total Capital Outlay</b>	<b>-</b>	<b>333</b>	<b>350</b>	<b>350</b>	<b>350</b>
<b>TOTAL BUILDING DEPARTMENT</b>	<b>1,096,765</b>	<b>877,366</b>	<b>999,171</b>	<b>896,498</b>	<b>918,006</b>



**COMMUNITY DEVELOPMENT-BUILDING DIVISION  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

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**Annual**

**9504 Office Equipment**

Chair

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350

**TOTAL ACCOUNT 9504**

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350

**TOTAL CAPITAL OUTLAY**

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**350**

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## Capital Budget Policies

1. The City will develop a Capital Improvement Program (CIP), which shall provide the City's five-year plan for capital improvements, and all capital improvement shall be made in accordance with this plan. The CIP shall be updated on an annual basis, but the City Council may determine that circumstances warrant revisions to the CIP more frequently than the annual update.
2. The City will maintain its physical assets at a level adequate to protect the City's capital investments and to minimize future maintenance and replacement costs. The budget will provide for the maintenance and orderly replacement of the City's infrastructure and equipment from current revenues to the extent possible.
3. The City will pursue grant funding and will utilize cooperative agreements to extend the effectiveness of the capital improvement budget.
4. The City will use the following criteria to evaluate the relative merit of each capital project. Capital investments will foster goals of:
  - *Availability of Outside Funding*: projects that are eligible for and are likely to be considered for grant funding or shared-cost programs.
  - *Beautification*: aesthetic improvements to natural habitats or frequently traveled or visited areas within the City for public enjoyment such as the use of public art on public lands.
  - *Citizen Demand*: projects that have received a level of demonstrated citizen support or demand, including support of City departments, boards, committees, and commissions.
  - *Condition of Existing Facility*: improvements that replace or maintain the City's infrastructure, facilities, or equipment so that it remains in a serviceable, safe, and efficient condition.
  - *Coordination (projects, regulations, City-adopted plans)*: projects that fit within planned coordination between multiple projects or agencies to reduce costs or minimize disruption to services, meet state or federal law requirements, or identified in other City-adopted plans.
  - *Economic Growth*: projects focused on maintaining housing values and attracting businesses, residents, or visitors to the City. Projects supporting private development must include return on investment ratios or a fully documented cost/benefit analysis.
  - *Operating Efficiency*: equipment or facilities improvements to streamline work processes or benefit from technological advancements; projects which reduce the cost of operations will receive priority. Projects which increase the cost of operations shall have identified trade-offs to support those additional costs.
  - *Protection & Conservation*: improvements to the City's park system or historical landmarks that allow these facilities to be enjoyed by future generations or projects that reduce the City's environmental impact.
  - *Public Safety*: improvements that focus on preserving and protecting the general public from harm and reducing the City's risk exposure.



5. Capital improvements using revenue generated from the parks and stormwater sales tax shall be managed through the CIP with the following approximate allocation over the five-year CIP:

Park improvements	50% - 65%
Stormwater improvements	35% - 50%
Project management	7%

This allocation will be reviewed annually along with the CIP and the relative needs of the City's parks and stormwater infrastructure.



**CAPITAL IMPROVEMENT FUND  
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Estimated FY 2024	% Change to Projected FY 2023
<b>Revenues:</b>						
Intergovernmental Revenue	2,148,815	2,694,347	3,654,954	3,820,256	5,556,260	45.44%
Other Revenues	50,104	228,793	12,150	51,813	18,997	-63.34%
<b>Total Operating Revenues</b>	<b>2,198,920</b>	<b>2,923,140</b>	<b>3,667,104</b>	<b>3,872,069</b>	<b>5,575,257</b>	<b>52.03%</b>
<b>Other Financing Sources:</b>						
Transfers From General Fund	400,000	400,000	800,000	2,298,325	2,070,535	-9.91%
Bond Proceeds	-	-	-	-	-	0.00%
<b>Total Other Financing Sources</b>	<b>400,000</b>	<b>400,000</b>	<b>800,000</b>	<b>2,298,325</b>	<b>2,070,535</b>	
<b>Total Operating Revenues and Other Financing Sources</b>	<b>2,598,920</b>	<b>3,323,140</b>	<b>4,467,104</b>	<b>6,170,394</b>	<b>7,645,792</b>	<b>23.91%</b>
<b>Expenditures:</b>						
Personnel	92,183	93,634	141,831	138,542	153,104	0.00%
Building & Improvements	2,862	99,705	482,522	63,970	492,500	669.89%
Park Development Projects	254,338	123,483	330,833	589,629	2,723,000	361.82%
Storm water Projects	287,721	-	-	-	-	0.00%
Street Overlay/Repair	2,008,793	2,171,189	3,811,171	5,417,441	4,496,500	-17.00%
Capital Equipment	18,433	267,982	839,255	816,182	674,000	-17.42%
<b>Total Expenditures</b>	<b>2,664,328</b>	<b>2,755,993</b>	<b>5,605,611</b>	<b>7,025,764</b>	<b>8,539,104</b>	<b>21.54%</b>
<b>Other Financing Uses:</b>						
Transfer Out to General Fund	-	-	-	-	-	
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>REVENUES AND OTHER FINANCING USES OVER (UNDER) EXPENDITURES</b>	<b>(65,409)</b>	<b>567,147</b>	<b>(1,138,507)</b>	<b>(855,370)</b>	<b>(893,312)</b>	
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<b>2,118,358</b>	<b>2,052,950</b>	<b>1,191,479</b>	<b>2,620,097</b>	<b>1,764,727</b>	
<b>FUND BALANCE - END OF YEAR</b>	<b>2,052,950</b>	<b>2,620,097</b>	<b>52,972</b>	<b>1,764,727</b>	<b>871,415</b>	

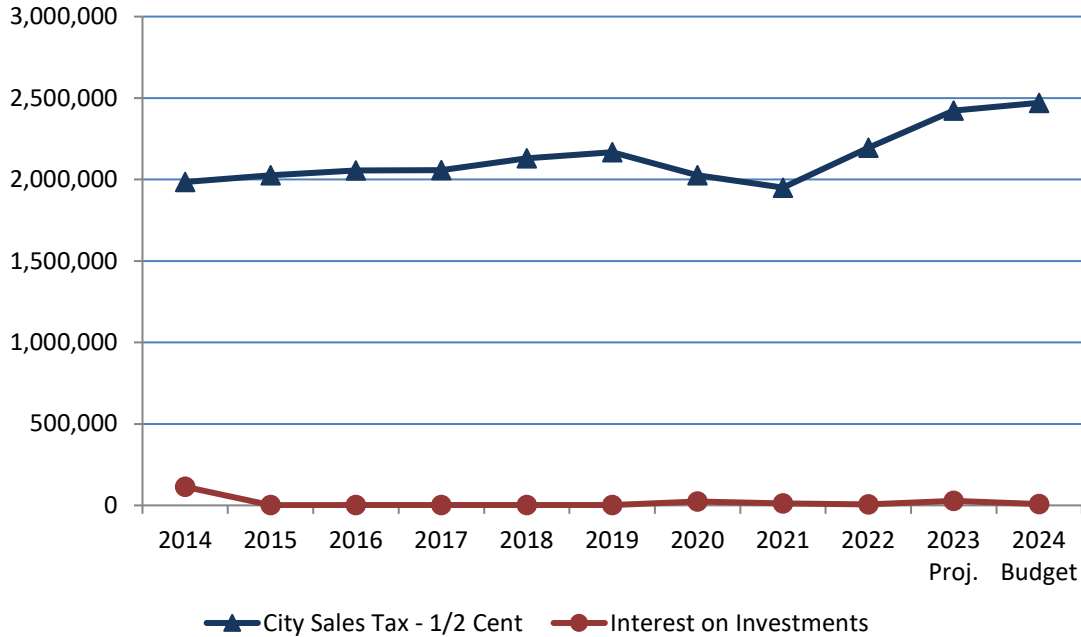


**CAPITAL IMPROVEMENTS FUND  
COMPARISON OF FISCAL YEAR 2024 ESTIMATED REVENUE WITH 2023 BUDGETED AND PROJECTED  
AND ACTUAL REVENUES FOR FISCAL YEARS 2021 AND 2022**

	<b>Actual Revenues FY 2021</b>	<b>Actual Revenues FY 2022</b>	<b>Budgeted Revenues FY 2023</b>	<b>Projected Revenues FY 2023</b>	<b>Estimated Revenues FY 2024</b>
<b>INTERGOVERNMENTAL REVENUE:</b>					
4301 City Sales Tax - 1/2 Cent	1,950,326	2,195,653	2,206,608	2,422,402	2,470,850
4737 Other Agency Funding	198,490	498,694	1,448,346	1,397,854	3,085,410
Total Intergovernmental Revenue	2,148,815	2,694,347	3,654,954	3,820,256	5,556,260
<b>OTHER REVENUES:</b>					
4703 Gain (loss) on investments	(9,420)	-	-	-	-
4704 Interest on Investments	11,712	6,166	2,150	28,468	8,997
4730 Reimbursements	-	177,803	-	6,345	-
4729 Misc. revenues	31,712	41,724	-	-	-
4771 Proceeds-Sales of Fixed Asset	16,100	3,100	10,000	17,000	10,000
Total Other Revenues	50,104	228,793	12,150	51,813	18,997
Total Current Year's Revenue	2,198,920	2,923,140	3,667,104	3,872,069	5,575,257
4901 Transfers From Other Funds	400,000	400,000	800,000	2,298,325	2,070,535
Total Intergovernmental Funding	400,000	400,000	800,000	2,298,325	2,070,535
<b>TOTAL REVENUES</b>	<b>2,598,920</b>	<b>3,323,140</b>	<b>4,467,104</b>	<b>6,170,394</b>	<b>7,645,792</b>



### Sales Tax, Interest on Investments



#### City Sales Tax - 1/2 Cent

In accordance with City Ordinances a Capital Improvement Sales Tax referendum was presented to and approved by City voters on November 4, 1997. The Capital Improvement Sales Tax is used to support infrastructure investments within the City of Creve Coeur. The FY 2023 budget reflects a 10% increase over FY 2022 due to COVID-19 coming to an end. FY 2024 budget reflects a 2% increase over FY 2023.

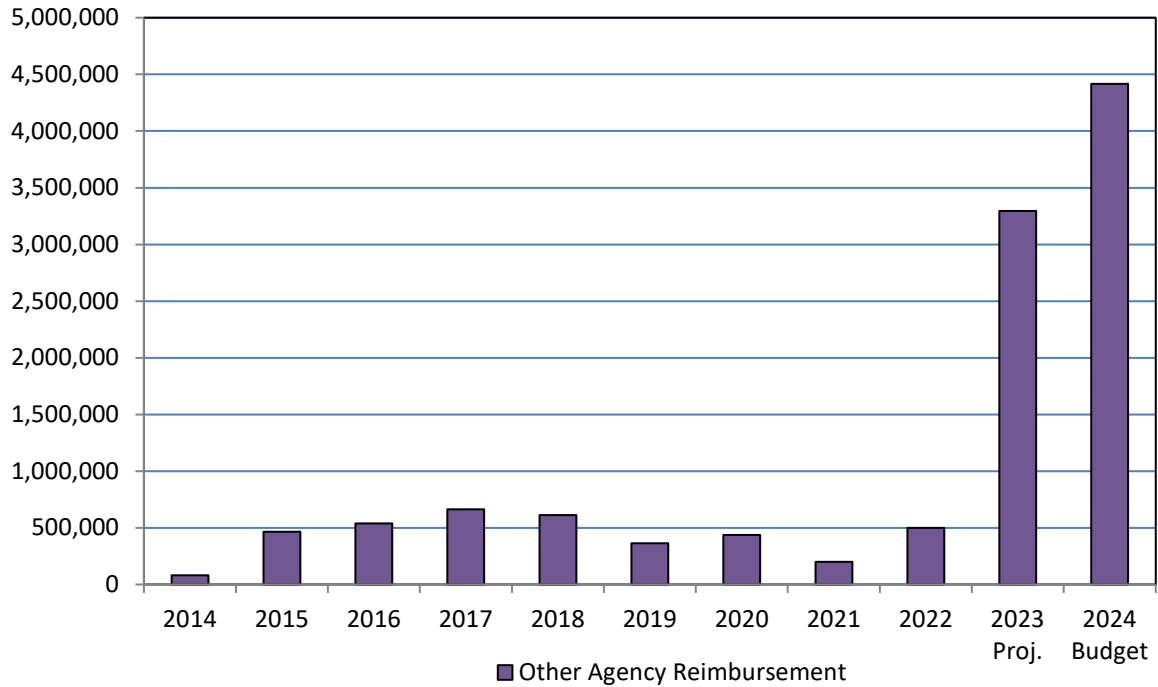
#### Interest on Investments

In accordance with Administrative policy, interest is earned on excess funds available for investment into treasuries and/or federal agencies. The FY 2023 revenue is estimated at \$28,468. FY 2024 revenue is estimated to decrease to \$8,997, as a result of a decrease in fund balance (rates will level off from FY 2023).

Fiscal Year	City Sales Tax - 1/2 Cent	Interest on Investments
2014	1,984,134	113,984
2015	2,026,656	1,253
2016	2,056,301	1,493
2017	2,057,326	2,115
2018	2,130,456	2,795
2019	2,167,326	1,704
2020	2,025,908	23,977
2021	1,950,326	11,712
2022	2,195,653	6,166
2023 Proj.	2,422,402	28,468
2024 Budget	2,470,850	8,997



### Other Agency Funding



#### Other Agency Reimbursement

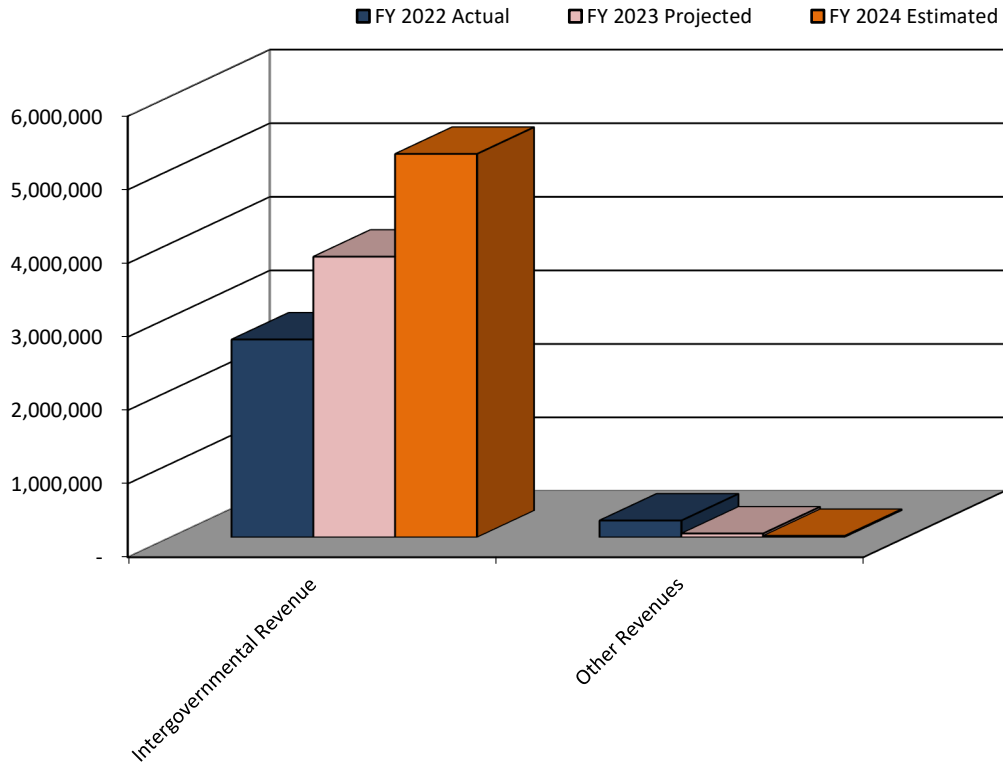
As per Administrative policy, the City shares with other agencies or third parties the costs associated with completion of projects. FY 2024 revenue is estimated at \$4,415,945 and involves the following projects and other participating agencies:

New Ballas Improvements Phase I	\$816,000
Craig Road Improvements	\$80,000
ADA Improvements	\$20,000
Lindbergh-Old Olive Intersection Improvements	\$1,809,410
Olive Median Enhancement Stock	\$20,000
Olive Blvd TDD Closeout Excess Funds	\$340,000
ARPA Funds	<u>\$1,670,535</u>
	<u>\$4,755,945</u>

Fiscal Year	Other Agency Reimbursement
2014	81,361
2015	465,735
2016	537,672
2017	662,851
2018	611,433
2019	363,426
2020	437,297
2021	198,490
2022	498,694
2023 Proj.	3,296,179
2024 Budget	4,755,945



### Capital Improvement Fund Revenues



#### FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

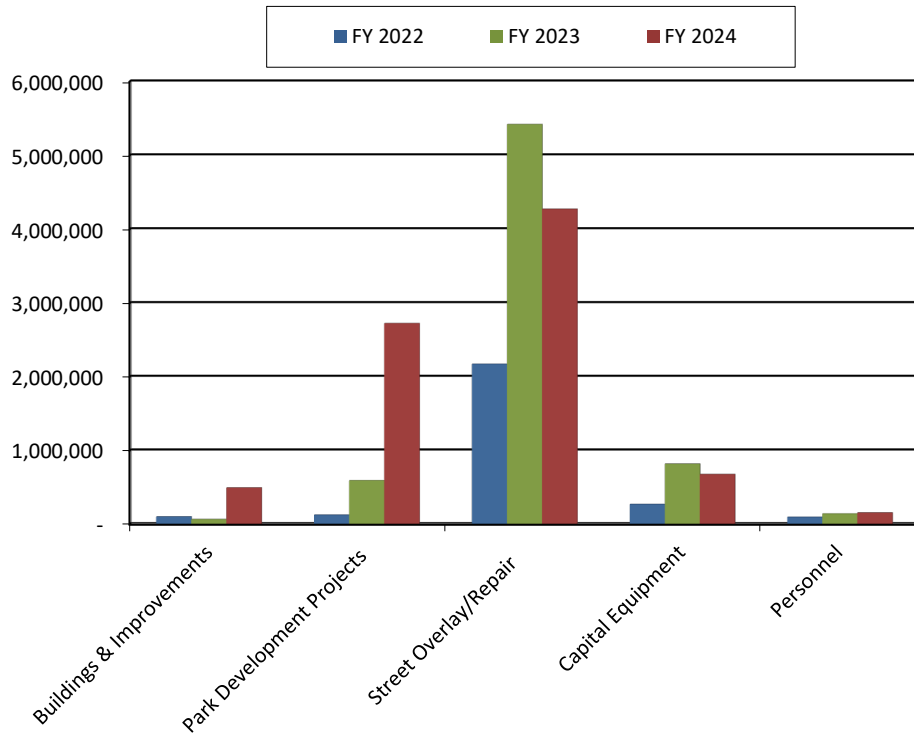
	<b>FY 2022 Actual</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Estimated</b>
Intergovernmental Revenue	2,694,347	3,820,256	5,556,260
Other Revenues	228,793	51,813	18,997
<b>Total Revenue Sources</b>	<b>\$ 2,923,140</b>	<b>\$ 3,872,069</b>	<b>\$ 5,575,257</b>



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### Capital Improvement Fund Expenditures



#### FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

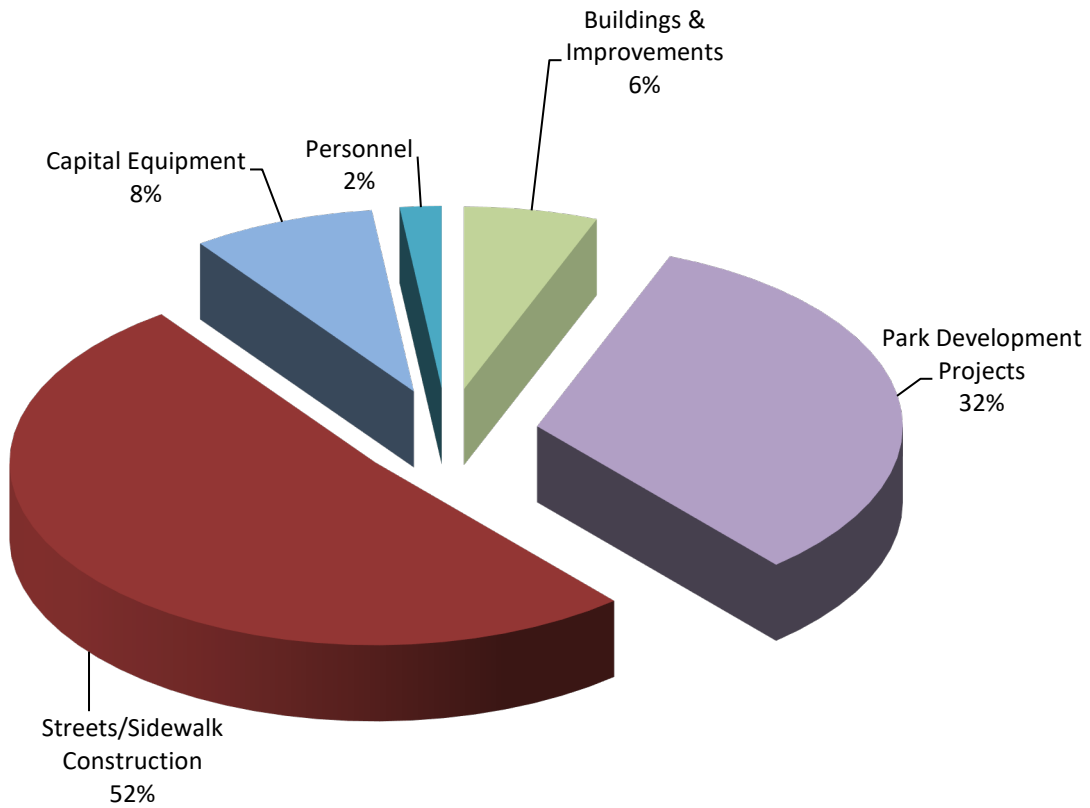
	<b>FY 2022 Actual</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Estimated</b>
Buildings & Improvements	99,705	63,970	492,500
Park Development Projects	123,483	589,629	2,723,000
Street Overlay/Repair	2,171,189	5,417,441	4,496,500
Capital Equipment	267,982	816,182	674,000
Personnel	93,634	138,542	153,104
<b>Total Expenditures</b>	<b>\$ 2,755,995</b>	<b>\$ 7,025,764</b>	<b>\$ 8,539,104</b>



### CAPITAL IMPROVEMENT FUND SUMMARY OF APPROPRIATIONS FOR FISCAL YEAR 2024

<u>Category</u>	<u>Capital Expenditures</u>
Buildings & Improvements	492,500
Park Development Projects	2,723,000
Streets/Sidewalk Construction	4,496,500
Capital Equipment	674,000
Personnel	153,104
<b>Total</b>	<b>8,539,104</b>

### Summary of Expenditures





**CAPITAL IMPROVEMENTS FUND  
SUMMARY OF CAPITAL OUTLAYS BY ACTIVITY**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>	<b>% of Total CIP</b>
<b>CAPITAL OUTLAY:</b>						
5101 Salaries, Permanent Empl.	68,573	69,953	100,143	109,075	115,010	1.35%
5103 Overtime	-	-	100	100	100	0.00%
5109 Provision for Salary Adj.	1,027	-	8,751	2,301	7,905	0.09%
5230 Hospital & Medical Insurance	5,976	6,264	10,025	6,683	7,017	0.08%
5231 Self-insured Medical Benefits	550	600	600	650	900	0.01%
5233 Dental Insurance	267	250	359	359	238	0.00%
5234 Group Life Insurance	230	235	372	393	473	0.01%
5235 Accidental Death & Dismem.	25	25	40	49	55	0.00%
5236 Disability Insurance	192	196	313	217	326	0.00%
5240 Social Security Contribution	5,283	5,312	7,562	7,562	8,371	0.10%
5241 Pension Contribution	5,322	5,430	8,525	5,919	6,629	0.08%
5243 Worker's Compensation	4,738	5,370	5,041	5,234	6,080	0.07%
9501 Government Facilities	2,862	99,705	482,522	63,970	492,500	5.77%
9506 Parks and Recreational Facilities	254,338	123,483	330,833	589,629	2,723,000	31.89%
9509 Stormwater Projects	287,721	-	-	-	-	0.00%
9510 Streets and Sidewalks	2,008,793	2,171,189	3,811,171	5,417,441	4,496,500	52.66%
9516 Capital Equipment	18,433	267,982	839,255	816,182	674,000	7.89%
<b>TOTAL CAPITAL OUTLAYS</b>	<b>2,664,330</b>	<b>2,755,995</b>	<b>5,605,612</b>	<b>7,025,764</b>	<b>8,539,104</b>	<b>100%</b>



**CAPITAL IMPROVEMENTS FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

**9501 Buildings & Improvements**

Demo 1030 N. Lindbergh Blvd Building	40,000
EV Charging Stations at Police Station & Government Center (Grant Match)	112,500
Government Center Renovations	30,000
Salt Dome Roof Repairs	60,000
Government Center Roof Repairs	250,000
<b>Total Account 9501</b>	<u>492,500</u>

**9506 Park Development Projects**

Temporary Portable Ice Rink Refrigerant System	120,000
Accessibility Improvements (CDBG)	20,000
Dielmann Recreation Complex Roof Drainage	93,000
Ice Arena Flooring Replacement	200,000
Ice Arena Refrigerant Switchover (ARPA)	2,200,000
Golf Course Perimeter Fencing Replacement	40,000
Dielmann Structural Repairs	20,000
Golf Course Maintenance Building Replacement	30,000
<b>Total Account 9506</b>	<u>2,723,000</u>

**9510 Street & Sidewalk Improvements**

Streets & Sidewalks Maintenance Program	1,421,000
Streets Reconstruction/Rehabilitation	300,000
New Ballas Median Plantings	50,000
Olive-270 Overpass Painting	80,000
First Bank Utility Burial	225,000
Olive Median Enhancement Stock	20,000
Fernview Sidewalk (Grant Match)	50,000
Fernview Sidewalk Phase 2 (Grant Match)	25,000
N New Ballas Road Improvements - Phase 2 (STP Grant)	150,000
Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant Match)	2,045,500
Olive-Lindbergh Interchange Enhancements	30,000
Craig Road Improvements (STP Grant)	100,000
<b>Total Account 9510</b>	<u>4,496,500</u>

**9516 Capital Equipment**

2 Ton Chipper	140,000
Bucket Truck	165,000
Golf Course Capital Equipment	55,000
Leaf Vacuum	99,800
2 Ton Dump Truck	137,600
1 Ton Dump Truck	76,600
<b>Total Account 9516</b>	<u>674,000</u>

**Administration**

Project Manager	153,104
<b>Total Account 9516</b>	<u>153,104</u>

**TOTAL CAPITAL IMPROVEMENTS FUND**

**\$ 8,539,104**



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# CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEARS 2024–2028



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CAPITAL FUND

PARKS AND STORMWATER FUND

BUILDING PROJECT BOND FUND

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*Adopted by the City Council of the City of Creve Coeur through Resolution XXX on April 10, 2023.*



## EXECUTIVE SUMMARY

The Capital Improvement Program (CIP) is the City's long-range plan for improvements to infrastructure, parks, and other community facilities. The CIP is a tool to assess the long-term capital needs, values, and desires of the City and to establish funding of high-priority projects in a timely and cost-effective manner. This plan is a living document and is subject to amendment by the City Council.

The CIP is intended to ensure that policy makers are responsible to the Creve Coeur community with respect to the expenditure of City funds for capital improvements.

### CIP Goals

The following are goals of the CIP:

- Provide a plan for the improvement or replacement of deteriorating infrastructure
- Improve operational or functional aspects of existing infrastructure
- Add new facilities and improve the community's infrastructure to enhance the quality of life in Creve Coeur
- Provide for the planned replacement of major equipment required for the City's operations

### CIP Criteria

To be considered a capital improvement, projects or equipment must have a useful life of at least five years and have a minimum cost of \$20,000.

A special set of criteria has been identified to assist in assessing and prioritizing CIP projects. Proposed projects reflect the goals of the Comprehensive Plan through their demonstration of these criteria:

- *Availability of Outside Funding*: higher priority is given to projects that are eligible for and are likely to be considered for grant funding or shared-cost programs, which would reduce the City's investment.
- *Beautification*: aesthetic improvements to natural habitats or frequently traveled or visited areas within the City for public enjoyment, such as the use of public art on public lands
- *Community Demand*: projects that have received a level of demonstrated resident support or demand, including support of City departments, boards, committees, and commissions.
- *Condition of Existing Facility*: improvements that replace or maintain the City's infrastructure, facilities, or equipment so that it remains in a serviceable, safe, and efficient condition.
- *Coordination (projects, regulations, City-adopted plans)*: projects that fit within planned coordination between multiple projects or agencies to reduce costs or minimize disruption to services, meet state or federal law requirements, or projects that are identified in other City-adopted plans.
- *Economic Growth*: projects focused on maintaining housing values and attracting businesses, residents, or visitors to the City. Projects supporting private development must include return on investment ratios or a fully documented cost/benefit analysis.
- *Operating Efficiency*: equipment or facilities improvements to streamline work processes or benefit from technological advancements. Projects that reduce the cost of operations will receive priority, but those that will increase the cost of operations must identify trade-offs to support those additional costs.



- *Protection & Conservation*: improvements to the City’s park system or historical landmarks that allow these facilities to be enjoyed by future generations or projects that reduce the City’s environmental impact.
- *Public Safety*: improvements that focus on preserving and protecting the general public from harm and reducing the City’s risk exposure.

## **Relationship between the CIP and the Creve Coeur 2030 Comprehensive Plan**

According to the Creve Coeur 2030 Comprehensive Plan:

*Within the Creve Coeur 2030 Comprehensive Plan Update, many projects are identified or implied, as specific projects or as conceptual ideas. These projects and others, resulting from recommendations of the Comprehensive Plan, should be developed and incorporated in the City’s annual CIP review process. Further detail and refinement of identified and conceptual projects, facilities, or infrastructure improvement needs will be required as the implementation of the Comprehensive Plan occurs.*

## **Development and Adoption of the CIP**

According to the City Charter, a draft of the five-year CIP shall be proposed by the City Administrator to the City Council no later than the second regular meeting in February of each year. Prior to the submittal of the draft CIP to the City Council, public input is obtained through the City newsletter, website, and the City’s boards, committees, and commissions.

Before the City Council’s adoption of the CIP, and as required by City Charter, the CIP is submitted to the Finance Committee for recommendations and comments. The Planning & Zoning Commission also reviews the plan emphasizing the location, extent, and character of the proposed projects before City Council review, approval, and adoption. A public hearing is held each spring (typically in April) by the City Council prior to adoption.

The CIP includes a description of each proposed project and equipment with details regarding justification, cost estimate, operating and maintenance budget impact, and funding sources.



## Funds in the CIP

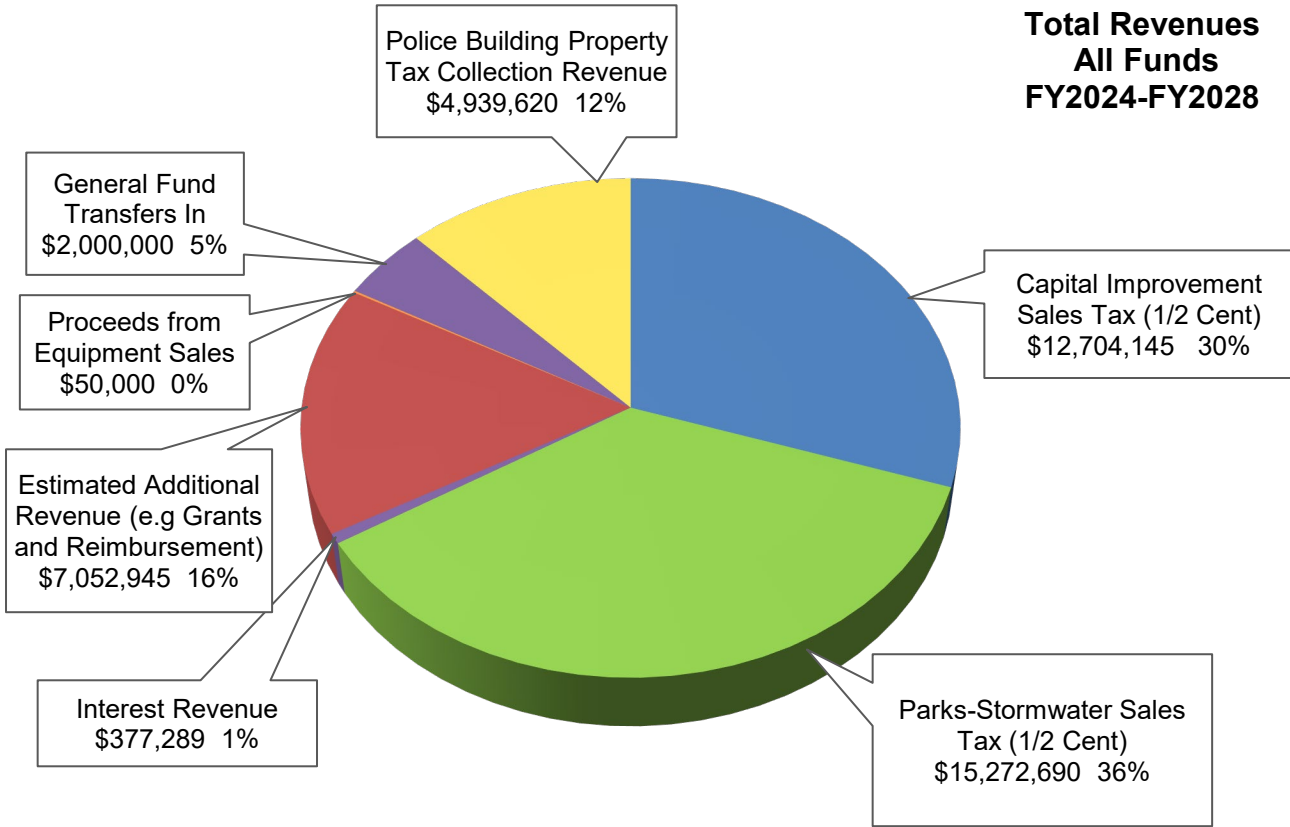
There will be three funds that contribute to the FY2024-FY2028 CIP. These funds are:

1. Capital Fund. This fund is financed by a half-cent capital improvement sales tax, which is supplemented by annual transfers from the General Fund and project-specific grants.
  - Total Capital Fund revenues: \$20.8 million
  - Total Capital Fund expenses: \$21.8 million
2. Parks and Stormwater Fund. In November 2020, voters in Creve Coeur approved a half-cent sales tax that is dedicated to finance operations, maintenance, and capital improvements for the City's parks and stormwater infrastructure. This fund will be supplemented by grants and other outside funding related to parks and stormwater.
  - Total Parks-Stormwater Fund revenues: \$16.5 million
  - Total Parks-Stormwater Fund expenses: \$17.0 million
3. Building Project Bond Fund. In November 2016, voters in Creve Coeur approved a bond measure to build a new police station and to make security and accessibility improvements to the Creve Coeur Government Center. The police station was completed in 2020, so the majority of this fund's project-related expenses is complete. Most of the activity in the FY2024-FY2028 CIP is related to the fund's debt service.
  - Total Building Project Bond Fund revenues: \$5.2 million
  - Total Building Project Bond Fund expenses: \$3.6 million

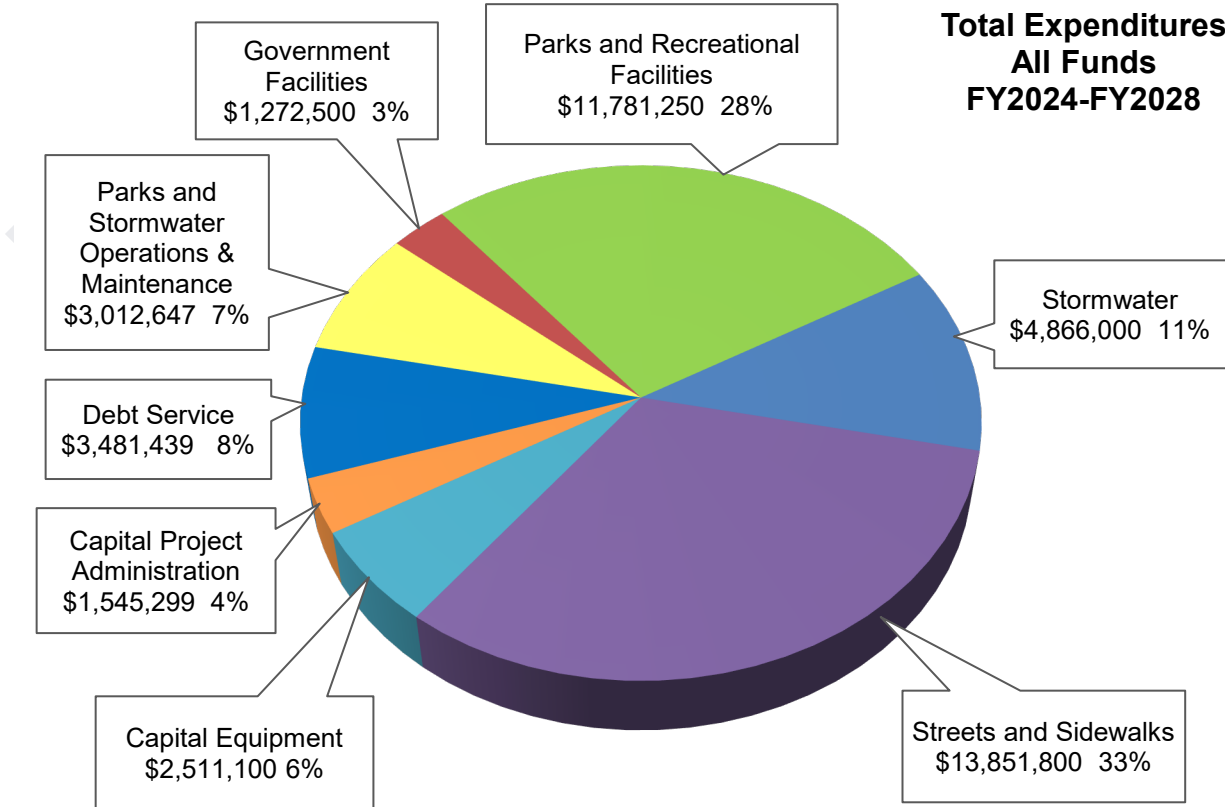
Combined, these three funds have a projected revenue of \$42.40 million and projected expenses of \$42.32 million for the FY2024-FY2028 CIP. The charts below break down these revenues and expenses into the general categories that are found in the CIP.



### Total Revenues All Funds FY2024-FY2028



### Total Expenditures All Funds FY2024-FY2028





More detail is provided for each of the three funds in the sections that follow. Each fund is briefly described, and the revenues and expenses for each fund are summarized for the duration of the FY2024-FY2028 CIP. Project-specific summaries and financial projections are included for each line item that appears in the five-year CIP. Projects that are expected to be completed in FY2023 are not included in this report.

## Appendix

This report is one of several documents that forms the CIP. Appendices to this report include:

- Appendix A: FY2024-FY2028 CIP Spreadsheets
- Appendix B: FY2019-FY2028 CIP 10-Year Summary
- Appendix C: Community Comments and Requests

The latest version of these documents can be found on the City's website at:

<http://www.creve-coeur.org/95/Capital-Improvement-Program>

## Questions and Comments

If you have any questions or comments about the CIP, please contact Mark Perkins, City Administrator, at [mperkins@crevecoeurmo.gov](mailto:mperkins@crevecoeurmo.gov) or (314) 872-2511.



## CAPITAL FUND

The City's Capital Fund has served as the primary mechanism for funding capital projects in the CIP for many years. The Capital Fund finances investments into the City's government facilities, parks and recreational facilities, stormwater infrastructure, streets and sidewalks, capital equipment, and project administration.

### Capital Fund Revenues

The City's Capital Fund has three main funding sources: a half-cent capital improvement sales tax, grants and other outside funding, and transfers from the General Fund. Together, these funding sources are projected to generate \$20.77 million over the FY2024-FY2028 CIP.

Half-Cent Capital Improvement Sales Tax. Projected sales tax revenues are approximately \$12.70 million for the FY2024-FY2028 CIP, which averages out to approximately \$2.54 million per year in the plan.

Sales tax revenue projections have improved significantly since the uncertainty and economic downturn associated with the COVID-19 pandemic forced the City to reduce its revenue estimates. Sales tax revenues for FY2023 are projected to increase by ten (10) percent. The FY2024-FY2028 CIP include an estimated 2% increase in FY2024 & FY2025 and a 1% increase in projected sales tax each year going forward from FY2026, which will return sales tax revenues to the FY2020 level by FY2025.

Grants and Outside Funding. Federal grants for roadway projects and accessibility improvements will provide approximately \$5.98 million over the FY2024-FY2028 CIP.

Staff will seek additional grant funding during for this period, but applications for that funding are either in the evaluation process or not yet available. For projects that anticipate grant funding that has not yet been awarded, the City's matching funds are shown as the project costs in the fiscal years when the phases of the project are planned to occur. The full cost of the project and the associated grant funding will be programmed into the CIP upon notification of award of the grant.

Transfers from the General Fund. The total transfer from the General Fund to the Capital Fund over the proposed FY2024-FY2028 CIP is \$2.00 million.

A transfer from the General Fund to the Capital Fund is proposed for each fiscal year in the proposed CIP. The General Fund transfers to the Capital Fund of \$400,000 will be made in most years and are appropriately based on the transportation-oriented revenue sources of the General Fund which include the county road and bridge tax revenues

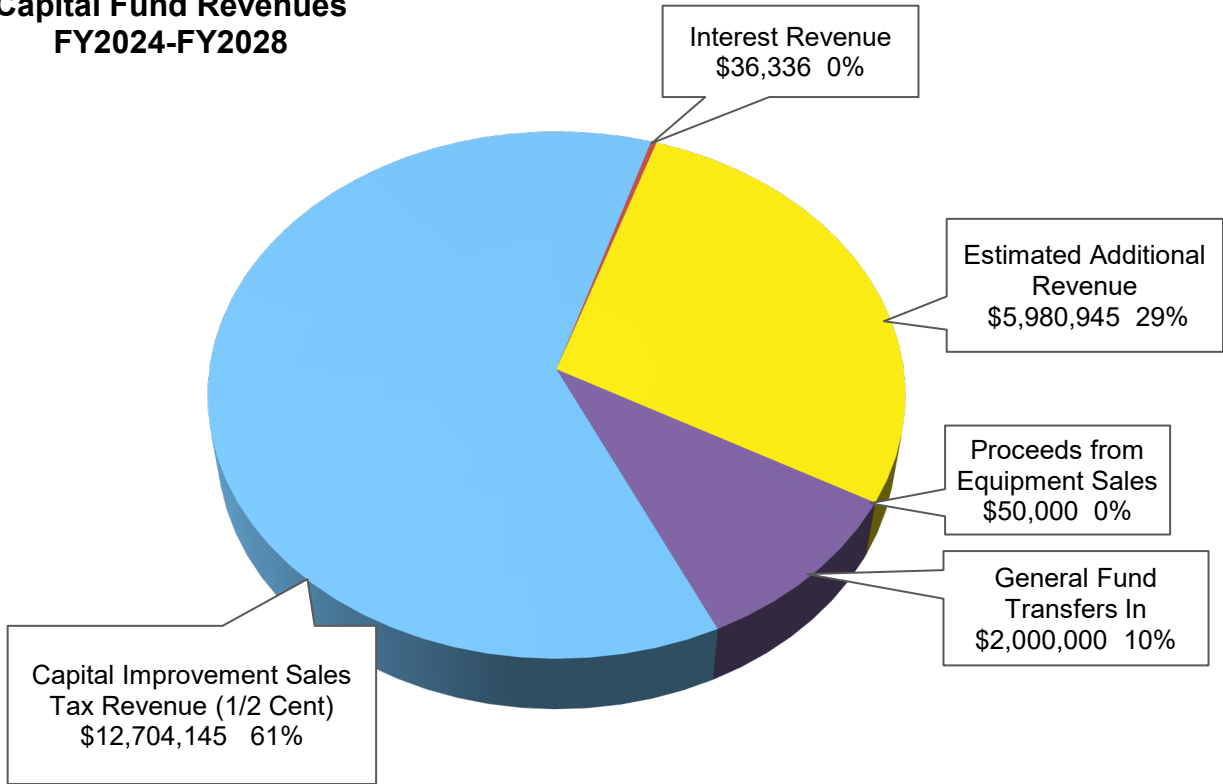
The City has set aside \$2.0 million in the General Fund, directed towards future Government Center.

### Capital Fund Expenses

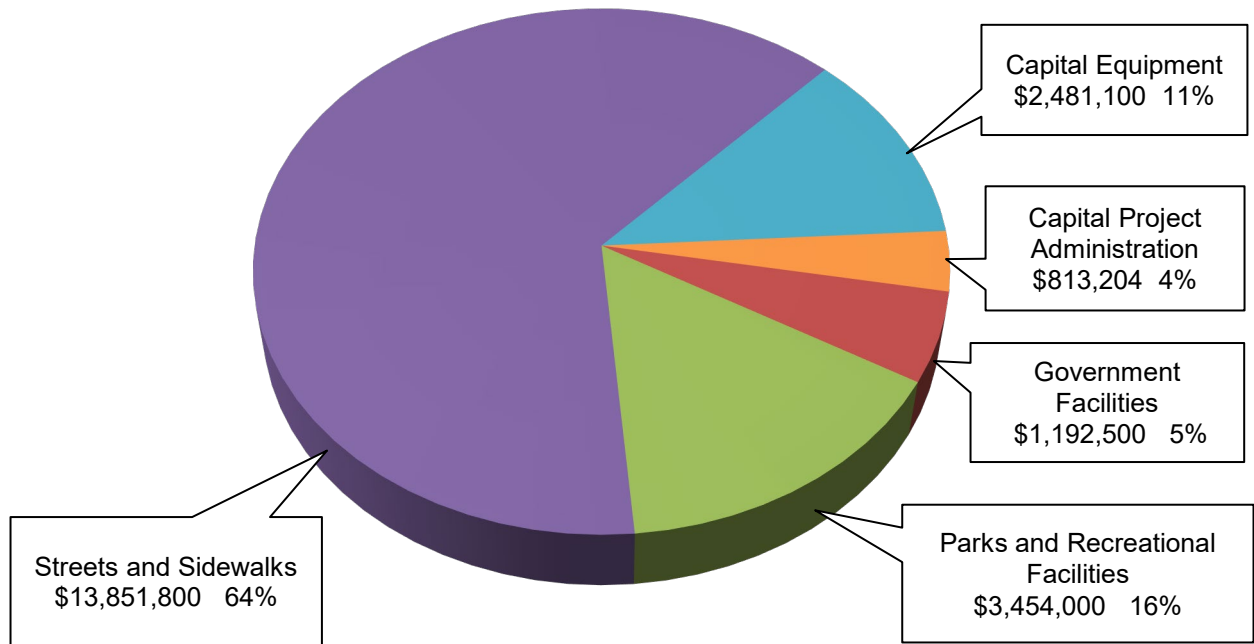
Capital expenditures from the Capital Fund are projected to be approximately \$21.79 million over the proposed FY2024-FY2028 CIP, with a maximum annual expense of \$8.31 million in FY2024. Details about these expenses can be found in the project summary sheets that follow.



### Capital Fund Revenues FY2024-FY2028



### Capital Fund Expenditures FY2024-FY2028





9501 GOVERNMENT FACILITIES – 02

CAPITAL FUND

GOVERNMENT CENTER RENOVATIONS

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$98,128	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0

**Project Description:**

Proposed projects in FY2024 will focus on needed repairs and renovations that will make the Government Center more inviting to residence and staff. Project will likely include improvements to the Multipurpose Room (such as new flooring); painting offices and common areas; and updating lighting to be more energy efficient with the help of an Ameren grant.

**Existing Conditions:**

The Creve Coeur Government Center has inadequate space for staff, meetings, archives, and storage. Renovations are also needed to make the Government Center more accommodating, helpful, and useful for both residents and staff. For example, the former Police Department and other areas of the Government Center will require extensive renovations before departments can be moved to more accessible locations.

**Justification:** *Operating Efficiency; Condition of Existing Facility*

The proposed projects for FY2024 will include lighting efficiencies that will help to lower energy cost and provide a well lite environment for various meetings and work areas.

**Operating Budget Impact:**

The proposed renovations will improve energy efficiency and replace aging systems that need frequent and costly maintenance.

**Comments:**

The City has set aside \$2.0 million in the General Fund, directed towards future Government Center facility needs.



9501 GOVERNMENT FACILITIES – 02

**GOVERNMENT CENTER RENOVATIONS**

**CAPITAL FUND**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 98,128
Land Acquisition	\$ 0
Construction	\$ 150,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 248,128</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 248,128
Total Funding	\$
<b>City's Contribution</b>	<b>\$ 248,128</b>



9501 GOVERNMENT FACILITIES - 04

CAPITAL FUND

**SALT DOME ROOF REPAIRS (INSURANCE CLAIM)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$60,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The Salt Domes are located at the Public Works Facility. The shingle roofing material and metal roof vents were damaged by a hailstorm and need to be replaced. Without replacement, the roof may not be able to provide adequate protection to the City's road-salt supply.

**Existing Conditions:**

The existing Salt Dome roofing and metal vents are damaged. Many of the asphalt shingles are missing or damaged, and the metal vents are dented.

**Justification:** *Operating Efficiency; Condition of Existing Facility*

Safely storing the City's road-salt is important in ensuring the Public Works staff has the materials they need to quickly clear roads of ice and snow.

**Operating Budget Impact:**

Insurance will likely cover the cost of replacing the metal vents, but it is unclear if insurance will pay for the replacement of the shingle roofing.

**Comments:**

None



9501 GOVERNMENT FACILITIES – 04

**SALT DOME ROOF REPAIRS (INSURANCE CLAIM)**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 60,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 60,000</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ TBD
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 60,000
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 60,000</b>



9501 GOVERNMENT FACILITIES - 06

CAPITAL FUND

**GOVERNMENT CENTER ROOF REPAIRS (INSURANCE CLAIM)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$5,653	\$250,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

At the Government Center, the existing shingle roofing material and metal roof vents were damaged by a hailstorm and the building is experiencing several roof leaks. This project proposes placement of a single-ply roofing membrane (Thermoplastic Polyolefin). The placement of the single-ply roofing membrane will help mitigate water leaks and structural effects to the building until a more permanent solution is determined for the Government Center.

**Existing Conditions:**

The existing Government Center has a shingled roof that was initially installed in the 1990s and was subsequently layered over by a three (3) ply roof installed in 2008. In 2021, the roof was damage from a hailstorm, which resulted water infiltration at multiple locations throughout the building.

**Justification:** *Operating Efficiency; Condition of Existing Facility*

The proposed projects for FY2024 are necessary to keep the leaking roof from potentially creating new damage that could be costly to repair.

**Operating Budget Impact:**

Insurance will likely cover the cost of installing the single-ply roofing membrane.

**Comments:**

None



9501 GOVERNMENT FACILITIES – 06

**GOVERNMENT CENTER ROOF REPAIRS (INSURANCE CLAIM)**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 255,653
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 255,653</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ TBD
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 255,653
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 255,653</b>



9501 GOVERNMENT FACILITIES - 07

CAPITAL FUND

DEMO OF 1030 NORTH LINDBERGH BLVD BUILDING

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$40,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The City owns the site at 1030 North Lindbergh Boulevard. The site has a house near the roadway on the western side of the lot, and the eastern side of the site is used to store leaf piles, wood from chippers, and Public Works equipment. The house is currently not used by City staff. This project would demo the home and replace it with visually-appealing, low-maintenance vegetation; a gate; and fencing. Modifications will be made to the water and electric service. Future construction projects will possibly include a butler building to house construction equipment to better protect these capital investments from weather and public risk.

**Existing Conditions:**

The home requires repairs, and the heater needs to be replaced. The home is aging, and additional repairs beyond what is now known will likely be needed in the near future.

**Justification:** *Operating Efficiency; Condition of Existing Facility; Beautification*

Rather than pay the cost to maintain a structure that is not in use, City staff recommends deconstructing the home. After the structure is removed, trees and bushes will be planted, and the vegetation will shield drivers from viewing the leaf piles and equipment. A fence will be installed to keep the area safe.

**Operating Budget Impact:**

Removing the existing, aging structure will save the City from future maintenance and repair costs.

**Comments:**

None



9501 GOVERNMENT FACILITIES – 07

**DEMO OF 1030 NORTH LINDBERGH BLVD BUILDING**

**CAPITAL FUND**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 40,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 40,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 40,000
Total Funding	\$
<b>City's Contribution</b>	<b>\$ 40,000</b>



9501 GOVERNMENT FACILITIES - 09

CAPITAL FUND

**EV CHARGING STATIONS AT THE POLICE DEPARTMENT AND GOVERNMENT CENTER**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$112,500	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The automotive market is rapidly moving towards electric vehicles (EVs). An August 8, 2022 article in *Car and Driver* states that EV registration increased by 60 percent in the first quarter of 2022 while overall new car registration dropped by 18 percent. IHS Markit estimates that by 2035, 45 to 50 percent of all passenger car sales will be EVs. Similarly, Police Departments are increasingly seeking to add EVs to fleets. Installing EV charging stations at the Police Department and Government Center would be the City’s first step towards accommodating residents’ changing vehicle preferences and adapting to market trends. The charging ports at the Government Center would be available for residents to use (for a fee) and, in the future, used to charge Public Works fleet EVs. The stations at the Police Department would allow the Police force to take advantage of fast accelerating vehicles that will also reduce fuel costs. This project is eligible for rebates under an Ameren Missouri program that covers up to half the cost of EV charging station equipment and installation.

**Existing Conditions:**

The City does not have public EV charging stations or stations available for City-owned fleet vehicles. Before the City can add EVs to the Police Department and Public Works fleets, EV changers need to be installed.

**Justification:** *Availability of Outside Funding, Coordination, Operating Efficiency, Protection & Conservation*  
EVs offer many benefits including:

- Savings on fuel costs as compared to gas-powered vehicles. Savings increase when vehicles are changed during off-peak hours.
- With fewer moving parts, electric motors have lower maintenance needs, and the cost of ownership of EVs is often less than the total cost of ownership of gas-powered vehicles.
- Quick acceleration, an important performance measure for Police Department vehicles.
- Zero tailpipe (greenhouse gasses) emissions.

**Operating Budget Impact:**

As more EVs are added to City fleets, maintenance and fuel costs should decrease.

**Comments:**

None



9501 GOVERNMENT FACILITIES – 04

CAPITAL FUND

**EV CHARGING STATIONS AT THE POLICE DEPARTMENT  
AND GOVERNMENT CENTER**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 225,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 225,000</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 112,500
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 112,500</b>

Summary	Amount
Total Expenditures	\$ 225,000
Total Funding	\$ (112,500)
<b>City's Contribution</b>	<b>\$ 112,500</b>



9506 PARKS AND RECREATIONAL FACILITIES - 14

CAPITAL FUND

# ICE ARENA REFRIGERANT SWITCHOVER (MUNICIPAL & ARPA GRANT)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$254,450	\$1,110,000	\$1,100,000	\$0	\$0	\$0	\$0

**Project Description:**

The Ice Arena’s refrigerant system is nearly 20-years old and past its useful life. The system uses the refrigerant, R-22, which is a source of hydrofluorocarbons and, therefore, no longer produced. This project will replace the existing system with a more reliable, environmentally-friendly equipment.

**Existing Conditions:**

The existing system is past its useful life and requires R-22, a refrigerant that is not EPA-approved.

**Justification:** *Availability of Outside Funding; Condition of Ex. Facility; Protection & Conservation*

This project directly affects operational efficiency. As of January 1, 2020, the U.S. no longer allows the production or import of R-22 refrigerant, any repair or system failure could result in the City being unable to recharge to maintain cooling. In 2022, the City applied for and received a Municipal Park Grant of \$525,000 for the project. These funds, as well as, American Rescue Plan Act (ARPA) funds will be utilized to cover the cost of the project.

**Operating Budget Impact:**

The improvements brought by these projects typically replace old or failing systems that require significant maintenance. These improvements should reduce operating costs.

**Comments**

The City received both a planning grant and construction grant from the Municipal Park Grant Commission to assist with design and construction costs associated with this project.



9506 PARKS AND RECREATIONAL FACILITIES - 14

CAPITAL FUND

**ICE ARENA REFRIGERANT SWITCHOVER  
(MUNICIPAL & ARPA GRANT)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 254,450
Land Acquisition	\$ 0
Construction	\$ 2,200,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 2,454,450</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 531,400
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 1,904,985
<b>Total Funding</b>	<b>\$ 2,436,385</b>

Summary	Amount
Total Expenditures	\$ 2,454,450
Total Funding	\$ (2,436,385)
<b>City's Contribution</b>	<b>\$ 18,065</b>



9506 PARKS AND RECREATIONAL FACILITIES - 17

CAPITAL FUND

**DIELMANN RECREATION COMPLEX ROOF DRAINAGE**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$42,355	\$93,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project includes the design and construction of improved drainage systems. The system will capture stormwater from a portion of the Dielmann Recreation Complex roof and then convey the water through new stormwater pipes that will be installed in the east parking area. Flows will discharge into an existing stormwater manhole.

**Existing Conditions:**

Much of the roof above the Ice Arena and warming room at the Dielmann Recreation Complex drains towards the administrative offices. The gutters near the administrative offices are not capable of handling typical flows from most rain events. As a result, stormwater spills down the side of the building and onto the ground outside of the offices where the ground is slightly sloped toward the building. This has caused several leaks and water entering the structure during moderate and heavy storms.

**Justification:** *Condition of Existing Facility*

Controlling the roof drainage and surface drainage near the offices will help prevent future leaks into the building.

**Operating Budget Impact:**

Correcting drainage issues could prevent damage to the offices and office equipment.

**Comments**

None



9506 PARKS AND RECREATIONAL FACILITIES - 17

**DIELMANN RECREATION COMPLEX ROOF DRAINAGE**

**CAPITAL FUND**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 42,355
Land Acquisition	\$ 0
Construction	\$ 93,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 135,355</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 135,355
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 135,355</b>



9506 PARKS AND RECREATIONAL FACILITIES - 18

CAPITAL FUND

# ICE ARENA FLOORING REPLACEMENT

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$200,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will replace the rubberized flooring that is around the ice rink, in the player’s locker rooms, and in the referee’s changing room.

**Existing Conditions:**

Most of the flooring is the original to the 2003 major renovation project and is near the end of its useful life. Some smaller, high-traffic areas have been replaced including the areas beneath the player’s benches and near the public entrance gate leading onto the ice rink.

**Justification:** *Public Safety; Condition of Existing Facility*

The project will focus on preserving and protecting the public from harm when using the ice rink for public skating, special events, or ice rentals and will reduce the City’s risk exposure. The project will update the aging flooring and aesthetically match the rest of the facility.

**Operating Budget Impact:**

To warranty the installation, the rink’s ice will need to be taken out to allow the concrete floor temperature to rise to the manufacturer’s recommendation. The ice rink will be closed to the public for approximately six weeks. The Ice Arena will schedule the replacement of the flooring to coincide with a shutdown of the ice in order to limit the construction impact on ice users and possible revenue losses. After the floor is installed, there will be minimal upkeep involved.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 18  
**ICE ARENA FLOORING REPLACEMENT**

**CAPITAL FUND  
CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 200,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 200,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 200,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 200,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 25

CAPITAL FUND

GOLF COURSE PERIMETER FENCING REPLACEMENT

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$40,000	\$0	\$70,000	\$0	\$0	\$0

**Project Description:**

The existing perimeter fence that runs east-west along the southern border of the Golf Course is at the end of its useful life and in need of replacement. City staff propose replacing the perimeter fence in two phases. In phase one (FY2024), approximately 450 linear feet (LF) of existing fencing would be replaced with new 6-foot-tall black vinyl chain link fencing. In the second phase (FY2026), approximately 885 LF of existing fencing would be replaced with the same 6-foot black vinyl chain link fencing.

**Existing Conditions:**

The existing fencing is at the end of its useful life and looks unsightly. Neighbors south of the Golf Course have requested that the City replace the fencing.

**Justification:** *Condition of Existing Facility, Beatification*

Replacing the fencing will improve the appearance of the south side of the course and maintain a clear boundary between the public Golf Course and private property.

**Operating Budget Impact:**

None

**Comments**

None



9506 PARKS AND RECREATIONAL FACILITIES - 25

**GOLF COURSE PERIMETER FENCING REPLACEMENT**

**CAPITAL FUND**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 110,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 110,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 110,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 110,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 27

CAPITAL FUND

**DIELMANN STRUCTURAL REPAIRS**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$3,600	\$20,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

A structural evaluation of the Dielmann Recreation Center was conducted in FY2023. The intent of the study was to identify if the structure had any structural deficiencies or needed structural updates. The evaluation found no major structural issues and concluded that the structure, overall, is in good condition for its age and use. Minor issues were identified, and this project proposes to repair the problems listed in the evaluation report.

**Existing Conditions:**

Minor issues identified in the structural evaluation include: a crack in the header beam for a maintenance door located on the northeast wall of the ice rink; damaged drywall in the ceiling of the basement garage; exterior joints and cracks in need of tuckpointing; and damaged railings. The evaluation also recommended plumbing, mechanical, and electrical consultants visit the site to identify any potential issues with these systems.

**Justification:** *Condition of Existing Facility, Public Safety*

The Dielmann Recreation Center is a popular destination for many residents. The proposed repair work would help extend the safe, useful life of the building.

**Operating Budget Impact:**

None

**Comments**

None



9506 PARKS AND RECREATIONAL FACILITIES - 27  
**DIELMANN STRUCTURAL REPAIRS**

**CAPITAL FUND**  
**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 23,600
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 23,600</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 23,600
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 23,600</b>



9506 PARKS AND RECREATIONAL FACILITIES - 28

CAPITAL FUND

ACCESSIBILITY IMPROVEMENTS (CDBG)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0**	\$20,000	\$0**	\$0**	\$0**	\$0**	\$0

\*\* Accessibility Improvements in Prior Years or FY2025 -2028 will fall under 9501 Government Facilities.

**Project Description:**

The City of Creve Coeur is typically eligible for \$20,000 each year for accessibility improvements through the Community Development Block Grant (CDBG) program. In FY2024, the City proposed a project to improve accessibility at the Dielmann Recreation Center with features like automatic opening devices for doors. For the FY2025 to FY2028 grants, several locations for accessibility improvements are being considered including: the access ramp at the Tappmeyer House in Millennium Park; the accessibility sidewalk at the Lake School House at Lake School Park; and bus stops along Ballas Road. These projects fall under 9501 Government Facilities and are shown in that section.

**Existing Conditions:**

Projects are designed to improve facilities that are out-of-compliance with the current Americans with Disabilities Act (ADA) regulations.

**Justification:** *Public Safety; Coordination; Availability of Outside Funding*

Each project seeks to improve ADA compliance through accessibility improvements to government facilities and along public pedestrian routes. The focus of these projects is to provide public safety and upgrade existing facilities.

**Operating Budget Impact:**

None. Projects that are undertaken as part of this program are relatively small in scope, and the City typically is 100% reimbursed for the project costs through the CDBG federal grant.

**Comments:**

The City is designating this funding with the anticipation of receiving grant funding in the amount of \$20,000 from the CDBG Commission. This annual grant is available to municipalities to address accessibility projects. Scheduling of this project is subject to a successful grant application and availability of grant funding.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 28  
**ACCESSIBILITY IMPROVEMENTS (CDBG)**

**CAPITAL FUND  
CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 20,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 20,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 20,000
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 20,000</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 20,000
Total Funding	\$ (20,000)
<b>City's Contribution</b>	<b>\$ 0</b>



9506 PARKS AND RECREATIONAL FACILITIES - 31

CAPITAL FUND

TEMPORARY PORTABLE ICE RINK REFRIGERANT SYSTEM

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$120,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The Ice Arena’s refrigerant system will be switched over to a new more dependable and efficient system in FY2024. To avoid an interruption in service provided to the current long term user base and to continue to provide revenue generation for the building operation, a temporary portable refrigerant system will be installed while the main refrigerant system is switched over.

**Existing Conditions:**

The existing system is past its useful life and requires R-22, a refrigerant that is not EPA-approved.

**Justification:** *Condition of Ex. Facility; Community Demand;*

The City was successful in receiving Municipal Park Grand Funding and support from the community and City Counsel to move forward with the refrigerant switch over project. During the period of replacement, the permanent system will be out of service. This project directly affects operational efficiency, as the ice rink will need to stay open during the replacement to continue to support long term contract users of the facility.

**Operating Budget Impact:**

The improvements brought by these projects typically replace old or failing systems that require significant maintenance. These improvements should reduce operating costs.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 31

CAPITAL FUND

TEMPORARY PORTABLE ICE RINK REFRIGERANT SYSTEM

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 120,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 120,000</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 120,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 120,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 32

CAPITAL FUND

**GOLF COURSE MAINTENANCE BUILDING REPLACEMENT**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$30,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The project will look to develop preliminary design of replacement golf course maintenance building in FY2024. The existing facility is over 70 years old and has been added on to over the years to accommodate the needs of the golf course staff to maintain the high quality course that is currently enjoyed by residents and visitors. City intends to apply for the Municipal Park Grant to partially fund this design project.

**Existing Conditions:**

The existing golf maintenance facility is showing its age with numerous leaks and structural issues. Due to the piece meal construction over the years, the current storage is inadequate for golf course irrigation parts, fertilizers, etc. There is not ample room is available to properly store or work on capital equipment (such as mowers, aerators, tractors, etc), and staff is in need of facility where they can eat and clean up that is way from hazardous work areas.

**Justification:** *Condition of Ex. Facility; Availability of Outside Funding; Operating Efficiency*

The City will seek Municipal Park Grand Funding to supplement the cost associated with this stage of the design project. A new golf maintenance facility will provide a structure that is design to adequately and safely meet the operation needs to support golf course operations.

**Operating Budget Impact:**

The improvements brought by this project will replace old and failing structure that require significant maintenance. Additionally, improve structure will provide protection to the capital equipment that is utilized by the golf course. These improvements should reduce operating costs.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 32

**GOLF COURSE MAINTENANCE BUILDING REPLACEMENT**

**CAPITAL FUND**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 30,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 30,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ (TBD)
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ (TBD)</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 30,000
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 30,000</b>



9510 STREETS AND SIDEWALKS - 01

CAPITAL FUND

**STREET AND SIDEWALK MAINTENANCE PROGRAM**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$1,899,992	\$1,421,000	\$1,442,300	\$1,463,900	\$1,485,900	\$1,508,200	\$0

**Project Description:**

The project includes concrete pavement replacement, asphalt pavement resurfacing, asphalt pavement maintenance, microsurfacing, roadway striping, and sidewalk replacement for the annual maintenance of the City’s roadway and sidewalk networks.

**Existing Conditions:**

While the majority of the City’s pavement network is in good condition, annual and on-going evaluation of pavement and sidewalk conditions find aging and failing pavement and sidewalks that need to be addressed.

**Justification:** *Public Safety; Condition of Existing Facility; Coordination; Community Demand*

The City’s street and sidewalk network form the City’s largest asset that serves all of the City’s residents and visitors. Annual maintenance of streets and sidewalks is required to preserve their functionality and to limit future repair costs. The City uses a pavement management system to track pavement conditions, and the City aims to evaluate the condition of each street on a four-year rotation. The pavement condition data assists with the prioritization of pavement repairs and maintenance and helps the City preserve its existing infrastructure as efficiently as possible. Federal regulations require that sidewalks meet accessibility standards so that all users have an opportunity to travel safely. The City’s sidewalk maintenance program follows the federal regulations and supports the City’s Pedestrian Plan.

**Operating Budget Impact:**

Pavement and sidewalk maintenance programs will improve and preserve the infrastructure and will result in a reduction in the number of pothole repairs and other on-going maintenance needs.

**Comments:**

Approximately 10% of the annual street and sidewalk improvements is typically directed toward accessibility improvements to the City’s sidewalk network in support of the accessibility transition plan. Larger projects, such as grant-funded improvements, are stand-alone projects that are described in separate project sheets.



9510 STREETS AND SIDEWALKS - 01

**STREET AND SIDEWALK MAINTENANCE PROGRAM**

**CAPITAL FUND  
CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 30,000
Land Acquisition	\$ 0
Construction	\$ 1,869,992
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures (FY2024)</b>	<b>\$ 1,899,992</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
American Rescue Plan Act (ARPA)	\$ 1,489,485
<b>Total Funding</b>	<b>\$ 1,489,485</b>

Summary	Amount
Total Expenditures	\$ 1,899,992
Total Funding	\$ 1,489,485
<b>City's Contribution (FY2024)</b>	<b>\$ 410,507</b>



9510 STREETS AND SIDEWALKS - 02

CAPITAL FUND

**STREET RECONSTRUCTION / REHABILITATION**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$482,085	\$300,000	\$0	\$300,000	\$0	\$300,000	TBD

**Project Description:**

The City plans to fully or substantially replace sections of failed residential roadways through this project. The various needs of the pavement network are evaluated each year to determine which streets need to be reconstructed. The City plans to replace the pavement on Conway Gardens Court in FY2024, but later projects will be determined by future reviews of pavement conditions.

**Existing Conditions:**

Residential streets that are considered for reconstruction have reached the end of their useful lives and are generally in too poor of condition to gain long-term benefits from the City's typical pavement maintenance programs. Most of the streets that have been included in this program were older concrete streets that were overlaid with asphalt decades ago.

**Justification:** *Public Safety; Condition of Existing Facility; Community Demand*

All of the City's streets will eventually reach the end of their useful lives, fail at a structural level, and require reconstruction. This program provides the City with a tool to address some of its residential streets that are in poor or failing condition that typical maintenance programs can no longer improve.

**Operating Budget Impact:**

Streets with failing pavement typically require frequent maintenance in the form of pothole patching and emergency pavement repairs, which City staff often performs to address the issues as quickly as possible. Allocating funds for reconstruction also allows for more of the maintenance budget to be used for maintaining and preserving streets that are in better condition, which means more streets and sidewalks will be addressed, reducing the number of calls for City staff to make repairs.

**Comments:**

The City has invested more than \$2 million into street reconstruction projects during the past ten years



9510 STREETS AND SIDEWALKS - 02

**STREET RECONSTRUCTION / REHABILITATION**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 900,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures (FY2024-FY2028)</b>	<b>\$ 900,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ( )	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 900,000
Total Funding	\$ 0
<b>City's Contribution (FY2024-FY2028)</b>	<b>\$ 900,000</b>



9510 STREETS AND SIDEWALKS - 04

CAPITAL FUND

FERNVIEW SIDEWALK CONCEPT PLAN

PHASE 1 – OLIVE TO GALAGHER (DESIGN & GRANT MATCH)

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$64,166	\$50,000	\$60,000	\$160,000	\$0	\$0	\$0

**Project Description:**

The City developed a concept plan to add a sidewalk along Fernview Drive (between Olive Boulevard and Gallagher Road) and along the side streets to connect with the existing sidewalk networks on each side of Fernview. The result of this project would be a unified collection of subdivision sidewalks that are currently not connected. Funding in FY2024 and FY2025 represents the City’s matching funding for design, easement acquisition, and construction for a federal Transportation Alternatives Program (TAP) grant, the application for which could become available in FY2024.

**Existing Conditions:**

Fernview Drive is a collector roadway that serves several of the residential subdivisions in Ward 4. Sidewalks were constructed throughout most of the subdivisions to the east and west of Fernview, but not along or adjacent to Fernview itself. The result is a series of sidewalks without connections to each other or to Olive Boulevard.

**Justification:** *Community Demand; Public Safety; Availability of Outside Funding*

Increasing the walkability of Creve Coeur is a common request from residents and a goal outlined in the City’s Strategic Plan. Creating a sidewalk along Fernview that connects to the adjacent existing sidewalks will make progress toward this goal.

**Operating Budget Impact:**

None

**Comments:**

The City’s anticipated portion of a grant-funded project are included in FY2024 and FY2025. The actual cost and schedule for the project will be incorporated into future capital improvement program plans if the City successfully obtains a federal grant for the project.



9510 STREETS AND SIDEWALKS - 04

CAPITAL FUND

FERNVIEW SIDEWALK CONCEPT PLAN

PHASE 1 – OLIVE TO GALAGHER (DESIGN & GRANT MATCH)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 64,166
Land Acquisition	\$ 50,000
Construction (Grant Match)	\$ 220,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 334,166</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ TBD
State Cost-Share Program	\$ 0
Outside Funding Source:( )	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 334,166
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 334,166</b>



9510 STREETS AND SIDEWALKS - 05

CAPITAL FUND

**NEW BALLAS MEDIAN PLANTINGS**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$8,800	\$50,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The City maintains several medians on New Ballas Road between Olive and Conway Road. These medians are along a highly traveled arterial road in the City and lead to the City Government Center, Police Station and medical centers. Project would involve the removal of invasive tree species with native trees and plants.

**Existing Conditions:**

The trees planted along New Ballas median are bradford pear trees, which are an invasive species of tree and require more maintenance for the Public Work staff.

**Justification:** *Beautification*

Removal of the bradford pear trees and replacement with mostly native tree and plant species will improve te appearance of the median and surrounding roadway. The removal of these trees will also help to reduce their ability to over take and crowd out native trees and plants, which are beneficial to native wildlife.

**Operating Budget Impact:**

Public works will initially see a reduction in operating cost to maintain the medians.

**Comments:**

None



9510 STREETS AND SIDEWALKS - 05  
**NEW BALLAS MEDIAN PLANTINGS**

**CAPITAL FUND**  
**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 58,800
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 58,800</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ()	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 58,800
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 58,800</b>



9510 STREETS AND SIDEWALKS - 12

CAPITAL FUND

**LINDBERGH-OLD OLIVE INTERSECTION  
(STATE COST-SHARE/STP GRANT)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$571,758	\$2,045,500	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project involves the partial reconstruction of the intersection of Lindbergh Boulevard and Old Olive Street Road to add a traffic signal that will provide full access in all directions. This signal will allow for a pedestrian/bicycle crossing across Lindbergh and will connect the two halves of Old Olive, both of which are critical steps toward implementation of the Old Olive Great Street plan and the 39 North Master Plan. The City will use federal Surface Transportation Program (STP) grant funding and State Cost-Share Program funding to finance approximately 83% of the project.

**Existing Conditions:**

The existing intersection of Lindbergh Boulevard and Old Olive Street Road allows only right-in, right-out access for Old Olive on both sides of Lindbergh. A concrete barrier along the Lindbergh median prohibits any east-west vehicular or pedestrian crossing of this intersection.

**Justification:** *Public Safety; Availability of Outside Funding; Coordination; Beautification*

The proposed improvements to this intersection are supported by the Comprehensive Plan Creve Coeur 2030, the 39 North Master Plan, and the Old Olive Street Road Great Street Plan. These improvements provide the best chance for a pedestrian or bicycle crossing of Lindbergh Boulevard in that area.

**Operating Budget Impact:**

The City will most likely need to take over the maintenance of Old Olive Street Road from the Missouri Department of Transportation in return for the funding for this project. The ongoing maintenance cost for Old Olive Street Road could be significant.

**Comments:**

Conceptual plans for this intersection were developed as part of the Old Olive Street Road great street plan, which was completed through a partnership of St. Louis County, the St. Louis Economic Development Partnership, and the City of Creve Coeur. Funding in "prior years" includes concept development and design costs in FY2019-FY2021 to prepare for the grant applications and to design the project. Additional funding for the project may be available through the Governor's Transportation and MODOT Cost Share Program.



9510 STREETS AND SIDEWALKS - 12  
**LINDBERGH-OLD OLIVE INTERSECTION**  
**(STATE COST-SHARE/STP GRANT)**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 201,758
Land Acquisition	\$ 370,000
Construction	\$ 1,870,500
Equipment	\$ 0
Other (Construction Inspections)	\$ 175,000
<b>Total Expenditures</b>	<b>\$ 2,617,258</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 1,164,200
Federal Transportation Alternative Program Grant	\$ TBD
State Cost-Share Program	\$ 925,050
Outside Funding Source	\$ 0
<b>Total Funding</b>	<b>\$ 2,089,250</b>

Summary	Amount
Total Expenditures	\$ 2,617,258
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 528,008</b>



9510 STREETS AND SIDEWALKS - 13

CAPITAL FUND

**OLIVE-LINDBERGH INTERCHANGE ENHANCEMENTS**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$30,000	\$0	\$0	\$0	\$0	TBD

**Project Description:**

The City has partnered with the St. Louis Economic Development Partnership (SLEDP) and the Missouri Department of Transportation (MoDOT) to add decorative elements to the planned reconfiguration of the interchange of Olive Boulevard at Lindbergh Boulevard. The enhancements include black powder coat and illuminated street name signs to two new traffic signals on Olive and decorative median, pedestrian-scale lighting, and bridge treatments along Olive over Lindbergh. The project is managed by SLEDP and was completed in spring 2022. The funding identified in FY2024 is for the design of landscaping for the Olive-Lindbergh interchange.

**Existing Conditions:**

The existing cloverleaf interchange is outdated and was reconfigured to a more compact, pedestrian-friendly design. In FY2024, the design for landscaping will be created and then executed.

**Justification:** *Coordination; Condition of Existing Facility; Beautification*

The Olive-Lindbergh interchange serves as one of the main entry points to the City and is located in the middle of the emerging 39 North District. Visual improvements in this area promote the City and encourage growth.

**Operating Budget Impact:**

The City will be responsible to maintain the signal and bridge enhancements and landscaping. The costs associated with the bridge and signal enhancements is expected to be minimal for the foreseeable future. Landscape maintenance costs could be limited if native grasses and other low-maintenance plants are used in the landscaping design and will be evaluated during landscaping design and selection.

**Comments:**

The cost to construct the landscaping at this interchange will not be known until the design is complete.



9510 STREETS AND SIDEWALKS - 13

**OLIVE-LINDBERGH INTERCHANGE ENHANCEMENTS**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 30,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other (Construction Inspections)	\$ 0
<b>Total Expenditures</b>	<b>\$ 30,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ()	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 30,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 30,000</b>



9510 STREETS AND SIDEWALKS - 15

CAPITAL FUND

**OLIVE MEDIAN ENHANCEMENT STOCK**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$59,105	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$0

**Project Description:**

The median on Olive Boulevard has concrete, decorative planters. If the planters are hit during a traffic accident, often the entire median planter needs to be replaced. The construction and delivery for concrete planters takes months. Rather than wait months at a time for replacement planters, the City maintains a supply. Additionally, the City pays a lower cost per unit by buying several planters at one time. The cost of the planters is reimbursed later through insurance.

**Existing Conditions:**

Olive Boulevard is one of the City's busiest streets, and median enhancements with well-maintained vegetation can have a traffic calming effect while promoting the City as a place that takes pride in making public-facing spaces aesthetically pleasing.

**Justification:** *Condition of Existing Facility; Operating Efficiency; Beautification*

In most years, the concrete decorative planters have needed to be replaced several times. By buying ahead and in bulk, the City pays less per unit and has planters ready to be installed when needed.

**Operating Budget Impact:**

The cost per unit is lower when the City buys median enhancements in bulk.

**Comments:**

None



9510 STREETS AND SIDEWALKS - 15

**OLIVE MEDIAN ENHANCEMENT STOCK**

**CAPITAL FUND  
CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 20,000
Equipment	\$ 0
Other (Construction Inspections)	\$ 0
<b>Total Expenditures (FY2024)</b>	<b>\$ 20,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source:(Insurance)	\$ 20,000
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 20,000
Total Funding	\$ (20,000)
<b>City's Contribution (FY2024)</b>	<b>\$ 0</b>



9510 STREETS AND SIDEWALKS - 16

CAPITAL FUND

**CRAIG ROAD IMPROVEMENTS (STP GRANT)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$225,600	\$100,000	\$1,300,000	\$0	\$0	\$0	\$0

**Project Description:**

The project involves improvements to the intersection layout, resurfacing pavement, and reconstructing and expanding sidewalks along Craig Road and Olde Cabin Road between Old Ballas Road and Office Parkway. The City has been awarded a federal Surface Transportation Program (STP) grant for this project. The grant will reimburse the City for approximately 60% of the total cost of the project.

**Existing Conditions:**

The pavement of Craig Road is currently in fair condition, but sections of the pavement have failed. The traffic flow along Craig is hampered by non-standard intersections with Olde Cabin Road and Office Parkway, and the sidewalks along Craig Road are generally inadequate and have poor accessibility at the intersections.

**Justification:** *Public Safety; Condition of Existing Facility; Availability of Outside Funding; Resident Request*

Portions of Craig Road are in poor condition, and the City has provided increasing attention to pavement repairs and pothole patching. Improvements to the intersections along Craig Road are recommended to improve traffic flow and safety and to provide safe and accessible sidewalk crossings at these intersections.

**Operating Budget Impact:**

The pavement and sidewalks of Craig Road are in increasing need of maintenance. Roadway resurfacing and sidewalk reconstruction will reduce future maintenance costs.

**Comments:**

Funding in "Prior Years" was for a conceptual design plan for this project, which the City used to evaluate its options and to support its application for grant funding.



9510 STREETS AND SIDEWALKS - 16

**CRAIG ROAD IMPROVEMENTS (STP GRANT)**

**CAPITAL FUND  
CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 225,600
Land Acquisition	\$ 100,000
Construction	\$ 1,300,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 1,625,600</b>

<b>Funding Type</b>	<b>Amount</b>
Federal Surface Transportation Program Grant	\$ 960,000
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source	\$ 0
<b>Total Funding</b>	<b>\$ 960,000</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 1,625,600
Total Funding	\$ (960,000)
<b>City's Contribution</b>	<b>\$ 665,600</b>



9510 STREETS AND SIDEWALKS - 17

CAPITAL FUND

**NEW BALLAS IMPROVEMENTS**

**PHASE 2 – S NEW BALLAS (DESIGN AND GRANT MATCH)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$150,000	\$20,000	\$250,000	\$0	\$0	\$0

**Project Description:**

The project includes pavement resurfacing, concrete curb and sidewalk replacement, and accessibility improvements along New Ballas Road from Conway Road to Ladue Road. The project will also include a pedestrian connection to the bus stop near Mercy Hospital along the east side of New Ballas. Staff applied for a federal grant for this project in early 2023. The grant match for Phase 2 includes 100% of the design costs and 20% of the estimated land acquisition and construction costs. The full project cost will be included in the appropriate fiscal years if the City is successful in obtaining a grant.

**Existing Conditions:**

The asphalt pavement is generally in good condition, but many of the concrete sidewalks, curbs, and entrances are in poor condition. Although areas of the sidewalk and curbing were replaced in FY2019, areas still fall short of the current accessibility standards. South New Ballas Road was found to have an average pavement condition index (PCI) of 47 in 2023, which indicates that the pavement is generally in “marginal” condition and that is currently an appropriate candidate for pavement preservation. The pavement will be 20 years old at the time of the anticipated construction for this project, the pavement joints are cracking, and the overall pavement condition is expected to continue to decline such that repairs and resurfacing are necessary.

**Justification:** *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

New Ballas Road is the City’s largest street and one of two City-maintained streets classified as a minor arterial. Preservation of this street’s pavement is a high priority, both for the traveling public and to control future costs. The deteriorating pavement joints, sidewalks, and curbs require a significant investment to correct, and grant assistance for the work will make affording these improvements much more manageable.

**Operating Budget Impact:**

This project will eliminate pavement patching needs and sidewalk issues that require staff attention.

**Comments:**

This project is the second of what is expected to be four phases of work along New Ballas Road.



9510 STREETS AND SIDEWALKS - 17

CAPITAL FUND

**NEW BALLAS IMPROVEMENTS**

**PHASE 2 – S NEW BALLAS (DESIGN AND GRANT MATCH)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 150,000
Land Acquisition	\$ 20,000
Construction	\$ 250,000
Equipment	\$ 0
Other ()	\$ 0
<b>Total Expenditures</b>	<b>\$ 420,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ TBD
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ()	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 420,000
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 420,000</b>



9510 STREETS AND SIDEWALKS - 21

CAPITAL FUND

**OLIVE-270 OVERPASS CLEANING & PAINTING**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$80,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will involve nighttime cleaning and/or repainting of the exterior (i.e., facing Interstate 270) faces of the Olive Boulevard bridge over Interstate 270. Although the bridge is owned by the State of Missouri, the City of Creve Coeur is responsible for the maintenance of the decorative elements that the City added to the bridge. Among those elements are the decorative bridge faces, which have begun to show some wear. Access to these bridge faces will need to be from Interstate 270, so a significant portion of this project will be traffic control to close several lanes of the highway during each night of work.

**Existing Conditions:**

What appear to be water stains or peeling paint are evident in several locations along both faces of the Olive overpass. The white stains detract from the tan and beige tones of the bridge face.

**Justification:** *Beautification; Condition of Existing Facility*

The decorative elements of the Olive overpass promote awareness to drivers that they are in Creve Coeur. The decorative elements also promote the City as a beautiful, well-maintained place to work, shop, and live. Stains or peeling paint detract from the positive image of the City as a desirable destination.

**Operating Budget Impact:**

None

**Comments:**

None



9510 STREETS AND SIDEWALKS - 21

**OLIVE 270 OVERPASS CLEANING & PAINTING**

**CAPITAL FUND  
CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering (FY2023)	\$ 0
Land Acquisition	\$ 0
Construction	\$ 80,000
Equipment	\$ 0
Other ( )	\$ 0
<b>Total Expenditures</b>	<b>\$ 80,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source:()	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 80,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 80,000</b>



9510 STREETS AND SIDEWALKS - 22

CAPITAL FUND

**OLD OLIVE SIDEWALK EXTENSION (DESIGN)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$25,000	\$60,000	\$0	\$0	\$0	\$0

**Project Description:**

This project will involve installing a new concrete sidewalk on Old Olive Street Road (west), near Laverne Collins Park. Constructing this sidewalk will connect two sections of sidewalk to create a continuous pedestrian path along the west side of Old Olive from Olive Blvd to north of King Henry Court.

**Existing Conditions:**

No sidewalk currently exists at this site, but pedestrians commonly walk through the grass.

**Justification:** *Community Demand; Public Safety; Resident Request*

Completion of this sidewalk will provide a safer, more suitable pedestrian route for those wishing to walk along the west side of Old Olive Street Road.

**Operating Budget Impact:**

No significant maintenance is anticipated in the near future.

**Comments:**

The proposed project site is in MoDOT right-of-way. Staff has reached out to the MoDOT Area Engineer asking what requirements MoDOT would have for the project. Staff anticipates that engineered design plans will be required, and has included those costs in FY2024.



9510 STREETS AND SIDEWALKS - 22

**OLD OLIVE SIDEWALK EXTENSION (DESIGN)**

**CAPITAL FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 25,000
Land Acquisition	\$ 0
Construction	\$ 60,000
Equipment	\$ 0
Other ()	\$ 0
<b>Total Expenditures</b>	<b>\$ 85,000</b>

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ TBD
State Cost-Share Program	\$ 0
Outside Funding Source:	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 85,000
Total Funding	\$ (TBD)
<b>City's Contribution</b>	<b>\$ 85,000</b>



9516 CAPITAL EQUIPMENT - 01

CAPITAL FUND

**PUBLIC WORKS CAPITAL EQUIPMENT**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$408,355	\$619,000*	\$401,800	\$398,800	\$408,500	\$428,000	TBD

**Project Description:**

This project is dedicated to replacing older equipment used by the Department of Public Works. Equipment replacement is based on a scheduled rotation that helps limit the financial impact on any one year. The focus will be on replacing equipment that will be about ten years old.

**Existing Conditions:**

Some Public Works equipment has reached the end of useful and dependable life. Significant maintenance costs can be expected if this equipment is kept in service.

**Justification:** *Public Safety; Operating Efficiency; Condition of Existing Facility*

Replacement of the equipment noted above is necessary to provide services to the residents and repair the City's infrastructure. Without replacement, it will not only have an effect on public safety, it will also affect the City's operating efficiency due to down time for equipment repairs.

**Operating Budget Impact:**

Replacement of older equipment helps reduce the overall annual maintenance costs of the Public Works fleet. Using older equipment can result in significant increases in repair bills and increased equipment downtime, which reduce staff's ability to operate efficiently to provide services to the residents.

**Comments:**

Capital equipment includes equipment costing more than \$20,000 and having a useful life of at least five years. Public Works staff plans to sell the replaced equipment at auction after the new replacement vehicle arrives. The amount of revenue from the auctioned equipment helps to offset the cost of new equipment.

\* FY2024 Estimated Annual Cost reflects the \$140,000 purchase of a vehicle in FY2023 which it is anticipated will not be received and paid for till FY2024 due to manufacturer backlog in filling vehicle orders. This cost is not reflected in the following summary.



9516 CAPITAL EQUIPMENT - 01

**PUBLIC WORKS CAPITAL EQUIPMENT****CAPITAL FUND  
CONTINUED****FY2024 FLEET REPLACEMENT PROJECTIONS**

<u>Equipment to be Purchased</u>	<u>Estimated Cost</u>	<u>Equipment for Trade/Auction</u>
Two-ton Dump Truck with Plow	\$ 137,600.00	2010 Two-ton Dump Truck
One-ton Dump Truck	\$ 76,600.00	2013 One-ton Dump Truck
Bucket Truck	\$ 165,000.00	1996 Bucket Truck
Leaf Vacuum (25 CY; Diesel Powered)	\$ 99,800.00	2013 Leaf Vacuum (Diesel Powered)
FY2023 Two-ton Chipper Truck	\$ 140,000.00	2012 Two-ton Chipper Truck
	<u>\$ 619,000.00</u>	

**FY2025 FLEET REPLACEMENT PROJECTIONS**

<u>Equipment to be Purchased</u>	<u>Estimated Cost</u>	<u>Equipment for Trade/Auction</u>
Two-ton Dump Truck with Plow	\$ 144,400.00	2011 Two-ton Dump Truck
Skid Steer	\$ 100,600.00	2012 Skid Steer
Leaf Vacuum (25 CY; Diesel Powered)	\$ 104,800.00	2013 Leaf Vacuum (Diesel Powered)
Electric Pickup Truck (PW Engineering)	\$ 52,000.00	2008 Colorado - Project Manager Truck
	<u>\$ 401,800.00</u>	

**FY2026 FLEET REPLACEMENT PROJECTIONS**

<u>Equipment to be Purchased</u>	<u>Estimated Cost</u>	<u>Equipment for Trade/Auction</u>
Two-ton Dump Truck with Plow	\$ 143,200.00	2011 Two-ton Dump Truck
One-ton Dump Truck	\$ 84,500.00	2013 One-ton Dump Truck
3/4-ton Pickup Truck (Asphalt flat bed)	\$ 66,300.00	2013 3/4-ton Pickup Truck
Leaf Vacuum (25 CY; Diesel Powered)	\$ 104,800.00	2014 Leaf Vacuum (Diesel Powered)
	<u>\$ 398,800.00</u>	

**FY2027 FLEET REPLACEMENT PROJECTIONS**

<u>Equipment to be Purchased</u>	<u>Estimated Cost</u>	<u>Equipment for Trade/Auction</u>
Two-ton Dump Truck with Plow	\$ 150,300.00	2012 Two-ton Dump Truck
One-ton Dump Truck	\$ 88,700.00	2015 One-ton Dump Truck
Electric Pickup Truck (PW Engineering)	\$ 54,000.00	2006 3/4-ton Project Manager Truck
Leaf Vacuum (25 CY; Diesel Powered)	\$ 115,500.00	2015 Leaf Vacuum (Diesel Powered)
	<u>\$ 408,500.00</u>	

**FY2028 FLEET REPLACEMENT PROJECTIONS**

<u>Equipment to be Purchased</u>	<u>Estimated Cost</u>	<u>Equipment for Trade/Auction</u>
Two-ton Chipper Truck	\$ 160,000.00	2015 Two-ton Dump Truck
Back Hoe	\$ 150,000.00	2008 John Deere 410J
3/4-ton Pickup Truck (Service Body)	\$ 70,000.00	2015 3/4-ton Pickup (Sign Truck)
Tractor & Flail Mower	\$ 48,000.00	1994 John Deere 5200 & Flail Mower
	<u>\$ 428,000.00</u>	



9516 CAPITAL EQUIPMENT - 01

**PUBLIC WORKS CAPITAL EQUIPMENT**

**CAPITAL FUND  
CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 2,256,100
Other	\$ 0
<b>Total Expenditures (FY2024–FY2028)</b>	<b>\$ 2,256,100</b>

<b>Funding Type</b>	<b>Amount</b>
Outside Funding Source ( )	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 2,256,100
Total Funding	\$ 0
<b>City's Contribution (FY2024–FY2028)</b>	<b>\$ 2,256,100</b>



9516 CAPITAL EQUIPMENT - 02

**GOLF COURSE CAPITAL EQUIPMENT**

**CAPITAL FUND  
CONTINUED**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$55,000	\$65,000	\$0	\$65,000	\$40,000	TBD

**Project Description:**

The following major equipment purchases are planned at the Creve Coeur Golf Course as replacements for older equipment:

- FY2024 – Greens Mower \$ 55,000
  - FY2025 – Rough Mower \$ 65,000
  - FY2027 – Fairway Mower \$ 65,000
  - FY2028 – Compact Tractor \$ 40,000
- \$ 225,000**

These vehicles are used to maintain the fairways, rough, and greens at the golf course. The equipment that will be replaced will range in age from 14-25 years old at the time of replacement.

**Existing Conditions:**

The golf course staff uses a small fleet of equipment to maintain the golf course. Some of the existing equipment has begun to wear out with age, resulting in limited use, declining performance, and/or increased repair costs. Certain equipment, like the turf vehicles, are used for a variety of tasks. Other equipment, like the rough mower, has no back-up for its function.

**Justification:** *Condition of Existing Equipment; Operating Efficiency; Coordination*

Properly functioning and reliable equipment is needed for the effective maintenance of the golf course. The 2015 *Analysis of Golf Course Existing Conditions for Needs Assessment* report found that all of the equipment that is proposed for replacement has exceeded its useful life. The report recommended that all of this equipment be replaced by 2019.

**Operating Budget Impact:**

New equipment will be expected to require less maintenance than the current equipment, which should result in lower operating costs.

**Comments:**

None



9516 CAPITAL EQUIPMENT - 02

**GOLF COURSE CAPITAL EQUIPMENT**

**CAPITAL FUND  
CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 225,000
Other ()	\$ 0
<b>Total Expenditures (FY2024–FY2028)</b>	<b>\$ 225,000</b>

<b>Funding Type</b>	<b>Amount</b>
Outside Funding Source ()	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 225,000
Total Funding	\$ 0
<b>City's Contribution (FY2024–FY2028)</b>	<b>\$ 225,000</b>



CAPITAL PROJECT ADMINISTRATION - 01

CAPITAL FUND

**PROJECT MANAGEMENT**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$138,542	\$153,104	\$157,700	\$162,500	\$167,400	\$172,500	TBD

**Project Description:**

This line item includes the costs associated with the full-time salary and benefits for two engineers to help oversee the design and construction of projects outlined in the Capital Improvement Program: One engineer will be 100% funded through the Capital Fund; the second engineer will be 50% funded through the Capital Fund and 50% funded through the Parks and Stormwater Fund.

**Existing Conditions:**

Engineering staff assists the Director of Public Works with monitoring construction activity, preparing contract documents, performing design surveys, and the overall management of the Capital Improvement Program.

**Justification:** *Operating Efficiency*

The responsible and effective administration of the City's capital improvement projects, and grant-related projects in particular requires expertise and significant staff time. Projects often have similar schedules, and multiple projects can require immediate attention at the same time. The City's Public Works Administrative staff is too small to consistently accommodate the demands of these projects while also meeting the expectations for the various other services provided by the Department of Public Works.

**Operating Budget Impact:**

Annual costs for this position include salary and benefits plus ongoing employee training, city equipment, cell phone, and general supplies, which are anticipated to be approximately \$1,000 per year.

**Comments:**

None



**CAPITAL PROJECT ADMINISTRATION - 01**  
**PROJECT MANAGEMENT**

**CAPITAL FUND**  
**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 813,204
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 813,204</b>

<b>Funding Type</b>	<b>Amount</b>
Outside Funding Source	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 813,204
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 813,204</b>



## PARKS AND STORMWATER FUND

In November 2020, Creve Coeur voters approved a half-cent sales tax, the revenue from which is dedicated to the operations, maintenance, and improvements needed for the City’s parks, recreation, and stormwater infrastructure. Most of the City’s projected investments into parks and stormwater are proposed to be financed through this fund.

### Parks and Stormwater Fund Revenues

The City’s Parks and Stormwater Fund has two main funding sources: a half-cent parks and stormwater sales tax and reimbursement from grants and other outside funding. Together, these funding sources are projected to generate approximately \$16.47 million over the FY2024-FY2028 CIP.

Half-Cent Parks and Stormwater Sales Tax. The projected sales tax revenues are approximately \$15.27 million for the FY2024-FY2028 CIP, which averages out to approximately \$3.05 million per year in the plan.

Grants and Outside Funding. There are two primary outside funding sources for parks and stormwater improvements: the Municipal Park Grant and MSD OMCI reimbursement program.

- *Municipal Park Grant.* The City can seek Municipal Park Grant to supplement up to \$525,000 for parks improvements about every other year. This funding source will be shared with the Capital Fund.
- *MSD OMCI Reimbursement.* The Metropolitan St. Louis Sewer District (MSD) offers a reimbursement program for stormwater-related operations, maintenance, and construction improvements (OMCI) expenses in the Deer Creek watershed, which is generally the area in Creve Coeur east of Interstate 270 and south of Olive Boulevard. The City plans to seek approximately \$1.07 million in reimbursement from this program over the five-year CIP.

### Parks and Stormwater Fund Expenses

Parks and Stormwater expenditures from the Parks and Stormwater Fund are projected to be approximately \$16.97 million over the proposed FY2024-FY2028 CIP, with a maximum annual expense of \$4.28 million in FY2024. Details about these expenses can be found in the project summary sheets that follow.

This sales tax revenue does not have a designated division of how it will be spent, but the City Council can decide to set the allocation amounts or to evaluate the division of funds through each CIP process. The proposed five-year CIP includes the following allocation of the sales tax revenue:

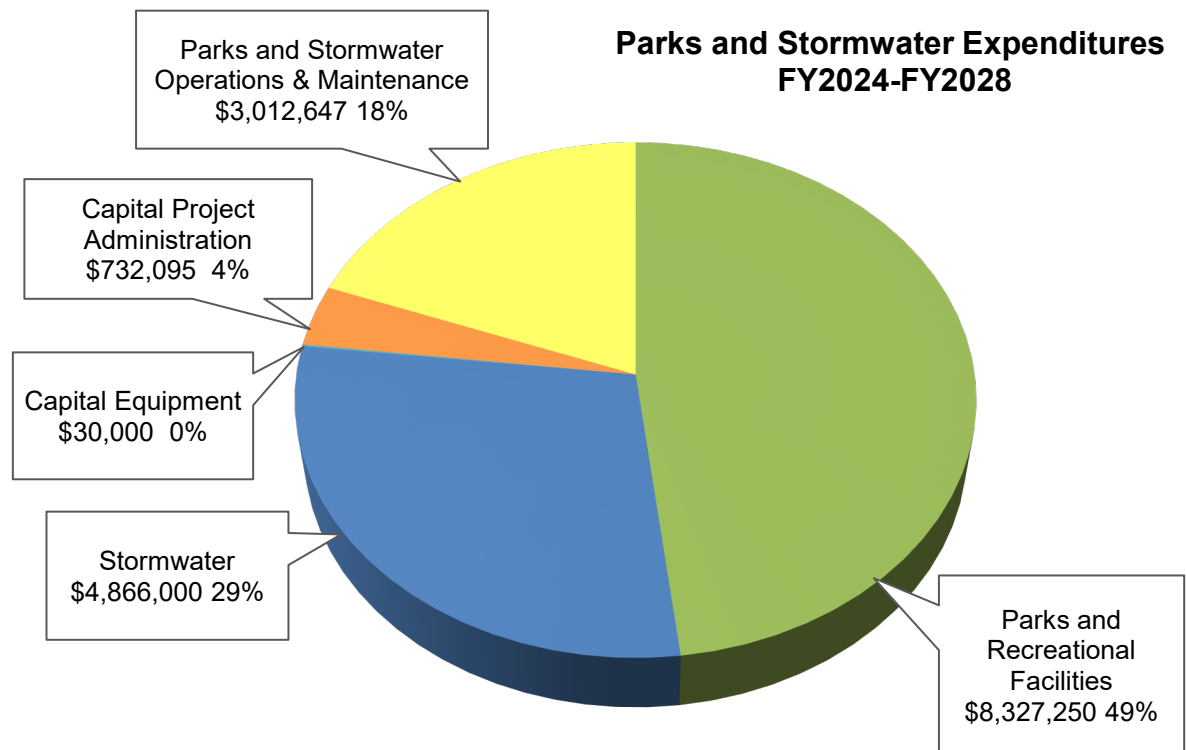
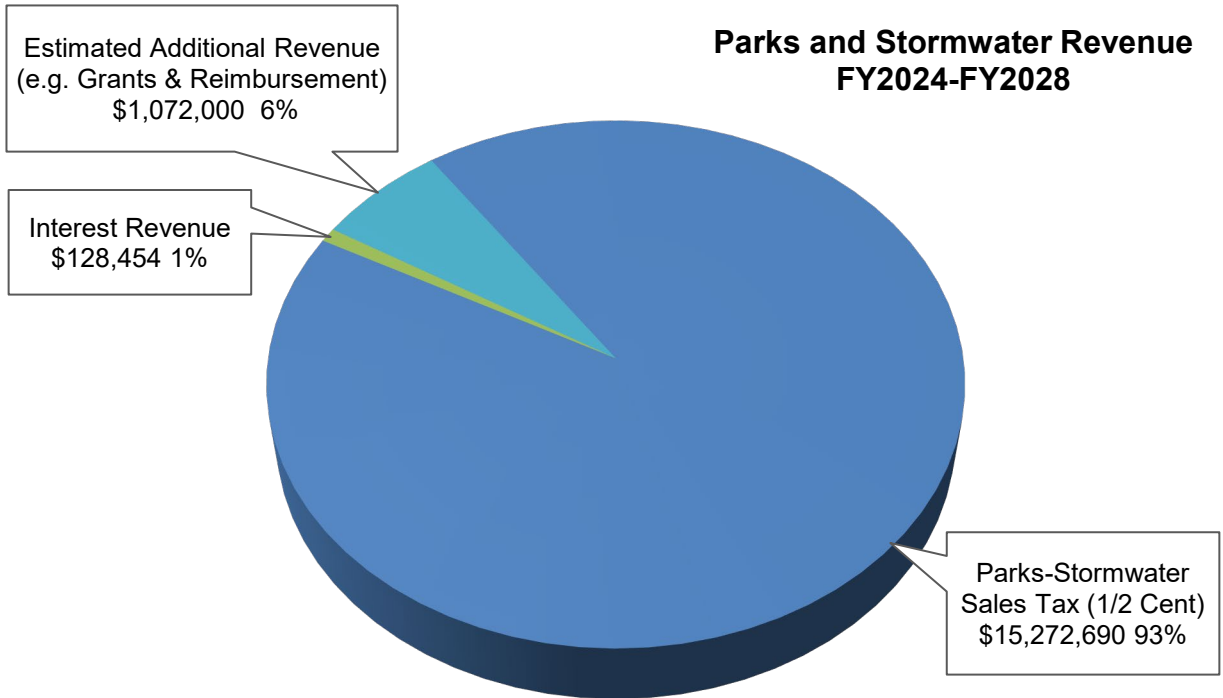
- |   |     |
|---|-----|
| • Parks Projects                                | 49% |
| • Stormwater Projects                           | 29% |
| • Capital Project Administration                | 4%  |
| • Parks and Stormwater Operations & Maintenance | 18% |

Funding for parks is proposed to be the greatest portion due a backlog of deferred parks maintenance, the improvements envisioned through the Parks and Recreation Master Plan, and the initial stormwater focus on smaller projects and the development of a Stormwater Management Plan.

At this time, the proposed CIP does not include investment into the Dielmann Recreation Complex or the Creve Coeur Golf Course though the Parks-Stormwater Tax Fund. Projects involving this property are included in the Capital Fund.



Summaries of the projected revenues and expenses for the Parks and Stormwater Fund are included below, and details about the projects and other expenses that are proposed to be financed through this fund can be found in the project summary sheets that follow.





9506 PARKS AND RECREATIONAL FACILITIES - 03

PARKS AND STORMWATER FUND

**HISTORIC BUILDING REHABILITATION AND PRESERVATION**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$25,000	\$100,000	\$25,000	\$25,000	\$25,000	\$25,000	TBD

**Project Description:**

This project sets aside annual funding for repairs and improvements to the Lake School House at Lake School Park and to the Tappmeyer House at Millennium Park. In FY2024, the focus will be on repairing the front porch and stabilizing the structural support, cleaning up the basement, and repainting at Lake School. Future funding years could be combined to allow for a larger project, such the installation of rear ADA ramp into the Tappmeyer House and eventual painting.

**Existing Conditions:**

The front porch of the Lake School House needs to be stabilized to correct its sagging roof, some of the wood on the front of the building needs to be replaced, and a support column in the school’s basement needs to be upgraded and/or replaced. The accessible lift and other aspects of the Tappmeyer House need regular maintenance and will eventually require replacement.

**Justification:** *Condition of Existing Facility; Protection and Conservation*

Like any of the City’s buildings and facilities, the Lake School House and Tappmeyer House will need regular routine maintenance and improvements to remain structurally sound and attractive.

**Operating Budget Impact:**

Improvements to the locally historic buildings will help reduce the maintenance needs and costs for these buildings.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 03

PARKS AND STORMWATER FUND

**HISTORIC BUILDING REHABILITATION AND PRESERVATION CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 200,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures (FY2024-FY2028)</b>	<b>\$ 200,000</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 200,000
Total Funding	\$ 0
<b>City's Contribution (FY2024-FY2028)</b>	<b>\$ 200,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 05

PARKS AND STORMWATER FUND

**PARK RESTROOM RENOVATIONS**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$50,088	\$120,000	\$60,000	\$60,000	\$0	\$0	TBD

**Project Description:**

This project involves further investigation into and design of renovations for the parks’ seasonal restroom facilities to allow these restrooms to remain open for the entire year.

**Existing Conditions:**

The restroom facilities at Conway Park, Lake School Park, Malcolm Terrace Park, and Venable Park were constructed about 20 years ago and are substantially similar buildings based upon a common design. That design includes cinder block walls and an open-air roof meant for warm-weather, seasonal operation. The buildings do not have temperature controls, insulation, or buried water service lines.

**Justification:** *Community Demand; Coordination*

One of the primary user requests in the Parks and Recreation Master Plan was to offer year-round restroom facilities in the parks.

**Operating Budget Impact:**

Having the restrooms open for more or all of the year will generate more utility costs than the City currently pays. However, the main impact to the operating budget will be the need to staff the daily cleaning of the restrooms between the months of October and April when the restrooms are currently closed. The City will need to evaluate whether the restrooms can be cleaned effectively with the current staffing levels during labor-intensive operations, such as fall leaf collection and winter snow removal.

**Comments:**

Renovation or replacement of the restrooms at Lake School Park, Malcolm Terrace Park, and Venable Park will be evaluated based upon the FY2023 design and may be planned for future years, likely to be completed in conjunction with other improvements in these parks.



9506 PARKS AND RECREATIONAL FACILITIES - 05  
**PARK RESTROOM RENOVATIONS**

**PARKS AND STORMWATER FUND**  
**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 50,088
Land Acquisition	\$ 0
Construction	\$ 240,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 290,088</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 290,088
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 290,088</b>



9509506 PARKS AND RECREATIONAL FACILITIES – 10

PARKS AND STORMWATER FUND

**PARK FURNITURE REPLACEMENT**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$0

**Project Description:**

This project involves the regular replacement of park furniture that is at the end of its useful life. Replacement will involve benches, trash receptacles, and picnic tables.

**Existing Conditions:**

The City offers dozens of benches, trash receptacles, and picnic tables. Park furniture is exposed to the elements year-round and over time, paint fades, materials degrade, and the furniture becomes unsightly and perhaps even unsafe. Further, the style of the furniture is inconsistent with in a particular park.

**Justification:** *Condition of Existing Facility; Operating Efficiency; Beautification*

Sharp edges and other hazards can develop on park furniture that is detreating with age and wear from the elements. Replacing park furniture that is past its useful life keeps the City’s parks safer and makes them more inviting, enjoyable, and beautiful.

**Operating Budget Impact:**

Replacing park furniture decreases the amount of time and effort Parks staff needs to expend on repairs. New furniture will be expected to be virtually maintenance free for the next 5-10 years.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 10  
**PARK FURNITURE REPLACEMENT**

**PARKS AND STORMWATER FUND**  
**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 100,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures (FY2024-FY2028)</b>	<b>\$ 100,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 100,000
Total Funding	\$ 0
<b>City's Contribution (FY2024-FY2028)</b>	<b>\$ 100,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 14

PARKS AND STORMWATER FUND

MILLENNIUM PARK IMPROVEMENTS – PHASE 1

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$128,531	\$2,300,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project involves a site design for the west half of Millennium Park and the replacement of the playgrounds, splash pad, and connecting walkways in this section of the park. The new playground will be larger than the existing two playgrounds, and the new splash pad will offer additional features from what is in place today. Both the playground and the splash pad will be partially shaded by fabric shades that will be constructed as part of this project. All of the benches in throughout the park will be replaced through this project

**Existing Conditions:**

The playground and splash pad at Millennium Park have served the City well, but both are about 20 years old and are wearing out. The playground equipment has begun to fail, and some elements have been removed or replaced in recent years. Although the larger safety surface continues to provide the required fall protection for the playground, this surface is beyond its recommended lifespan.

**Justification:** *Community Demand; Condition of Existing Facility; Coordination, Beautification*

These improvements to Millennium Park are the first phase of the implementation of the City’s Parks and Recreation Master Plan and of the Millennium Park Master Plan. The playground and splash pad were selected as the first phase of improvements due to their popularity as the central features of Millennium Park and due to their age and deteriorated condition.

**Operating Budget Impact:**

New parks features are expected to require much less maintenance than the existing features.

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 14

PARKS AND STORMWATER FUND

MILLENNIUM PARK IMPROVEMENTS – PHASE 1

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 128,531
Land Acquisition	\$ 0
Construction	\$ 1,700,000
Equipment	\$ 600,000
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 2,428,531</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 2,428,531
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 2,428,531</b>



9506 PARKS AND RECREATIONAL FACILITIES - 17

PARKS AND STORMWATER FUND

# VENABLE PARK IMPROVEMENTS

## PHASE 1: TRAIL, BRIDGE, TENNIS COURTS, & SPLASH PAD

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$125,000	\$2,000,000	\$0	\$0	\$0	\$0

**Project Description:**

The exact scope of this project has not yet been determined, but it could include elements from the Parks and Recreation Master Plan, such as the renovation of the restroom building for year-long operation, replacement of the tennis courts, replacement of pavilion, improved parking, a memorial to Dr. H. Phillip Venable, new furniture, the addition of a splash pad, and improved accessibility.

**Existing Conditions:**

Several of the facilities at Venable Memorial Park are aging and require updates or replacement. The asphalt tennis courts have been overlaid multiple times and can no longer be reliably repaired, and facilities like the pavilion, asphalt paths, and connector bridge have not been updated in the past ten years.

**Justification:** *Community Demand; Condition of Existing Facility; Coordination*

The project will coordinate with the recommendations of the Parks and Recreation Master Plan and the preliminary planning efforts for Venable Park. The tennis courts were selected as the first phase of improvements due to their popularity as the central features of Venable Park and due to their age and deteriorated condition. Additional, bridge access to the park was singled out due to its age and deteriorated condition.

**Operating Budget Impact:**

New facilities are expected to require less annual maintenance and fewer funds than the existing equipment.

**Comments:**

In FY2023, the City plans to work with a national design firm to begin planning out improvements to Dr. H. Phillip Venable Memorial Park that are consistent with the Parks and Recreation Master Plan.



9506 PARKS AND RECREATIONAL FACILITIES - 17

PARKS AND STORMWATER FUND

**VENABLE PARK IMPROVEMENTS**

**PHASE 1: TRAIL, BRIDGE, TENNIS COURTS, & SPLASH PAD**

**CONTINUED**

<b>Expenditure Type</b>	<b>Amount</b>
Planning, Design, and Engineering	\$ 125,000
Land Acquisition	\$ 0
Construction	\$ 2,000,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 2,125,000</b>

<b>Funding Type</b>	<b>Amount</b>
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

<b>Summary</b>	<b>Amount</b>
Total Expenditures	\$ 2,125,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 2,125,000</b>



9506 PARKS AND RECREATIONAL FACILITIES - 23

PARKS AND STORMWATER FUND

**39N GREENWAY CONNECTION TO CENTENNIAL TRAIL**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$33,750	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The Great Rivers Greenway (GRG) is the public agency connecting the St. Louis region with greenways. The concept calls for a 600 mile network of greenways connecting St. Louis City, St. Louis County and St. Charles County. The next phase of this trail network is the Centennial Trail plan, which will connect Forest Park and Creve Coeur Lake Park, coming from Warson Park in Olivette to the east, working its way through our light industrial / 39 North district before moving into unincorporated St Louis County.

**Existing Conditions:**

GRG plans to move forward with preliminary design identified in the 39 North Greenway Plan in 2023 with construction projected for 2025-2027. However, segments that would allow better connectivity and access to the Centennial Trail for Creve Coeur businesses, institutions and residents are not included in the trail plan. As a result, a collaborative approach between the City of Creve Coeur, other stakeholders and GRG could enable these connections to be made.

**Justification:** *Community Demand; Coordination; Economic Growth; Protection & Conservation*

The GRG with willing to fund (subject to approval of their board) up to 50% of the cost in developing a preliminary design, estimated at \$300,000. In addition, the Donald Danforth Plant Science Center, St. Louis Economic Development Partnership, the City of Olivette and Bayer Global are willing to partner with the City in funding the remainder of the design cost. The project will further support one of the goals set out in the City's Strategic Plan to establish more options for pedestrians and provide expansion of the parks trail network. A robust trail network will attract more business to the community and make Creve Coeur a desirable place to live.

**Operating Budget Impact:**

None

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 23

PARKS AND STORMWATER FUND

39N GREENWAY CONNECTION TO CENTENNIAL TRAIL

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 33,750
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 33,750</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 33,750
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 33,750</b>



9506 PARKS AND RECREATIONAL FACILITIES - 24

PARKS AND STORMWATER FUND

VENERABLE PARK MEMORIAL (HDR FOUNDATION GRANT)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$11,500	\$288,500	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project involves creating a lasting memorial to honor Dr. Venable. The goal is to have commemorative artwork that will engage visitors in the Venable's story. Through design elements, signage and future programming, this project will help inform visitors about the life and character of Dr. Venable as well as educate generations to come on what he faced in Creve Coeur. The memorial will be woven into the park master plan so it will be part of the overall aesthetics of the park.

**Existing Conditions:**

The park does not currently have a memorial to honor Dr. Venable or tell of his story.

**Justification:** *Community Demand; Coordination; Economic Growth; Protection & Conservation*

Community demand for this project has existed for quite some time. In 2019, Dr. Venable's story was brought to light to the Mayor and City Council.

**Operating Budget Impact:**

None

**Comments:**

None



9506 PARKS AND RECREATIONAL FACILITIES - 24

PARKS AND STORMWATER FUND

VENERABLE PARK MEMORIAL (HDR FOUNDATION GRANT)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 11,500
Land Acquisition	\$ 0
Construction	\$ 288,500
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 300,000</b>

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 300,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 300,000</b>



9509 STORMWATER - 01

PARKS AND STORMWATER FUND

WATERSHED MANAGEMENT PLAN

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$448,026	\$50,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will create an in-depth study of stormwater behavior and needs throughout Creve Coeur and provide a sound, clear, and prioritized basis for the City’s stormwater management program. The Watershed Management Plan will include a review of existing studies and resident concerns plus investigations of the creeks and stormwater infrastructure. From the Watershed Management Plan will come a prioritized, coordinated list of defined stormwater projects that will be listed as line items. in future Capital Improvement Plans.

**Existing Conditions:**

The last City-wide watershed study was completed in the 1990’s and was updated with additional project reviews in 2012. The study is outdated and does not provide a comprehensive list of issues and improvements that could guide a stormwater program.

**Justification:** *Community Demand; Condition of Existing Facility; Coordination; Operating Efficiency; Protection & Conservation*

In previous years, the City’s capital improvement budget allowed for a small stormwater program that could only fund small or emergency projects. With the residents’ approval of the parks and stormwater sales tax, the City is now able to have a planned, proactive stormwater program that will be logically and efficiently guided by the comprehensive Watershed Management Plan. A completed Watershed Management Plan will also help qualify the City for grants and other funding opportunities.

**Operating Budget Impact:**

None

**Comments:**

None



9509 STORMWATER - 01

WATERSHED MANAGEMENT PLAN

PARKS AND STORMWATER FUND

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 448,026
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 50,000
<b>Total Expenditures (FY2024-FY2028)</b>	<b>\$ 498,026</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 498,026
Total Funding	\$ 0
<b>City's Contribution (FY2024-FY2028)</b>	<b>\$ 498,026</b>



9509 STORMWATER - 04

PARKS AND STORMWATER FUND

# HIBLER ROADSIDE DRAINAGE

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$70,673	\$339,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will re-establish and improve roadside drainage along Hibler Road east of Falaise Drive to west towards Mason Road. Improvements will include new and improved roadside drainage swales, removing and replacing curb and gutter, and adding inlets and stormwater conveyance. Design will be completed in FY2023, and construction is planned for FY2024.

**Existing Conditions:**

Sections of Hibler Road do not have curbing and use roadside swales and the adjacent grades to carry stormwater runoff. City staff have received reports of ponding and large volumes of sheet flow during warmer weather and icy conditions during freezing temperatures. Staff has also observed that the street has insufficient drainage to safely convey stormwater.

**Justification:** *Community Demand; Condition of Existing Facility; Operating Efficiency; Public Safety*

This project aims to address residents' concerns about flooding and safety by improving stormwater management along Hibler Road.

**Operating Budget Impact:**

Addressing this concern through capital improvements will eliminate the need for City staff to attempt to address the situation through maintenance operations.

**Comments:**

None



9509 STORMWATER - 04

**HIBLER ROADSIDE DRAINAGE**

**PARKS AND STORMWATER FUND**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering (FY2023)	\$ 70,673
Land Acquisition	\$ 0
Construction	\$ 339,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 409,673</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 409,673
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 409,673</b>



9509 STORMWATER - 05

PARKS AND STORMWATER FUND

# ALDEN LANE DRAIN REPLACEMENT (DEER CREEK OMCI)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$39,533	\$67,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will replace a small storm drain system that serves a section of Alden Lane. The project will also repair a sinkhole that has formed near one of the failing inlets. Design will be completed in FY2023, and construction will take place in FY2024.

**Existing Conditions:**

The drain system includes two small inlets – one on each side of Alden Lane – that carry stormwater from the street and the north side of Alden Lane to a small creek on the south side of the street. The drains are not standard and easily clog with mulch and leaf debris. The clogged drains cause roadway flooding. An apparent failure of the drainage pipe has also created a large hole near the roadway. This hole is a potential hazard and has been filled with rock as a temporary safety measure. In addition to the hole near the existing inlet, the project will also repair a sinkhole that has formed in the road west of the drain system.

**Justification:** *Community Demand; Condition of Existing Facility; Operating Efficiency*

Replacing the existing stormwater inlets and pipes will improve the capacity and performance of this small stormwater system and help prevent the hole that formed near the creek from reappearing. The new drains will have larger openings that will make them much less likely to clog.

**Operating Budget Impact:**

Replacing non-standard drains will eliminate the need for staff to monitor the inlets for clogs during typical rain storms, and replacing the pipes will eliminate the need for staff to monitor the area to see if the hole has formed again.

**Comments:**

This project is located within the Deer Creek watershed, and the City will be eligible for reimbursement of design and construction costs through MSD’s Operations, Maintenance, and Construction Improvements (OMCI) reimbursement program.



9509 STORMWATER - 05

PARKS AND STORMWATER FUND

# ALDEN LANE DRAIN REPLACEMENT (DEER CREEK OMCI)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering (FY2023)	\$ 39,533
Land Acquisition	\$ 0
Construction	\$ 67,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 106,533</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 67,000
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 106,533
Total Funding	\$ 67,000
<b>City's Contribution</b>	<b>\$ 39,533</b>



9509 STORMWATER - 06

PARKS AND STORMWATER FUND

# BALLAS CULVERT EROSION REHABILITATION (DEER CREEK OMCI)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$89,887	\$380,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will replace a failing road culvert and stabilize a section of the creek east of South New Ballas Road that flows behind the homes on Tarrytown Drive towards the City line. Design will be completed in FY2023, and construction is planned for FY2024.

**Existing Conditions:**

A stormwater culvert runs beneath South New Ballas Road just south of Tarrytown Drive, and water flows from west to east through this culvert. Replacing the culvert is necessary to keep one of the busiest roads in Creve Coeur from failing. In addition to the failing culvert, significant erosion has been observed downstream (east) of the culvert. Residents have voiced concerns about erosion, poor drainage, and flooding.

**Justification:** *Community Demand; Condition of Existing Facility; Operating Efficiency*

Improvements to address erosion downstream of the culvert will help prevent the situation worsening and potentially impacting South New Ballas Road, the most heavily traveled section of road that the City maintains. Addressing the creek downstream as part of this project should be less expensive and less intrusive to the neighboring properties than if the two projects were completed independently.

**Operating Budget Impact:**

None

**Comments:**

This project is located within the Deer Creek watershed, and the City will be eligible for reimbursement of design and construction costs through MSD's Operations, Maintenance, and Construction Improvements (OMCI) reimbursement program



9509 STORMWATER - 06

PARKS AND STORMWATER FUND

# BALLAS CULVERT EROSION REHABILITATION (DEER CREEK OMCI)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering (FY2022 & FY2023)	\$ 89,887
Land Acquisition	\$ 0
Construction	\$ 380,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 469,887</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 285,000
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 469,887
Total Funding	\$ 285,000
<b>City's Contribution</b>	<b>\$ 184,887</b>



9509 STORMWATER - 07

PARKS AND STORMWATER FUND

# GOLF COURSE POND AERATION (DEER CREEK OMCI)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$13,000	\$64,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will add an aeration system in the Creve Coeur Golf Course’s southernmost pond. Installing the aerator was originally intended to be part of the 2017 dam stabilization project. At that time, it was discovered that the existing electrical power feed needed to be upgraded to accommodate the aerator, and due to cost restraints the City was forced to remove this item from the scope of the dam project.

**Existing Conditions:**

A small electrical supply is located on the west side of the pond, slightly north of the #5 green. This electric supply currently powers the fountain in the pond. To add an aerator, the electrical needs to be upgraded. The 2017 dam project removed the built-up silt from the pond, which made the pond deeper, and the pond now has significant algae growth. An aerator will help circulate the water and control algae growth in the pond while reducing the possibility of orders from organic materials.

**Justification:** *Condition of Existing Facility; Beautification; Availability of Outside Funding*

The aerator will help the City extend its 2017 investment into the pond. Less algae will help make the pond water clearer and more aesthetically pleasing to golfers, enhancing their enjoyment of the course.

**Operating Budget Impact:**

The cost for the electricity for the aerator is expected to be negligible compared to the overall electricity needs of the Golf Course.

**Comments:**

This project is located within the Deer Creek watershed, and the City will be eligible for reimbursement of design and construction costs through MSD’s Operations, Maintenance, and Construction Improvements (OMCI) reimbursement program.



9509 STORMWATER - 07

PARKS AND STORMWATER FUND

**GOLF COURSE POND AERATION (DEER CREEK OMCI)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering (FY2023)	\$ 13,000
Land Acquisition	\$ 0
Construction	\$ 64,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 77,000</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 64,000
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 64,000</b>

Summary	Amount
Total Expenditures	\$ 77,000
Total Funding	\$ 64,000
<b>City's Contribution</b>	<b>\$ 13,000</b>



9509 STORMWATER - 08

PARKS AND STORMWATER FUND

# HIBLER WOODS DRAIN REPLACEMENT

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$30,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

This project will replace the failing trench drain that extends across Hibler Woods Drive. Both the metal grates and the supporting concrete shelf that supports the grates are deteriorating. Additionally, the grade of the asphalt approach is higher than the grate, which causes unsmooth and potentially unsafe driving conditions. When replacing the failing structure, the asphalt road before and after the drain will be milled and overlaid to create a smooth transition and even slope for a smoother, safer driving experience.

**Existing Conditions:**

A resident in the Mason Forest Subdivision reported that one of the grates of this trench drain was broken in 2020, and City staff welded a repair for this grate as a temporary measure. As has been the case with several other trench drains in Creve Coeur, roadway trench drains are considered part of the street and are not maintained by MSD.

**Justification:** *Condition of Existing Facility; Public Safety*

The trench drain will need to be replaced to provide a stable, structurally sound structure for vehicle and pedestrian traffic.

**Operating Budget Impact:**

Replacement of the drain should eliminate the need for additional repairs to the drain for at least ten years.

**Comments:**

None



9509 STORMWATER - 08

# HIBLER WOODS DRAIN REPLACEMENT

PARKS AND STORMWATER FUND

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 30,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 30,000</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 30,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 30,000</b>



9509 STORMWATER - 09

PARKS AND STORMWATER FUND

**STORMWATER CONCEPTUAL PLANS (DESIGN)**

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$150,000	\$0	\$0	\$0	\$0	\$0

**Project Description:**

The Stormwater Committee identified seven stormwater concerns that will be evaluated before the completion of the Watershed Management Plan. This evaluation will help the City understand the scope, cost, and public support for each potential project. Projects that score high enough on the risk registry and cost/benefit analysis will move into preliminary design and possibly construction in FY2024. Projects that do not move forward to design at this time will be incorporated into the Watershed Management Plan.

The following are the sites the Stormwater Committee recommended for evaluation:

1. **Magna Carta at Runnymede and Templar** – Storm drain improvements
2. **13105 D'Artagnan Ct** – Stream bank erosion along the creek corridor
3. **Ferntop Lane** – Storm channel erosion
4. **Deer Creek in Malcolm Terrace Park** – Creek bank erosion & a possible bridge project
5. **Cuiseaux Court** – Subdivision drainage
6. **Beaver Drive** – Corrugated metal road culvert is past it's useful life
7. **Broadview Farm** – Road drainage and ponding at various locations in the subdivision

**Existing Conditions:**

Some of the issues that potential projects will work to solve include: stream bank erosion, insufficient or failing stormwater infrastructure, and yard ponding. Many of the above listed sites are within the City's right of way or parks, which reduces the likelihood that easements will be required.

**Justification:** *Condition of Existing Facility; Community Demand, Protection & Conservation*

The Stormwater Committee has recommended that the City pursue the design and construction of stormwater improvements before the Watershed Management Plan is completed.

**Operating Budget Impact:**

None

**Comments**

None



9509 STORMWATER - 09

PARKS AND STORMWATER FUND

STORMWATER CONCEPTUAL PLANS (DESIGN)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 150,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 150,000</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ TBD
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ TBD</b>

Summary	Amount
Total Expenditures	\$ 150,000
Total Funding	\$ TBD
<b>City's Contribution</b>	<b>\$ 150,000</b>



9509 STORMWATER - 11

PARKS AND STORMWATER FUND

LAKE DREDGING – CONWAY PARK & GOLF COURSE  
(DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$40,000	\$450,000	\$200,000	\$0	\$0	TBD

**Project Description:**

The lakes at Conway Park and the Golf Courses have received a large volume of sediment, and the depth of the lakes and water quality has greatly decreased. In the design phase, the depth of sediment will be measured, and then the amount of dredging required and the dredging methodology can be determined. The dredging itself will span two years. FY2025 will focus on Conway Park Lake, and in FY2026 the Golf Course lakes will be dredged. A forebay will be added to lake near green 9 to help keep suspended solids from flowing into the other lakes.

**Existing Conditions:**

Golfers have reported that the lakes at the Golf Course have a strong, unpleasant odor. Dredging the lakes will remove the organic material that is causing the odors. Currently, each of the lakes has a decreased storage capacity and are less effective at stormwater management.

**Justification:** *Community Demand; Condition of Existing Facility, Protection & Conservation, Beautification*

Dredging the lakes will improve stormwater management performance. Dredging Conway Lake to a suitable depth may make it possible to stock the lake with fish. After the lakes are dredged, fountains and aeration systems can be installed, which will help improve water quality and prevent odors.

**Operating Budget Impact:**

For the forebay to be effective, deposited sediment will need to be regularly removed. This regular maintenance will help prolong the amount of time until the lakes will need to be dredged again. Delaying the cost of another full dredging effort will be cost-effective in the long-term.

**Comments:**

None



9509 STORMWATER - 11

PARKS AND STORMWATER FUND

LAKE DREDGING – CONWAY PARK & GOLF COURSE

(DESIGN & CONSTRUCTION)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 40,000
Land Acquisition	\$ 0
Construction	\$ 650,000
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 690,000</b>

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ TBD
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ TBD</b>

Summary	Amount
Total Expenditures	\$ 690,000
Total Funding	\$ TBD
<b>City's Contribution</b>	<b>\$ 690,000</b>



9516 CAPITAL EQUIPMENT - 01

PARKS AND STORMWATER FUND

# PARKS CAPITAL EQUIPMENT

## Estimated Annual Costs

Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$0	\$30,000	\$0	\$0	\$0	\$0	\$0

### Project Description:

The Department of Public Works proposes to purchase tractor for operation of the flail mower and various other needs required to maintain the park nature trails and surrounding grounds.

### Existing Conditions:

Currently the flail mower is only available to be used with current skid steers are not needed for road work or other associate work. The tractor will be a new addition to the department and will greatly assist in nature trail and park ground maintenance.

### Justification: *Condition of Existing Equipment; Operating Efficiency*

The City prides itself on the appearance of its parks, and green spaces of the parks are significant passive amenities. New tractor is needed to adequately and efficiently service these areas.

### Operating Budget Impact:

### Comments:

None



9516 CAPITAL EQUIPMENT - 01

**PARKS AND STORMWATER FUND**

**PARKS CAPITAL EQUIPMENT**

**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 30,000
Other	\$ 0
<b>Total Expenditures</b>	<b>\$ 30,000</b>

Funding Type	Amount
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 30,000
Total Funding	\$ 0
<b>City's Contribution</b>	<b>\$ 30,000</b>



CAPITAL PROJECT ADMINISTRATION - 01

PARKS AND STORMWATER FUND

**PROJECT MANAGEMENT**

Estimated Annual Costs						
Prior Year	FY2024	FY2025	FY2026	FY2027	FY2028	Future
\$132,035	\$137,795	\$142,000	\$146,300	\$150,700	\$155,300	TBD

**Project Description:**

This line item includes the costs associated with the full-time salary and benefits for two Public Works staff members to help oversee the design and construction of projects outlined in the Capital Improvement Program. A project manager will be 100% funded through the Parks and Stormwater Fund, and a civil engineer will be 50% funded through the Capital Fund and 50% funded through the Parks and Stormwater Fund.

**Existing Conditions:**

The City's Department of Public Works manages the implementation of most of the Capital Improvement Program, and the Public Works staff needs the capacity to responsibly manage the additional projects and programs made possible by the parks and stormwater sales tax.

**Justification:** *Operating Efficiency*

The responsible and effective administration of the City's capital improvement projects requires significant staff time. Projects often have similar schedules, and multiple projects often require immediate attention at the same time. The project management and engineering staff provided for in this item will be critical for the parks and stormwater projects to be able to be completed successfully and on time.

**Operating Budget Impact:**

Annual costs for each position include salary and benefits plus ongoing employee training, city equipment, cell phone, and general supplies, which are anticipated to be approximately \$1,000 per employee per year.

**Comments:**

None



CAPITAL PROJECT ADMINISTRATION - 01  
**PROJECT MANAGEMENT**

**PARKS AND STORMWATER FUND**  
**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 732,095
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
<b>Total Expenditures (FY2024-FY2028)</b>	<b>\$ 732,095</b>

Funding Type	Amount
Outside Funding	\$ 0
<b>Total Funding</b>	<b>\$ 0</b>

Summary	Amount
Total Expenditures	\$ 732,095
Total Funding	\$ 0
<b>City's Contribution (FY2024-FY2028)</b>	<b>\$ 732,095</b>



## BUILDING PROJECT BOND FUND

In November 2016, Creve Coeur voters approved a ballot measure that authorized the issuance of general obligation bonds of \$10.69 million for the purpose of constructing, furnishing, and equipping a new police station on the existing Government Center property and making safety, security, and accessibility renovations to the existing Government Center.

### **Building Project Bond Fund Expenses**

The expenses for the police building project began in FY2018 and continued through FY2020. This project was completed slightly below budget.

Now that the police building project is complete, the remaining balance of this fund will be allocated to safety, security, and accessibility improvements to the Creve Coeur Government Center and the Police Station. Planning and design for the renovation of the Government Center are identified as a project in the Capital Fund. Renovations of the Government Center are planned for each year FY2024 through FY2028. Future Capital Improvement Programs will program the contribution from the Building Project Bond Fund for the Government Center project.

### **Debt Service**

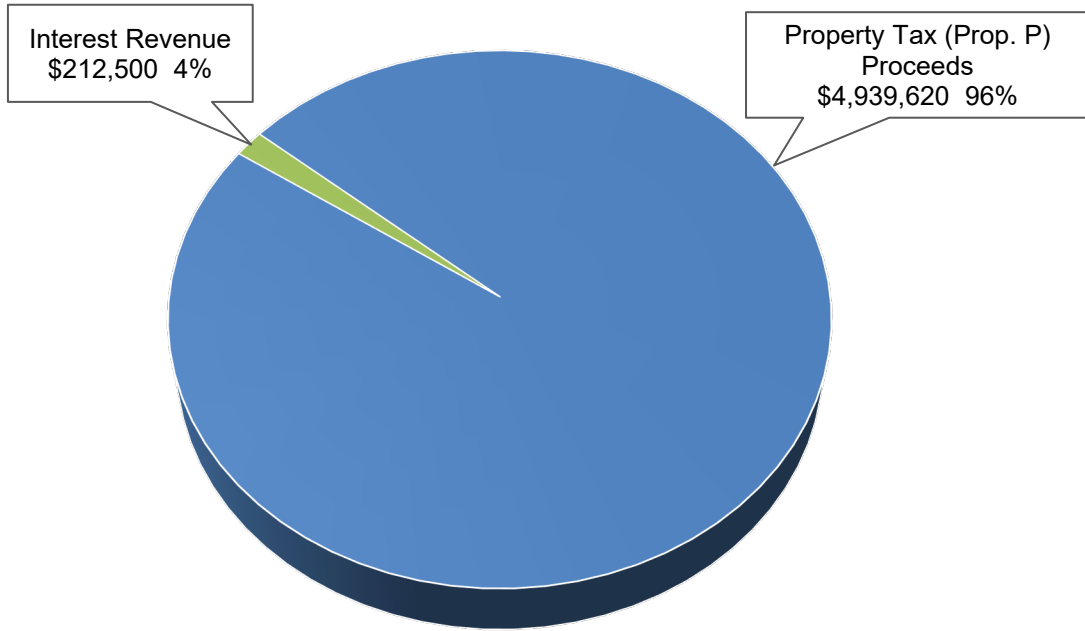
Most of the remaining revenues and expenses for the Building Project Bond Fund involve the debt service for the bonds. The debt service for the Building Project Bond Fund will be paid through a 20-year real estate and personal property tax levy, which is anticipated to sunset in 2037.

The property tax that funds the debt service was increase by approximately 24% in FY2023 and is proposed to increase through the five-year capital plan.

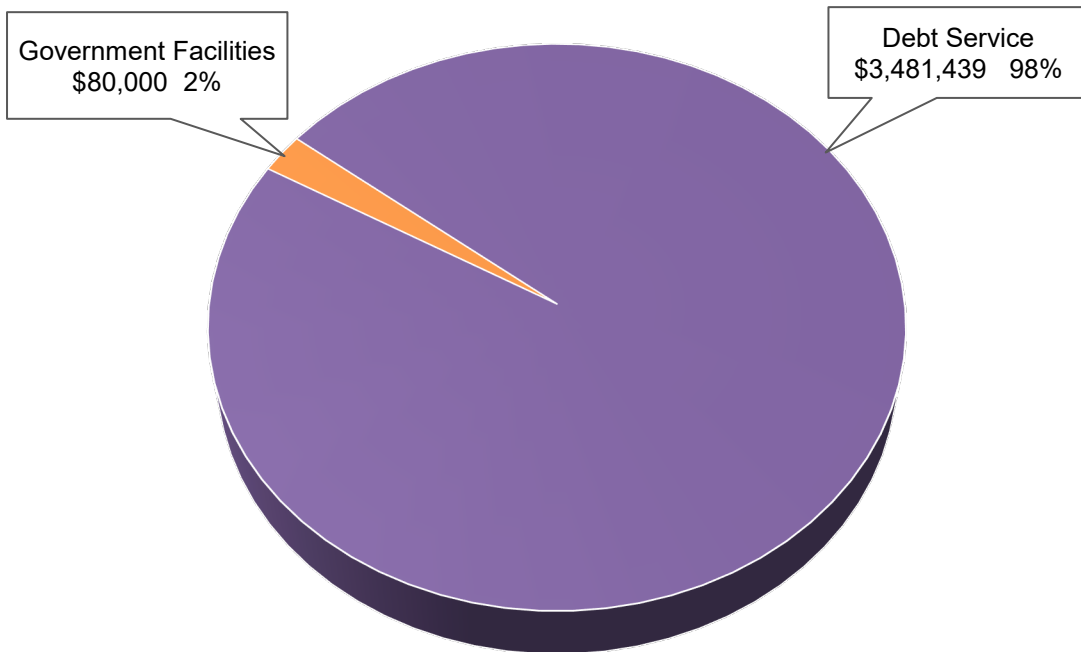
Summaries of the projected revenues and expenses for the Building Project Bond Fund are included on the next page, and details about the two projects that are proposed to be financed through this fund can be found in the project summary sheets that follow.



### Building Project Bond Fund Revenues FY2024-FY2028



### Building Project Bond Fund Expenses FY2024-FY2028





**FY 2024 Capital Fund Projects\***

*Accessibility Improvements (CDBG)*

FY 2024 Capital Expenses: \$20,000

Operating Budget Impact: None

Funding has been designated from a Community Development Block Grant (CDBG) for accessibility improvements to several bus stops along New Ballas Road. Projects in this program are relatively small in scope and do not impact operating budget.

*Government Center Renovations*

FY 2024 Capital Expenses: \$30,000

Operating Budget Impact: Decrease

The project involves reviewing the existing concept-level renovation plans for the Creve Coeur Government Center and an evaluation of the City’s options to renovate or rebuild the Government Center. The proposed renovations will improve energy efficiency and replace aging systems that need frequent and costly maintenance.

*Salt Dome Roof Repairs*

FY 2024 Capital Expenses: \$60,000

Operating Budget Impact: Decrease

The project involves the replacement of roofing and roof vents on the existing salt dome. The new roof will provide protection to the building structure and protect the salt in the structure, thus reducing future operating cost.

*Government Center Roof Repairs*

FY 2024 Capital Expenses: \$250,000

Operating Budget Impact: None

The Government Center roof repair project proposes placement of a single-ply roofing membrane (Thermoplastic Polyolefin). The placement of the single-ply roofing membrane will help mitigate water leaks and structural effects to the building until a more permanent solution is determined for the Government Center.

*Demo of 1030 N Lindbergh Blvd. Building*

FY 2024 Capital Expenses: \$40,000

Operating Budget Impact: Decrease

This project would demo the home and replace it with visually-appealing, low-maintenance vegetation; a gate; and fencing. Removing the existing, aging structure will save the City from future maintenance and repair costs.

*EV Charging Stations at the Police Station & Government Center*

FY 2024 Capital Expenses: \$112,500

Operating Budget Impact: None

The project will involve the design, planning and construction of electronic Vehicle (EV) charging stations at the Police Station and Government Center. This project is eligible for rebates under an Ameren Missouri program that covers up to half the cost of EV charging station equipment and installation.

*Ice Arena Refrigerant Switchover*

FY 2024 Capital Expenses: \$2,200,000

Operating Budget Impact: Decrease

This project involves removal and replacement of the old R-22 refrigerant system. Newer systems equipment will be more reliable, environmentally friendly and more efficient. This project will be partially funded by a \$525,000 municipal park grant and by American Rescue Plan Act (ARPA) funds. The system equipment is expected to require little or no maintenance for several years.



**FY 2024 Capital Fund Projects (Continued)\***

*Dielmann Recreation Complex Roof Drainage*

FY 2024 Capital Expenses: \$93,000

Operating Budget Impact: None

This project involves the design and construction of improvement drainage systems to capture stormwater and carry it away from the building. Following construction, costs of repairing stormwater damage and repairs may be reduced.

*Ice Arena Floor Replacement*

FY 2024 Capital Expenses: \$200,000

Operating Budget Impact: Decrease

This project will replace the rubberized flooring that is around the ice rink, in the player’s locker rooms, and in the referee’s changing room. After the floor is installed, there will be minimal upkeep involved, and lower the impact on the operating budget.

*Golf Course Perimeter Fencing Replacement*

FY 2024 Capital Expenses: \$40,000

Operating Budget Impact: None

This project will involve the replacement of the existing perimeter fence that runs east-west along the southern border of the Golf Course. Project will be completed in two phases with the eastern section occurring first. The project has no impact on the operating budget.

*Dielmann Structural Repairs*

FY 2024 Capital Expenses: \$20,000

Operating Budget Impact: None

The project consists of repairs to the interior and exterior building found during the building structural evaluation conducted in FY2023. Minor issues identified in the structural evaluation include: a crack in the header beam for a maintenance door located on the northeast wall of the ice rink; damaged drywall in the ceiling of the basement garage; exterior joints and cracks in need of tuckpointing; and damaged railings. Repairs made to the structure should result in decreased maintenance cost and improvement of the structure.

*Temporary Portable Ice Rink Refrigerant System*

FY 2024 Capital Expenses: \$120,000

Operating Budget Impact: Decrease

This project involves the temporary installation of a portable ice rink refrigerant system at the Dielmann Recreational facility to allow the continuation of ice sports during the replacement of the refrigerant system. The system equipment is expected to require little or no maintenance during the replacement process.

*Golf Course Maintenance Building Replacement*

FY 2024 Capital Expenses: \$30,000

Operating Budget Impact: None

The project involves developing conceptual design documentation for the eventual replacement of the existing maintenance building. Partial funding for this project will be pursued through the Municipal Park Grant program.



**FY 2024 Capital Fund Projects (Continued)\***

*Street and Sidewalk Maintenance Program*

FY 2024 Capital Expenses: \$1,421,000

Operating Budget Impact: Decrease

The annual pavement and sidewalk maintenance programs improve and preserve the City's infrastructure, and that helps to eliminate the need for the City's staff to patch potholes and other repairs necessary to maintain certain areas and avoid accelerated deterioration. However, the cost to repair all of the deficiencies in the City's streets and sidewalks exceeds the capital and operating budgets set aside for these improvements, so the need for maintenance through the operating budget is never fully eliminated.

*Street Reconstruction/Rehabilitation*

FY 2024 Capital Expenses: \$300,000

Operating Budget Impact: None

The City plans to fully or substantially replace sections of failed residential roadways through this project. The various needs of the pavement network are evaluated each year to determine which streets need to be reconstructed. The City plans to replace the pavement on Conway Gardens Court in FY2024. Allocation of funds for reconstruction allows for more maintenance budget and staff time to preserve streets and sidewalks that are in better condition.

*Fernview Sidewalk Concept Plan – Phase 1*

FY 2024 Capital Expenses: \$50,000

Operating Budget Impact: None

The City developed a concept plan to add a sidewalk along Fernview Drive (between Olive Boulevard and Gallagher Road) and along the side streets to connect with the existing sidewalk networks on each side of Fernview. This project will involve the design portion with construction to follow once matching funding is secured through a federal Transportation Alternative Program (TAP) grant.

*New Ballas Median Plantings*

FY 2024 Capital Expenses: \$50,000

Operating Budget Impact: Decrease

This project will involve the removal of invasive tree species from the median along New Ballas and replace with native trees and plants. Landscape maintenance costs could be limited with native and other low-maintenance plants.

*Lindbergh-Old Olive Intersection Reconstruction*

FY 2024 Capital Expenses: \$2,045,500

Operating Budget Impact: None

This project involves adding a traffic signal at the intersection of Lindbergh Boulevard and Old Olive Street Road, which is considered the critical first step toward enacting the Great Streets plan and new connectivity envisioned for Old Olive. The City has secured federal grants that will fund up to 84% of the costs for this project. The FY 2024 phase begins the construction portion of the project. The City will assume maintenance responsibility for Old Olive (currently a state-maintained roadway), which is expected to carry significant operating costs in the future for pavement and sidewalk maintenance, lighting, landscaping, and snow plowing.



**FY 2024 Capital Fund Projects (Continued)\***

*Olive-Lindbergh Interchange Enhancements*

FY 2024 Capital Expenses: \$30,000

Operating Budget Impact: Increase

The project calls for enhancements that include black powder coat and illuminated street name signs to two new traffic signals on Olive and decorative median, pedestrian-scale lighting, and bridge treatments along Olive over Lindbergh. The City will be responsible to maintain the signal and bridge enhancements and landscaping. The costs associated with the bridge and signal enhancements is expected to be minimal for the foreseeable future. Landscape maintenance costs could be limited if native grasses and other low-maintenance plants are used in the landscaping design and will be evaluated during landscaping design and selection.

*Olive Median Enhancement Stock*

FY 2024 Capital Expenses: \$20,000

Operating Budget Impact: Decrease

The median on Olive Boulevard has concrete, decorative planters. If the planters are hit during a traffic accident, often the entire median planter needs to be replaced. The construction and delivery for concrete planters takes months. Rather than wait months at a time for replacement planters, the City maintains a supply. Additionally, the City pays a lower cost per unit by buying several planters at one time.

*Craig Road Improvements*

FY 2024 Capital Expenses: \$100,000

Operating Budget Impact: Decrease

The project involves improvements to the intersection layout, resurfaced pavement, and reconstructed and expanded sidewalks along Craig Road and Olde Cabin Road between Old Ballas Road and Olive Boulevard. A grant will reimburse the City approximately 70% of the total cost of the project. The pavement and sidewalks of Craig Road are in increasing need of maintenance. Road resurfacing and sidewalk reconstruction would reduce future maintenance costs.

*N Ballas Road Improvements - Phase 2*

FY 2024 Capital Expenses: \$150,000

Operating Budget Impact: Decrease

The project includes pavement resurfacing, concrete curb and sidewalk replacement, and accessibility improvements along New Ballas Road from Conway Road to Ladue Road. The project will also include a pedestrian connection to the bus stop near Mercy Hospital along the east side of New Ballas. The City will seek a federal grant for reimbursement on this project. The pavement and sidewalks of N Ballas Road are in increasing need of maintenance. Road resurfacing and sidewalk reconstruction would reduce future maintenance costs.

*Olive-270 Overpass Cleaning & Painting*

FY 2024 Capital Expenses: \$80,000

Operating Budget Impact: None

This project will involve nighttime cleaning and/or repainting of the exterior (i.e., facing Interstate 270) faces of the Olive Boulevard bridge over Interstate 270. The project has no impact on the operating budget.



**FY 2024 Capital Fund Projects (Continued)\***

*Old Olive Sidewalk Extension*

FY 2024 Capital Expenses: \$25,000

Operating Budget Impact: None

This project will involve installing a new concrete sidewalk on Old Olive Street Road (west), near Laverne Collins Park. Constructing this sidewalk will connect two sections of sidewalk to create a continuous pedestrian path along the west side of Old Olive from Olive Blvd to north of King Henry Court. No significant maintenance is anticipated in the near future.

*Public Works Capital Equipment*

FY 2024 Capital Expenses: \$619,000

Operating Budget Impact: Decrease

Equipment replacement is based on a scheduled rotation that helps limit the financial impact on any one year. The new vehicles are expected to require minimal repairs in their first few years of use, reducing repair bills and improving operating efficiency due to less down time for equipment repairs.

*Golf Course Capital Equipment*

FY 2024 Capital Expenses: \$55,000

Operating Budget Impact: Decrease

*Equipment to be replaced is a greens mower for the golf course. The new mower is expected to require minimal repairs in its first years of operation, reducing repair bills and improving operating efficiency due to less down time for repairs.*

*Capital Project Administration - Project Manager*

FY 2024 Capital Expenses: \$153,104

Operating Budget Impact: Small Increase

This item includes costs associated with the salary and benefits for two civil engineers in the Department of Public Works to serve as project managers to oversee the implementation of the Capital Improvement Program. One position added in 2023 will be split between the Parks & Stormwater Fund and the Capital Improvement Fund. Annual costs for each position included ongoing employee training, city equipment, cell phone, and general supplies estimated to be approximately \$1,000 per employee.



**Parks-Stormwater Tax Fund Projects\***

*Historic Building Rehabilitation and Preservation*

FY 2024 Capital Expenses: \$100,000

Operating Budget Impact: Decrease

This project involves repairs and improvements to stabilize and correct a sagging roof, painting, and replace wood on the front and in the basement of Lake School House at Lake School Park. It will also entail several repairs and improvements at the Tappmeyer House to address railing issues, water drainage, chimney tuck point and minor exterior problems. Improvements to these local historic buildings will help minimize more costly maintenance needs in the future if repairs are postponed further.

*Park Restroom Renovations*

FY 2024 Capital Expenses: \$120,000

Operating Budget Impact: Increase

The FY 2024 phase of the project involves construction work costs associated with renovations needed to have an open year-round restroom at Conway Park and Malcolm Terrace Park. A year-round restroom at the parks will generate additional utility cost and staff labor to provide daily cleaning between the months of October and April, which will impact the operating budget in FY 2024.

*Park Furniture Replacement*

FY 2024 Capital Expenses: \$20,000

Operating Budget Impact: Decrease

This project involves the regular replacement of park furniture that is at the end of its useful life. Replacement will involve benches, trash receptacles, and picnic tables. Replacing park furniture decreases the amount of time and effort Parks staff needs to expend on repairs. New furniture will be expected to be virtually maintenance free for the next 5-10 years.

*Millennium Park Improvements – Phase 1*

FY 2024 Capital Expenses: \$2,300,000

Operating Budget Impact: Decrease

The FY 2024 phase of this project involves the replacement of the playgrounds, splash pad, and connecting walkways for the west half of Millennium Park. New equipment, playgrounds and surfaces will require less maintenance than the existing features, thereby decreasing operating budget.

*Venable Park Improvements - Phase 1*

FY 2024 Capital Expenses: \$125,000

Operating Budget Impact: None

The exact scope of this project has not yet been determined, but it could include replacement of the tennis courts and pavilion, improved parking, a memorial to Dr. H. Phillip Venable, new furniture, the addition of a splash pad, and improved accessibility. The project design has no impact on the operating budget; however, following construction completion, new structures will require less annual maintenance, which will have a reduction in the operational budget.

*39N Greenway Connection to Centennial Trail*

FY 2024 Capital Expenses: \$33,750

Operating Budget Impact: None

This project involves providing funding contribution in conjunction with the Donald Danforth Plant Science Center, St. Louis Economic Development Partnership, the City of Olivette and Bayer Global for the design of the next phase of the trail plan that will connect the St Louis region with greenways. The project has no impact on the operating budget.



**Parks-Stormwater Tax Fund Projects\* (Continued...)**

*Venable Park Memorial*

FY 2024 Capital Expenses: \$288,500

Operating Budget Impact: None

This project involves creating a lasting memorial to honor Dr. Venable. The memorial will be woven into the park master plan so it will be part of the overall aesthetics of the park. An HDR Foundation Grant and private donation will fund approximately 50% of the project. The memorial will not impact the operating budget..

*Watershed Management Plan*

FY 2024 Capital Expenses: \$ 50,000

Operating Budget Impact: None

The residents' approval of a parks and stormwater sales tax will provide the City with the funding needed to develop a robust watershed management program. The watershed management plan will identify stormwater issues throughout Creve Coeur and will help guide the City's stormwater program. This study will not impact the operating budget.

*Hibler Roadside Drainage*

FY 2024 Capital Expenses: \$339,000

Operating Budget Impact: None

This project will re-establish and improve roadside drainage along Hibler Road east of Falaise Drive to west towards Mason Road. Improvements will include new and improved roadside drainage swales, removing and replacing curb and gutter, and adding inlets and stormwater conveyance. This project will not impact the City's operating budget.

*Alden Lane Drain Replacement*

FY 2024 Capital Expenses: \$67,000

Operating Budget Impact: None

A storm drain that serves a section of Alden Lane has collapsed and needs to be replaced. The construction phase costs of this project are eligible for reimbursement through MSD's Operations, Maintenance, and Construction Improvement (OMCI) program for the Deer Creek watershed. This project will not impact the City's operating budget.

*Ballas Culvert Erosion Rehabilitation*

FY 2024 Capital Expenses: \$380,000

Operating Budget Impact: None

This project will stabilize a roadway culvert and a section of the creek east of South New Ballas Road that flows behind the homes on Tarrytown Drive towards the City line. Most or all of the cost of this project is eligible for reimbursement through MSD's Operations, Maintenance, and Construction Improvement (OMCI) program for the Deer Creek watershed. This project will not impact the City's operating budget.

*Golf Course Pond Aeration*

FY 2024 Capital Expenses: \$64,000

Operating Budget Impact: None

This project will add an aeration system that was recommended as part of the FY 2017 dam stabilization project. Most or all of the cost of this project is eligible for reimbursement through MSD's Operations, Maintenance, and Construction Improvement (OMCI) program for the Deer Creek watershed. This project will not impact the City's operating budget.



**Parks-Stormwater Tax Fund Projects\* (Continued...)**

*Hibler Woods Drain Replacement*

FY 2024 Capital Expenses: \$30,000

Operating Budget Impact: None

This project will replace a roadway trench drain that is at risk of failing.

*Stormwater Concept Plans*

FY 2024 Capital Expenses: \$150,000

Operating Budget Impact: None

This project involves investigation of seven stormwater concerns that were identified by the Stormwater Committee. Projects that have a high enough cost-to-benefit ratio and risk score will move into the design phase. The conceptual plans will not impact the operating budget.

*Lake Dredging - Conway Park and Golf Course*

FY 2024 Capital Expenses: \$40,000

Operating Budget Impact: None

This project includes only the design phase. In this phase, the depth of sediment will be measured, and then the amount of dredging required and the dredging methodology can be determined. The dredging itself will span two years. A forebay will be added to the lake near the Golf Course green 9 to help limit the amount of suspended solids flowing into the other lakes. The design phase will have no operational impact, but future construction should result in better water quality and reduced maintenance costs.

*Parks Capital Equipment*

FY 2024 Capital Expenses: \$30,000

Operating Budget Impact: None

*Equipment to be purchased is a tractor for operating the flail mower to be used at the various parks. The equipment will assist in maintaining nature trails and will improve staff's ability to provide adequate and efficient park services.*

*Capital Project Administration - Project Manager*

FY 2024 Capital Expenses: \$137,795

Operating Budget Impact: Small Increase

This item includes costs associated with the salary and benefits for two civil engineers in the Department of Public Works to serve as project managers to oversee the implementation of the Capital Improvement Program. One position added in 2023 will be split between the Parks & Stormwater Fund and the Capital Improvement Fund. Annual costs for each position included ongoing employee training, city equipment, cell phone, and general supplies estimated to be approximately \$1,000 per employee.

**Building Project Bond Fund Projects\***

*Police Parking Lot Security Fence*

FY 2024 Capital Expenses: \$80,000

Operating Budget Impact: None

*Project involves the installation of a security fence around the rear parking lot of the Police station and to install automatic gates, to restrict access into the rear of the building and police vehicles. This project will have minimal impact on operational budget.*

*\*Complete project descriptions are listed in the Capital Improvement Program Fiscal Years 2024-2028 in the budget document.*

**CAPITAL FUND**

	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>9501 GOVERNMENT FACILITIES</b>									
01 Accessibility Improvements (CDBG)	-	-	20,000	20,000	-	20,000	20,000	20,000	20,000
02 Government Center Renovations	250,000	56,949	400,000	38,317	30,000	30,000	30,000	30,000	30,000
03 Government Center Parking Lot Repairs	25,000	9,930	-	-	-	-	-	-	-
04 Salt/Dome Roof Repairs (Insurance Claim)	60,000	-	-	-	60,000	-	-	-	-
05 Police Department Repair (Insurance Claim)	-	32,826	-	-	-	-	-	-	-
<b>06 Government Center Roof Repairs (Insurance Claim)</b>				<b>5,653</b>					
<b>07 Demo of 1030 N Lindbergh Blvd Building</b>					<b>40,000</b>		<b>500,000</b>		
<b>08 Roofing for Public Works Garage</b>					<b>112,500</b>				
<b>09 EV Charging Stations at the Police Station and Government Center (Grant Match)</b>									
<b>Subtotal (Government Facilities)</b>	<b>335,000</b>	<b>99,705</b>	<b>420,000</b>	<b>63,970</b>	<b>492,500</b>	<b>50,000</b>	<b>550,000</b>	<b>50,000</b>	<b>50,000</b>
% of Total Capital Fund Outlay	7%	4%	8%	1%	6%	1%	13%	2%	2%

	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>9506 PARKS AND RECREATIONAL FACILITIES</b>									
02 Park or Diekmann Complex Improvements (Grant Match)	-	-	30,500	-	-	30,500	-	30,500	-
14 Ice Arena Refrigerant Switchover (Municipal & ARPA Grant)	20,000	20,000	100,000	234,450	-	-	-	-	-
15 Malcolm Terrace Parking Lot Improvements (CDBG Grant)	-	35	-	-	-	-	-	-	-
16 Diekmann Recreation Complex HVAC Replacement - Phase 2	110,000	-	110,000	110,000	93,000	-	-	-	-
17 Diekmann Recreation Complex Roof Drainage	50,000	-	30,000	42,355	200,000	-	-	-	-
18 Ice Arena Flooring Replacement	-	7,000	-	-	-	-	-	-	-
20 Park Preliminary Design - Millennium Park (Park Planning Grant)	-	45,729	-	75,000	-	-	-	-	-
21 Ice Arena Dehumidification System Repair (ARPA)	-	30,960	-	-	-	-	-	-	-
22 Ice Arena Evaluation	-	-	30,000	20,000	-	-	-	-	-
23 Diekmann Complex Concessions Area Renovation (Planning & Design)	-	-	-	-	-	-	-	-	-
24 Diekmann Recreation Complex Fire Alarm Repair (Insurance Claim)	-	19,760	-	4,834	-	-	-	-	-
<b>25 Golf Course Perimeter Fencing Replacement</b>					<b>40,000</b>		<b>70,000</b>		
<b>26 Golf Course Maintenance Bridge</b>									<b>200,000</b>
27 Diekmann Structural Repairs	-	-	-	3,600	-	-	-	-	-
28 Accessibility Improvements (CDBG)	-	8,800	-	-	-	-	-	-	-
29 Roofing for Ice Arena (Insurance Claim)	-	-	-	-	-	-	-	-	-
30 Diekmann Compressor Repairs (ARPA)	-	-	-	99,390	-	-	-	-	-
31 Temporary Portable Ice Rink Refrigerant System	-	-	-	-	120,000	-	-	-	-
32 Golf Course Maintenance Building Replacement	-	-	-	-	30,000	-	-	-	-
<b>Subtotal (Parks and Recreational Facilities)</b>	<b>180,000</b>	<b>123,484</b>	<b>300,500</b>	<b>589,629</b>	<b>2,723,000</b>	<b>30,500</b>	<b>470,000</b>	<b>30,500</b>	<b>200,000</b>
% of Total Capital Fund Outlay	4%	4%	6%	8%	33%	1%	11%	1%	7%

	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>9510 STREETS AND SIDEWALKS</b>									
01 Street and Sidewalk Maintenance Program	1,375,000	1,395,564	1,400,000	1,899,992	1,421,000	1,442,300	1,463,900	1,485,900	1,508,200
02 Street Reconstruction/Rehabilitation	-	34,765	300,000	482,085	300,000	-	300,000	-	300,000
04 Fernview Sidewalk Concept Plan - Phase 1 Olive to Galagher (Design & Grant Match)	35,000	8,800	-	1,534	50,000	60,000	160,000	-	-
05 New Ballas Median Plantings	-	272,843	-	-	<b>50,000</b>	-	-	-	-
06 Signal Enhancement Projects	180,000	-	-	-	-	-	-	-	-
07 Emerson Road Improvement Project (STP Grant)	-	23,353	-	-	-	-	-	-	-
09 Mosley Road Improvement Project (STP Grant)	1,340,000	203,199	-	1,124,563	-	-	-	-	-
10 N Ballas Road Improvements - Phase 1 - Olive to Craig (STP Grant)	180,000	108,796	1,136,600	1,136,600	-	-	-	-	-
11 N Ballas Sidewalk - Phase 3 (TAP Grant)	-	5,472	210,000	-	-	-	100,000	-	-
12 Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant)	25,000	70,615	460,000	460,000	2,045,500	-	-	-	-
13 Olive-Lindbergh Interchange Enhancements	30,000	-	-	30,000	-	-	-	-	-
14 Pavement Condition Ratings Update	45,000	24,785	-	27,962	20,000	20,000	20,000	20,000	20,000
15 Olive Median Enhancement Stock	75,000	22,997	150,000	225,600	100,000	1,300,000	250,000	250,000	250,000
16 Craig Road Improvements (STP Grant)	-	-	-	-	150,000	20,000	20,000	20,000	20,000
17 N Ballas Road Improvements - Phase 2 S. New Ballas (Design & Grant Match)	-	-	-	-	-	-	-	-	-
18 N Ballas Road Improvements - Phase 3 - Ladue to Magna C (Design & Grant Match)	-	-	-	-	-	-	-	-	-
19 N Ballas Road Improvements - Phase 4 - Magna C to Olive (Design & Grant Match)	-	-	-	-	-	150,000	20,000	250,000	250,000
20 Ladue Road Improvements - Phase 1 (Design & Grant Match)	-	-	-	-	-	-	125,000	150,000	150,000
21 Olive-270 Overpass Cleaning & Painting	-	-	-	-	80,000	-	-	-	-
<b>22 Old Olive Sidewalk Extension (Design)</b>					<b>25,000</b>	<b>60,000</b>			



New Ballas Improvements - Phase 1 (STP Grant)	144,000	-	144,000	144,000	816,000	-	-	-
Park Path Improvements (Municipal Park Grant)	-	-	-	-	-	-	-	-
Lindbergh-Old Olive Intersection (State Cost-Share Program)	15,000	-	95,200	50,000	875,050	-	-	-
Lindbergh-Old Olive Intersection (STP Grant)	-	-	229,840	229,840	934,360	-	-	-
New Ballas Sidewalk - Phase 3 (TAP Grant)	4,000	-	4,000	4,000	-	-	-	-
Signal Enhancement Reimbursement (MoDOT)	-	-	-	-	-	-	-	-
Ice Arena Refrigerant Switchover (Municipal Park Grant)	-	-	-	-	525,000	-	-	-
Millennium Park Preliminary Design (Municipal Park Planning Grant)	-	-	-	-	-	-	-	-
Craig Road Improvements (STP Grant)	-	-	-	-	80,000	-	880,000	-
Olive TDD Closeout	-	41,724	250,000	250,000	-	-	-	-
Misc.	-	-	-	-	-	-	-	-
<b>Olive Median Enhancement Stock (Insurance Proceeds)</b>				<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Ice Arena Refrigerant Switchover (ARPA)</b>				<b>234,450</b>	<b>1,670,535</b>			
<b>Ice Arena Dehumidification System Repair (ARPA)</b>				<b>75,000</b>				
<b>Dielmann Compressor Repairs (ARPA)</b>				<b>99,390</b>				
<b>Street and Sidewalk Maintenance Program (ARPA)</b>				<b>1,489,485</b>				
<b>Subtotal</b>	<b>839,000</b>	<b>718,220</b>	<b>1,448,346</b>	<b>3,302,524</b>	<b>4,415,945</b>	<b>565,000</b>	<b>920,000</b>	<b>40,000</b>

**PARKS AND STORMWATER FUND**

9501 GOVERNMENT FACILITIES		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>Subtotal (Government Facilities)</b>														
% of Total Parks-Stormwater Tax Fund Outlay		N/A	N/A	N/A	N/A	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>9506 PARKS AND RECREATIONAL FACILITIES</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Park Preliminary Designs		-	-	-	-	50,000	-	-	-	-	-	-	-	-
02 Implementation of Park Master Plan		-	-	-	-	500,000	-	25,000	25,000	100,000	25,000	25,000	25,000	25,000
03 Historic Building Rehabilitation and Preservation		-	-	-	-	25,000	-	75,000	65,012	-	-	-	-	-
04 Conway Park Cabins Relocation		-	-	-	-	110,000	26,588	40,000	23,500	120,000	60,000	60,000	-	-
05 Park Restroom Renovations		-	-	-	-	680,000	481,532	-	163,952	-	-	-	-	-
06 Park Path Improvements (Municipal Park Grant)		-	-	-	-	50,000	74,584	-	-	-	-	-	-	-
07 Malcolm Terrace Parking Lot Improvements (COBG Grant)		-	-	-	-	20,000	-	-	-	-	20,000	-	-	-
08 Park Identification Signage Master Plan		-	-	-	-	80,000	15,570	-	-	20,000	20,000	20,000	20,000	20,000
09 Park Parking Lot Sealing		-	-	-	-	150,000	66,170	-	22,044	-	-	25,000	-	-
10 Park Furniture Replacement		-	-	-	-	75,000	115,170	-	-	-	-	-	-	-
11 Racoon Terrace Park Trail Improvements		-	-	-	-	20,000	-	-	-	2,300,000	-	-	-	-
12 Racoon Terrace Park Trail Improvements		-	-	-	-	20,000	-	-	-	125,000	2,000,000	100,000	850,000	400,000
13 Racoon Terrace Park Trail Improvements		-	-	-	-	20,000	-	-	-	33,750	75,000	350,000	70,000	1,000,000
14 Millennium Park Improvements - Phase 1		-	-	-	-	66,901	66,901	100,000	61,630	-	-	-	-	-
15 Millennium Park Improvements - Phase 2 - Trails & Ridgemoor Forest Connection		-	-	-	-	-	-	-	-	-	-	-	-	-
16 Millennium Park Improvements - Phase 3 - Park Entrance & Parking Lot Improvements		-	-	-	-	-	-	-	-	-	-	-	-	-
17 Playground Safety Surface Replacement (Venable 2023 & Conway 2026)		-	-	-	-	-	-	-	131,270	-	-	-	-	-
18 Playground Safety Surface Replacement (Venable 2023 & Conway 2026)		-	-	-	-	-	-	-	39,100	-	-	-	-	-
20 Lake School Park - Phase 1 - Master Plan, Grading & Playground		-	-	-	-	-	-	-	-	33,750	75,000	350,000	70,000	400,000
21 Millennium Park - Phase 3 - Park Entrance & Parking Lot Improvements		-	-	-	-	-	-	-	-	288,500	-	-	-	-
22 Lake School Park - Phase 2 - Tennis Court Complex		-	-	-	-	-	-	-	-	2,987,250	2,200,000	705,000	990,000	1,445,000
23 39N Greenway Connection to Centennial Trail		-	-	-	-	-	-	1,830,000	543,008	70%	63%	40%	50%	60%
24 Venable Park Memorial (HDR Foundation Grant)		-	-	-	-	1,810,000	846,524	73%	35%	70%	63%	40%	50%	60%
<b>Subtotal (Parks and Recreational Facilities)</b>		N/A	N/A	N/A	N/A	86%	92%	73%	35%	70%	63%	40%	50%	60%
% of Total Parks and Stormwater Fund Outlay														
<b>9509 STORMWATER</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Watershed Management Plan		-	-	-	-	15,000	-	200,000	448,026	50,000	-	-	-	-
02 Implementation of the Watershed Management Plan		-	-	-	-	-	-	-	-	-	500,000	500,000	600,000	600,000
03 Stormwater Improvements (Deer Creek - Deer Creek OMC)		-	-	-	-	-	-	-	-	-	224,000	224,000	224,000	-
04 Hibler Roadside Drainage		-	-	-	-	50,000	9,700	25,000	70,673	339,000	-	-	-	-
05 Alder Lane Drain Replacement (Deer Creek OMC)		-	-	-	-	35,000	9,700	20,000	39,533	67,000	-	-	-	-
06 Ballis Culvert Erosion Rehabilitation (Deer Creek OMC)		-	-	-	-	75,000	4,940	50,000	84,947	380,000	-	-	-	-
07 Golf Course Pond Aeration (Deer Creek OMC)		-	-	-	-	25,000	-	25,000	13,000	64,000	-	-	-	-
08 Hibler Woods Drain Replacement		-	-	-	-	20,000	-	20,000	-	30,000	-	-	-	-
09 Stormwater Concept Plans (Design)		-	-	-	-	-	-	175,000	-	150,000	-	-	-	-
10 Middlebrook Stormwater Restoration - Tree Plantings		-	-	-	-	-	13,400	-	-	-	-	-	-	-
11 Lake Dredging - Conway Park & Golf Course (Design & Construction)		-	-	-	-	-	-	-	-	40,000	450,000	200,000	-	-
12 Millennium Park Detention Emergency Repair		-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal (Stormwater)</b>		N/A	N/A	N/A	N/A	9%	3%	2.1%	57%	26%	33%	52%	42%	34%
% of Total Parks and Stormwater Fund Outlay														
<b>9510 STREETS AND SIDEWALKS</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Streets and Sidewalks		-	-	-	-	-	-	-	-	-	-	-	-	-
02 Streets and Sidewalks		-	-	-	-	-	-	-	-	-	-	-	-	-
03 Streets and Sidewalks		-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal (Streets and Sidewalks)</b>		N/A	N/A	N/A	N/A	0%	0%	0%	0%	0%	0%	0%	0%	0%
% Total Parks-Stormwater Tax Fund Outlay														
<b>9516 CAPITAL EQUIPMENT</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Parks Capital Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal (Capital Equipment)</b>		N/A	N/A	N/A	N/A	0%	0%	1%	0%	1%	0%	0%	0%	0%
% of Total Parks and Stormwater Fund Outlay														
<b>CAPITAL PROJECT ADMINISTRATION</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Project Management		-	-	-	-	104,364	42,002	120,896	132,035	137,795	142,000	146,300	150,700	155,300
<b>Subtotal (Administration)</b>		N/A	N/A	N/A	N/A	5%	5%	5%	8%	3%	4%	8%	8%	6%
% of Total Parks and Stormwater Fund Outlay														
<b>CAPITAL OUTLAY SUMMARY</b>		FY2020 BUDGETED	FY2020 ACTUAL	FY2021 BUDGETED	FY2021 ACTUAL	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Project Management		-	-	-	-	104,364	42,002	120,896	132,035	137,795	142,000	146,300	150,700	155,300
<b>Subtotal (Capital Equipment)</b>		N/A	N/A	N/A	N/A	5%	5%	5%	8%	3%	4%	8%	8%	6%
% of Total Parks and Stormwater Fund Outlay														

Total Parks-Stormwater Tax Fund Outlay	N/A	-	2,114,364	916,566	2,495,896	1,572,422	4,275,045	3,516,000	1,775,300	1,964,700	2,424,300
% of Total Annual Expenses	N/A	-	85%	71%	84%	76%	89%	86%	75%	76%	80%
<b>OPERATIONS AND MAINTENANCE</b>											
Transfer Out - General Fund (Parks and Stormwater Operations and Maintenance)											
Subtotal											
% of Total Annual Expenses											
<b>9514 DEBT SERVICE</b>											
Subtotal											
% of Total Annual Expenses											
<b>TOTAL ANNUAL EXPENSES</b>											
(Capital Outlay, Transfers Out, and Debt Service)											
<b>PARKS AND STORMWATER FUND REVENUES</b>											
Beginning Fund Balance (estimated Cash Basis as of July 1)											
Estimated Parks-Stormwater Tax Revenue (Half-Cent Sales Tax)											
Estimated Interest Revenue											
Estimated Additional Revenue (Grants, Reimbursement, and Other)											
Capital Fund Transfers In											
General Fund Transfers In											
Proceeds from Equipment Sales											
Total Revenues & Transfers In - Parks and Stormwater Fund											
Total Anticipated Year End Expenditures											
Ending Fund Balance (Cash Basis) - Parks and Stormwater Fund											
<b>ESTIMATED ADDITIONAL REVENUE (FUNDING SOURCES)</b>											
ADA Improvements (Community Development Block Grant)											
Stormwater Improvements (Deer Creek OMC)											
Alden Lane Drain Replacement (Deer Creek OMC)											
Ballias Culvert Erosion Rehabilitation (Deer Creek OMC)											
Golf Course Pond Aeration (Deer Creek OMC)											
Park Path Improvements (Municipal Park Grant)											
Variable Park Memorial (HDR Foundation Grant)											
Variable Park Memorial (Private Donations)											
Annual Total											

## BUILDING PROJECT BOND FUND (PROP P)

BUILDING PROJECT BOND FUND REVENUES		FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)		1,125,799	1,125,799	1,123,984	1,123,984	1,156,879	1,109,879	1,142,879	1,175,879	1,208,879
Estimated Bond Proceeds		-	-	-	-	-	-	-	-	-
Estimated Interest Revenue		2,000	3,185	2,000	32,895	33,000	33,000	33,000	33,000	33,000
Reimbursement from Smoke Evacuation System Settlement		-	-	-	-	-	-	-	-	-
Transfers In		-	-	-	-	-	-	-	-	-
<b>Total Revenues &amp; Transfers In</b>		<b>2,000</b>	<b>3,185</b>	<b>2,000</b>	<b>32,895</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
<b>9501 BUILDING DESIGN AND CONSTRUCTION</b>		<b>FY2022 BUDGETED</b>	<b>FY2022 ACTUAL</b>	<b>FY2023 BUDGETED</b>	<b>FY2023 PROJECTED</b>	<b>FY2024 PROJECTED</b>	<b>FY2025 PROJECTED</b>	<b>FY2026 PROJECTED</b>	<b>FY2027 PROJECTED</b>	<b>FY2028 PROJECTED</b>
01 Police Building Professional Services		-	5,000	-	-	-	-	-	-	-
02 Police Building Site Work and Building Construction		-	-	-	-	-	-	-	-	-
03 Government Center Accessibility & Security Improvements		-	-	-	-	-	-	-	-	-
04 Government Center Electrical Switchgear Replacement		-	-	-	-	-	-	-	-	-
05 Government Center Renovations		50,000	-	-	-	80,000	-	-	-	-
06 Police Parking Lot Security Fence		-	-	-	-	-	-	-	-	-
Transfers Out		-	-	-	-	-	-	-	-	-
<b>Total Anticipated Year End Expenditures &amp; Transfers</b>		<b>50,000</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance (Cash Basis) - Building Project Bond Fund</b>		<b>1,077,799</b>	<b>1,123,984</b>	<b>1,125,984</b>	<b>1,156,879</b>	<b>1,109,879</b>	<b>1,142,879</b>	<b>1,175,879</b>	<b>1,208,879</b>	<b>1,241,879</b>

9514 DEBT SERVICE		FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
DEBT SERVICE (PROP P) REVENUES										
Beginning Fund Balance (estimated Cash Basis as of July 1)										
Estimated Property Tax Collection Revenue		752,787	752,787	817,964	817,964	429,691	707,883	985,675	1,292,105	1,599,898
Estimated Interest Revenue		657,232	779,721	657,232	910,000	964,600	964,600	993,538	993,538	1,023,344
Estimated Interest Revenue		750	2,082	750	9,400	9,500	9,500	9,500	9,500	9,500
<b>Total Anticipated Revenues</b>		<b>657,982</b>	<b>781,803</b>	<b>657,982</b>	<b>919,400</b>	<b>974,100</b>	<b>974,100</b>	<b>1,003,038</b>	<b>1,003,038</b>	<b>1,032,844</b>
DEBT SERVICE (PROP P) EXPENSES										
Estimated Expenditures		320	320	320	599,001	320	320	320	320	320
Estimated Interest Expenses		261,306	261,306	247,656	238,672	215,588	205,988	191,288	179,925	167,050
Estimated Principal Expenses		455,000	455,000	470,000	470,000	480,000	490,000	505,000	515,000	530,000
<b>Total Anticipated Expenditures</b>		<b>716,626</b>	<b>716,626</b>	<b>717,976</b>	<b>1,307,673</b>	<b>695,908</b>	<b>696,308</b>	<b>696,608</b>	<b>695,245</b>	<b>697,370</b>
<b>Ending Cash Balance - Debt Service</b>		<b>694,143</b>	<b>817,964</b>	<b>757,970</b>	<b>429,691</b>	<b>707,883</b>	<b>985,675</b>	<b>1,292,105</b>	<b>1,599,898</b>	<b>1,935,372</b>

**9501 GOVERNMENT FACILITIES ACCOUNT SUMMARY**

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
01 Accessibility Improvements (CDBG)	-	-	20,000	20,000	-	-	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
02 Government Center Renovations	250,000	56,949	400,000	38,317	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
03 Government Center Parking Lot Repairs	25,000	9,930	-	-	-	-	-	-	-	-	-	-	-	-
04 Salt Dome Roof Repairs (Insurance Claim)	60,000	-	-	-	60,000	-	-	-	-	-	-	-	-	-
05 Police Department Repair (Insurance Claim)	-	32,826	-	-	-	-	-	-	-	-	-	-	-	-
06 Government Center Roof Repairs (Insurance Claim)	-	-	-	5,653	250,000	-	-	-	-	-	-	-	-	-
07 Demo of 1030 N Lindbergh Blvd Building	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-
08 Roofing for Public Works Garage	-	-	-	-	112,500	-	-	-	-	500,000	-	-	-	-
09 EV Charging Stations at the Police Station and Government Center (Grant Matc	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal - Government Facilities Expenses - Capital Fund</b>	<b>335,000</b>	<b>99,705</b>	<b>420,000</b>	<b>63,970</b>	<b>492,500</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>550,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>PARKS AND STORMWATER FUND</b>														
<b>Subtotal - Government Facilities Expenses - Parks and Stormwater Fund</b>														
<b>BUILDING PROJECT BOND FUND</b>														
01 Police Building Professional Services	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
02 Police Building Site Work and Building Construction	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03 Government Center Accessibility & Security Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-
04 Government Center Electrical Switchgear Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05 Government Center Renovations	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-
06 Police Parking Lot Security Fence Transfers Out	-	-	-	-	80,000	-	-	-	-	-	-	-	-	-
<b>Subtotal - Government Facilities Expenses - Building Project Bond Fund</b>	<b>50,000</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CAPITAL EXPENSES (ALL FUNDS)</b>														
<b>Government Facilities</b>	<b>385,000</b>	<b>104,705</b>	<b>420,000</b>	<b>63,970</b>	<b>572,500</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>550,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Total Capital Expenses - Government Facilities</b>	<b>\$ 385,000</b>	<b>\$ 104,705</b>	<b>\$ 420,000</b>	<b>\$ 63,970</b>	<b>\$ 572,500</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 550,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**9506 PARKS AND RECREATIONAL FACILITIES ACCOUNT SUMMARY**

CAPITAL FUND		FY2022 ACTUAL	FY2022 PROJECTED	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
02	Park or Dielmann Complex Improvements (Grant Match)	-	-	30,500	-	-	30,500	-	-	-
14	Ice Arena Refrigerant Switchover (Municipal & ARPA Grant)	20,000	20,000	100,000	234,450	2,200,000	-	-	-	30,500
15	Malcolm Terrace Parking Lot Improvements (CDBG Grant)	-	35	-	-	-	-	-	-	-
16	Dielmann Recreation Complex HVAC Replacement - Phase 2	110,000	-	110,000	110,000	93,000	-	-	-	-
17	Dielmann Recreation Complex Roof Drainage	50,000	-	30,000	42,355	200,000	-	-	-	-
18	Ice Arena Flooring Replacement	-	-	-	-	-	-	-	-	-
20	Park Preliminary Design - Millennium Park (Park Planning Grant)	-	7,000	-	-	-	-	-	-	-
21	Ice Arena Dehumidification System Repair (ARPA)	-	45,729	-	75,000	-	-	-	-	-
22	Ice Arena Evaluation	-	30,960	-	-	-	-	-	-	-
23	Dielmann Complex Concessions Area Renovation (Planning & Design)	-	-	30,000	20,000	-	-	-	-	-
24	Dielmann Recreation Complex Fire Alarm Repair (Insurance Claim)	-	19,760	-	4,834	-	-	70,000	-	-
25	Golf Course Perimeter Fencing Replacement	-	-	-	-	40,000	-	-	-	-
26	Golf Course Maintenance Bridge	-	-	-	-	-	-	-	-	-
27	Dielmann Structural Repairs (CDBG)	-	-	-	3,600	20,000	-	-	-	200,000
28	Accessibility Improvements (CDBG)	-	-	-	-	20,000	-	-	-	-
29	Roofing for Ice Arena (Insurance Claim)	-	-	-	-	400,000	-	-	-	-
30	Dielmann Compressor Repairs (ARPA)	-	-	-	99,390	-	-	-	-	-
<b>Subtotal - Parks and Recreational Facilities Expenses - Capital Fund</b>		<b>180,000</b>	<b>123,484</b>	<b>300,500</b>	<b>589,629</b>	<b>2,573,000</b>	<b>30,500</b>	<b>470,000</b>	<b>30,500</b>	<b>200,000</b>
<b>PARKS AND STORMWATER FUND</b>		<b>FY2022 ACTUAL</b>	<b>FY2022 PROJECTED</b>	<b>FY2023 BUDGETED</b>	<b>FY2023 PROJECTED</b>	<b>FY2024 PROJECTED</b>	<b>FY2025 PROJECTED</b>	<b>FY2026 PROJECTED</b>	<b>FY2027 PROJECTED</b>	<b>FY2028 PROJECTED</b>
01	Park Preliminary Designs	50,000	-	-	-	-	-	-	-	-
02	Implementation of Park Master Plan	500,000	-	-	-	-	-	-	-	-
03	Historic Building Rehabilitation and Preservation	25,000	-	25,000	25,000	100,000	25,000	25,000	25,000	25,000
04	Conway Park Cabins Relocation	-	-	75,000	65,012	-	-	-	-	-
05	Park Restroom Renovations	110,000	26,588	40,000	23,500	120,000	60,000	60,000	-	-
06	Park Path Improvements (Municipal Park Grant)	680,000	481,532	-	163,952	-	-	-	-	-
07	Malcolm Terrace Parking Lot Improvements (CDBG Grant)	50,000	74,584	-	-	-	-	-	-	-
08	Park Identification Signage Master Plan	20,000	-	-	-	-	20,000	-	-	-
09	Park Parking Lot Sealing	50,000	15,570	-	-	-	-	-	-	-
10	Park Furniture Replacement	80,000	-	-	-	-	-	-	-	-
11	Malcolm Terrace Park Trail Improvements	150,000	66,179	-	22,044	20,000	20,000	20,000	20,000	20,000
12	Repaint & Restripe Conway Park and Lake School Park Tennis Courts	75,000	115,170	-	-	-	-	25,000	-	-
13	Remove Small Playground at Millennium Park	20,000	-	-	-	-	-	-	-	-
14	Millennium Park Improvements - Phase 1	-	66,901	1,590,000	61,630	2,300,000	-	-	-	-
15	Millennium Park Improvements - Phase 2 - Trails & Ridgemoor Forest Connection	-	-	100,000	-	125,000	2,000,000	100,000	850,000	-
17	Venable Park Improvements - Phase 1 - Trail, Bridge, Tennis Courts & Splash pad	-	-	-	-	-	-	-	-	-
19	Playground Safety Surface Replacement (Venable 2023 & Conway 2026)	-	-	-	131,270	-	-	125,000	-	-
20	Lake School Park - Phase 1 - Master Plan, Grading & Playground	-	-	-	39,100	-	75,000	350,000	-	-
21	Millennium Park - Phase 3 - Park Entrance & Parking Lot Improvements	-	-	-	-	-	-	-	-	-
22	Lake School Park - Phase 2 - Tennis Court Complex	-	-	-	-	33,750	-	-	70,000	400,000
23	39N Greenway Connection to Centennial Trail	-	-	-	-	288,500	-	-	-	1,000,000
24	Venable Park Memorial (HDR Foundation Grant)	-	-	-	11,500	-	-	-	-	-
<b>Subtotal - Parks and Rec. Facilities Expenses - Parks and Stormwater Fund</b>		<b>1,810,000</b>	<b>846,524</b>	<b>1,850,000</b>	<b>543,008</b>	<b>2,987,250</b>	<b>2,200,000</b>	<b>705,000</b>	<b>990,000</b>	<b>1,445,000</b>
<b>BUILDING PROJECT BOND FUND</b>		<b>FY2022 ACTUAL</b>	<b>FY2022 PROJECTED</b>	<b>FY2023 BUDGETED</b>	<b>FY2023 PROJECTED</b>	<b>FY2024 PROJECTED</b>	<b>FY2025 PROJECTED</b>	<b>FY2026 PROJECTED</b>	<b>FY2027 PROJECTED</b>	<b>FY2028 PROJECTED</b>
<b>Subtotal - Parks and Rec. Facilities Expenses - Building Project Bond Fund</b>		-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL EXPENSES (ALL FUNDS)</b>		<b>FY2022 ACTUAL</b>	<b>FY2022 PROJECTED</b>	<b>FY2023 BUDGETED</b>	<b>FY2023 PROJECTED</b>	<b>FY2024 PROJECTED</b>	<b>FY2025 PROJECTED</b>	<b>FY2026 PROJECTED</b>	<b>FY2027 PROJECTED</b>	<b>FY2028 PROJECTED</b>
<b>PARKS AND RECREATIONAL FACILITIES</b>		<b>\$ 1,990,000</b>	<b>\$ 970,008</b>	<b>\$ 2,130,500</b>	<b>\$ 1,132,637</b>	<b>\$ 5,560,250</b>	<b>\$ 2,230,500</b>	<b>\$ 1,175,000</b>	<b>\$ 1,020,500</b>	<b>\$ 1,645,000</b>
<b>Total Capital Expenses - Parks and Recreational Facilities</b>		<b>\$ 1,990,000</b>	<b>\$ 970,008</b>	<b>\$ 2,130,500</b>	<b>\$ 1,132,637</b>	<b>\$ 5,560,250</b>	<b>\$ 2,230,500</b>	<b>\$ 1,175,000</b>	<b>\$ 1,020,500</b>	<b>\$ 1,645,000</b>

**9509 STORMWATER ACCOUNT SUMMARY**

CAPITAL FUND	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>Subtotal - Stormwater Expenses - Capital Fund</b>	-	-	-	-	-	-	-	-	-

PARKS AND STORMWATER FUND	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Watershed Management Plan	15,000	-	200,000	448,026	50,000	-	-	-	-
02 Implementation of the Watershed Management Plan	-	-	-	-	-	500,000	500,000	600,000	600,000
03 Stormwater Improvements (Deer Creek - Deer Creek OMC)	-	-	-	-	-	224,000	224,000	224,000	224,000
04 Hibler Roadside Drainage	50,000	-	25,000	70,673	339,000	-	-	-	-
05 Alden Lane Drain Replacement (Deer Creek OMC)	35,000	9,700	20,000	39,533	67,000	-	-	-	-
06 Ballias Culvert Erosion Rehabilitation (Deer Creek OMC)	75,000	4,940	50,000	84,947	380,000	-	-	-	-
07 Golf Course Pond Aeration (Deer Creek OMC)	25,000	-	25,000	13,000	64,000	-	-	-	-
08 Hibler Woods Drain Replacement	-	-	20,000	-	30,000	-	-	-	-
09 Stormwater Concept Plans (Design)	-	-	175,000	-	150,000	-	-	-	-
10 Middlebrook Stormwater Restoration - Tree Plantings	-	13,400	-	-	-	-	-	-	-
11 Lake Dredging - Conway Park & Golf Course (Design & Construction)	-	-	-	241,200	40,000	450,000	200,000	-	-
12 Millennium Park Detention Emergency Repair	-	-	-	-	-	-	-	-	-
<b>Subtotal - Stormwater Expenses - Parks and Stormwater Fund</b>	<b>200,000</b>	<b>28,040</b>	<b>515,000</b>	<b>897,379</b>	<b>1,120,000</b>	<b>1,174,000</b>	<b>924,000</b>	<b>824,000</b>	<b>824,000</b>

BUILDING PROJECT BOND FUND	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>Subtotal - Stormwater Expenses - Building Project Bond Fund</b>	-	-	-	-	-	-	-	-	-

TOTAL CAPITAL EXPENSES (ALL FUNDS) STORMWATER	FY2022 BUDGETED	FY2022 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
<b>Total Capital Expenses - Stormwater</b>	<b>\$ 200,000</b>	<b>\$ 28,040</b>	<b>\$ 515,000</b>	<b>\$ 897,379</b>	<b>\$ 1,120,000</b>	<b>\$ 1,174,000</b>	<b>\$ 924,000</b>	<b>\$ 824,000</b>	<b>\$ 824,000</b>

**9510 STREETS AND SIDEWALKS ACCOUNT SUMMARY**

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
01 Street and Sidewalk Maintenance Program	-	-	1,400,000	1,899,992	1,421,000	1,442,300	1,463,900	1,485,900	1,508,200	-	-	-	-	-
02 Street Reconstruction/Rehabilitation	35,000	34,765	300,000	482,085	300,000	300,000	300,000	300,000	300,000	-	-	-	-	300,000
04 Fernview Sidewalk Concept Plan - Phase 1 Olive to Gallagher (Design & Grant Match)	-	-	-	1,534	50,000	60,000	160,000	-	-	-	-	-	-	-
05 New Ballas Median Plantings	-	8,800	-	-	50,000	-	-	-	-	-	-	-	-	-
06 Signal Enhancement Projects	180,000	272,843	-	-	-	-	-	-	-	-	-	-	-	-
07 Emerson Road Improvement Project (STP Grant)	-	23,353	-	-	-	-	-	-	-	-	-	-	-	-
09 Moxley Road Improvement Project (STP Grant)	1,340,000	203,199	1,136,600	1,124,563	-	-	-	-	-	-	-	-	-	-
10 N Ballas Road Improvements - Phase 1 - Olive to Craig (STP Grant)	180,000	108,796	210,000	1,136,600	-	-	100,000	-	-	-	-	-	-	-
11 N Ballas Sidewalk - Phase 3 (TAP Grant)	-	5,472	460,000	460,000	2,045,500	-	-	-	-	-	-	-	-	-
12 Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant)	25,000	70,615	-	-	30,000	-	-	-	-	-	-	-	-	-
13 Olive-Lindbergh Interchange Enhancements	30,000	24,785	-	27,962	-	-	-	-	-	-	-	-	-	-
14 Pavement Condition Ratings Update	45,000	22,997	-	59,105	-	-	-	-	-	-	-	-	-	-
15 Olive Median Enhancement Stock	75,000	22,997	150,000	225,600	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
16 Craig Road Improvements (STP Grant)	-	-	-	-	100,000	1,300,000	-	-	-	-	-	-	-	-
17 N Ballas Road Improvements - Phase 2 S. New Ballas (Design & Grant Match)	-	-	-	-	150,000	20,000	250,000	-	-	-	-	-	-	-
18 N Ballas Road Improvements - Phase 3 - Ladue to Magna C (Design & Grant Match)	-	-	-	-	-	-	20,000	250,000	-	-	-	-	-	-
19 N Ballas Road Improvements - Phase 4 - Magna C to Olive (Design & Grant Match)	-	-	-	-	-	-	125,000	25,000	-	-	-	-	-	250,000
20 Ladue Road Improvements - Phase 1 (Design & Grant Match)	-	-	-	-	-	-	-	150,000	-	-	-	-	-	-
21 Olive-270 Overpass Cleaning & Painting	-	-	-	-	80,000	-	-	-	-	-	-	-	-	-
22 Old Olive Sidewalk Extension (Design)	-	-	-	-	25,000	60,000	-	-	-	-	-	-	-	-
23 Fernview Sidewalk - Phase 2 Gallagher to LeHavre (Design & Grant Match)	-	-	-	-	-	-	-	-	80,000	-	-	-	-	-
<b>Subtotal - Streets and Sidewalks - Capital Fund</b>	<b>3,285,000</b>	<b>2,171,189</b>	<b>3,656,600</b>	<b>5,417,441</b>	<b>4,271,500</b>	<b>3,052,300</b>	<b>2,518,900</b>	<b>1,930,900</b>	<b>2,078,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

PARKS AND STORMWATER FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
<b>Subtotal - Streets and Sidewalks - Parks and Stormwater Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

BUILDING PROJECT BOND FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
<b>Subtotal - Streets and Sidewalks - Building Project Bond Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

TOTAL CAPITAL EXPENSES (ALL FUNDS) STREETS AND SIDEWALKS	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
<b>Total Capital Expenses - Streets and Sidewalks</b>	<b>\$ 3,285,000</b>	<b>\$ 2,171,189</b>	<b>\$ 3,656,600</b>	<b>\$ 5,417,441</b>	<b>\$ 4,271,500</b>	<b>\$ 3,052,300</b>	<b>\$ 2,518,900</b>	<b>\$ 1,930,900</b>	<b>\$ 2,078,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,078,200</b>

**9516 CAPITAL EQUIPMENT ACCOUNT SUMMARY**

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
01 Public Works Capital Equipment**	532,690	186,035	331,000	228,620	619,000	401,800	398,800	408,500	428,000	408,500	428,000	408,500	428,000	
02 Golf Course Capital Equipment	25,000	23,486	-	-	55,000	65,000	-	65,000	-	65,000	-	65,000	40,000	
03 Police Department Capital Equipment	42,000	-	42,000	41,530	-	-	-	-	-	-	-	-	-	
04 Phone System Replacement	52,000	42,434	-	-	-	-	-	-	-	-	-	-	-	
05 Public Works Facility Gasoline System Replacement	70,000	-	70,000	156,649	-	-	-	-	-	-	-	-	-	
06 Permitting Software	-	-	20,000	13,128	-	-	-	-	-	-	-	-	-	
07 Meeting Management Software	-	16,027	-	-	-	-	-	-	-	-	-	-	-	
08 Active Net Software	-	-	-	-	-	-	-	-	-	-	-	-	-	
09 Capital Equipment Back Order	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Subtotal - Capital Equipment - Capital Fund</b>	<b>721,690</b>	<b>267,982</b>	<b>463,000</b>	<b>816,182</b>	<b>674,000</b>	<b>466,800</b>	<b>398,800</b>	<b>473,500</b>	<b>468,000</b>	<b>473,500</b>	<b>468,000</b>	<b>473,500</b>	<b>468,000</b>	
<b>PARKS AND STORMWATER FUND</b>														
01 Parks Capital Equipment	-	-	30,000	-	30,000	-	-	-	-	-	-	-	-	
<b>Subtotal - Capital Equipment - Parks and Stormwater Fund</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>BUILDING PROJECT BOND FUND</b>														
05 Public Works Facility Gasoline System Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Subtotal - Capital Equipment - Building Project Bond Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL CAPITAL EXPENSES (ALL FUNDS)</b>														
<b>CAPITAL EQUIPMENT</b>														
<b>Total Capital Expenses - Capital Equipment</b>	<b>\$ 721,690</b>	<b>\$ 267,982</b>	<b>\$ 493,000</b>	<b>\$ 816,182</b>	<b>\$ 704,000</b>	<b>\$ 466,800</b>	<b>\$ 398,800</b>	<b>\$ 473,500</b>	<b>\$ 468,000</b>	<b>\$ 473,500</b>	<b>\$ 468,000</b>	<b>\$ 473,500</b>	<b>\$ 468,000</b>	

**CAPITAL PROJECT ADMINISTRATION ACCOUNT SUMMARY**

CAPITAL FUND	FY2022 PROJECTED	FY2023 ACTUAL	FY2023 BUDGETED	FY2023 PROJECTED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Project Management	93,082	93,634	145,258	138,542	153,104	157,700	162,500	167,400	172,500
<b>Subtotal - Capital Project Administration - Capital Fund</b>	<b>93,082</b>	<b>93,634</b>	<b>145,258</b>	<b>138,542</b>	<b>153,104</b>	<b>157,700</b>	<b>162,500</b>	<b>167,400</b>	<b>172,500</b>
<b>PARKS AND STORMWATER FUND</b>									
01 Project Management	104,364	42,002	120,896	132,035	137,795	142,000	146,300	150,700	155,300
<b>Subtotal - Capital Project Administration - Parks and Stormwater Fund</b>	<b>104,364</b>	<b>42,002</b>	<b>120,896</b>	<b>132,035</b>	<b>137,795</b>	<b>142,000</b>	<b>146,300</b>	<b>150,700</b>	<b>155,300</b>
<b>BUILDING PROJECT BOND FUND</b>									
01 Project Management	-	-	-	-	-	-	-	-	-
<b>Subtotal - Capital Project Administration - Building Project Bond Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CAPITAL EXPENSES (ALL FUNDS)</b>									
<b>CAPITAL PROJECT ADMINISTRATION</b>									
Total Capital Expenses - Capital Project Administration	\$ 197,446	\$ 135,636	\$ 266,154	\$ 270,577	\$ 290,899	\$ 299,700	\$ 308,800	\$ 318,100	\$ 327,800

**CAPITAL IMPROVEMENT PROGRAM SUMMARY**

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Beginning Fund Balance (Estimated Cash Basis as of July 1)	2,062,368	2,052,949	2,620,094	2,620,094	1,764,724	1,764,724	500,768	500,768	280,221	280,221	280,221	280,221	656,795	656,795
Total Anticipated Annual Revenues	3,414,932	3,323,139	4,467,104	6,170,394	7,305,792	3,501,656	3,879,653	3,028,874	3,055,450	3,028,874	3,028,874	3,028,874	3,055,450	3,055,450
Total Anticipated Annual Expenses	(4,614,772)	(2,755,994)	(4,985,358)	(7,025,764)	(8,314,104)	(3,757,300)	(4,100,200)	(2,652,300)	(2,968,700)	(2,652,300)	(2,652,300)	(2,652,300)	(2,968,700)	(2,968,700)
Total Anticipated Debt Service Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Anticipated Debt Service Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Ending Cash Balance - Capital Fund</b>	<b>862,528</b>	<b>2,620,094</b>	<b>2,101,840</b>	<b>1,764,724</b>	<b>756,412</b>	<b>500,768</b>	<b>280,221</b>	<b>656,795</b>	<b>743,545</b>	<b>743,545</b>	<b>743,545</b>	<b>743,545</b>	<b>743,545</b>	<b>743,545</b>

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Beginning Fund Balance (Estimated Cash Basis as of July 1)	485,907	485,907	2,988,692	2,988,692	4,106,102	4,106,102	2,644,083	2,644,083	1,803,728	1,803,728	2,731,010	2,731,010	3,500,368	3,500,368
Total Anticipated Annual Revenues	2,495,600	3,799,351	2,625,701	3,182,030	3,395,460	3,269,727	3,308,546	3,346,081	3,346,081	3,346,081	3,346,081	3,346,081	3,346,081	3,346,081
Total Anticipated Annual Expenses	(2,494,364)	(1,296,566)	(2,988,094)	(2,064,620)	(4,857,479)	(4,110,082)	(2,381,264)	(2,576,723)	(2,576,723)	(2,576,723)	(2,576,723)	(2,576,723)	(2,576,723)	(2,576,723)
Total Anticipated Debt Service Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Anticipated Debt Service Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Ending Cash Balance - Parks-Stormwater Tax Fund</b>	<b>487,143</b>	<b>2,988,692</b>	<b>2,626,299</b>	<b>4,106,102</b>	<b>2,644,083</b>	<b>1,803,728</b>	<b>2,731,010</b>	<b>3,500,368</b>	<b>3,611,254</b>	<b>3,611,254</b>	<b>3,611,254</b>	<b>3,611,254</b>	<b>3,611,254</b>	<b>3,611,254</b>

CAPITAL FUND	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	1,878,586	1,878,586	1,941,948	1,941,948	1,586,570	1,586,570	1,817,762	1,817,762	2,128,554	2,128,554	2,467,984	2,467,984	2,808,777	2,808,777
Total Anticipated Annual Revenues	2,000	3,185	2,000	32,895	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000
Total Anticipated Annual Expenses	(50,000)	(5,000)	-	-	(80,000)	-	-	-	-	-	-	-	-	-
Total Anticipated Debt Service (Prop P) Revenues	657,982	781,803	657,982	919,400	974,100	974,100	974,100	1,003,038	1,003,038	1,003,038	1,003,038	1,003,038	1,032,844	1,032,844
Total Anticipated Debt Service (Prop P) Expenses	(716,626)	(716,626)	(717,976)	(1,307,673)	(695,908)	(695,908)	(696,608)	(695,908)	(696,608)	(696,608)	(695,908)	(695,908)	(697,370)	(697,370)
<b>Ending Cash Balance - Building Project Bond Fund</b>	<b>1,771,942</b>	<b>1,941,948</b>	<b>1,863,954</b>	<b>1,586,570</b>	<b>1,817,762</b>	<b>2,128,554</b>	<b>2,467,984</b>	<b>2,808,777</b>	<b>3,177,251</b>	<b>3,177,251</b>	<b>3,177,251</b>	<b>3,177,251</b>	<b>3,177,251</b>	<b>3,177,251</b>

TOTAL COMBINED CAPITAL IMPROVEMENT PROGRAM (CAPITAL, PARKS-STORMWATER AND BUILDING PROJECT BOND FUNDS)	FY2022		FY2023		FY2024		FY2025		FY2026		FY2027		FY2028	
	BUDGETED	ACTUAL	BUDGETED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Total Combined Beginning Fund Balance	4,426,862	4,417,442	7,550,734	7,550,734	7,457,396	7,457,396	5,218,257	5,218,257	4,433,050	4,433,050	5,479,215	5,479,215	6,965,940	6,965,940
Total Combined Revenues & Transfers In	6,570,514	7,907,478	7,762,787	10,304,719	11,708,382	7,778,483	8,224,237	7,410,993	7,274,624	7,274,624	7,410,993	7,410,993	7,274,624	7,274,624
Total Combined Anticipated Year End Expenditures & Transfers	(7,815,762)	(4,774,186)	(8,691,428)	(10,398,057)	(13,947,491)	(9,563,690)	(7,178,072)	(5,924,268)	(6,708,514)	(6,708,514)	(5,924,268)	(5,924,268)	(6,708,514)	(6,708,514)
<b>Ending Fund Balance - All Capital Funds</b>	<b>3,121,614</b>	<b>7,550,734</b>	<b>6,612,093</b>	<b>7,457,396</b>	<b>5,218,257</b>	<b>4,433,050</b>	<b>5,479,215</b>	<b>6,965,940</b>	<b>7,532,050</b>	<b>7,532,050</b>	<b>7,532,050</b>	<b>7,532,050</b>	<b>7,532,050</b>	<b>7,532,050</b>



**PARKS & STORMWATER FUND  
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>	<b>% Change to Projected FY 2023</b>
<b>Revenues:</b>						
Intergovernmental Revenue	485,907	3,045,352	2,625,601	3,129,268	3,370,412	7.71%
Other Revenues	-	4,466	100	52,862	25,049	
<b>Total Operating Revenues</b>	<b>485,907</b>	<b>3,049,818</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>	
Transfers From General Fund	-	749,533	-	-	-	
<b>Total Revenues</b>	<b>485,907</b>	<b>3,799,351</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>	<b>6.70%</b>
<b>Expenditures:</b>						
Personnel	-	42,002	120,896	130,312	137,795	0.00%
Operating	-	-	-	15	-	
Park Development Projects	-	846,524	1,947,275	576,758	2,953,500	
Storm water Projects	-	28,040	614,540	897,379	1,120,000	
Capital Equipment	-	-	30,000	-	30,000	
<b>Total Expenditures</b>	<b>-</b>	<b>916,566</b>	<b>2,712,711</b>	<b>1,604,464</b>	<b>4,241,295</b>	<b>164.34%</b>
<b>Other Financing Uses:</b>						
Transfer Out for P&S Oper. and Maint.	-	380,000	492,198	492,198	582,434	18.33%
<b>Total Other Financing Uses</b>	<b>-</b>	<b>380,000</b>	<b>492,198</b>	<b>492,198</b>	<b>582,434</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<b>485,907</b>	<b>2,502,785</b>	<b>(579,208)</b>	<b>1,085,468</b>	<b>(1,428,268)</b>	
<b>FUND BALANCE-BEGINNING OF YEAR</b>	<b>-</b>	<b>485,907</b>	<b>2,716,035</b>	<b>2,988,692</b>	<b>4,074,160</b>	
<b>FUND BALANCE-END OF YEAR</b>	<b>485,907</b>	<b>2,988,692</b>	<b>2,136,827</b>	<b>4,074,160</b>	<b>2,645,892</b>	



**PARKS & STORMWATER FUND  
COMPARISON OF FISCAL YEAR 2024 ESTIMATED REVENUE WITH 2023 BUDGETED AND PROJECTED  
AND ACTUAL REVENUES FOR FISCAL YEARS 2021 AND 2022**

	<b>Actual Revenues FY 2021</b>	<b>Actual Revenues FY 2022</b>	<b>Budgeted Revenues FY 2023</b>	<b>Projected Revenues FY 2023</b>	<b>Estimated Revenues FY 2024</b>
<b>INTERGOVERNMENTAL REVENUE:</b>					
4301 City Sales Tax - 1/2 Cent	485,907	2,564,852	2,485,601	2,912,168	2,970,412
4737 Other Agency Funding*	-	480,500	140,000	217,100	400,000
<b>Total Intergovernmental Revenue</b>	<b>485,907</b>	<b>3,045,352</b>	<b>2,625,601</b>	<b>3,129,268</b>	<b>3,370,412</b>
<b>OTHER REVENUES:</b>					
4703 Gain (loss) on investments	-	-	-	-	-
4704 Interest on Investments	-	4,466	100	52,862	25,049
4730 Reimbursements	-	-	-	-	-
4755 Other revenues	-	-	-	-	-
4771 Proceeds-Sales of Fixed Asset	-	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>4,466</b>	<b>100</b>	<b>52,862</b>	<b>25,049</b>
<b>Total Current Year's Revenue</b>	<b>485,907</b>	<b>3,049,818</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>
4901 Transfers From Other Funds	-	749,533	-	-	-
<b>Total Intergovernmental Funding</b>	<b>-</b>	<b>749,533</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>485,907</b>	<b>3,799,351</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>

\*Comprised of Deer Creek OMCI (\$250K), HDR Foundation Grant (\$100K) and Venable Park Private Donations (\$50K)



**PARKS & STORMWATER FUND  
SUMMARY OF CAPITAL OUTLAYS BY ACTIVITY**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>CAPITAL OUTLAY:</b>					
5101 Salaries, Permanent Empl.	-	33,653	95,071	106,875	106,875
5103 Overtime	-	47	-	400	-
5109 Provision for Salary Adj.	-	-	3,277	2,135	5,965
5110 Auto Allowance	-	-	-	-	-
5230 Hospital & Medical Insurance	-	-	3,345	-	2,410
5231 Self-Insured Medical Benefit	-	-	-	600	900
5233 Dental Insurance	-	-	119	392	459
5234 Group Life Insurance	-	116	332	530	473
5235 Accidental Death & Dismem.	-	12	38	49	52
5236 Disability Insurance	-	-	218	119	301
5240 Social Security Contribution	-	2,597	7,659	9,000	9,000
5241 Pension Contribution	-	205	5,845	5,212	5,798
5243 Worker's Compensation	-	5,371	4,992	5,000	5,562
7307 Gasoline & Mileage	-	-	-	15	-
9506 Parks and Recreational Facilities	-	846,524	1,947,275	576,758	2,953,500
9509 Stormwater Projects	-	28,040	614,540	897,379	1,120,000
9516 Capital Equipment	-	-	30,000	-	30,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>916,566</b>	<b>2,712,711</b>	<b>1,604,464</b>	<b>4,241,295</b>



**PARKS & STORMWATER FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

**Capital Outlay Detail**

**Annual**

**9506 Park Development Projects**

39 N Greenway Connection to Centennial Trail	0
Park Furniture Replacement	20,000
Historical Building Rehabilitation and Preservation	100,000
Venable Park Improvements	125,000
Park Restroom Renovations	120,000
Millennium Park Improvements - Phase 1	2,300,000
Venable Park Memorial (HDR Grant)	288,500
<b>Total Account 9506</b>	<u>2,953,500</u>

**9509 Storm Water Projects**

Watershed Management Study	50,000
Hibler Roadside Drainage	339,000
Alden Lane Drain Replacement (Deer Creek OMCI)	67,000
Ballas Culvert Erosion Rehabilitation (Deer Creek OMCI)	380,000
Golf Course Pond Aeration (Deer Creek OMCI)	64,000
Hibler Woods Drain Replacement	30,000
Stormwater Concept Plans	150,000
Lake Dredging - Conway Park & Golf Course	40,000
<b>Total Account 9509</b>	<u>1,120,000</u>

**9516 Capital Equipment**

Tractor	30,000
<b>Total Account 9516</b>	<u>30,000</u>

**Administration**

Project Manager	137,795
<b>Total Account 9516</b>	<u>137,795</u>

**Total Capital Outlay**

**\$ 4,241,295**



**POLICE BUILDING FUND**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>
<b>OPERATING REVENUES</b>					
4704 Interest Revenue	-	3,185	850	32,895	33,000
4730 Reimbursements			-	-	-
<b>Total Operating Revenues</b>	<b>-</b>	<b>3,185</b>	<b>850</b>	<b>32,895</b>	<b>33,000</b>
<b>OTHER REVENUES</b>					
4908 Bond Proceeds	-	-	-	-	-
4909 Premium from Bond Proceeds	-	-	-	-	-
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSFERS</b>					
4901 Transfer From Other Funds	-	-	-	-	-
<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL POLICE BUILDING FUND REV.</b>	<b>-</b>	<b>3,185</b>	<b>850</b>	<b>32,895</b>	<b>33,000</b>



**POLICE BUILDING FUND**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>OPERATING EXPENSES:</b>					
6203 Professional Services	7,235	5,000	-	-	-
6299 Quality and Control Testing	-	-	-	-	-
9501 Building & Improvement Projects	63,262	-	-	-	80,000
9515 Bond Issuance Costs	-	-	-	-	-
<b>TOTAL POLICE BUILDING FUND OPERATING EXPENDITURES</b>	<b>70,497</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>80,000</b>
Total Transfers Out	-	-	-	-	-
<b>TOTAL POLICE BUILDING FUND EXP. AND TRANSFERS OUT</b>	<b>70,497</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>80,000</b>
<b>EXCESS OF REV. OVER EXP.</b>	<b>(70,497)</b>	<b>(1,815)</b>	<b>850</b>	<b>32,895</b>	<b>(47,000)</b>
<b>FUND BALANCE-BEGINNING OF YEAR</b>	<b>1,196,295</b>	<b>1,125,798</b>	<b>1,624,902</b>	<b>1,123,984</b>	<b>1,156,879</b>
<b>FUND BALANCE-END OF YEAR</b>	<b>1,125,798</b>	<b>1,123,984</b>	<b>1,625,752</b>	<b>1,156,879</b>	<b>1,109,879</b>

**POLICE BUILDING FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

<b>Capital Improvement Projects</b>		
Police Parking Lot Security Fence		80,000
Government Center Electrical Switchgear Replacement		
<b>Total Capital Improvement Projects</b>		<b>80,000</b>



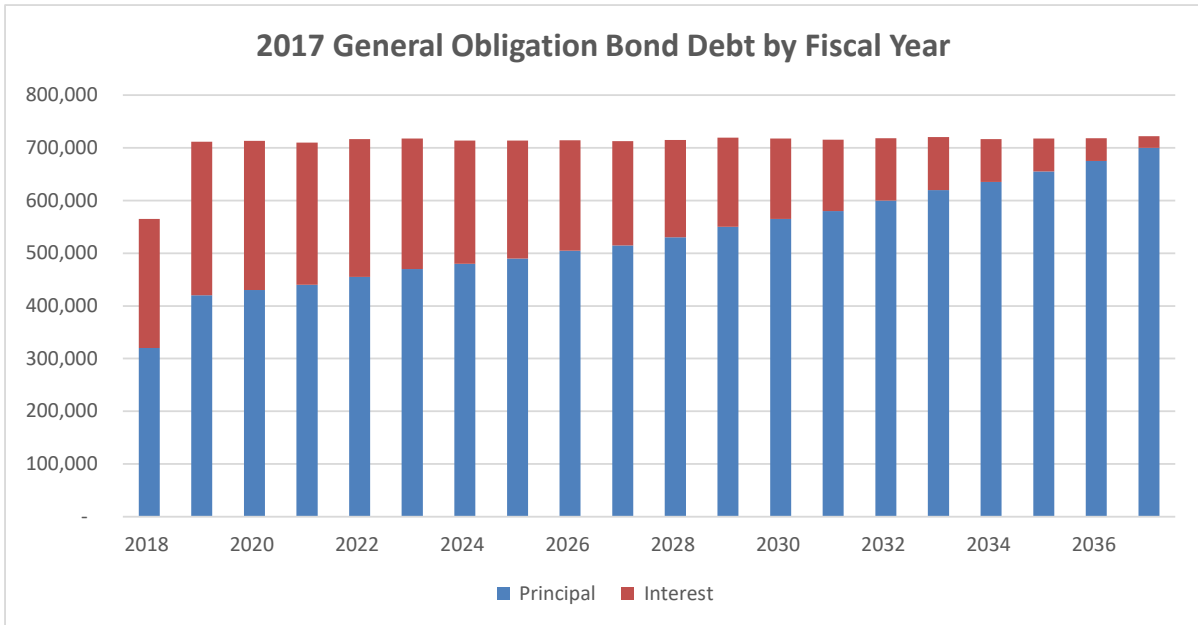
**DEBT SERVICE FUND**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>
<b>OPERATING REVENUES</b>					
4101 Property Taxes	757,313	672,670	570,000	775,000	821,500
4104 Personal Property Taxes	118,401	107,051	100,000	135,000	143,100
4704 Interest Revenue	1,104	2,082	500	9,400	9,500
<b>Total Operating Revenues</b>	<b>876,818</b>	<b>781,803</b>	<b>670,500</b>	<b>919,400</b>	<b>974,100</b>
<b>OTHER REVENUES</b>					
	-	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATING FUND REVENUES</b>	<b>876,818</b>	<b>781,803</b>	<b>670,500</b>	<b>919,400</b>	<b>974,100</b>



**DEBT SERVICE FUND**

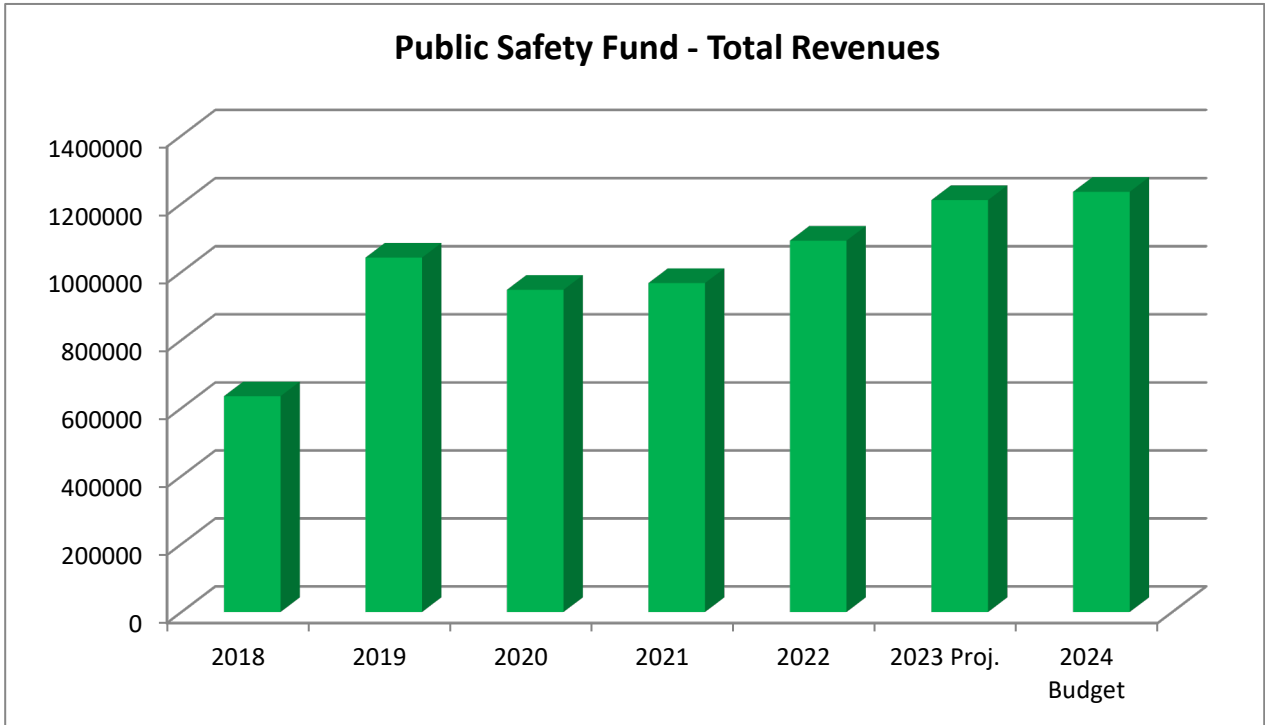
	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	636	318	320	599,001	320
8410 Interest Expenditures	270,106	261,306	247,656	238,672	215,588
9514 Principal Expenditures	440,000	455,000	470,000	470,000	480,000
<b>Total Operating Expenses</b>	<b>710,742</b>	<b>716,624</b>	<b>717,976</b>	<b>1,307,673</b>	<b>695,908</b>
<b>TOTAL DEBT SERVICE FUND EXP.</b>	<b>710,742</b>	<b>716,624</b>	<b>717,976</b>	<b>1,307,673</b>	<b>695,908</b>
<b>EXCESS OF DEBT SERVICE REVENUES OVER EXPENDITURES</b>					
	166,075	65,179	(47,476)	(388,273)	278,192
<b>FUND BALANCE-BEGINNING OF YEAR</b>					
	586,710	752,786	378,126	817,965	429,692
<b>FUND BALANCE-END OF YEAR</b>					
	752,786	817,965	330,650	429,692	707,884





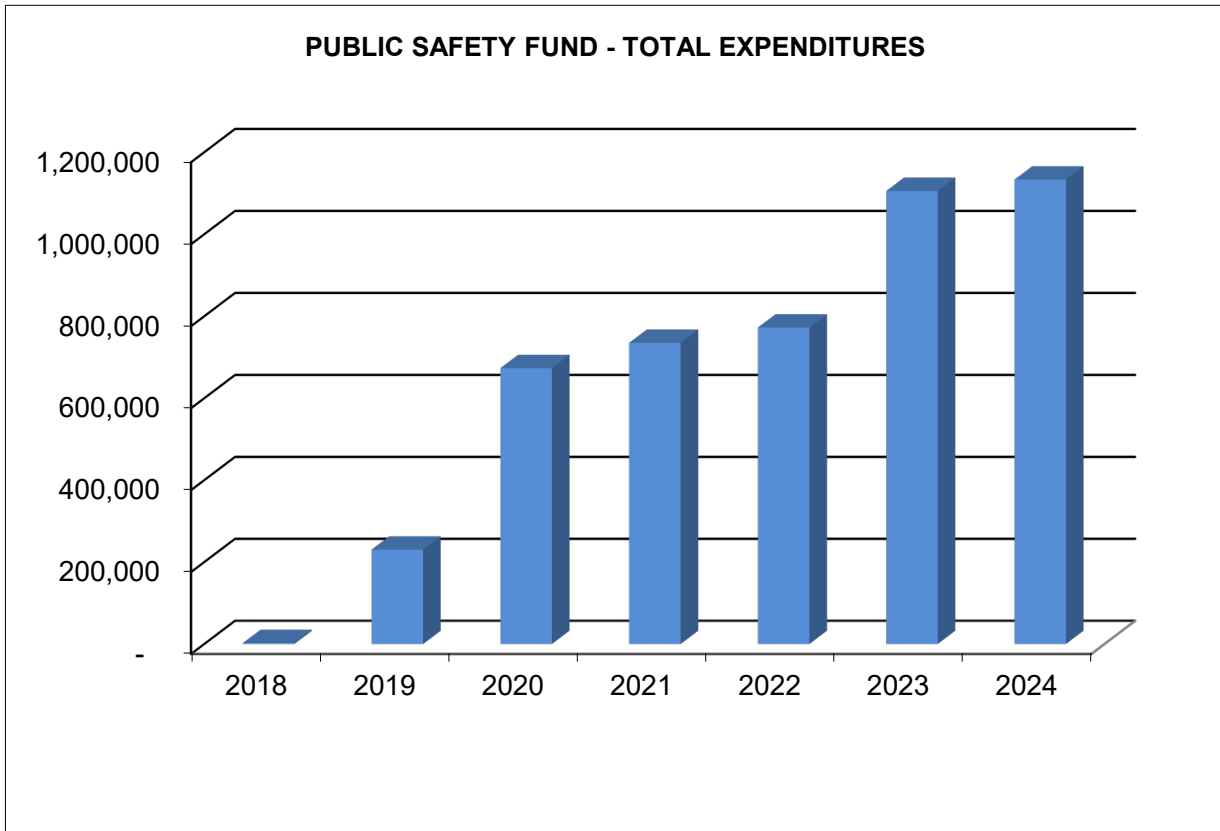
**PUBLIC SAFETY FUND - REVENUES**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>
<b>OPERATING REVENUES</b>					
4301 Public Safety Sales Tax	967,222	1,091,699	1,066,144	1,210,812	1,235,028
4546 Donations	20,000	-	-	-	-
4704 Interest	2,792	5,425	2,000	37,796	30,000
4737 Other Agency Funding	-	-	-	-	-
<b>Total Operating Revenues</b>	<b>990,014</b>	<b>1,097,124</b>	<b>1,068,144</b>	<b>1,248,608</b>	<b>1,265,028</b>
<b>TRANSFERS</b>					
4901 Transfer In From Other Funds	-	-	-	-	-
<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PUBLIC SAFETY REVENUES</b>	<b>990,014</b>	<b>1,097,124</b>	<b>1,068,144</b>	<b>1,248,608</b>	<b>1,265,028</b>



In April of 2017, St. Louis County voters approved a one-half cent Public Safety Sales Tax. This tax is to provide funding for improving policing in St. Louis County. Five-eighths of the revenues are distributed to municipalities on a per capita basis to be used for police and public safety. Creve Coeur's share is estimated to be \$1,210,812 for FY 2023, which is up 10.9% from FY 2022 due to COVID-19 coming to an end. Revenue is projected to be up 2% at \$1,235,028 for FY 2024.

Fiscal Year	Public Safety Sales Tax	Amount of Change	Percent Change
2018	634,959	NA	NA
2019	1,041,890	406,932	64.1%
2020	947,491	(94,400)	-9.1%
2021	967,222	19,731	2.1%
2022	1,091,699	124,477	12.9%
2023 Proj.	1,210,812	119,113	10.9%
2024 Budget	1,235,028	24,216	2.0%



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
2018	2,300	NA	NA
2019	230,409	228,109	9918.1%
2020	673,398	442,989	192.3%
2021	735,095	61,697	9.2%
2022	772,583	37,488	5.1%
2023 <b>Projected</b>	1,105,633	333,050	43.1%
2024 <b>Budgeted</b>	1,133,437	27,804	2.5%

**Major causes of change:**

FY 2019 This is still a new fund. Almost all of the expenses are due to a transfer out to the General Fund (\$131,167) to cover the costs of transitioning the police department to 12-hour shifts and transitioning holiday pay to be per each holiday instead of once per year.

FY 2020 Exenditures increased 192%. New this fiscal year is 15% of the sales tax revenue (\$131,250) will now go to offset the Police Pension Costs and will be included in every year thereafter.

FY 2021 Expenditures increased 9.2%, with most of this being from all of the new police building costs being allocated out of this fund. Also included are several one-time capital expenditures and the 15% of revenues that go for Police Pension costs were increased to 20% (\$183,568).



**PUBLIC SAFETY FUND EXPENDITURES (CONT.)**

FY 2022 An increase of 5.1% occurred in FY 2022. Most of this increase is due to a transfer out to the General Fund (\$68,057) for Pay Adjustments.

FY 2023 An increase of 43.1% is projected for FY 2023. New to FY 2023 is a transfer out to the General Fund for Market Equity/Step Program/Probation Completion Bonus (\$128,900) and \$83,521 for a one-time 2% COLA.

FY 2024 An increase of 2.5% is projected for FY 2024 with most of this just being an increase in goods and services due to inflation.



## PUBLIC SAFETY FUND

### Fund Description

In April 2017, St. Louis County voters approved a one-half-cent Public Safety Sales Tax to provide funding for public safety purposes. Per Missouri statutes, five-eighths (5/8<sup>th</sup>) of the revenues are distributed to municipalities based on population. The City policy on fund usage is located under Budget and Financial Policies as outlined in the annual budget book.

### Budget Highlights

#### Revenues

- Acct. 9401 – Transfer from Public Safety Fund to General Fund is decreasing due to a 2% one-time, lump sum cost of living adjustment completed in FY 2023. All other costs increased 7% due to a 7% increase estimated in FY 2024 (\$371,606).

#### Expenses

- Acct. 5241 – Partial (20%) contribution toward police pension expenses (\$242,162).
- Acct. 6203 – Counseling fees associated with first responder counseling services (\$4,116).
- Acct. 6203 – PAS (EAP) Mandatory Mental Health Check-Ins (\$2,550).
- Acct. 6211 – Annual maintenance and upgrades for four (4) license plate recognition (LPR) systems. Cost may be offset by \$2,500 by the Crime Prevention Partnership (\$10,000).
- Acct. 6211 – Biannual window cleaning services for the Police Department Building (\$1,800).
- Acct. 6265 – Travel and conference expenses for one (1) officer to attend crash reconstruction training (\$2,500).
- Acct. 6265 – California Homicide Investigators Association (CHIA) Conference (\$400).
- Acct. 6265 – Travel and conference expenses for Crisis Intervention Training (CIT) (\$1,050).
- Acct. 6265 – Travel and conference expenses for FBI Law Enforcement Executive Development Leadership (LEEDS) training (\$1,900).
- Acct. 6265 – Decreased St. Louis University Medicolegal Death Investigator Training (\$900).
- Acct. 6266 – Body cameras and in-car video systems lease; year five of a 5-year lease (\$64,964).
- Acct. 7304 – K9 bomb dog equipment (\$5,000).
- Acct. 7313 – Decrease in practice ammunition (\$7,500).
- Acct. 7332 – Salamander Subscription Inventory Software (\$900).
- Acct. 7332 – New PD scheduling/timekeeping software (\$11,200).
- Acct. 7332 – Software programs to improve management of the Field Training Program (\$5,600).
- Acct. 9501 – Increase in firing range lead abatement fee (\$7,100).
- Acct. 9501 – Decrease in Police building repairs and upgrades (\$7,500).
- Acct. 9503 – Three (3) new Flock LPR Cameras; cost for one (1) flock camera will be reimbursed at 50% under the Peace Officer Grant (POG) for the next three years (\$9,000).
- Acct. 9503 – Seven (7) Ballistic Helmets (\$2,800).
- Acct. 9503 – Purchase of additional traffic counter due to increased resident demand (\$4,700).
- Acct. 9503 – Replacement of twenty (20) Level III Ballistic Vests for Patrol Vehicles (\$17,000).
- Acct. 9503 – Replacement of eight (8) portable radios for patrol division (\$64,000).
- Acct. 9503 – Park Camera and Internet for Millennium Park (\$12,000).
- Acct. 9503 – New recumbent bike for the PD fitness room (\$4,260).
- Acct. 9503 – Snap-On Triton-D10 Code Reader & Scanner (\$7,000).
- Acct. 9503 – PD Interview Room Camera Storage Enhancements (\$9,900).



**PUBLIC SAFETY FUND - EXPENDITURES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5241 Pension Contribution	189,498	176,335	211,118	211,118	242,162
<b>Total Personnel Services</b>	<b>189,498</b>	<b>176,335</b>	<b>211,118</b>	<b>211,118</b>	<b>242,162</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	-	-	-	-	-
6203 Professional Services	4,116	4,116	4,116	4,116	6,666
6210 Vehicle Maintenance	-	-	-	-	-
6211 Equipment Maintenance	24,833	28,194	28,675	28,719	39,490
6212 Building and Grounds Main.	34,722	34,516	37,629	34,953	33,333
6213 Office Equipment Maint.	1,984	-	2,000	1,000	1,000
6226 Property Insurance	23,229	33,474	38,495	34,038	42,548
6250 Electricity	55,042	60,836	64,800	64,800	64,800
6252 Natural Gas	1,745	2,181	2,100	2,100	2,100
6253 Telephone	3,103	3,458	3,360	3,360	3,360
6254 Water and Sewer	6,783	7,091	7,350	7,350	7,386
6255 Cable TV and Internet	2,358	2,666	2,484	2,484	3,012
6260 Advertising	175	175	3,000	3,000	1,000
6261 Education & Training	21,903	28,685	36,300	35,400	31,500
6264 In Town Meetings	-	-	500	500	500
6265 Travel & Conferences	1,151	7,955	12,950	10,972	11,250
6266 Equipment Rental	89,964	64,964	64,964	64,964	64,964
7302 Small Tools	543	897	1,200	1,000	1,000
7303 Horticultural Supplies	-	-	1,500	215	500
7304 General Supplies	3,109	3,459	10,500	10,500	10,500
7306 Memorials & Plaques	-	-	-	-	-
7307 Gasoline & Mileage	2,201	1,882	2,500	2,500	2,500
7313 Range Supplies	5,073	5,458	10,000	7,500	7,500
7331 Computer Hardware	19,583	75,648	5,000	5,000	5,000
7332 Computer Software	-	-	75,652	75,652	34,500
<b>Total Operating Expense</b>	<b>301,617</b>	<b>365,655</b>	<b>415,075</b>	<b>400,123</b>	<b>374,409</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	-	6,910	22,000	12,465	14,600
9502 Vehicles	-	-	-	-	-
9503 Equipment	47,613	13,688	51,400	51,112	130,660
<b>Total Capital Outlay</b>	<b>47,613</b>	<b>20,598</b>	<b>73,400</b>	<b>63,577</b>	<b>145,260</b>
<b>Other Financing Uses:</b>					
Transfer Out to General Fund	196,366	209,995	\$ 430,816	430,816	\$ 371,606
Transfer Out to Capital Improvements	-	-	-	-	-
<b>Total Other Financing Uses</b>	<b>196,366</b>	<b>209,995</b>	<b>430,816</b>	<b>430,816</b>	<b>371,606</b>
<b>TOTAL PUBLIC SAFETY EXP.</b>	<b>735,095</b>	<b>772,583</b>	<b>1,130,409</b>	<b>1,105,633</b>	<b>1,133,437</b>
<b>REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>					
	254,919	324,541	(62,265)	142,974	131,591
<b>FUND BALANCE-BEGINNING OF YEAR</b>	<b>1,737,026</b>	<b>1,991,946</b>	<b>1,256,550</b>	<b>2,316,487</b>	<b>2,459,461</b>
<b>FUND BALANCE-END OF YEAR</b>	<b>1,991,946</b>	<b>2,316,487</b>	<b>1,194,285</b>	<b>2,459,461</b>	<b>2,591,052</b>



**PUBLIC SAFETY FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

**Capital Outlay Detail**

**Annual**

**9501 Buildings & Improvements**

Building Upgrades and Repairs

7,500

Firing Range Lead Abatement

7,100

**Total Account 9501**

14,600

**9502 Vehicles**

(Nothing Budgeted)

-

**Total Account 9502**

-

**9503 Equipment**

Traffic Counter

4,700

Replacement of Level III Carriers for Patrol

17,000

Millennium Park Cameras & Internet

12,000

PD Interview Room Camera Storage Enhancements

9,900

3 Flock LPR Cameras (1 Reimbursed @ 50% thru Grant)

9,000

7 Ballistic Helmets

2,800

Recumbant Bike, Leg Curl Machine

4,260

Snap-On Triton-D10 Code Reader & Scanner

7,000

Walkie Talkie Replacements

64,000

**Total Account 9503**

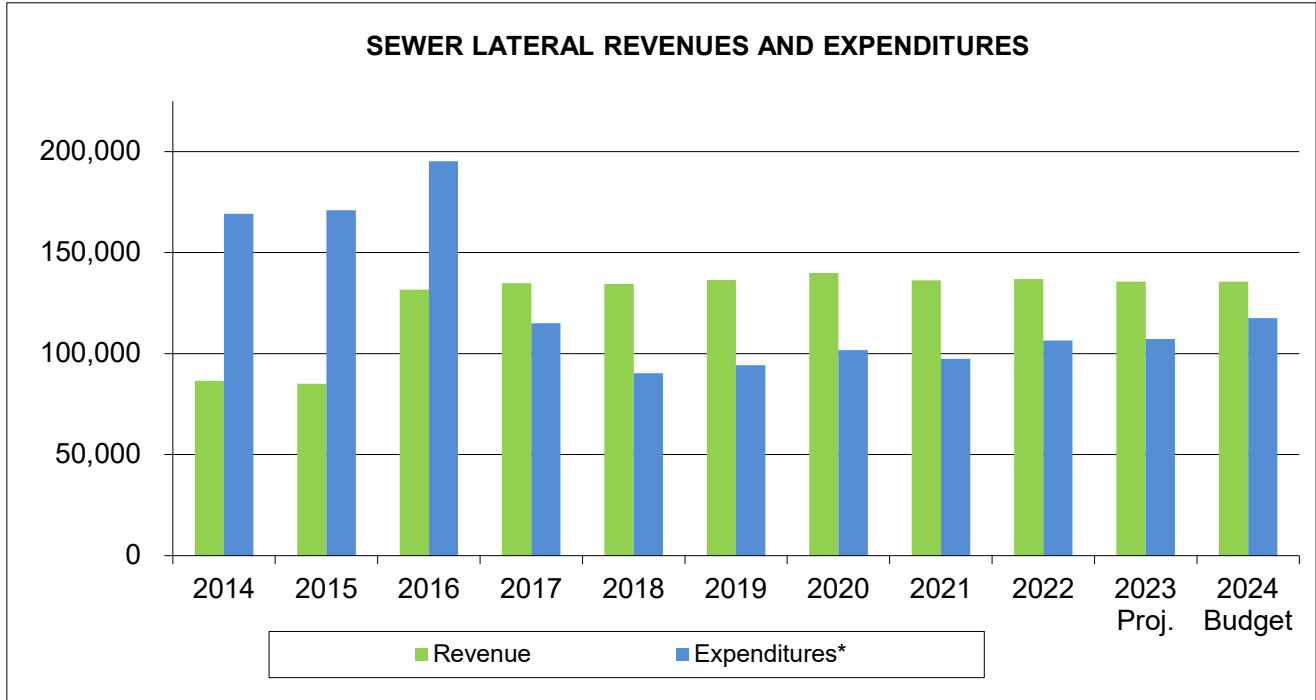
130,660

**Total Capital Outlay**

145,260



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### SEWER LATERAL REVENUES, EXPENDITURES AND FUND BALANCE

Fiscal Year	Fee	Revenue	Expenditures*	Surplus (Deficit)	Fund Balance	Reimburs. % Up to \$7,500
2014	\$18	86,574	169,184	(82,610)	\$186,500	80%
2015	\$18	85,162	170,980	(85,818)	\$100,682	80%
2016	\$28	131,711	195,268	(63,557)	\$37,125	80%
2017	\$28	134,821	115,030	19,791	\$56,916	50%
2018	\$28	134,540	90,339	44,201	\$101,117	50%
2019	\$28	136,425	94,202	42,223	\$143,339	50%
2020	\$28	139,942	101,743	38,199	\$181,538	50%
2021	\$28	136,325	97,389	38,936	\$220,474	50%
2022	\$28	136,836	106,465	30,370	\$250,845	50%
2023 Proj.	\$28	135,700	107,227	28,473	\$279,318	50%
2024 Budget	\$28	135,700	117,654	18,046	\$297,364	50%

\* 20% of a Public Works Project Manager's Salary and Benefits was not included in the Sewer Lateral Fund in FY 2017 - FY 2020.



**SEWER LATERAL FUND  
SUMMARY OF REVENUE BY ACTIVITY  
FOR FISCAL YEAR ENDING JUNE 30, 2024**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budgeted FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
<b>DISTRICT OPERATING REVENUE:</b>					
4101 Real Property, Current	135,967	136,188	135,500	135,500	135,500
Total Property Taxes	135,967	136,188	135,500	135,500	135,500
<b>OPERATING REVENUES</b>					
4704 Interest Revenue	358	647	200	200	200
Total Operating Revenues	358	647	200	200	200
<b>TOTAL SEWER LATERAL REVENUES</b>	<b>136,325</b>	<b>136,836</b>	<b>135,700</b>	<b>135,700</b>	<b>135,700</b>



**SEWER LATERAL FUND  
SUMMARY OF OPERATING EXPENSES BY ACTIVITY  
FOR FISCAL YEAR ENDING JUNE 30, 2024**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budgeted FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	11,078	11,302	11,400	12,410	12,390
5102 Salaries, Temporary Empl.	-	-	-	-	-
5103 Overtime	151	195	100	100	100
5104 Vacation Pay	-	-	-	-	-
5105 Longevity Pay	115	115	115	115	115
5109 Provision for Salary Adj.	166	-	725	725	885
5230 Hospital & Medical Insurance	-	-	-	-	-
5231 Self-Insured Medical Benefit	120	120	120	120	120
5233 Dental Insurance	53	50	49	49	48
5234 Group Life Insurance	34	38	41	45	51
5235 Accidental Death & Dismem.	4	4	5	4	4
5236 Disability Insurance	29	32	35	35	37
5240 Social Security Contribution	892	901	963	963	1,000
5241 Pension Contribution	4,516	1,531	1,514	1,549	1,694
5243 Worker's Compensation Ins.	-	-	589	612	710
<b>Total Personnel Services*</b>	<b>17,160</b>	<b>14,289</b>	<b>15,656</b>	<b>16,727</b>	<b>17,154</b>
* 20% of PW's Project Manager's Salary & Benefits now allocated to Sewer Lateral					
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	-	-	500	500	500
9315 Sewer Lateral reimbursements	80,229	92,176	100,000	90,000	100,000
<b>Total Operating Expenses</b>	<b>80,229</b>	<b>92,176</b>	<b>100,500</b>	<b>90,500</b>	<b>100,500</b>
<b>TOTAL SEWER LATERAL EXP.</b>	<b>97,389</b>	<b>106,465</b>	<b>116,156</b>	<b>107,227</b>	<b>117,654</b>
<b>EXCESS OF REV. OVER EXP.</b>	<b>38,936</b>	<b>30,370</b>	<b>19,544</b>	<b>28,473</b>	<b>18,046</b>
<b>FUND BALANCE-BEGINNING OF YEAR</b>	<b>181,537</b>	<b>220,473</b>	<b>148,816</b>	<b>250,844</b>	<b>279,317</b>
<b>FUND BALANCE-END OF YEAR</b>	<b>220,473</b>	<b>250,844</b>	<b>168,360</b>	<b>279,317</b>	<b>297,363</b>



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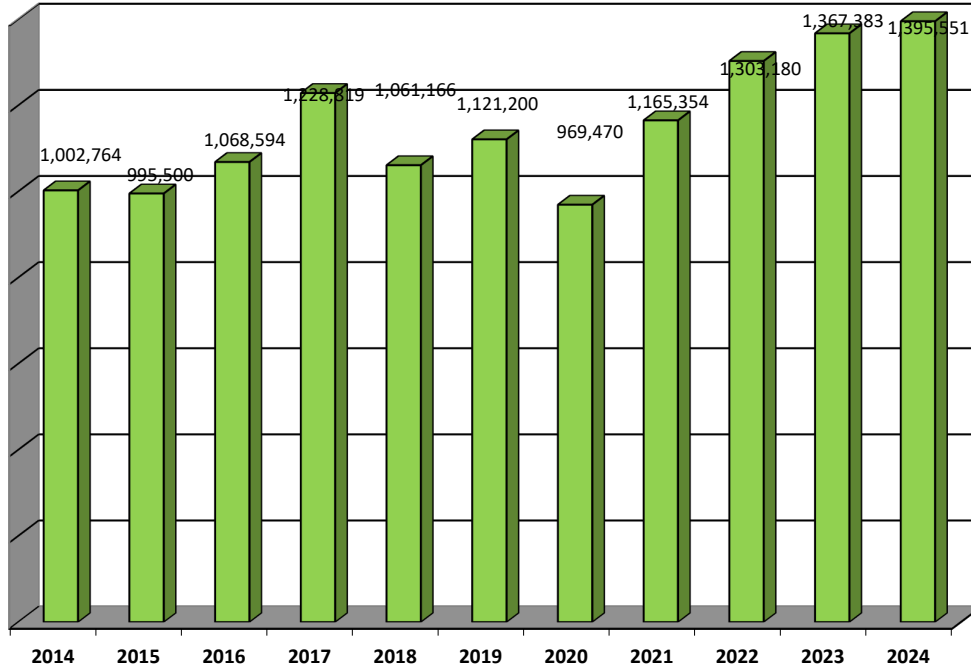


**MUNICIPAL ENTERPRISE FUND  
STATEMENT OF ESTIMATED REVENUE AND EXPENSES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Estimated FY 2024	% Change to Projected FY 2023
<b>Revenues:</b>						
Ice Arena	567,754	753,305	728,961	760,574	784,188	3.10%
Golf Course	557,297	496,498	446,319	547,509	551,563	0.74%
Food Service	40,303	53,377	50,450	59,300	59,800	0.84%
<b>Total Operating Revenues</b>	<b>1,165,354</b>	<b>1,303,180</b>	<b>1,225,730</b>	<b>1,367,383</b>	<b>1,395,551</b>	<b>2.06%</b>
Utilization of Retained Earnings	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,165,354</b>	<b>1,303,180</b>	<b>1,225,730</b>	<b>1,367,383</b>	<b>1,395,551</b>	<b>2.06%</b>
<b>Expenses:</b>						
Ice Arena	512,869	548,694	614,437	615,744	644,766	4.71%
Golf Course	552,801	569,329	616,363	608,695	619,430	1.76%
Food Service	32,042	49,116	46,292	52,143	49,445	-5.17%
<b>Total Operating Expenses</b>	<b>1,097,713</b>	<b>1,167,139</b>	<b>1,277,092</b>	<b>1,276,582</b>	<b>1,313,641</b>	<b>2.90%</b>
<b>Total Expenses</b>	<b>1,097,713</b>	<b>1,167,139</b>	<b>1,277,092</b>	<b>1,276,582</b>	<b>1,313,641</b>	<b>2.90%</b>
<b>TOTAL REVENUES OVER EXPENSES</b>	<b>67,641</b>	<b>136,041</b>	<b>(51,362)</b>	<b>90,801</b>	<b>81,910</b>	



**MUNICIPAL ENTERPRISE FUND - TOTAL REVENUES**



Fiscal Year	Total revenues	Amount of Change	Percent Change
2014	1,002,764	48,921	5.1%
2015	995,500	(7,264)	-0.7%
2016	1,068,594	73,094	7.3%
2017	1,228,819	160,225	15.0%
2018	1,061,166	(167,653)	-13.6%
2019	1,121,200	60,034	5.7%
2020	969,470	(151,730)	-13.5%
2021	1,165,354	44,154	3.9%
2022	1,303,180	333,710	34.4%
2023	<b>Projected</b> 1,367,383	64,203	4.9%
2024	<b>Budgeted</b> 1,395,551	28,168	2.1%

**Major causes of change:**

- FY 2014 An increase of 5.1% occurred primarily as a result of a one-time write off of credit accounts to Golf revenues and increase in Golf play. This increase offset a decrease in Ice Revenues due to a week.
- FY 2015 A decrease of .7% in Revenues occurred in FY 2015. Revenues at the Golf Course and Snack Bar were down, primarily due to decreased usage and a one-time accounting adjustment in FY 2014 for Skating Lessons and Figure Skating Contracts.



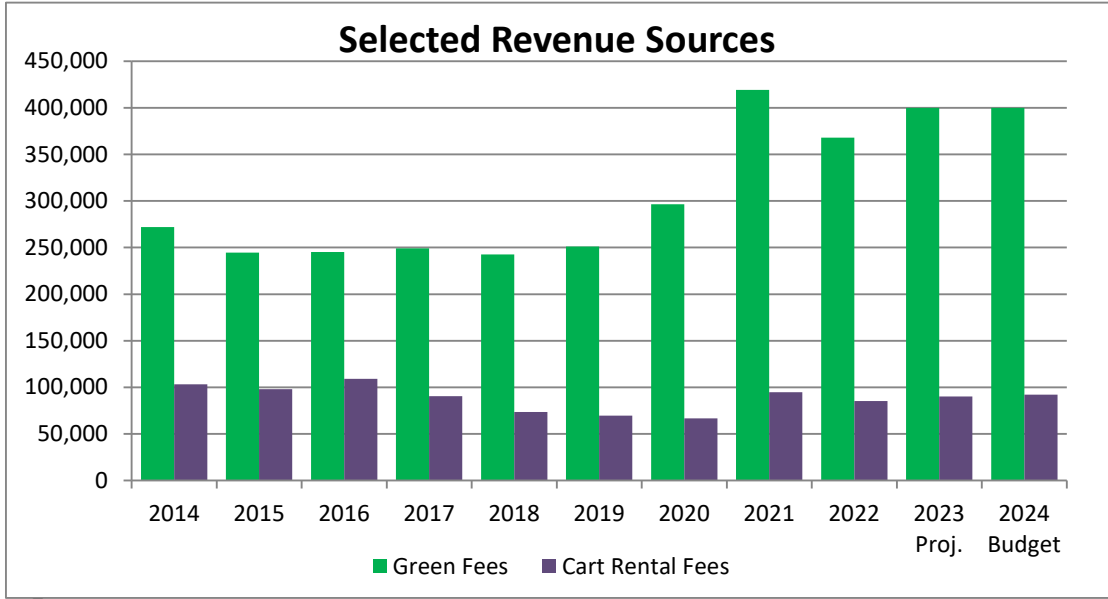
**MUNICIPAL ENTERPRISE FUND REVENUES (CONT'D)**

- FY 2016 An increase of 7.3% in revenues as a result of increase in Revenues at the Ice Arena, especially in Hockey. The increase was partially offset by decreases at the Golf Course and in Food Service.
- FY 2017 An increase of 15% in revenues primarily resulting from a large upfront one-time tower lease renewal payment which was credited to the Ice Arena; otherwise Revenues only increased 3.8% from FY 2016.
- FY 2018 A decrease of 13.6% in revenues primarily resulting from a large upfront one-time tower lease renewal payment which was credited to the Ice Arena in FY 2017.
- FY 2019 An increase of 5.7% in revenues as a result of increase in Revenues at the Ice Arena, especially in Hockey and Ice Rental.
- FY 2020 A significant decrease of 13.5% in revenues due to pandemic (COVID-19) crisis.
- FY 2021 Increased 3.9% due to an increase in fees and COVID-19 recovery. Golf Revenues were a primary contributor for FY 2021 since outdoor activity such as golf was one of the many activities that people could do during the pandemic; subsequently, Golf experienced a record year.
- FY 2022 An increase of 34.4% in revenues due to the ice arena opening back up and revenues getting back to normal. While golf revenues aren't as high as the previous year, they are still higher than pre-pandemic numbers.
- FY 2023 An increase of 4.9% in revenues is budgeted due to the anticipation of Golf revenues still being up, as well as an increase in Ice and Food revenues.
- FY 2024 An increase of 2.1% in revenues is budgeted as a result of a full year of rates being increased January 1, 2023 for Golf, Ice and Room Rentals. FY 2024 also includes a \$42,620 decrease in revenues as a result of the ice arena being shut down for one month while the refrigerant is being replaced.



**MUNICIPAL ENTERPRISE FUND  
COMPARISON OF FISCAL YEAR 2024 ESTIMATED REVENUE WITH 2023 BUDGETED AND PROJECTED  
AND ACTUAL REVENUES FOR FISCAL YEARS 2021 AND 2022**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>	<b>% Change to Projected FY 2023</b>
<b>CHARGES FOR MUNICIPAL FACILITIES:</b>						
Ice Arena:						
4519 Hockey Merchandise	3	12	32	75	50	0.00%
4520 Admissions	16,454	52,526	48,000	56,000	49,684	-11.28%
4521 Youth Hockey Association	171,746	174,656	170,000	175,000	186,250	6.43%
4522 Hockey Contract Rentals	242,120	333,840	353,000	331,000	359,982	8.76%
4523 Skate Rental	316	9,676	9,300	10,000	12,364	23.64%
4524 Skate Sharpening	396	204	250	25	100	300.00%
4525 Learn to Skate	27,830	55,396	47,000	55,000	51,300	-6.73%
4526 Locker Rental	65	94	100	25	25	0.00%
4527 Figure Skating Contracts	30,334	41,645	30,000	40,000	34,280	-14.30%
4528 Miscellaneous Revenue	486	440	100	670	670	0.00%
4530 Freestyle	38,884	31,904	25,000	30,000	25,580	-14.73%
4532 Dielmann Tower Lease Payments	10,490	10,805	11,129	11,129	11,463	0.00%
4533 Instructional Hockey	2,256	3,554	3,000	3,700	3,070	-17.03%
4534 Stick & Puck	12,018	12,966	12,000	13,000	12,370	-4.85%
4540 Dielmann West Meeting Room Re	1,429	25,284	20,000	33,000	35,000	6.06%
4704 Interest on Investments	85	304	50	1,950	2,000	2.56%
4730 Reimbursements	12,842	-	-	-	-	0.00%
<b>Total Ice Arena</b>	<b>567,754</b>	<b>753,305</b>	<b>728,961</b>	<b>760,574</b>	<b>784,188</b>	<b>3.10%</b>
Golf Course:						
4500 Green Fees	419,135	367,898	325,000	400,000	400,000	0.00%
4501 Cart Rental	94,736	85,417	80,000	90,000	92,000	2.22%
4502 Equipment Rental	450	610	500	700	700	0.00%
4506 Misc. Golf Course Revenue	11,425	10,964	11,129	11,239	11,463	2.00%
4509 Merchandise Revenue	15,058	17,264	14,640	18,620	18,400	-1.18%
4541 Dielmann East Meeting Room Re	16,408	14,042	15,000	25,000	27,000	8.00%
4704 Interest on Investments	85	304	50	1,950	2,000	0.00%
<b>Total Golf Course</b>	<b>557,297</b>	<b>496,498</b>	<b>446,319</b>	<b>547,509</b>	<b>551,563</b>	<b>0.74%</b>
Food Service:						
4504 Alcoholic Beverages	25,503	26,030	24,000	28,000	28,000	0.00%
4505 Sandwiches & Hotdogs	1,878	7,659	6,800	9,000	9,000	0.00%
4507 Coffee, Tea, Soft drinks	10,109	13,663	14,000	15,000	15,500	3.33%
4508 Snacks	2,814	6,025	5,650	7,300	7,300	0.00%
Coke Contract	-	-	-	-	-	-
<b>Total Food Service</b>	<b>40,303</b>	<b>53,377</b>	<b>50,450</b>	<b>59,300</b>	<b>59,800</b>	<b>0.84%</b>
<b>Total Municipal Facilities</b>	<b>1,165,354</b>	<b>1,303,180</b>	<b>1,225,730</b>	<b>1,367,383</b>	<b>1,395,551</b>	<b>2.06%</b>
<b>TOTAL MUNICIPAL ENTERPRISE FUND</b>	<b>1,165,354</b>	<b>1,303,180</b>	<b>1,225,730</b>	<b>1,367,383</b>	<b>1,395,551</b>	



**Green Fees**

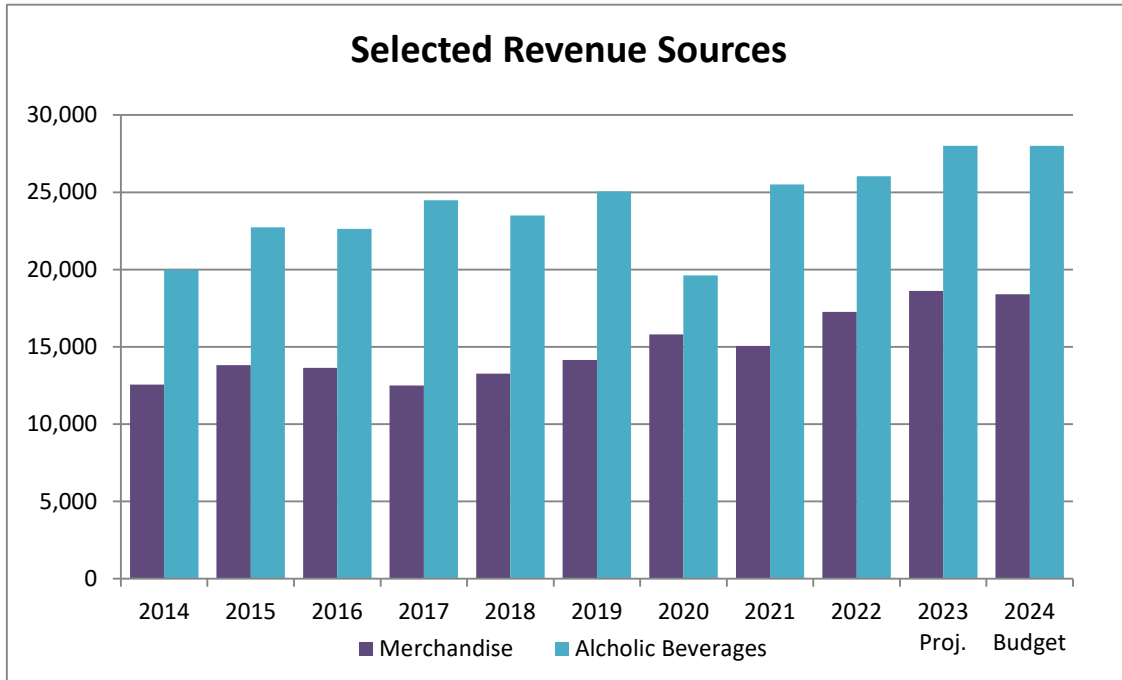
In accordance with City Ordinance, a fee is charged for all users of the Golf Course. The FY 2023 revenue is estimated at \$400,000. FY 2024 is budgeted at \$400,000. The greens fees revenues are based upon projected usage of the course year round. The following fees (in red) were increased January 1, 2023 and are currently in effect:

	<u>Resident</u>	<u>Non-Resident</u>
Weekdays	15.00	18.00
Weekdays, Senior or Junior	14.00	17.00
Weekdays, Add'l 9 Holes	12.50	12.50
Weekdays, Add'l 9 Holes, Senior or Junior	12.50	12.50
Weekend	16.00	19.00
Weekend, Additional 9 Holes	15.00	15.00

**Cart Rental Fees**

In accordance with City Ordinance, a rental fee is charged for use of golf carts. The current rental fee is up \$1 as of January 1, 2023 to \$9 per player per round. FY 2023 revenue is estimated at \$90,000. The FY 2024 revenue is projected to increase to \$92,000.

Fiscal Year	Green Fees	Cart Rental Fees
2014	272,152	103,358
2015	244,658	98,116
2016	245,123	109,110
2017	249,279	90,590
2018	242,498	73,352
2019	251,064	69,646
2020	296,562	66,628
2021	419,135	94,736
2022	367,898	85,417
2023 Proj.	400,000	90,000
2024 Budget	400,000	92,000



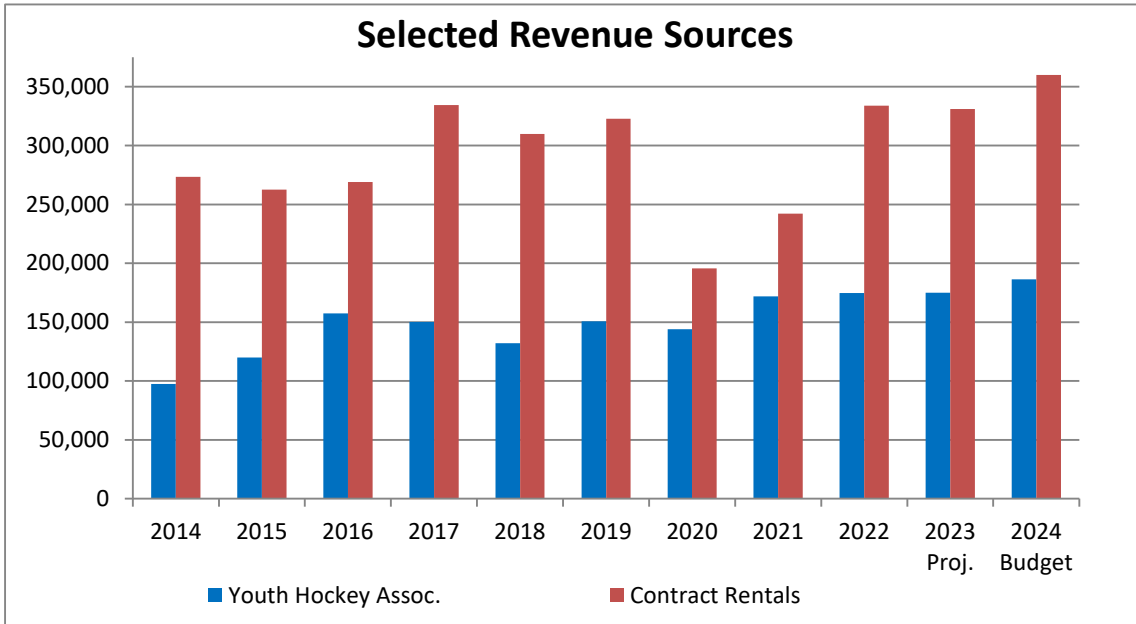
**Merchandise**

In accordance with City Ordinance No. 1280 and Administrative Policy, golf merchandise is made available to patrons of the Golf Course. Various items available for sale are golf clubs, golf balls, hats, gloves and golfing apparel. The FY 2024 revenue is estimated at \$18,400, and represents a slight decrease over the previous fiscal year (\$18,620).

**Alcoholic Beverages**

In accordance with Administrative Policy, sales of alcoholic beverages (beer & wine only) are made available to patrons of the Golf Course. The FY 2024 revenue is estimated at \$28,000.

Fiscal Year	Merchandise	Alcoholic Beverages
2014	12,547	19,985
2015	13,816	22,733
2016	13,632	22,640
2017	12,491	24,486
2018	13,267	23,496
2019	14,140	25,053
2020	15,808	19,624
2021	15,058	25,503
2022	17,264	26,030
2023 Proj.	18,620	28,000
2024 Budget	18,400	28,000



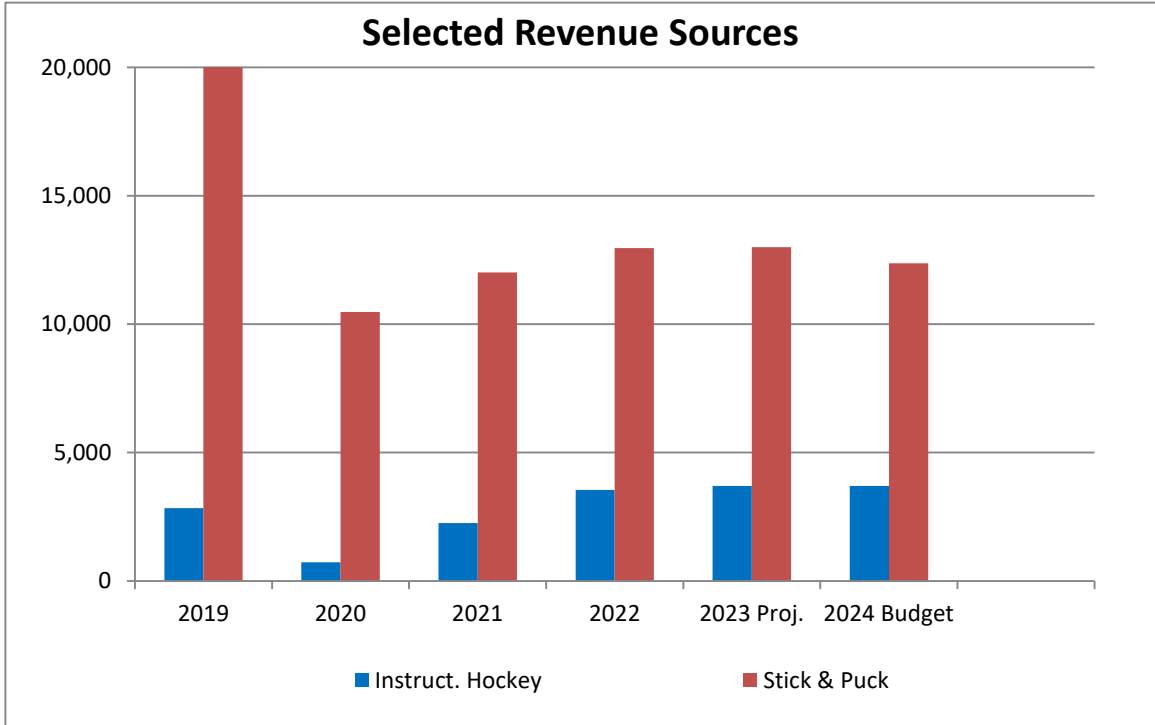
**Youth Hockey Association**

The Hockey Association pays a user fee for rental of ice time. FY 2023 Ice Rental for the Hockey Association is based upon a rental of 729 hours at an average rate of \$240 per hour. FY 2024 revenue is estimated at \$189,625 due to a fee increase as of January 1, 2023 to \$270 per hour.

**Hockey Contract Rentals**

In accordance with City Ordinance, a user fee is charged for rental of ice time. The hourly charge for ice rental increased to an average of \$240 per hour in FY 2023. FY 2023 revenue is estimated at \$331,000. FY 2024 revenue is based on 1,358 hours of ice time or estimated at \$366,741.

Fiscal Year	Youth Hockey Assoc.	Contract Rentals
2014	97,302	273,437
2015	119,854	262,474
2016	157,361	268,877
2017	150,046	334,391
2018	131,987	309,711
2019	150,654	322,746
2020	143,925	195,615
2021	171,746	242,120
2022	174,656	333,840
2023 Proj.	175,000	331,000
2024 Budget	186,250	359,982



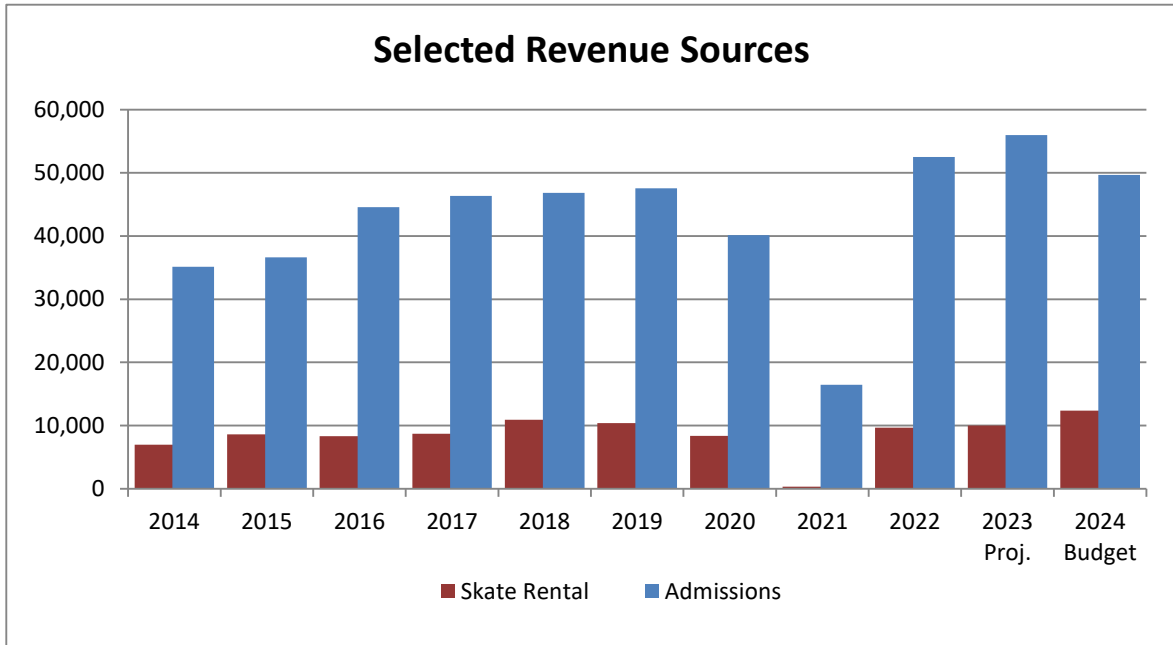
**Instructional Hockey**

Fees for instructional hockey are \$8 per person. FY 2024 revenue is estimated at \$3,385.

**Stick & Puck**

FY 2024 Revenue for Stick & Puck is estimated at \$7 per person for a total of \$12,685.

Fiscal Year	Instruct. Hockey	Stick & Puck
2019	2,832	29,474
2020	728	10,478
2021	2,256	12,018
2022	3,554	12,966
2023 Proj.	3,700	13,000
2024 Budget	3,700	12,370



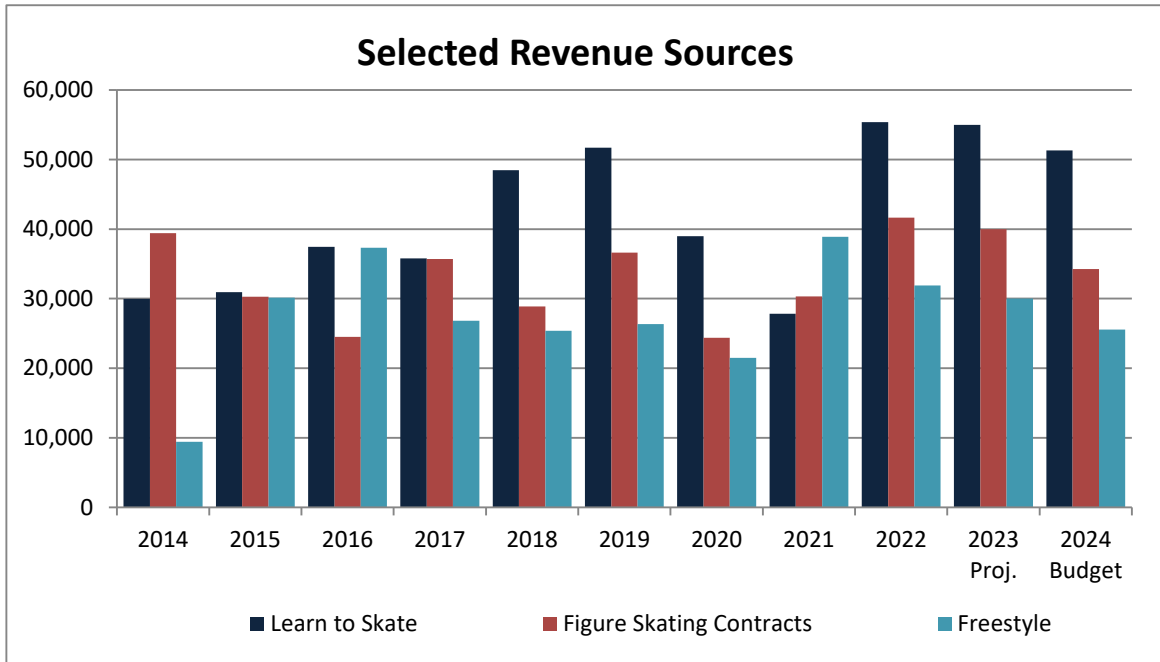
**Admissions**

In accordance with City Ordinance, a user fee is charged for admission to the Ice Arena to skate. Estimated FY 2023 is projected at \$56,000 up due to COVID-19 subsiding. The FY 2024 admission revenues are estimated to decrease to \$52,842.

**Skate Rental**

In accordance with City Ordinance, a fee is charged for rental of skates. Rental fees increased from \$2 to \$3 per pair January 1, 2023. FY 2023 revenue is estimated at \$10,000. The projected skate rental revenue for FY 2024 are \$12,682.

Fiscal Year	Admissions	Skate Rental
2014	35,151	6,979
2015	36,624	8,623
2016	44,557	8,344
2017	46,372	8,727
2018	46,837	10,902
2019	47,553	10,377
2020	40,164	8,361
2021	16,454	316
2022	52,526	9,676
2023 Proj.	56,000	10,000
2024 Budget	49,684	12,364



**Learn to Skate**

In accordance with administrative policy, fees are charged for group skating lessons through the city's Learn-to-Skate program. Group lessons are \$78 for a 6 week session per person. FY 2023 revenue is estimated at \$55,000. The FY 2024 revenues are estimated to be \$51,300.

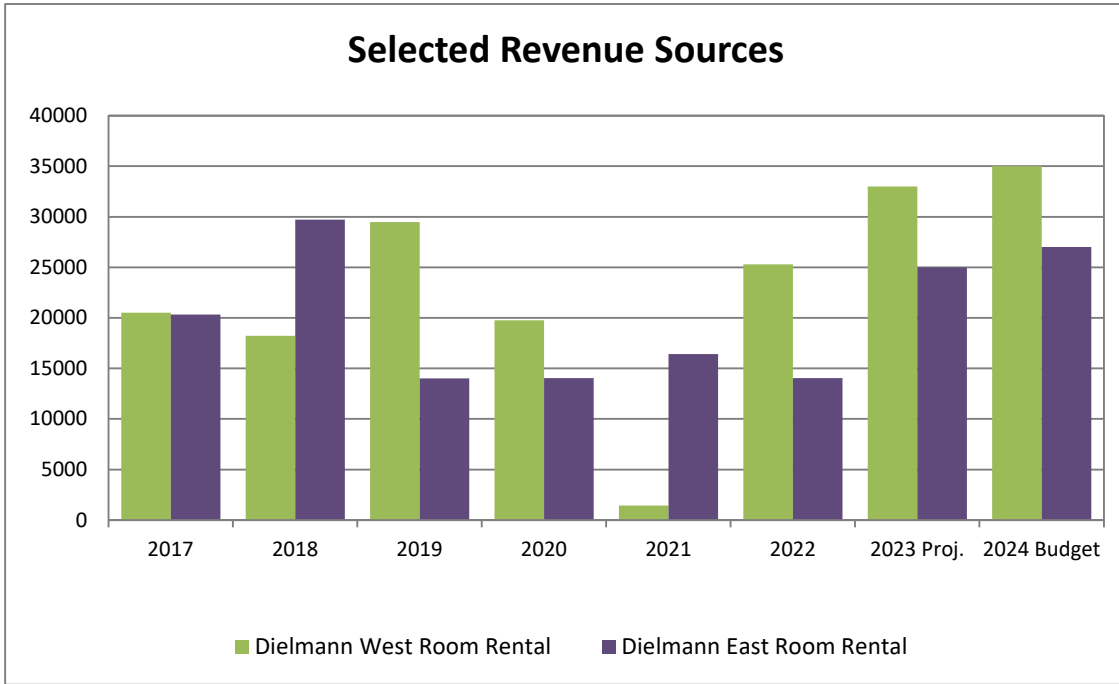
**Figure Skating Contracts**

In accordance with City Ordinance, a user fee is charged to the Creve Coeur Figure Skating Club. The FY 2023 user fee of \$240 per hour increases to \$270 per hour on January 1, 2023. FY 2024 revenue is estimated at \$39,140.

**Freestyle**

In accordance with City Ordinance, a \$5 per half hour fee is charged for ice skating. FY 2024 is estimated to be \$27,790.

Fiscal Year	Learn to Skate	Figure Skating Contracts	Freestyle
2014	29,972	39,431	9,433
2015	30,954	30,274	30,145
2016	37,433	24,505	37,327
2017	35,783	35,691	26,849
2018	48,476	28,893	25,370
2019	51,696	36,616	26,360
2020	38,990	24,393	21,495
2021	27,830	30,334	38,884
2022	55,396	41,645	31,904
2023 Proj.	55,000	40,000	30,000
2024 Budget	51,300	34,280	25,580



**Dielmann West Room Rental**

FY 2023 revenue is estimated at \$33,000 up from FY 2022 as a result of COVID-19 subsiding. The FY 2024 revenues are estimated to increase slightly to \$35,000 as a result of increased room rental rates on January 1, 2023.

**Dielmann East Room Rental**

FY 2023 revenue is estimated to be up from FY 2022 to \$25,000. The FY 2024 revenues are estimated to increase slightly to \$27,000 as a result of increased room rental rates on January 1, 2023.

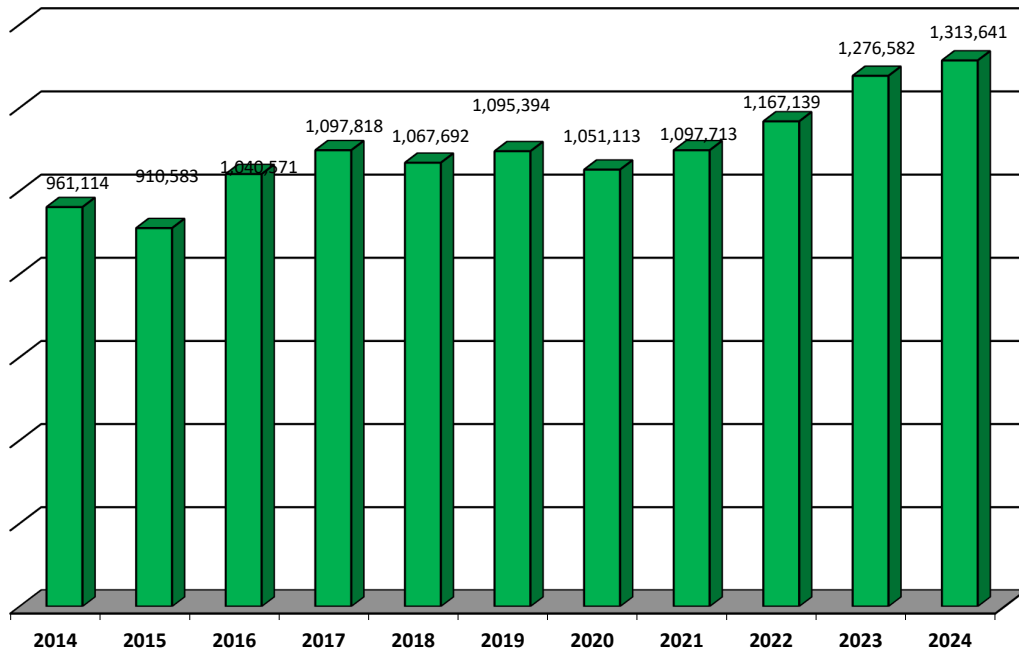
Fiscal Year	Dielmann West Room Rental	Dielmann East Room Rental
2017	20,516	20,321
2018	18,220	29,726
2019	29,474	14,013
2020	19,763	14,041
2021	1,429	16,408
2022	25,284	14,042
2023 Proj.	33,000	25,000
2024 Budget	35,000	27,000



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### MUNICIPAL ENTERPRISE FUND - TOTAL EXPENDITURES



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
2014	961,114	49,665	5.4%
2015	910,583	(50,531)	-5.3%
2016	1,040,571	129,988	14.3%
2017	1,097,818	57,247	5.5%
2018	1,067,692	(30,126)	-2.7%
2019	1,095,394	27,702	2.6%
2020	1,051,113	(44,281)	-4.0%
2021	1,097,713	2,319	0.2%
2022	1,167,139	116,026	11.0%
2023	<b>Projected</b> 1,276,582	109,444	9.4%
2024	<b>Budgeted</b> 1,313,641	37,059	2.9%

Factors impacting variances:

- FY 2014 An increase in expenditures of 5.4% occurred in FY 2014. Normal increases in salary and benefits occurred in 2014. In addition a large one time repair occurred in December of FY 2014. These additional expenses were offset by savings in such areas as debt service in excess of \$43,000 and capital.
- FY 2015 A decrease of 5.3% occurred in FY 2015. This is primarily due to the large one-time repair expenditure that occurred at the Ice Arena in FY 2014. This decrease offset an increase in cost due to increased staffing at the Golf Course. Capital costs at the Golf Course decreased.



**MUNICIPAL ENTERPRISE FUND EXPENDITURES (CONT.)**

- FY 2016 A increase of 14.3% occurred in FY 2016. This is primarily due to increases in all divisions of the Recreation complex, Ice, Golf and Food. These increases are primarily due to normal personnel cost increases and other costs such as Maintenance, Temp Employees, Electricity and Ice Repairs. In addition Golf Maintenance Capital increase in FY 2016. Also Walters Golf Management was hired.
- FY 2017 An increase of 5.5% occurred in FY 2017. Overall operating costs increased due primarily to increases in operating costs at the Ice Arena and increased management and contractual costs at the Golf Course.
- FY 2018 A decrease of 2.7% occurred in FY 2018 due to a decrease in ice repairs.
- FY 2019 An increase of 2.6% occurred in FY 2019. This increase is due to normal increases in personnel costs, including a new part-time recreation supervisor, as well as a slight increase in capital equipment.
- FY 2020 An increase was originally projected, but due to COVID-19, a 4% decrease occurred. The Ice Arena was closed several months, and as a result, part-time staff were furloughed.
- FY 2021 Expenditures increased .2%. While no salary increases were budgeted, a one-time merit bonus was done at mid-year. Most of the increase was due to water and sewer being up as a result of a hot and dry summer, which meant an increase in watering of the golf course. Also, as a result of the pandemic, credit card transactions increased, which increased the City's expenditures since the City pays for this expense instead of passing it on to the customer.
- FY 2022 An increase of 11% occurred in FY 2022. Personnel costs included a 2% salary increase, as well as a 3% increase for benefit expenditures, but most of the increase is due to a new position (Building Supervisor). Operational expenditures, including capital, includes a 16.6% increase due to hiring an outside custodial service for the Dielmann Complex since the City could not find staffing, and other operational and maintenance costs increased.
- FY 2023 An increase of 9.4% is projected for FY 2023. Personnel costs include a 4% salary increase, as well as a 2% one-time bonus as a result of a high inflation rate in 2022. Benefit expenditures are budgeted to increase 3%. Operational expenditures, including capital, includes a decrease.
- FY 2024 An increase of 2.9% is projected for FY 2024. Personnel costs include a 3% COLA, as well as a 4% Merit. Insurance includes a 5% increase. Contractual Services and Commodities are budgeted to remain flat. Capital Equipment is budgeted to decrease.



**CITY OF CREVE COEUR  
ALL DEPARTMENTS FOR ENTERPRISE FUND-FY24**

ACCOUNT NUMBER AND DESCRIPTION	2022 Actual	2023 Budget	2023 Projected	2024 Request	% Change om Projecte
5101 Salaries, Permanent Empl.	364,177	374,136	390,770	393,240	0.63%
5102 Salaries, Temporary Empl.	153,678	158,940	158,525	166,990	5.34%
5103 Overtime	1,240	1,000	1,000	1,500	50.00%
5104 Vacation Pay	1,270	2,887	2,745	3,000	9.29%
5109 Provision for Salary Adj.	0	31,915	7,859	29,020	0.00%
5110 Auto Allowance	2,880	2,880	2,880	2,880	0.00%
5230 Hospital & Medical Insurance	64,977	69,810	66,935	69,810	4.30%
5231 Self-Insured Medical Benefit	150	600	500	900	0.00%
5233 Dental Insurance	2,908	2,785	2,785	2,212	-20.57%
5234 Group Life Insurance	1,238	1,325	1,417	1,614	13.90%
5235 Accidental Death & Dismem.	133	142	138	141	2.17%
5236 Disability Insurance	798	1,088	927	1,052	13.48%
5240 Social Security Contribution	38,682	42,301	41,760	43,601	4.41%
5241 Pension Contribution	25,468	29,346	25,080	30,828	22.92%
5243 Worker's Compensation Ins.	11,360	17,513	18,183	21,122	16.16%
6202 Technical & Personal Services	29,220	32,132	28,765	28,680	-0.30%
6203 Professional Services	11,987	1,000	19,500	19,500	0.00%
6210 Vehicle Maintenance	15,367	3,000	3,700	3,000	-18.92%
6211 Equipment Maintenance	33,755	32,117	34,065	35,815	5.14%
6212 Building & Ground Maint.	30,869	26,486	31,571	31,436	-0.43%
6213 Office Equipment Maint.	1,618	3,440	4,184	4,160	-0.57%
6220 Liability and Property Insurance	15,047	15,800	7,712	8,483	9.99%
6226 Property Insurance	16,737	17,580	24,577	30,724	25.01%
6250 Electricity	109,724	113,840	112,280	111,840	-0.39%
6252 Natural Gas	27,174	30,000	25,000	26,000	4.00%
6253 Telephone	593	600	600	1,460	143.33%
6254 Water & Sewer	43,360	55,550	66,800	58,500	-12.43%
6255 Cable TV	1,628	2,498	2,498	2,498	0.00%
6260 Advertising	1,460	3,100	2,300	2,300	0.00%
6261 Education and Training	425	1,854	854	854	0.00%
6262 Dues, Memberships & Subsc.	2,878	2,988	3,241	3,291	1.54%
6264 In Town Meetings	0	50	50	50	0.00%
6265 Travel & Conferences	0	0	1,444	2,500	0.00%
6266 Equipment Rental	885	800	1,545	900	-41.75%
6268 Ice Repairs	21,155	20,000	15,000	15,000	0.00%
6271 Medical	652	400	400	400	0.00%
7301 Chemicals & Cleaning	2,813	6,108	6,400	6,200	-3.13%
7302 Small Tools	1,138	1,225	1,225	1,225	0.00%
7303 Horticultural Supplies	23,389	25,018	25,018	25,018	0.00%
7304 General Supplies	8,946	6,500	6,750	6,750	0.00%
7307 Gasoline & Mileage	10,895	12,500	12,500	11,000	-12.00%
7308 Wearing Apparel & Linen	3,051	2,510	3,210	3,610	12.46%
8310 Food For Resale	39,293	30,500	34,218	34,625	1.19%
8320 Merchandise	9,399	9,660	10,360	10,660	2.90%
8321 Miscellaneous Supplies	1,156	1,000	1,000	1,000	0.00%
9501 Buildings & Improvements	8,202	28,050	16,996	13,400	-21.16%
9502 Vehicles	0	0	0	0	0.00%
9503 Equipment	25,366	53,918	51,115	44,652	-12.64%
9504 Office Equipment	0	200	200	200	0.00%
	<b>1,167,139</b>	<b>1,277,092</b>	<b>1,276,582</b>	<b>1,313,641</b>	<b>2.90%</b>



**MUNICIPAL ENTERPRISE FUND  
SUMMARY OF DEPARTMENTAL APPROPRIATIONS  
BY MAJOR EXPENDITURE CATEGORY**

<b>Department/Division</b>	<b>Personnel Expenses</b>	<b>Operating Expenses</b>	<b>Capital Outlay</b>	<b>Capital Improvement</b>	<b>Total</b>
Ice Arena	359,964	267,002	17,800	-	644,766
Golf Course Maintenance	245,162	99,647	3,300	-	348,109
Golf Course	154,723	81,446	35,152	-	271,321
Food Service	8,061	39,384	2,000	-	49,445
<b>Total Operations</b>	<b>767,910</b>	<b>487,479</b>	<b>58,252</b>	<b>-</b>	<b>1,313,641</b>
<b>TOTAL OPERATING EXPENSES MUNICIPAL ENTERPRISE FUND</b>	<b>767,910</b>	<b>487,479</b>	<b>58,252</b>	<b>-</b>	<b>1,313,641</b>



## RECREATION DEPARTMENT - ICE ARENA

### Mission Statement

To provide safe, friendly, family-oriented service for patrons of all ages and abilities.

### Description

The city manages a year-round indoor Ice Arena providing ice time from approximately 6:00 a.m. to 11:00 p.m. daily during the primary season. A limited schedule is offered during the summer months. The Learn-to-Skate program operates under the recreation supervisor and includes the skating staff. The program provides instruction to children and adults of all abilities and from the beginner to the competitive skater. The arena is home to the St. Louis Rockets, an amateur hockey club, the Creve Coeur Figure Skating Club and the St. Louis Curling Club. In addition, several high schools and men's groups utilize the Ice Arena for hockey practice and competitive play. National and local skating organizations also use the arena for special events. The "I Skate" program, which operates under the "St. Louis Society" umbrella, provides special needs skating opportunities.

### Performance and Workload Measures

	FY 2021 <sup>1</sup>	FY 2022	Projected FY 2023	Estimated FY 2024 <sup>2</sup>
Ice Arena Operating Revenues Per Operating Expenditures (i.e., Revenues Per Dollar Spent)	\$0.99	\$1.27	\$1.23	\$1.28
Participants in Public Skating Sessions	2,700	7,900	8,035	7,730
Participants in Figure Skating, Stick & Puck, and Instructional Hockey	9,000	8,075	8,046	7,800
Participants in Learn to Skate Program	300	600	832	750

<sup>1</sup>Decrease due to programming disruptions related to the COVID-19 pandemic.

<sup>2</sup>Decrease due to projected 2-week shutdown of ice rink for R-22 switchover project.

### Service Standards

- Provide the maximum use possible of the Ice Arena while focusing on efficiency, profitability and best ice surface with minimal down time.
- Observe and operate all details of cash control with checks, balances and records consistent with city policies and procedures.
- Uphold resurface schedule to ensure quality ice and safety of all customers.
- Continuity of information and knowledge regarding the entire recreation complex through cross training of employees.

### Objectives

- Continue to use guest satisfaction surveys for rentals and programs, designed to record guest response to Dielmann Complex facilities, activities and services to ensure excellent satisfaction levels.
- Seek continual improvements of all customer points of contact to provide excellent guest services.
- Comply with safety program, first aid training and objectives for all workers at the ice arena



to control loss and prevent accidents.

- Review and update maintenance standards and records to improve building maintenance, cleanliness and to reduce operating expenditures and maximize revenues.
- Increase customer awareness of the ice arena through in-house literature, phone messaging, and customer service.

#### **Budget Highlights**

- Revenue – Decrease due to anticipated 2-week shutdown of ice rink for the R-22 switchover project (-\$21,310).
- Acct. 5102 – Increase in part-time salaries to attract new employees in a competitive market and to comply with increasing Missouri State minimum wage (\$2,115).
- Acct 6211 – Increase due to Olympia biannual preventative maintenance provided by the dealer (3,500).
- Acct 6265 – Increase due to training opportunities for new Building Maintenance Technician-Ice (\$1,500).
- Acct 9501 – Decrease due to maintenance project completed in FY 2023.
- Acct 9503 – Increase due to replacement of current scoreboard controller (\$1,900).



**ICE ARENA**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	139,424	158,928	169,536	172,435	173,655
5102 Salaries, Temporary Empl.	75,209	85,005	89,892	90,100	92,215
5103 Overtime	796	535	500	500	500
5104 Vacation Pay	1,383	-	1,540	-	-
5109 Provision for Salary Adj.	1,834	-	11,476	3,474	12,305
5110 Auto Allowance	2,880	2,880	2,880	2,880	2,880
5230 Hospital & Medical Insurance	22,777	23,558	27,430	24,555	27,430
5231 Self-Insured Medical Benefit	-	150	600	500	900
5233 Dental Insurance	1,295	1,394	1,375	1,375	806
5234 Group Life Insurance	455	556	600	627	713
5235 Accidental Death & Dismem.	49	60	65	61	62
5236 Disability Insurance	374	244	485	313	395
5240 Social Security Contribution	16,380	18,383	20,100	20,000	21,000
5241 Pension Contribution	10,625	9,474	13,746	9,265	13,206
5243 Worker's Compensation Ins.	4,430	5,022	11,523	11,964	13,897
<b>Total Personnel Services</b>	<b>277,912</b>	<b>306,187</b>	<b>351,748</b>	<b>338,049</b>	<b>359,964</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	5,397	6,201	8,600	5,500	5,500
6203 Professional Services	3,621	11,987	1,000	19,500	19,500
6211 Equipment Maintenance	33,919	26,150	24,765	24,765	27,015
6212 Building & Ground Maint.	10,968	17,540	12,586	17,586	17,536
6213 Office Equipment Maint.	3,969	852	2,960	3,344	3,320
6220 Liability and Property Insurance	6,935	7,524	7,900	3,772	4,149
6226 Property Insurance	8,369	8,369	8,790	21,888	27,361
6250 Electricity	81,044	87,740	88,560	89,000	88,560
6252 Natural Gas	18,051	19,194	21,000	18,000	19,000
6253 Telephone	458	296	300	300	730
6254 Water & Sewer	19,122	16,991	23,000	19,000	19,000
6255 Cable TV	1,746	1,109	1,600	1,600	1,600
6260 Advertising	132	800	350	350	350
6261 Education and Training	-	-	1,400	400	400
6262 Dues, Memberships & Subsc.	1,599	1,311	1,278	1,381	1,381
6265 Travel & Conferences	-	-	-	1,444	2,500
6266 Equipment Rental	-	-	-	700	-
6268 Ice Repairs	7,440	21,155	20,000	15,000	15,000
6271 Medical	-	558	300	300	300
7301 Chemicals & Cleaning	4,951	1,955	5,000	5,000	5,000
7302 Small Tools	36	427	500	500	500
7304 General Supplies	214	1,007	750	1,000	1,000
7307 Gasoline & Mileage	7,595	5,242	6,500	5,000	5,000
7308 Wearing Apparel & Linen	1,400	1,952	1,400	2,000	2,300
<b>Total Operating Expenses</b>	<b>216,965</b>	<b>238,360</b>	<b>238,539</b>	<b>257,330</b>	<b>267,002</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	16,533	2,672	15,850	12,850	9,100
9503 Equipment	793	1,476	8,300	7,515	8,700
9504 Office Equipment	665	-	-	-	-
<b>Total Capital Outlay</b>	<b>17,992</b>	<b>4,148</b>	<b>24,150</b>	<b>20,365</b>	<b>17,800</b>
<b>TOTAL ICE ARENA</b>	<b>512,869</b>	<b>548,694</b>	<b>614,437</b>	<b>615,744</b>	<b>644,766</b>



**ICE ARENA  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

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**Annual**

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**9501 Building and Improvements**

Door Closer	500
DRC Landscape Supplies	500
Painting Ice Rink Walls	2,500
Painting Exterior Areas of Building	5,600
<b>Total Account 9501</b>	<b>9,100</b>

**9503 Equipment**

Hockey Goals	600
Rink Digital Clock	500
Scoreboard Controller	1,900
Drinking Fountain	4,000
AED Machine and Pads	1,700
<b>Total Account 9503</b>	<b>8,700</b>

**Total Capital Outlay**

**17,800**

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## RECREATION DEPARTMENT – GOLF COURSE MAINTENANCE

### Mission Statement

To properly maintain the Creve Coeur municipal golf course to a standard that makes it a safe and enjoyable place to play.

### Description

The 55-acre golf course is maintained year-round by a Golf Course Maintenance Superintendent, a Maintenance Worker II, a Maintenance Worker, and part-time seasonal Greenskeepers. Maintenance includes attention to the tees, fairways, greens, roughs, irrigation system, creeks, lakes, landscapes, hardscapes, parking lots and vegetation. During peak season, a variety of cultural and chemical practices are utilized to maintain turf and other landscape areas on a regular basis. Construction activities are undertaken during the off season to improve the condition of the course. Pruning, planting, and fertilizing are important to maintaining the overall health of the vegetation on the course.

### Service Standards

- Provide proactive and efficient maintenance of the course year-round to ensure a safe, enjoyable customer experience.
- Integrate environmentally responsible practices such as organic fertilization with traditional course maintenance procedures, maintain course at the highest level possible with the use of daily mowing schedules, cultural practices, fertilization, irrigation, pest control, and other activities designed to ensure healthy turf grass.
- Maintain an accident-free work environment through proper equipment and materials handling and storage procedures.

### Objectives

- Maintain all equipment in proper working condition to ensure worker safety and equipment availability and to maximize the life of the equipment.
- Continue to enhance the overall appearance of the course through landscaping and turf quality. New and replacement trees will be added along with landscaped areas containing perennial and annual plantings. Turf quality will continue to improve with our cultural, chemical, and over-seeding programs.
- Expand and nurture natural habitats throughout the golf course utilizing native vegetation.
- Routinely perform course inspections to ensure safety of patrons.
- Install drain pipe in fairways for better playability during inclement weather.
- Continue to complete projects in the spirit of Audubon Certification for the course.

### Budget Highlights

- Acct 6211 – Increase due to inflation with equipment repairs and raw materials (\$8,000).
- Acct 6254 – Increase due to expected rising cost of water for irrigation (\$35,000).
- Acct 9501 – Increase due to material cost associated with replacement of two (2) aging tie walls with concrete modular blocks (\$3,300).
- Acct 9503 – Decrease due to one-time purchase in FY 2023 for a fertilizer spreader and broadcast sprayer (-\$7,600).



**GOLF COURSE - MAINTENANCE**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	133,301	138,087	138,152	146,740	148,305
5102 Salaries, Temporary Empl.	15,352	19,453	23,085	17,485	22,950
5103 Overtime	607	705	500	500	1,000
5109 Provision for Salary Adj.	1,553	-	13,620	2,959	11,525
5230 Hospital & Medical Insurance	31,892	29,372	30,035	30,035	30,035
5233 Dental Insurance	850	956	885	885	885
5234 Group Life Insurance	452	460	490	533	608
5235 Accidental Death & Dismem.	48	49	52	52	53
5236 Disability Insurance	303	370	407	414	443
5240 Social Security Contribution	10,937	11,580	13,101	12,500	13,101
5241 Pension Contribution	9,186	10,902	10,263	10,443	12,025
5243 Worker's Compensation Ins.	4,467	5,063	3,509	3,643	4,232
<b>Total Personnel Services</b>	<b>208,948</b>	<b>216,995</b>	<b>234,099</b>	<b>226,189</b>	<b>245,162</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	247	1,610	535	535	250
6210 Vehicle Maintenance	746	858	1,500	1,500	1,500
6211 Equipment Maintenance	5,750	6,185	6,552	8,500	8,000
6212 Building & Ground Maint.	13,271	13,276	13,200	13,200	13,200
6220 Liability and Property Insurance	-	-	-	1,916	2,108
6226 Property Insurance	-	-	-	437	547
6250 Electricity	1,927	2,037	3,780	3,780	3,780
6253 Telephone	458	296	300	300	730
6254 Water & Sewer	35,070	24,116	27,300	43,300	35,000
6261 Education and Training	-	425	354	354	354
6262 Dues, Memberships & Subsc.	1,000	1,017	1,100	1,250	1,250
6266 Equipment Rental	-	195	100	100	100
6271 Medical	-	94	100	100	100
7301 Chemicals & Cleaning	377	286	400	400	400
7302 Small Tools	584	591	600	600	600
7303 Horticultural Supplies	21,930	23,389	25,018	25,018	25,018
7307 Gasoline & Mileage	3,882	5,652	6,000	7,500	6,000
7308 Wearing Apparel & Linen	693	699	710	710	710
<b>Total Operating Expense</b>	<b>85,935</b>	<b>80,727</b>	<b>87,549</b>	<b>109,500</b>	<b>99,647</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	11,554	5,530	7,000	2,446	3,300
9502 Vehicles	(5,677)	-	-	-	-
9503 Equipment	-	-	7,600	7,600	-
<b>Total Capital Outlay</b>	<b>5,877</b>	<b>5,530</b>	<b>14,600</b>	<b>10,046</b>	<b>3,300</b>
<b>TOTAL GOLF COURSE</b>	<b>300,760</b>	<b>303,252</b>	<b>336,248</b>	<b>345,735</b>	<b>348,109</b>



**GOLF COURSE - MAINTENANCE  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

**Annual**

**9501 Building and Improvements**

Tie Wall at Maintenance Shed  
Tie Wall at #1 Tee Fence Line

1,300  
2,000

**Total Account 9501**

3,300

**9502 Vehicles**

(Nothing Budgeted)

**Total Account 9502**

-  
-

**9503 Equipment**

(Nothing Budgeted)

**Total Account 9503**

-  
-

**Total Capital Outlay**

3,300

**RECREATION DEPARTMENT – GOLF COURSE PRO SHOP****Mission Statement**

To provide a pleasurable experience for our golfers by increasing customer service to higher levels.

**Description**

The city operates a 9-hole, par 35, golf course on 55 rolling acres. The slope rating for the course is 111. The course record is 29. The course offers individual play, league opportunities, and golf clinics/lessons provided by contracted professional. The check in desk also provides general merchandise from gloves to golf clubs. Special events may be arranged for groups of all sizes including tournaments and "Glow Golf" events. The course also is home to a 9-hole foot golf course available during specific times, as well as tournaments, birthday parties, and special events. Food service is available to complement group outings with social distancing and contactless procedures in effect.

**Service, Performance and Workload Levels**

	<b>FY 2021</b>	<b>FY 2022</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
Operating Rev Per Operating Exp (Revenues per Dollar Spent) <sup>1</sup>	\$1.00	\$.87	\$.90	\$.89
Rounds Played	21,500	25,421	29,836	29,800
Number Resident Rounds	6,350	6,406	6,294	6,350
Program Participants (Camps, Leagues)	193	222	242	250
Group Outings Held (Corporate/Private)	37	29	36	38
Website Visits (Sessions) <sup>2</sup>	27,150	24,500	25,000	26,000
Website Bookings**	4,369	3,824	5,158	6,000
Website Visits to Bookings, Conversion <sup>2</sup>	6.21%	6.41%	7.93%	8.06%
Overall Customer Ratings (1-5) <sup>2</sup>	4.20	4.3	4.3	4.4
Revenue Per Available Tee Time	\$4.15	\$4.25	\$4.33	\$4.41
Weather, Days 90+ degrees <sup>2</sup>	80	70	74	75
Total Number of playable days <sup>2</sup>	210	217	230	235
Total Precipitation (inches) <sup>2</sup>	50.5	49.0	52.0	45.00

<sup>1</sup>Includes all expenditures for Golf Pro Shop and Golf Maintenance.

<sup>2</sup>Information provided by GolfNow.

**Service Standards**

- Provide outstanding personal service to our customers including ongoing training in guest service, point of sales, effective golf cart management, merchandising, leagues, and corporate and private golf outings:



- Guest service training involves commitment to ensure golfers a pleasant experience whether they call in or are at the golf course. Guests are serviced promptly.
- Well-maintained golf cart fleet to ensure a pleasant playing experience for customers. Carts are available for rent at all times.
- Effective merchandising programs include providing an appropriate variety of merchandise to choose from which is fairly priced and properly displayed.
- Effective instructional programs designed to meet and exceed customer expectations, including the opportunity to participate in leagues, junior camps, tournaments, and special events. New, innovative programs are encouraged to continue to promote the game of golf to future generations.
- Tee times are scheduled up to one week in advance. Creve Coeur residents receive one extra day as a resident preference when scheduling tee times.
- Continue reciprocal agreements with Ballwin and University City golf courses, and Maryland Heights during the summer.
- Continue to market for group outings of 16 or more to play 9 holes for meetings, events, etc.
- Standard of play is an average 2 hours and 15 minutes per 9-hole round, which is a comfortable time for a 9-hole round of golf. USGA standard time for the course with little traffic is 1 hour and 57 minutes.
- Coordinate calendar so that leagues, public, group outings and high school golf teams, soccer teams and families all have an opportunity to play golf at Creve Coeur Golf Course.

### **Objectives**

- Continue to implement database, marketing tools, and promotions.
- Work with Finance to ensure that Pro Shop inventory records are accurate and up-to-date.
- Continue with the World Handicap System through the USGA for a more efficient and usable handicap tool for all of our league players as well as our daily users.
- Implement the features to the Tournament pairing program to ensure customer satisfaction for leagues, outings, and tournaments.
- Along with Junior PGA, add 2 more junior week long camps.
- Continue to market group outings and events with catering options to improve the tournament margin and increase player experience. Some of these groups include local business as well as regular tournaments such as the Senior Olympics and Creve Coeur/Olivette Chamber of Commerce.
- Continue to monitor and analyze monthly reports and other information to determine how to streamline operations for more profitability and/or to create improved service opportunities.
- Implement the new revised version of the Golf Genius Software, including new options for tournaments, group outings, and leagues.
- Continue with the GolfNow contract, which includes tee sheet, website, tiered pricing and database in exchange for two (2) trade times per day.

### **Budget Highlights**

- Revenues – Increases reflect highest revenue and rounds of golf witnessed in 20 seasons.
- Acct. 9503 – Annual cost associated with new 4-year golf cart lease with TNT-Yamaha (\$32,040).



**GOLF COURSE-PRO SHOP**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	63,073	67,162	66,448	71,595	71,280
5102 Salaries, Temporary Empl.	43,562	44,036	39,913	43,740	44,625
5104 Vacation Pay	1,245	1,270	1,347	2,745	3,000
5109 Provision for Salary Adj.	972	-	6,819	1,426	5,190
5230 Hospital & Medical Insurance	11,039	12,047	12,345	12,345	12,345
5233 Dental Insurance	528	558	525	525	521
5234 Group Life Insurance	226	223	235	257	293
5235 Accidental Death & Dismem.	24	24	25	25	26
5236 Disability Insurance	181	185	196	200	214
5240 Social Security Contribution	8,262	8,302	8,710	8,710	9,000
5241 Pension Contribution	4,995	5,093	5,337	5,372	5,597
5243 Worker's Compensation Ins.	889	1,007	2,182	2,266	2,632
<b>Total Personnel Services</b>	<b>134,997</b>	<b>139,907</b>	<b>144,082</b>	<b>149,206</b>	<b>154,723</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	22,758	20,964	22,302	22,035	22,235
6210 Vehicle Maintenance	4,601	14,509	1,500	2,200	1,500
6211 Equipment Maintenance	397	-	200	200	200
6212 Building & Ground Maint.	-	43	-	85	-
6213 Office Equipment Maint.	1,539	767	480	840	840
6220 Liability and Property Insurance	6,935	7,524	7,900	1,952	2,147
6226 Property Insurance	8,369	8,369	8,790	1,904	2,381
6250 Electricity	16,234	19,947	21,500	19,500	19,500
6252 Natural Gas	7,736	7,980	9,000	7,000	7,000
6254 Water & Sewer	2,791	2,252	5,250	4,500	4,500
6255 Cable TV	651	519	898	898	898
6260 Advertising	-	660	2,750	1,950	1,950
6262 Dues, Memberships & Subsc.	450	550	610	610	660
6264 In Town Meetings	-	-	50	50	50
6265 Travel & Conferences	-	-	-	-	-
6266 Equipment Rental	-	690	700	745	800
7301 Chemicals & Cleaning	332	-	200	200	200
7302 Small Tools	97	106	75	75	75
7304 General Supplies	3,807	7,704	5,450	5,450	5,450
7308 Wearing Apparel & Linen	-	300	300	300	400
8320 Merchandise	8,929	9,399	9,660	10,360	10,660
<b>Total Operating Expense</b>	<b>85,626</b>	<b>102,281</b>	<b>97,615</b>	<b>80,854</b>	<b>81,446</b>
<b>CAPITAL OUTLAY:</b>					
9501 Buildings & Improvements	68	-	5,200	1,700	1,000
9503 Equipment	31,351	23,890	33,018	31,000	33,952
9504 Office Equipment	-	-	200	200	200
<b>Total Capital Outlay</b>	<b>31,418</b>	<b>23,890</b>	<b>38,418</b>	<b>32,900</b>	<b>35,152</b>
<b>TOTAL GOLF COURSE</b>	<b>252,042</b>	<b>266,077</b>	<b>280,115</b>	<b>262,960</b>	<b>271,321</b>



**GOLF COURSE - PRO SHOP  
CAPITAL OUTLAY DETAIL**

**Capital Outlay Detail**

**Annual**

**9501 Buildings & Improvements**

Misc. Renovation Projects

1,000

**Total Account 9501**

1,000

**9503 Equipment**

Foot Golf Equipment

200

Golf Cart Lease

32,040

Misc. Items for Cart Storage

200

Security Cameras & TV

1,200

Pull Carts

312

**Total Account 9503**

33,952

**9504 Office Equipment**

Misc.

200

**Total Account 9504**

200

**Total Capital Outlay**

35,152



## RECREATION DEPARTMENT – FOOD SERVICES

### Mission Statement

To provide quality menu options and customer service for patrons of the Creve Coeur Golf Course and Ice Arena.

### Description

The division provides food service for patrons of the Golf Course and Ice Arena with lunch specials throughout the golf season and concession services for Ice Arena events as well as catering for special events.

### Performance and Workload Measures

	FY 2021	FY 2022	Projected FY 2023	Estimated FY 2024
Operating Revenues Per Operating Expenditures (Revenue per Dollar Spent)	\$1.26	\$1.08	\$1.14	\$1.21

### Service Standards

- Operations include preparing and serving customers quality food and drink, maintaining a clean concession stand, and reporting accurate daily receipts.
- Continue to seek vendors for highest quality products at competitive pricing.
- Train food service personnel in proper food storage, food preparation, kitchen maintenance, cleanliness, courtesy, safety, opening and closing procedures, stocking and waste reduction.
- Maintain efficient operation of all records, licenses, and inspections.
- Institute and follow sound inventory control by use of expiration and attention to shelf life.
- Price different items and review current menu for larger revenue goals.
- Increase revenues by reducing waste, bulk purchasing and increased marketing efforts.
- Increase sales/revenue by closely monitoring price of product and sale price.

### Objectives

- Establish and maintain sound inventory control and purchasing policies, provide for rotation of stock to ensure high quality food service, scheduling of trained personnel to ensure quality customer service, and routine maintenance of equipment.
- Continue to provide "Grade A" inspection by scheduling quarterly staff meetings to review Missouri Restaurant Association guidelines and to ensure that all personnel comply with these standards.
- Train staff on proper guidelines for sale of alcoholic beverages.
- Make staff knowledgeable on the Safe Serve certification maintained by the city.
- Increase more catering sales with the number of parties, leagues, etc.

### Budget Highlights

- Acct 9503 – Decrease due to one-time purchase of new snack vending machine in FY 2023 (-\$4,500).



**FOOD SERVICES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>PERSONNEL SERVICES:</b>					
5102 Salaries, Temporary Empl.	1,903	5,185	6,050	7,200	7,200
5240 Social Security Contribution	146	417	390	550	500
5243 Worker's Compensation Ins.	237	269	299	310	361
<b>Total Personnel Services</b>	<b>2,285</b>	<b>5,870</b>	<b>6,739</b>	<b>8,060</b>	<b>8,061</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	443	445	695	695	695
6211 Equipment Maintenance	1,303	1,420	600	600	600
6212 Building & Ground Maint.	-	10	700	700	700
6220 Liability and Property Insurance	-	-	-	72	79
6226 Property Insurance	-	-	-	348	435
6261 Education and Training	125	-	100	100	100
7301 Chemicals & Cleaning	516	573	508	800	600
7302 Small Tools	-	14	50	50	50
7304 General Supplies	-	235	300	300	300
7308 Wearing Apparel & Linen	-	100	100	200	200
8310 Food For Resale	26,774	39,293	30,500	34,218	34,625
8321 Miscellaneous Supplies	596	1,156	1,000	1,000	1,000
<b>Total Operating Expense</b>	<b>29,757</b>	<b>43,245</b>	<b>34,553</b>	<b>39,083</b>	<b>39,384</b>
<b>CAPITAL OUTLAY:</b>					
9503 Equipment	-	-	5,000	5,000	2,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>2,000</b>
<b>TOTAL FOOD SERVICES</b>	<b>32,042</b>	<b>49,116</b>	<b>46,292</b>	<b>52,143</b>	<b>49,445</b>

**FOOD SERVICE CAPITAL OUTLAY DETAIL**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9503 Equipment</b>	
Misc.	2,000
<b>Total Account 9503</b>	<b>2,000</b>
<b>Total Capital Outlay</b>	<b>2,000</b>



**MUNICIPAL ENTERPRISE  
ANNUAL SURPLUS/DEFICIT BY DEPARTMENT  
2014-2024**

YEAR	2014*		2015*		2016*		2017*	
DEPT	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES
**ICE	522,415	517,501	562,286	449,047	615,392	518,700	787,584	562,035
**GOLF	424,687	437,457	378,840	418,922	397,348	473,966	383,155	487,583
FOOD	55,473	38,629	52,497	40,597	55,854	49,922	58,080	48,201
Total	1,002,575	993,587	993,622	908,567	1,068,593	1,042,587	1,228,819	1,097,818
	-6.00%	2.94%	-0.89%	-8.56%	7.55%	14.75%	14.99%	5.30%

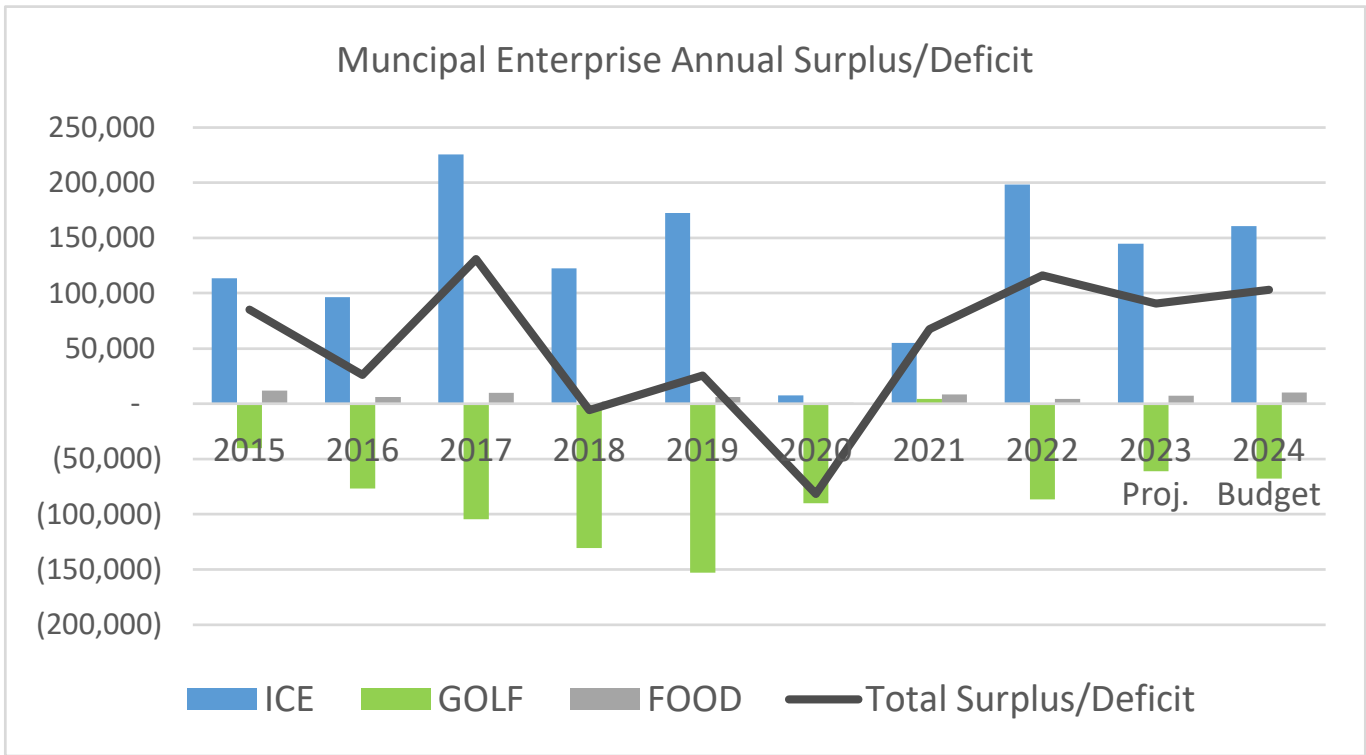
YEAR	2018*		2019*		2020*		2021*	
DEPT	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES
**ICE	620,484	497,863	703,384	530,670	516,501	508,741	567,754	512,869
**GOLF	383,923	514,336	359,463	512,278	405,928	496,116	557,297	552,801
FOOD	56,759	54,843	58,353	52,445	47,041	46,255	40,303	32,042
Total	1,061,166	1,067,043	1,121,200	1,095,394	969,470	1,051,113	1,165,354	1,097,712
	-13.64%	-2.80%	5.66%	2.66%	-13.53%	-4.04%	20.21%	4.43%

YEAR	2022 *		2023 Projected*		2024 Budget*	
DEPT	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES
**ICE	753,305	554,938	760,574	615,744	784,188	644,766
**GOLF	496,498	582,972	547,509	608,695	551,563	619,430
FOOD	53,377	49,116	59,300	52,143	59,800	49,445
Total	1,303,180	1,187,026	1,367,383	1,276,582	1,395,551	1,313,641
	11.83%	8.14%	4.93%	7.54%	2.06%	2.90%

YEAR	10 Year Average (2014-2023)		5 Year Average (2019-2023)	
DEPT	OPERATING REVENUES	OPERATING EXPENSES	OPERATING REVENUES	OPERATING EXPENSES
**ICE	640,968	526,811	660,304	544,593
**GOLF	433,465	508,513	473,339	550,572
FOOD	53,704	46,419	51,675	46,400
Total	1,128,136	1,081,743	1,185,318	1,141,565
	3.11%	3.04%	5.82%	3.75%

\* Operating expenses for both Golf and Ice do not include interest payments on interfund debt in these years. These payments were discontinued in FY 2014

\*\* Depreciation expense is excluded



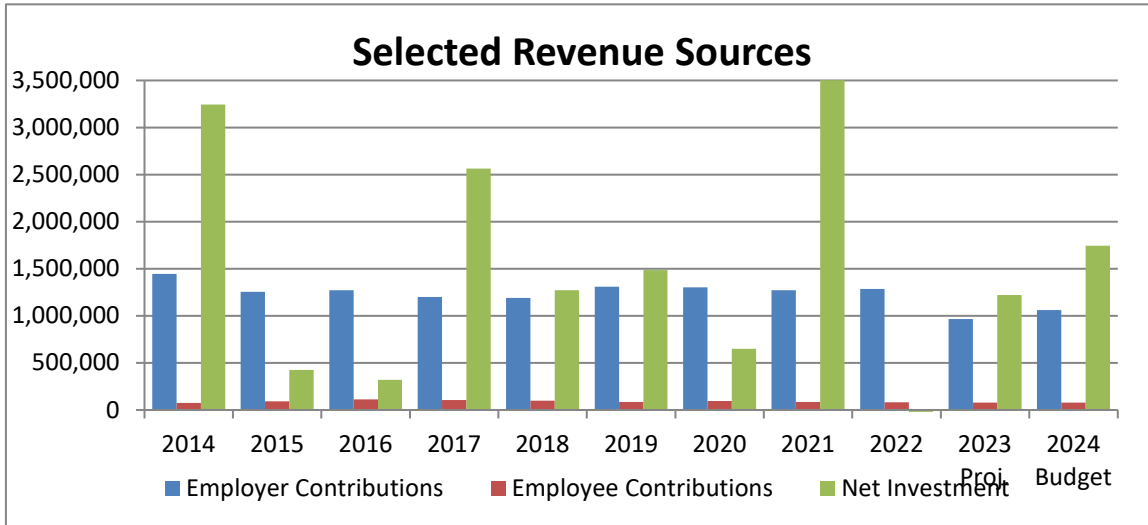


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**CITY EMPLOYEES RETIREMENT FUND  
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>
<b>Revenues:</b>					
Employer Contributions-Public Safety	189,498	176,335	211,118	211,118	242,162
Employer Contributions-General Fund	1,081,755	1,110,782	875,693	754,087	820,658
Employee Contributions	89,838	82,726	87,500	79,000	78,200
Other Revenues	7,397,079	(3,287,646)	2,420,000	1,220,000	1,743,307
<b>Total Operating Revenues</b>	<b>8,758,170</b>	<b>(1,917,803)</b>	<b>3,594,311</b>	<b>2,264,205</b>	<b>2,884,327</b>
Operating Transfer	-	-	-	-	-
<b>Total Revenues</b>	<b>8,758,170</b>	<b>(1,917,803)</b>	<b>3,594,311</b>	<b>2,264,205</b>	<b>2,884,327</b>
<b>Expenditures:</b>					
Professional Services	21,279	23,824	22,690	22,690	22,690
Investment Manager Fees	61,527	59,700	67,600	59,000	59,000
Employee Benefits Expense	1,929,682	2,057,704	2,166,768	2,166,768	2,220,000
<b>Total Expenditures</b>	<b>2,012,488</b>	<b>2,141,228</b>	<b>2,257,058</b>	<b>2,248,458</b>	<b>2,301,690</b>
<b>TOTAL REV. OVER (UNDER) EXP.</b>	<b>6,745,682</b>	<b>(4,059,031)</b>	<b>1,337,253</b>	<b>15,747</b>	<b>582,637</b>



**Employer Contributions**

In accordance with the City's Legacy Defined Benefit Retirement Plan Document, the City contributes to the Employee's Retirement Fund for the benefit of participating employees as determined by the City's Actuary. It is estimated that the FY 2024 Employer Contribution will be \$1,062,820, which is up from the actuarially determined amount of \$957,715 for FY 2023. This includes a 10% increase as well as interest. However, \$242,162 of this amount will be paid from the Public Safety Sales Tax Fund. This will be the 9th year using the reduced amortization period (10 year-fixed). However, the amortization period was extended from 10 years to 14 years starting July 2021. The interest rate earnings assumptions was lowered from 6.75% to 6% in July 2021.

**Employee Contributions**

Employee contributions began in FY 2012 at 1% on base pay plus longevity, and have increased gradually to 3%. FY 2020 the contribution rate increased to 4%. The estimated contribution for FY 2024 is \$78,200. Since this is a closed Plan, the employee contribution will continue to decrease as more employees retire.

**Net Investment Incr/Decr**

In accordance with Section 140.060 of the Cities Codified Ordinances, the City receives earnings from various investment instruments. Earnings are realized utilizing a three-year smoothing formula. In addition, funds invested with Commerce Bank and Sunpointe incur realized and unrealized earnings. The estimated increased value of the Pension Fund in FY 2024 is \$1.7M.

Fiscal Year	Employer Contributions	Employee Contributions	Net Investment
2014	1,444,717	74,173	3,245,641
2015	1,254,457	93,100	426,117
2016	1,270,402	112,251	319,990
2017	1,200,992	107,272	2,565,367
2018	1,188,826	99,041	1,271,693
2019	1,307,755	86,614	1,484,647
2020	1,303,058	96,152	650,203
2021	1,271,253	85,924	7,397,079
2022	1,287,117	82,726	-3,287,646
2023 Proj.	965,205	79,000	1,220,000
2024 Budget	1,062,820	78,200	1,743,307



**CITY EMPLOYEES RETIREMENT FUND  
COMPARISON OF FISCAL YEAR 2024 ESTIMATED REVENUE WITH 2023 BUDGETED AND PROJECTED  
AND ACTUAL REVENUES FOR FISCAL YEARS 2021 AND 2022**

	<b>Actual Revenue FY 2021</b>	<b>Actual Revenue FY 2022</b>	<b>Budgeted Revenue FY 2023</b>	<b>Projected Revenue FY 2023</b>	<b>Estimated Revenue FY 2024</b>	
<b>INTERGOVERNMENTAL REVENUES:</b>						
4307 Employer Contrib.-Public Safety	189,498	176,335	211,118	211,118	242,162	<b>1</b>
4308 Employer Contrib.-General Fund	1,081,755	1,110,782	875,693	754,087	820,658	<b>1</b>
	<u>1,271,253</u>	<u>1,287,117</u>	<u>1,086,811</u>	<u>965,205</u>	<u>1,062,820</u>	
Total Intergovernmental Revenue	<u>1,271,253</u>	<u>1,287,117</u>	<u>1,086,811</u>	<u>965,205</u>	<u>1,062,820</u>	
<b>OTHER REVENUES:</b>						
4309 Employee Contributions	89,838	82,726	87,500	79,000	78,200	
4704 Investment Income-Other	720,420	865,596	800,000	800,000	800,000	<b>2</b>
4709 Unrealized Gains	6,676,659	(4,153,242)	1,620,000	420,000	943,307	<b>2</b>
	<u>7,486,917</u>	<u>(3,204,920)</u>	<u>2,507,500</u>	<u>1,299,000</u>	<u>1,821,507</u>	
Total Other Revenues	<u>7,486,917</u>	<u>(3,204,920)</u>	<u>2,507,500</u>	<u>1,299,000</u>	<u>1,821,507</u>	
Operating Transfers In	-	-	-	-	-	
Total Current Year's Total Current Year's Revenues	<u>8,758,170</u>	<u>(1,917,803)</u>	<u>3,594,311</u>	<u>2,264,205</u>	<u>2,884,327</u>	
<b>TOTAL CITY EMPLOYEES RETIREMENT FUND</b>	<u><b>8,758,170</b></u>	<u><b>(1,917,803)</b></u>	<u><b>3,594,311</b></u>	<u><b>2,264,205</b></u>	<u><b>2,884,327</b></u>	

- 1 - Employer contributions are determined through a discussion with the Actuary based upon investment performance. As with any estimate, the actual contribution will fluctuate. The actual contribution will be based upon the annual actuarial valuation to be completed in the fall.**
- 2 - Investments earnings are estimated using actuarial assumptions. Actual earnings will fluctuate.**



**CITY EMPLOYEES RETIREMENT FUND  
BENEFITS AND OPERATING EXPENDITURES**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
6203 Professional Services	21,279	23,824	22,690	22,690	22,690
6205 Investment Manager Fees	61,527	59,700	67,600	59,000	59,000
6206 Employee Benefits Expense	1,929,682	2,057,704	2,166,768	2,166,768	2,220,000
<b>TOTAL BENEFITS AND OPERATING EXPENDITURES</b>	<b>2,012,488</b>	<b>2,141,228</b>	<b>2,257,058</b>	<b>2,248,458</b>	<b>2,301,690</b>
<b>EXCESS OF REV. OVER EXP.</b>	6,745,682	(4,059,031)	1,337,253	15,747	582,637
<b>FUND BALANCE-BEGINNING OF YEAR</b>	26,352,717	33,098,402	25,729,820	29,039,372	29,055,119
<b>FUND BALANCE-END OF YEAR</b>	33,098,402	29,039,372	27,067,073	29,055,119	29,637,756



## City of Creve Coeur, Missouri General Information, Map and Statistical Data

### Form of Government

The city is located in St. Louis County approximately 15 miles west of downtown St. Louis. It is the home of the world-renowned Bayer, the Donald Danforth Plant Science Center, Missouri Baptist University, and two of the areas largest medical centers. Initially a farming community, the city has developed into a thriving community in central St. Louis County with beautiful homes, acres of parkland, hundreds of businesses, and a number of high-tech office parks. The city was one of many unincorporated communities that grew along Olive Street Road. Its name, which means broken heart in French, comes from nearby Creve Coeur Lake. Legend has it that an Indian princess fell in love with a French fur trapper, but the love was not returned. According to the story, she then leapt from a ledge overlooking Creve Coeur Lake, the lake then formed itself into a broken heart. When the city was incorporated in December 1949, less than one square mile housed a population of 1,900 citizens. As of July 1, 2021, the estimated population of the city is 18,660 spanning 10.28 square miles with approximately 8,988 housing units.

The city was incorporated in December 1949 as a Fourth Class City under state law. On February 10, 1976, the citizens of Creve Coeur adopted a Home Rule Charter and the Council-Administrator form of government. Comprised of four wards, citizens are represented by eight Council Members, two per ward, and a Mayor elected at large. The Creve Coeur Government Center houses the departments of Administrative Services, Finance, Municipal Court, Public Works, Community Development and the Community Center. The Police Department moved into a new building on the government center property in FY 2019.

Regular City Council meetings are generally held on the second and fourth Monday of each month at 7:00 p.m. Planning and Zoning Commission meetings are generally held on the first and third Monday of each month at 7:00 p.m. Municipal Court sessions are held on Wednesday evenings.

### Area

Square Miles	10.28
Acres	6,573
Housing Units <sup>1</sup>	8,988
Persons Per Square Mile <sup>1</sup>	1,833
Persons Per Acre	2.87

### Population Growth

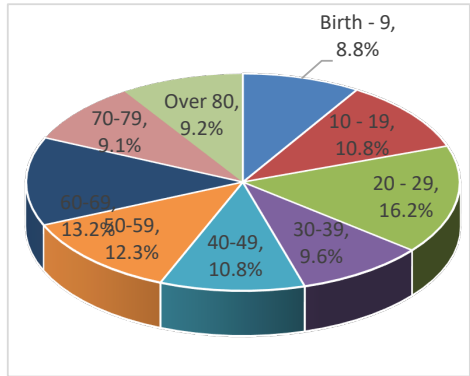
1945 (Upon Incorporation)	1,878
1960	5,122
1970	8,967
1980	11,757
1990	12,304
2000	16,759
2010	17,833
2020	18,834
2021	18,660



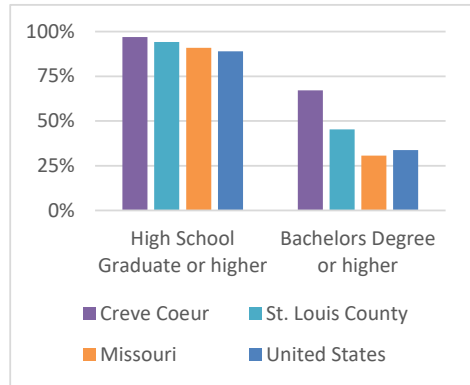
**General Information and Statistical Data (Cont'd)**

**Median Household Income<sup>1</sup>** 100,810  
**Median Age (years)<sup>1</sup>** 46.0

**Age of Residents<sup>1</sup>**



**Education<sup>1</sup>**



**Occupation<sup>2</sup>**

Management, business, science, and arts occupations	65.0%
Sales and office occupations	17.0%
Service occupations	11.0%
Production, transportation, and material moving occupations	4.0%
Natural resources, construction, and maintenance occupations	3.0%
Other	0.0%

**Ethnicity<sup>1</sup>**

Caucasian	74.1%
African-American	9.7%
American Indian and Alaskan Native	0.1%
Asian	11.0%
Other	3.4%
Other	1.7%

**Housing<sup>1</sup>**

Owner Occupied	63.6%
Renter Occupied	36.4%



**General Information and Statistical Data (Cont'd)**

**Centerline Miles of Streets:**

Public	78.9
Private	17.3
State Highway	14.8
County Arterials	5.6
<b>Total Miles of Streets</b>	<b>116.6</b>

**Police Protection**

Commissioned	49
Noncommissioned	6.7

**Parks and Recreation:**

Number of Parks	6
Acres of Parks	94
Number of Tennis Courts	7
Number of Pickle Ball Courts	2
Indoor Ice Arena (Year-round operations; includes private rentals & programs)	1
9-Hole Golf Course	1

**Land Use<sup>2</sup>**

Residential	57%
Commercial	16%
Light Industrial	3%
Institutional	16%

**Largest Employers (number of employees)<sup>3</sup>**

Mercy Hospital St. Louis	6,222
Bayer	3,800
SSM Health Care Corporation	969
Barnes West County Hospital	788
Refinitiv US LLC	391
Plaza Motor Company	339
Armanino	284
Midwest Series of Lockton Companies LLC	283
The Climate Corporation	250
Daugherty Systems Inc	225

Number of City of Creve Coeur Authorized Full-Time Employees 107

<sup>1</sup> Per U.S. Census Bureau, Census, 2017-2021 (5-Year Estimate)

<sup>2</sup> Per Creve Coeur Planning Department, 2021

<sup>3</sup> Per 2022 Comprehensive Annual Financial Report (Creve Coeur Finance Department 2022 Business Licenses)



**CITY OF CREVE COEUR, MISSOURI  
COMPUTATION OF LEGAL DEBT MARGIN  
June 30, 2022**

Net Assessed Value: as of January 1, 2021	<u>\$ 1,174,669,078</u>
Debt Limit: 10% of Assessed Value	117,466,908
Total Bonded Debt	8,724,095
Less: Assets in Debt Service Fund	<u>(817,965.00)</u>
Total Amount of General Obligation Debt Applicable to Debt Limit	<u>7,906,130</u>
Legal Debt Margin	<u>\$ 109,560,778</u>

Note: Bonded indebtedness is limited by Section 95.115 and 95.120 of the Missouri Revised Statutes to 10% of the assessed value of taxable tangible property.

The calculation above demonstrates the City's capacity to issue debt if needed. It has been the City's policy to operate on a "pay as you go" basis and avoid debt if possible.

In April 2017, the City issued \$10,635,000 in General Obligation Bonds, the proceeds of which are to be used for the construction of a new police building and for certain renovations to the existing government center. The General Obligation Bonds are to be repaid from property tax levies. The outstanding bonds bear interest at rates ranging from 2.0 - 3.125% and mature in 2037.

The annual principal and interest requirements to maturity of the General Obligation Bonds as of June 30, 2022 are as follows:

Years Ending June 30,	Principal	Interest	Total
2022	470,000	247,656	717,656
2023	480,000	233,556	713,556
2024	490,000	223,956	713,956
2025	505,000	209,256	714,256
2026	515,000	197,894	712,894
2027	530,000	185,018	715,018
2028	550,000	169,118	719,118
2029	565,000	152,618	717,618
2030	580,000	135,668	715,668
2031	600,000	118,268	718,268
2032	620,000	100,268	720,268
2033	635,000	81,668	716,668
2034	655,000	62,618	717,618
2035	675,000	42,968	717,968
2036	700,000	21,876	721,876
2037	0	0	0
	<u>8,570,000</u>	<u>2,182,406</u>	<u>10,752,406</u>

Source: 2022 Comprehensive Annual Financial Report



**CITY OF CREVE COEUR, MISSOURI  
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT  
JUNE 30, 2022**

<u>Name of Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable To City of Creve Coeur</u>	<u>Amount Applicable To City Of Creve Coeur</u>
St. Louis County	64,395,000	4.11%	2,646,635
Parkway School District	227,965,000	13.32%	30,364,938
Ladue School District	229,010,000	19.72%	45,160,772
Pattonville School District	73,790,000	3.58%	2,641,682
Monarch Fire District	9,975,000	4.30%	428,925
West Overland Fire District	2,490,000	9.20%	229,080
Creve Coeur Fire	15,575,000	61.91%	9,642,483
Sub-total	<u>623,200,000</u>		<u>91,114,514</u>
City of Creve Coeur	<u>8,724,095</u>	100.00%	<u>8,724,095</u>
<b>Total Direct and Overlapping Debt</b>	<u><u>631,924,095</u></u>		<u><u>99,838,609</u></u>

Source: 2022 Comprehensive Annual Financial Report  
 The percentage applicable to the City of Creve Coeur is based on the jurisdiction's assessed value within the boundaries of Creve Coeur.

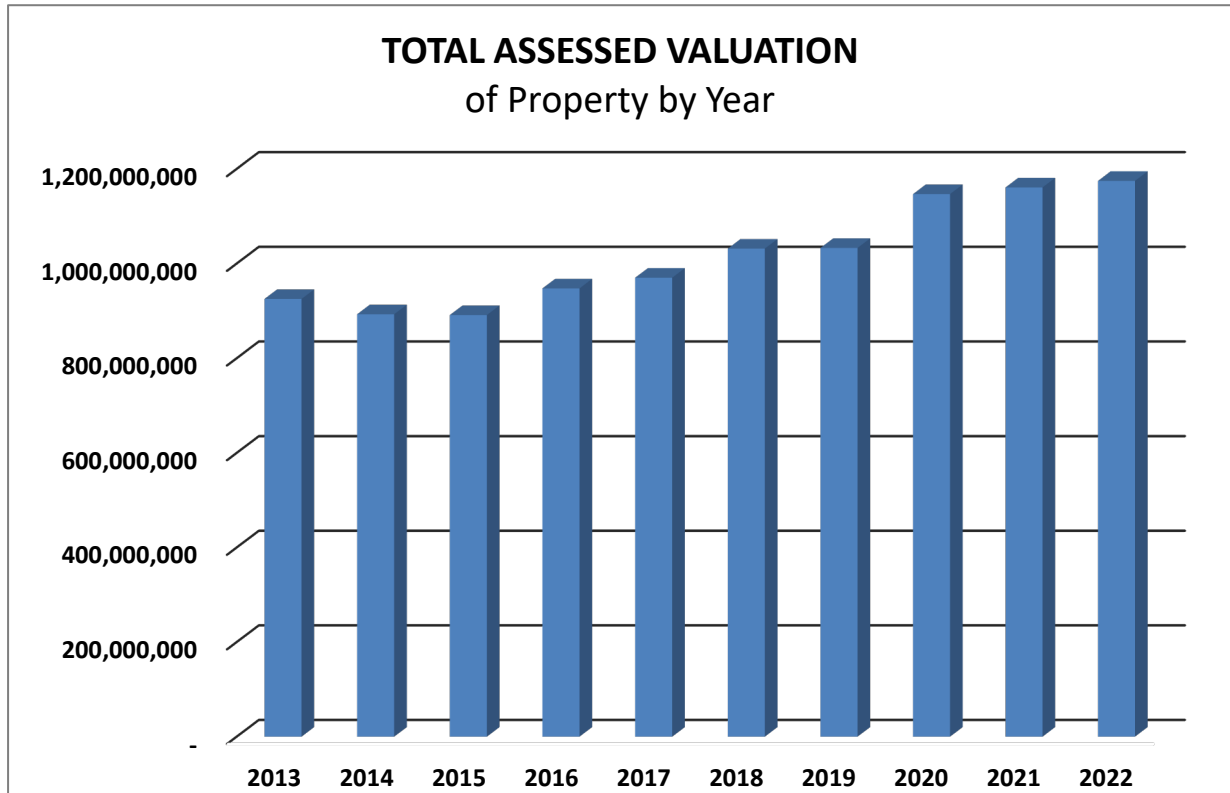


**CITY OF CREVE COEUR  
PRINCIPAL REAL ESTATE TAXPAYERS (1)  
JUNE 30, 2022**

<u>Taxpayer</u>	<u>Type of Business</u>	<u>2022 Assessed Valuation</u>	<u>Percent of Total (2)</u>
Bayer Research/Monsanto Company	Regional Headquarters	69,625,830	5.93 %
RNSI City Place Owner LLC	Developers	39,977,410	3.40
Emerson Rd LLC (formerly I & G Direct Real Estate 18, LP)	Developers	26,316,030	2.24
Danforth Plant Center	Bio-Research & Developmen	12,803,670	1.09
Missouri American Water/St. Louis Co Water	Water Company	11,750,170	1.00
MRES CP6 Holdings LP	Real Estate	10,542,820	0.90
Asbury Automotive St. Louis, LLC	Retail auto sales	10,229,200	0.87
Waterfront Creve Coeur MO LLC (Formerly Cross Creek Multifamily Apartments LP)	Rental Apartments	10,029,510	0.85
Plaza Motors	Retail auto sales	8,461,720	0.72
AVBH VICINO LLC	Rental Apartments	6,950,670	0.59
		\$ <u>206,687,030</u>	<u>17.60 %</u>

(1) Source - 2022 Comprehensive Annual Financial Report

(2) Total assessed value of the City was \$1,174,669,078 as of December 31, 2021



<u>Fiscal Year</u>	<u>Real Property</u>	<u>Personal</u>	<u>Railroad &amp; Utilities</u>	<u>Total</u>
2013	787,780,570	128,951,800	8,522,313	925,254,683
2014	759,807,910	124,352,250	8,768,479	892,928,639
2015	760,034,050	122,154,990	9,028,873	891,217,913
2016	813,636,250	124,026,720	9,870,668	947,533,638
2017	822,297,210	138,314,730	9,469,166	970,081,106
2018	881,952,780	139,885,830	9,750,787	1,031,589,397
2019	874,487,810	150,073,580	8,428,855	1,032,990,245
2020	984,836,820	152,195,430	9,747,807	1,146,780,057
2021	1,002,505,260	147,927,770	10,432,432	1,160,865,462
2022	1,004,028,350	159,926,260	10,714,468	1,174,669,078

Note: Assessed values are based on the following valuations: Residential 19%, Agriculture 12%, Commercial and Industrial 32%, Personal Property 33 1/3% and Railroad & Utilities 32% as of December 31.



**Property Value and Construction  
Last Ten Fiscal Years**

Fiscal Year	Total Estimated Actual Value (1)	New Construction (2)						Alterations and Additions			Building Demolitions	
		Commercial			Residential			Number Of Permits	Estimated Cost Of Construction	Number Of Permits	Estimated Cost Of Construction	Number Of Permits
		Number Of Permits	Estimated Cost Of Construction	Number Of Permits	Estimated Cost Of Construction							
2013	3,815,929,320	3	13,277,459	9	6,925,444	930	57,907,117	11				
2014	3,713,371,407	2	18,389,042	14	6,381,607	1042	48,245,467	26				
2015	3,695,388,826	5	52,602,986	55	27,205,217	1060	56,975,739	26				
2016	3,912,975,119	7	30,974,548	48	22,179,779	1102	48,216,828	23				
2017	4,045,195,714	1	5,366,000	32	16,073,170	1191	68,495,046	29				
2018	4,315,659,767	6	31,341,876	18	8,763,246	1350	73,837,539	23				
2019	4,343,736,577	4	10,697,000	18	12,389,490	1329	71,746,160	44				
2020	4,841,257,311	3	20,935,295	17	11,641,106	1302	68,892,357	24				
2021	4,891,026,881	4	62,070,016	6	4,919,000	1131	111,664,327	10				
2022	5,021,698,487	5	60,658,387	12	7,328,690	649	82,053,411	19				

(1) Source - 2022 Comprehensive Annual Financial Report (St. Louis County Assessor)

(2) Source - 2022 Comprehensive Annual Financial Report (City of Creve Coeur Building Department)



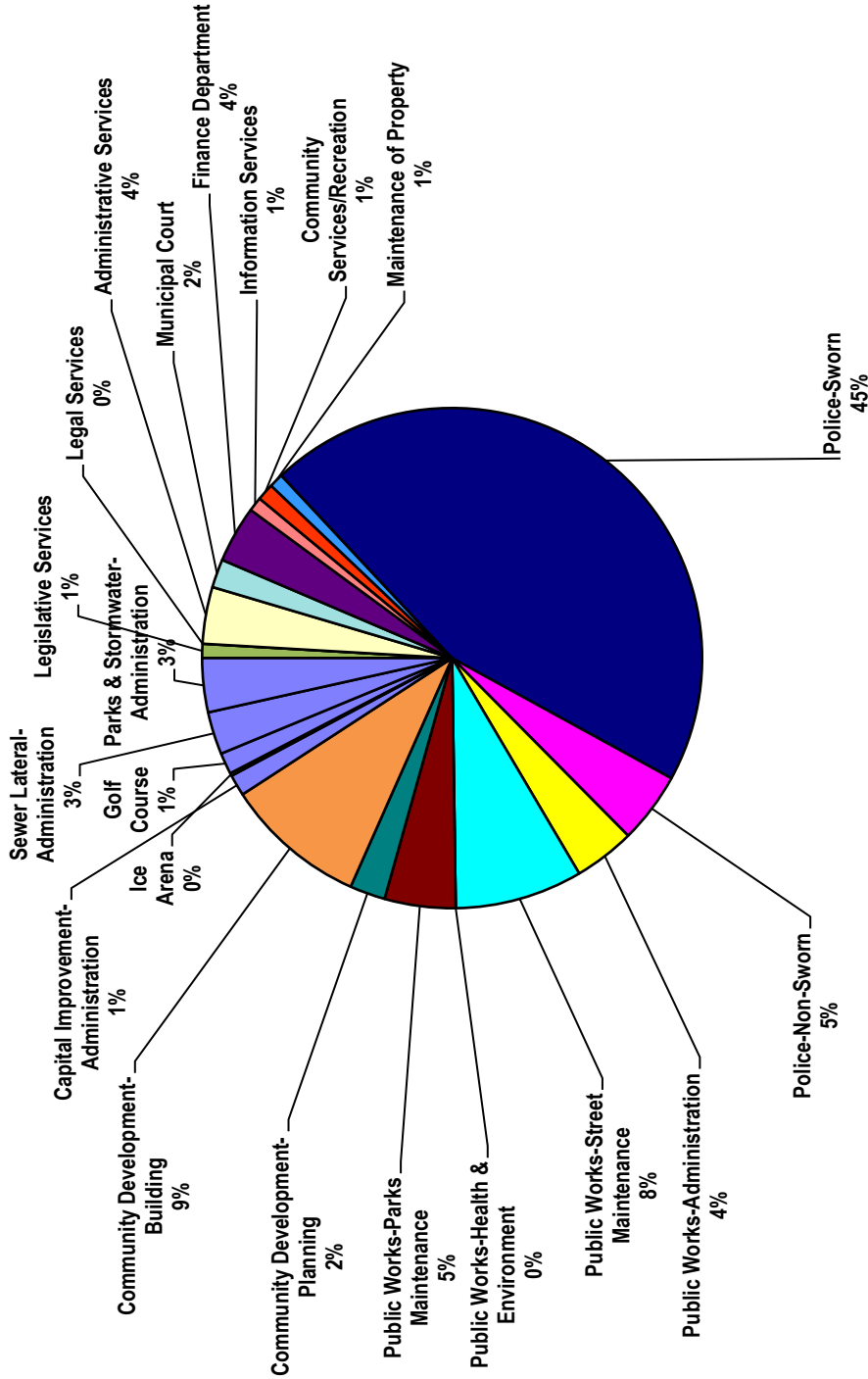
**ALL FUNDS  
SUMMARY OF FULL-TIME AUTHORIZED PERSONNEL  
BY DEPARTMENT/FUND**

<b>DEPARTMENT/DIVISION</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b><u>GENERAL FUND:</u></b>					
Legislative Services	1	1	1	1	1
Legal Services	0	0	0	0	0
Administrative Services	4	4	4	4	4
Municipal Court	2	2	2	2	2
Finance Department	5	4	4	4	4
Information Services	1	1	1	1	1
Community Services/Recreation	0.70	1.20	1.20	1.20	1.20
Maintenance of Property	2.50	2.50	1	1	1
Police-Sworn	49	49	49	49	49
Police-Non-Sworn	3	4	5	5	5.25
Public Works-Administration	3.5	3.3	3.3	4.3	4.3
Public Works-Street Maintenance	9	9	9	9	8.75
Public Works-Health & Environment	0	0	0	0	0
Public Works-Parks Maintenance	3.5	3.5	4	5	5
Community Development-Planning	3.5	3.5	3.5	2.5	2.5
Community Development-Building	10	10	10	10	8
Subtotal*	<u>97.70</u>	<u>98.00</u>	<u>98.00</u>	<u>99.00</u>	<u>97.00</u>
<b><u>CAPITAL IMPROVEMENT FUND:</u></b>					
Capital Improvement-Administration	1	1	1	1.5	1.5
Subtotal	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.5</u>	<u>1.5</u>
<b><u>SEWER LATERAL FUND:</u></b>					
Sewer Lateral-Administration	0	0.2	0.2	0.2	0.2
Subtotal*	<u>0</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>
<b><u>PARKS &amp; STORMWATER FUND:</u></b>					
Parks & Stormwater-Administration	0	0	1	1.5	1.5
Subtotal	<u>0</u>	<u>0</u>	<u>1</u>	<u>1.5</u>	<u>1.5</u>
<b><u>MUNICIPAL ENTERPRISE FUND:</u></b>					
Ice Arena	2.50	3.00	3.00	3.00	3.00
Golf Course	3.80	3.80	3.80	3.80	3.80
Subtotal*	<u>6.30</u>	<u>6.80</u>	<u>6.80</u>	<u>6.80</u>	<u>6.80</u>
<b>TOTAL AUTHORIZED FULL-TIME EMPLOYEES:</b>	<b><u>105.00</u></b>	<b><u>106.00</u></b>	<b><u>107.00</u></b>	<b><u>109.00</u></b>	<b><u>107.00</u></b>

\* Decimals are due to sharing of some full-time positions among more than one department.  
See section on "Authorized Positions" for additional detail.



# Summary of Personnel by Department/Fund - FY 2024





**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
FULL-TIME SALARIES BY GRADE**

GRADE	ANNUAL SALARY			HOURLY RATES*		
	MIN	MID	MAX	MIN	MID	MAX
7	41,666.80	49,981.24	58,295.69	20.0321	24.0294	28.0268
8	44,516.02	53,397.80	62,279.57	21.4019	25.6720	29.9421
9	48,575.54	58,264.17	67,952.81	23.3536	28.0116	32.6696
10	54,916.96	65,878.92	76,840.88	26.4024	31.6726	36.9427
11	61,485.31	73,758.42	86,031.53	29.5602	35.4608	41.3613
11a <sup>1</sup>	64,034.42	74,177.93	84,321.45	30.7858	35.6625	40.5392
12	68,721.85	82,451.09	96,180.33	33.0393	39.6399	46.2405
13	75,718.84	90,828.57	105,938.30	36.4033	43.6676	50.9319
13a <sup>1</sup>	81,330.30	92,402.73	103,475.16	39.1011	44.4244	49.7477
14	81,266.01	97,472.57	113,679.12	39.0702	46.8618	54.6534
14a <sup>1</sup>	91,440.51	102,835.74	114,230.96	43.9618	49.4403	54.9187
15	87,430.93	104,898.21	122,365.48	42.0341	50.4318	58.8296
15a <sup>1</sup>	98,446.14	110,702.81	122,959.49	47.3299	53.2225	59.1151
16	94,011.89	112,796.62	131,581.35	45.1980	54.2291	63.2603
17	101,273.64	121,489.28	141,704.93	48.6892	58.4083	68.1274
18	109,569.18	131,442.67	153,316.16	52.6775	63.1936	73.7097
19a <sup>1</sup>	118,006.00	141,563.68	165,121.36	56.7337	68.0595	79.3853

<sup>1</sup> 11a, 12a, 13a, 14a, 15a and 19a denote commissioned officer salaries based on market pay.

**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
FULL-TIME POLICE DEPARTMENT SALARIES BY GRADE/STEP<sup>1</sup>**

GRADE	STEP	ANNUAL SALARY	HOURLY RATES*
11a	0	64,034.42	30.7858
11a	1	66,276.23	31.8636
11a	2	68,595.66	32.9787
11a	3	70,996.86	34.1331
11a	4	73,480.86	35.3273
11a	5	76,052.84	36.5639
11a	6	78,714.86	37.8437
11a	7	81,470.03	39.1683
11a	8	84,321.45	40.5392
13a	0	81,330.30	39.1011
13a	1	84,177.59	40.4700
13a	2	87,123.20	41.8862
13a	3	90,172.31	43.3521
13a	4	93,329.06	44.8697
13a	5	96,595.52	46.4402
13a	6	99,975.83	48.0653
13a	7	103,475.16	49.7477

\*Approximate hourly rates; annual is hourly rate x 2080 hours.

<sup>1</sup> Step Pay Plans apply to police officer (11a) and police sergeant (13a) positions only.



**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
FULL-TIME EMPLOYEE CLASSIFICATION PLAN AND PAY RANGES**

GRADE	POSITION TITLE	DEPARTMENT/DIVISION	ANNUAL*	
			Min	Max
7	Building Maintenance Technician	Community Services, Ice Arena	41,666.80	58,295.69
	Maintenance Worker	Golf Course, Ice Arena, Police-Administration, Public Works-Streets, Parks		
	Records Associate	Police-Administration		
8	Accounting Associate	Finance	44,516.02	62,279.57
	Administrative Services Associate	Community Development-Building, Public Works-Administration, Recreation		
	Court Clerk I	Administrative Services-Municipal Court		
	Maintenance Worker I	Building Maintenance, Golf Course, Public Works-Streets, Parks		
9	Support Services Associate	Police-Administration	48,575.54	67,952.81
	Apartment Re-Occupancy Inspector/Code Enforcement Officer	Community Development-Building		
	Court Clerk II	Administrative Services-Municipal Court		
10	Executive Assistant to Chief of Police	Police-Administration	54,916.96	76,840.88
	Maintenance Worker II	Building Maintenance, Public Works-Streets, Parks, Golf Course		
	Maintenance Worker II/Mechanic	Police-Administration, Public Works-Streets		
	Payroll Associate	Finance		
	Police Academy Recruit	Police-Patrol		
	Recreation Supervisor	Community Services, Ice Arena		
11	Administrative Services Supervisor	Community Development-Planning, Public Works-Administration	61,485.31	86,031.53
	Foreman I	Public Works-Parks, Streets		
	Human Resources Generalist	Administrative Services		
	Residential Building Inspector	Community Development-Building		
	Senior Accounting Associate	Finance		
11	Assistant Director of Recreation	Golf Course	61,485.31	86,031.53
	Building Inspector	Community Development-Building		
	City Planner	Community Development-Planning		
	Court Administrator	Administrative Services-Municipal Court		
	Golf Maintenance Superintendent	Golf Course		
	Plans Examiner	Community Development-Building		
	Public Information Officer & Management Analyst	Administrative Services		
	Project Manager-Engineering	Public Work-Administration		



**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
FULL-TIME EMPLOYEE CLASSIFICATION PLAN AND PAY RANGES**

GRADE	POSITION TITLE	DEPARTMENT/DIVISION	ANNUAL*	
			Min	Max
<b>11a</b>	Police Officer	Police-Patrol	64,034.42	84,321.45
<b>Step</b>	Police Officer-Detective	Police-Investigations		
	Police Officer-Special Assignment	Police-Patrol		
<b>12</b>	City Clerk	Legislative	68,721.85	96,180.33
	Information Systems Coordinator	Finance-Information Systems		
	Senior Plans Examiner	Community Development-Building		
<b>13</b>	Chief Building Official	Community Development-Building	75,718.84	105,938.30
	Civil Engineer	Public Works-Administration		
	Operations Superintendent	Public Works-Parks, Streets		
<b>13a</b>	Sergeant	Police-Patrol, Investigations	81,330.30	103,475.16
<b>Step</b>	Sergeant-Administrative	Police-Administration		
	Sergeant-CALEA	Police-Administration		
<b>14</b>	<i>Currently Vacant</i>		81,266.01	113,679.12
<b>14a</b>	Lieutenant	Police-Administration, Patrol	91,440.51	114,230.96
	Lieutenant-CALEA	Police-Administration		
<b>15</b>	Assistant City Administrator	Administrative Services	87,430.93	122,365.48
	Assistant Director of Public Works /	Public Works-Administration		
	City Engineer			
	Director of Recreation	Ice Arena, Community Services		
<b>15a</b>	Captain	Police-Administration, Investigations, Patrol	98,446.14	122,959.49
<b>16</b>	<i>Currently Vacant</i>		94,011.89	131,581.35
<b>17</b>	Director of Finance	Finance	101,273.64	141,704.93
	Director of Community Development	Community Development-Planning		
	Director of Public Works Director	Public Works-Administration		
<b>18</b>	<i>Currently Vacant</i>		109,569.18	153,316.16
<b>19a<sup>1</sup></b>	Chief of Police	Police-Administration	118,006.00	165,121.36

\*Hourly rate is calculated by dividing annual rate by 2080 hours.

Note: Grades 11a, 12a, 13a, 14a, 15a, and 19a denote commissioned officers higher minimum salaries than grades 11, 12, 13, 15 based on market pay; 11a and 13a are step systems.



**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
MERIT-BASED PAY PLAN**

Merit-based pay recognizes outstanding performers and incentivizes employees to provide excellent service to our citizens. Employee compensation is based on a review of individual employee performance. The Merit-Based Pay Plan is set up to provide higher compensation to employees who perform at a level superior to their peers or who exceed established job performance criteria and achieve developmental goals for the year. With the exclusion of non-exempt commissioned officers, all city employees are on a merit-based pay plan. Non-exempt commissioned officers – specifically Police Officers and Sergeants – are on a Step Pay Plan and are described separately.

Through the Merit-Based Pay Plan, each department is allocated a percentage of its payroll. This percentage is uniform among departments unless it is determined that a specific department (or group of jobs within a department) should receive a different percentage based on market factors. The allocated percentage is based on a survey of average salary increases among comparator cities in the region.

Each department distributes its merit allocation among its employees based on individual employee performance. All non-probationary employees are evaluated and rated during the month of May for their performance during the previous 12 months (May 1 through April 30). Each department then calibrates its employee performance ratings and determines the distribution of its merit allocation among employees. Superior-performers receive a higher-than-average percentage increase while fair-performers receive a lower-than-average increase. For example, if the department's allocation were 4% of payroll, a superior-performing employee might receive a 4.5% salary increase while a fair-performing employee might receive a 2% increase. The department may not exceed its budgeted allocation of 4% of payroll.

**FY 2024 Department Allocation**

During budget deliberations each year, the Council considers a management recommendation for the adoption of the merit pay allocation that reflects labor market conditions and fiscal realities. The City Council adopts the merit pay allocation with the annual budget.

The merit salary allocation for FY 2024 is budgeted at 4% of payroll excluding employees who are not eligible for a salary increase as a result of having reached the top of their pay grades.

Employees, not included on a step pay plan, are eligible for a lump-sum merit bonus once they reach the top of their pay plan. The merit bonus allocation for FY 2024 is budgeted at 2% of salaries of employees who have reached the top of their pay grades. The merit-bonus allocation is normally distributed among employees in the same manner as the merit-salary allocation (i.e., employees are evaluated; evaluations are calibrated, and the department distributes its allocation among employees based on individual merit).

When employees initially reach the top of their pay grades, they do not receive the full merit increase amount that they would otherwise receive. For example, if an employee is 1% under the ceiling and receives a performance score that would normally result in a 4% merit pay increase, the employee can only receive a 1% increase to base salary as a result of reaching the top of the grade.



Under the merit bonus system, employees are eligible for a bonus in addition to the increase in base salary. The merit bonus allocation is half of the merit salary allocation; therefore, employees are eligible to receive in bonus pay half of the amount of the merit salary increase that would increase salary above the top of the grade. For example, if an employee receives a performance score that would normally equate to a 4% pay increase (but is 1% under the top of the grade), the employee receives a 1% increase to base salary plus a 1.5% one-time bonus (half of the remaining 3%).

**Prorated Merit Increases**

Employees, not included on a step pay plan, who have received a probation completion merit increase during the previous fiscal year may be eligible to receive a prorated merit increase on July 1 with a performance evaluation score meeting set criteria. A prorated merit aligns a newer employee to the fiscal year merit increase schedule with all other City employees, and is calculated using the number of calendar days from the employee’s probation-completion merit increase to July 1.

For example, an employee received a probation-completion merit increase on December 31 (or 182 days from July 1), and the department allocation for a “Superior” performance rating is 4.2% on July 1. The employee would be eligible to receive an approximate 2.1% increase in base pay on July 1 (i.e., half of 4.2% for 182 out 365 days, or 50%). The following year on July 1 and every year thereafter, the employee would be eligible to receive a full merit, subject to a satisfactory performance rating and budget allocations.

**Performance Rating Levels\***

With the exception of Police Department employees, employee performance is evaluated using four rating levels: Superior (4), Good (3), Fair (2), and Unsatisfactory (1). Supervisors rate each job category or essential job function in an employee’s evaluation using a whole number, 1, 2, 3, or 4. The scores for each essential job function are weighted with the final evaluation score being the sum of weighted scores. The total of the weighted scores is categorized into one of four (4) overall rating levels:

Performance Rating Score*	Final Evaluation Score	Pay Increase and/or One-Time Merit Bonus
4 – Superior	3.50 – 4.00	Eligible
3 – Good	2.80 – 3.49	Eligible
2 – Fair	2.00 – 2.79	Eligible to receive half (50%) of the department’s allocation for its employees rated “Good”; Not eligible for one-time merit bonus
1 – Unsatisfactory	1.00 – 1.99	Not eligible

*\*Excluding all Police Department personnel.*

“Superior” performance is defined as performance that exceeds that of most other peers and/or exceeds the standards set forth in the job description.

“Good” performance is defined as a performance that consistently meets the standards set forth in the job description and/or performs at a level comparable to most peers.

“Fair” performance is defined as performance below that of most peers and/or performance that fails to meet the standards set forth in the job description.



“Unsatisfactory” performance represents a significant failure to perform. Disciplinary action may include rating performance as “unsatisfactory”.

**Police Department Performance Rating Levels**

The Police Department improved its performance rating system in response to statutory revisions in recent years, and also to fulfill the Police Department’s mission, increase workplace efficiency, improve work quality and establish a level of accountability. The three foundations of Constitutional Policing are: 1) good, clear and tested policy development; 2) training to ensure employees know the policies and procedures; and 3) effective supervision.

The Police Department strives to maintain a high level of competency and trust from the community. This is accomplished by following best practices. The accreditation process through CALEA (Commission on Accreditation for Law Enforcement Agencies) is a mechanism that provides a high level of accountability based on a Code of Conduct and the essential job functions performed on a daily basis.

All exempt commissioned positions (Police Lieutenant, Police Captain, and Chief of Police) and all non-commissioned support personnel in the Police Department are on a Merit-Based Pay Plan with annual budget appropriations remaining the same as all other city department employees. All non-exempt commissioned officers (i.e., Police Officers and Police Sergeants) are on a designated Step Pay Plan (see Police Department Step Plans).

The Police Department’s performance management system is based on four performance factors: 1) competence/safety; 2) relationships/attitudes; 3) reports; and 4) use of work time. The Police Department uses three rating levels for the Merit-Based Pay Plan and the Step Pay Plan:

		<b>MERIT-BASED PAY PLAN</b>	<b>STEP PAY PLAN</b>
<b>Performance Rating Score</b>	<b>Final Evaluation Score</b>	<b>Pay Increase and/or One-Time Merit Bonus</b>	<b>Step Increase and/or Probation Completion Bonus</b>
3 – Meets Expectations	3	Eligible	Eligible
2 – Marginally Meets Expectations	2	Eligible, receives half (50%) of the department’s allocation for “Meets Expectations”; not eligible for one-time merit bonus	Eligible after successful completion of a performance improvement plan; otherwise, not eligible
1 – Below Expectations	1	Not Eligible	Not Eligible

“Meets Expectations” is defined as performance that consistently meets the standards set forth in the job description and/or performs at a level comparable to most peers.



“Marginally Meets Expectations” is defined as performance that sometimes meets expectations, but not consistently, or occasionally fails to meet expectations.

“Below Expectations” is defined as performance that represents a significant failure to perform.

**CITY OF CREVE COEUR  
FISCAL YEAR 2024  
POLICE DEPARTMENT STEP PAY PLANS**

All non-exempt commissioned Police Officers are on a Step Plan. Grade 11a Step Pay Plan applies to all Police Officers and Grade 13a Step Pay Plan applies to all Police Sergeants. A step pay plan is a benefit enhancement tool used to: attract and retain the best-qualified commissioned personnel; ensure internal and external equity for commissioned employees with similar duties; and provide uniform methods for establishing and applying salary rates.

**Grade 11a Step Pay Plan** – Includes all Patrol Officers, Detectives, and Special Assignment Officers (i.e., Traffic Safety, Community Policing, K-9, School Resource) and consists of nine steps: Step 0 through Step 8 (see Full Time Salaries by Grade for more information). In FY 2024, each step equates to a pay differential of 3.5% in the Grade 11a Step Plan. A non-probationary Police Officer is eligible to advance to the next subsequent step on July 1, and annually thereafter, subject to a satisfactory performance rating score and budget appropriations.

**Grade 13a Step Pay Plan** – Includes all Police Sergeants and consists of eight steps: Step 0 through Step 7 (see Full Time Salaries by Grade for more information). In FY 2024, each step equates to a pay differential of 3.5% in the Grade 13a Step Plan. A non-probationary sergeant is otherwise eligible to advance to the next subsequent step on July 1, and annually thereafter, subject to a satisfactory performance rating score and budget appropriations.

**Probation Completion Bonus** – An incentive tool for Police Officers and Sergeants on a Step Pay Plan who have completed probation during the previous fiscal year and not yet eligible to advance to the next step in the plan until July 1 – the beginning of the fiscal year. The Probation Completion Bonus is a lump-sum payment; does not increase base salary nor employee benefits; and is prorated the total number of calendar days from the date of probation completion and July 1.

For example, a Police Officer completing probation on December 31 would receive a partial 3.5% lump-sum bonus for 182 days (the number of days between December 31 and July 1) out of 365 calendar days. The bonus is calculated using the current annualized base pay and the prorated increase of 1.75% (i.e., half of 3.5% for 182 out 365 days, or 50%). On July 1, and annually thereafter, the Police Officer would be eligible to advance to the next step in the plan, subject to a satisfactory performance rating score and budget appropriations.



## CITY PREMIUM PAY FY 2024

### **Police Field Training Pay**

Police Officers are occasionally requested to assume the additional assignment of training a new officer in the field. This requires specialized training and represents additional effort and responsibility beyond the normal scope of the Police Officer job description, and as such warrants a marginal pay increase. A Police Officer shall receive an additional \$2.00 per hour for each day when assigned as a field trainer. Such assignments and pay shall be subject to the approval of the Chief of Police.

### **Police Nightshift Differential Pay**

Studies have concluded the “critical age range” for intolerance to fluctuating shift work begins around age 45. As officers age, their body’s ability to recover from frequent shift changes diminishes. Night shift differential pay incentivizes officers to volunteer for a permanent night shift assignment; helps sustain a permanent dayshift for other officers; and can increase diversity of experience of officers working the night shift. In FY 2024, the Police Nightshift Differential Pay is \$1.00 per hour for all officers who work between the hours 6:00 p.m. and 6:00 a.m. – the designated night shift. Officers are not eligible to receive this pay during paid or unpaid leave, or time spent in working or training outside the designated hours.

### **Police On-Call Pay**

Detectives assigned to be the on-call Detective in rotation and as assigned make a reasonable effort to be response ready to report for duty for any major crimes, crime scene processing, prisoner interviews and interrogations. Other Detectives should remain aware that they might be called in either because more personnel are required or because the assigned on-call detective cannot respond. When assigned to be the on-call Detective, the officer will receive one (1) hour of pay for the day. It is not grounds for discipline if the assigned Detective cannot respond, but the responding Detective will receive the extra pay for that day instead of the assigned Detective. If a detective expressly or effectively refuses to serve in rotation as the on-call Detective, the matter is revisited during performance review.

When receiving a subpoena for Municipal Court, officers must remain in communication with the prosecutor and generally be prepared to report for duty should their testimony be needed for Court (or advise the prosecutor that they should seek a new court date). When assigned or receiving a subpoena or told by the Court to be prepared for appearance in court at a time that is outside their shift, they shall receive one (1) hour of pay for that time period of waiting.

### **Police Supervisor Pay**

Regular full-time commissioned non-supervisory personnel requested by the Chief of Police to serve in a temporary supervisory capacity shall receive a premium in the amount of \$16.00 per work shift. Serving in a supervisory capacity shall mean that the employee is placed in effective charge of non-supervisory personnel and required to perform all normal supervisory functions for that work group during the assigned work shift.

### **Police Traffic Safety Officer Pay**

Traffic Safety Officers (TSOs) are required to complete advanced training and are given additional responsibilities beyond other patrol officers, including, but not limited to: management of traffic grants and equipment, conducting research and surveys, analyzing data and preparing reports. TSOs receive an



additional \$2.00 per hour for each day assigned as a TSO. Officers are not eligible to receive this pay during paid or unpaid leave.

### **Police Academy Recruit Pay**

Occasionally the Police Department sponsors an applicant through the St. Louis County and Municipal Police Academy. The Police Academy is a six-month commitment of education, physical fitness, defensive tactics, as well as an acclimation of all state laws and procedures. The Police Recruit is classified as a general employee of the City of Creve Coeur while attending the academy. A living stipend is provided for a Police Recruit as well as medical, dental, life and accidental death and dismemberment insurance at the same premium rates paid by City employees. The Police Recruit is eligible to enroll in other ancillary insurance benefits and deferred compensation offered to City employees. The Police Recruit is not eligible to accumulate vacation time, compensatory time and sick time until graduation from the Police Academy as well as becoming Peace Officer Standards and Training (POST) certified. Once graduating from the Academy, the recruit is then reclassified as a commissioned officer to a Police Officer Grade 11(a) Step Plan.

### **CITY RECRUITMENT INCENTIVE PROGRAM FY 2024**

The City recognizes one of the best recruitment tools in attracting new employees is through word-of-mouth of its valued employees. The Recruitment Incentive Program awards six-hundred dollars (\$600) before taxes in a lump-sum payment to any full-time employee who refers a new full-time employee of the City and meets program criteria. Positions excluded from eligibility include: the City Administrator, directors, and managers or other positions with hiring authority over the new hire.

To be eligible, the following criteria must be met: 1) the new hire was not previously employed as a full-time or part-time employee of the City; 2) the new hire maintains full-time employment for a minimum of six months; 3) the new hire lists the referring employee by name on the employment application; 4) the referring employee must be actively employed with the City at the time the department director submits the request for incentive payment and approval by the Office of the City Administrator is received.

### **CITY SELF-INSURED PORTION OF HEALTH INSURANCE DEDUCTIBLE FY 2024**

The City reimburses (self-insures) up to \$1,100 of the \$1,500 individual deductible and up to \$2,200 of the \$3,000 family/dependent deductible to employees enrolled in the City's health insurance plan. The employee is responsible for paying the first \$400 of the individual deductible and the first \$800 of the family/dependent plan deductible. Reimbursement claims are submitted in accordance with procedures established by the Office of the City Administrator. Employees hired before July 1, 2001 who have retired and are receiving the benefit of City payment of a percentage of premium of the City health insurance plan are also eligible to participate in the City's self-insurance of the deductible on the same terms and conditions as an active employee. The City Council may amend these provisions by resolution at any time in its discretion.



### **CITY SPOUSAL HEALTH INSURANCE SURCHARGE FY 2024**

On and after January 1, 2021, in an effort to keep costs down for all employees, the City of Creve Coeur requires all employees and retirees who cover their spouses under the City-employee cost-sharing health insurance benefit to be assessed a monthly surcharge if the spouse is eligible for a major medical/prescription insurance plan through their employer which meets minimum value standards on all employee health insurance benefits. This provision does not apply to employee spouses who are covered under Medicare and also under the age of 65, Tricare, or COBRA. The monthly spousal health insurance surcharge is approved by City Council as part of the annual fiscal budget process. The City Council may amend these provisions by resolution at any time in its discretion. The monthly spousal health insurance surcharge for FY 2024 is \$200.00 per month.



**CITY OF CREVE COEUR  
FY 2024 PAY SCHEDULE**

**SALARIES OF ELECTED AND APPOINTED OFFICIALS**

**POSITION TITLE**

Mayor	600.00	Per Month
City Council	400.00	Per Month
Planning & Zoning Commission Chairperson	150.00	Per Month
Planning & Zoning Commission Member	45.00	Per Session
Board of Adjustment Member	45.00	Per Session
Municipal Court Judge*	22,500.00	Per Year
Provisional Judge*	500.00	Per Session
Prosecuting Attorney*	2,500.00	Per Month
Alternate Prosecuting Attorney*	400.00	Per Session

**HOURLY PAY RANGES FOR PART TIME AND SEASONAL EMPLOYEES**

	<b>PER HOUR</b>
<b>GENERAL</b>	
Clerk	12.00 - 16.00
Intern	12.00 - 16.00
<b>FINANCE</b>	
Accountant	20.00 - 25.00
Accounting Clerk	17.00 - 25.00
<b>COMMUNITY DEVELOPMENT</b>	
Planner	20.00 - 25.00
Community Development Clerk	17.00 - 25.00
<b>PUBLIC WORKS</b>	
Seasonal Maintenance Worker	16.80 - 25.00
<b>GOLF COURSE</b>	
Greenskeeper	14.00 - 20.00
Concession Attendant	12.00 - 17.00
Recreation Aide-Golf	12.00 - 17.00
<b>ICE ARENA</b>	
Learn to Skate Instructor	17.00 - 28.00
Learn to Skate Coordinator	17.00 - 28.00
Building Supervisor-Ice	16.00 - 20.00
Custodian-Ice	14.00 - 20.00
Intern	12.00 - 17.00
Receptionist	12.00 - 17.00
Recreation Aide-Ice	12.00 - 17.00
<b>COMMUNITY SERVICES</b>	
Community Center Recreation Monitor	14.00 - 20.00
Intern	12.00 - 17.00
Receptionist	12.00 - 17.00
Recreation Aide-Community Services	12.00 - 17.00
<b>POLICE</b>	
CALEA Accreditation Assistant	25.00 - 30.00
Evidence Custodian	25.00 - 30.00
Administrative Assistant	18.00 - 25.00

*\*Independent contractor*



**GENERAL FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

DEPARTMENT	POSITION TITLE	FY 2023 AUTHORIZED FTEs		FY 2024 AUTHORIZED FTEs	
<b>FULL-TIME POSITIONS LEGISLATIVE SERVICES</b>					
	City Clerk	1		1	
		<u>1</u>		<u>1</u>	
<b>FULL-TIME POSITIONS ADMINISTRATIVE SERVICES</b>					
	City Administrator	1		1	
	Assistant City Administrator	1		1	
	Public Information Officer & Management Analyst	1		1	
	Human Resources Generalist	1		1	
		<u>4</u>		<u>4</u>	
<b>FULL-TIME POSITIONS ADMINISTRATIVE SERVICES - MUNICIPAL COURT</b>					
	Court Administrator	1		1	
	Court Clerk	1		1	
		<u>2</u>		<u>2</u>	
<b>PART-TIME POSITIONS ADMINISTRATIVE SERVICES - MUNICIPAL COURT</b>					
	Clerk	0.51	1063	0.51	1063
		<u>0.51</u>	<u>1063</u>	<u>0.51</u>	<u>1063</u>
<b>FULL-TIME POSITIONS FINANCE - ADMINISTRATION</b>					
	Director of Finance	1		1	
	Senior Accounting Associate	1		1	
	Payroll Associate	1		1	
	Accounting Associate	1		1	
		<u>4</u>		<u>4</u>	
<b>PART-TIME POSITIONS FINANCE - ADMINISTRATION</b>					
	Intern	0.23	480	0.23	480
	Accounting Clerk	1.00	2080	1.00	2080
		<u>1.23</u>	<u>2560</u>	<u>1.23</u>	<u>2560</u>
<b>FULL-TIME POSITIONS FINANCE - MIS OPERATIONS</b>					
	Information Systems Coordinator	1		1	
		<u>1</u>		<u>1</u>	



**GENERAL FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

DEPARTMENT	POSITION TITLE	FY 2023 AUTHORIZED FTEs			FY 2024 AUTHORIZED FTEs
<b>FULL-TIME POSITIONS</b>					
<b>COMMUNITY SERVICES - ADMINISTRATION</b>					
	(1) Director of Recreation	0.2			0.2
	(1) Administrative Services Associate	0.5			0.5
	(1) Recreation Supervisor	0.5			0.5
		1.2			1.2
<b>PART-TIME POSITIONS</b>					
<b>COMMUNITY SERVICES - ADMINISTRATION</b>					
	(1) Receptionist - Comm. Serv./Ice	0.38	<b>HRS</b> 800	0.30	<b>HRS</b> 630
		0.38	800	0.30	630
<b>FULL-TIME POSITIONS</b>					
<b>MAINTENANCE OF MUNICIPAL FACILITIES</b>					
	Building Maintenance Worker II	1			1
		1			1
<b>FULL-TIME POSITIONS</b>					
<b>POLICE - ADMINISTRATION</b>					
	Chief of Police	1			1
	Police Lieutenant-Professional Standards	1			1
	Police Captain-Support Services	1			1
	Police Officer-CPO	2			2
	Executive Assistant to Police Chief	1			1
	(2) Maintenance Worker II/Mechanic	0			0.25
	Support Services/Fleet Maintenance Associate	1			1
	Records Associate	2			2
	Building Maintenance Worker	1			1
		10			10.25
<b>PART-TIME POSITIONS</b>					
<b>POLICE - ADMINISTRATION</b>					
	CALEA Accreditation Assistant	0.7	<b>HRS</b> 1456	0.7	<b>HRS</b> 1456
	Evidence Custodian	0.7	1456	0.7	1456
		1.4	2912	1.4	2912
<b>FULL-TIME POSITIONS</b>					
<b>POLICE - INVESTIGATIONS</b>					
	Police Lieutenant	1			1
	Police Detective	5			5
	Police Officer-SRO	1			1
		7			7



**GENERAL FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2023 AUTHORIZED FTEs</u>	<u>FY 2024 AUTHORIZED FTEs</u>
<b>FULL-TIME POSITIONS</b>			
<b>POLICE - PATROL</b>			
	Police Captain-Patrol Division Commander	1	1
	Police Lieutenant-Dep. Patrol Division Commander	1	1
	Police Sergeant	8	8
	Police Officer	22	22
	Police Officer-TSO	4	4
	Police Officer-K9	1	1
		<u>37</u>	<u>37</u>
<b>FULL-TIME POSITIONS</b>			
<b>PUBLIC WORKS - ADMINISTRATION</b>			
	Director of Public Works	1	1
	Assistant Director of Public Works/City Engineer	1	1
	<sup>(3)</sup> Project Manager-Engineering	0.8	0.8
	<sup>(4)</sup> Administrative Services Supervisor	0.5	0.5
	Administrative Services Associate	1	1
		<u>4.3</u>	<u>4.3</u>
<b>FULL-TIME POSITIONS</b>			
<b>PUBLIC WORKS - STREET MAINTENANCE</b>			
	Operations Superintendent	1	1
	Foreman I - Streets	2	2
	Maintenance Worker II	3	3
	<sup>(2)</sup> Maintenance Worker II/Mechanic	1	0.75
	Maintenance Worker I	2	2
		<u>9</u>	<u>8.75</u>
<b>PART-TIME POSITIONS</b>			
<b>PUBLIC WORKS - STREETS</b>			
	Seasonal Maintenance Worker	1.0	1.0
		<u>1.0</u>	<u>1.0</u>
		2080	2080
		2080	2080
<b>FULL-TIME POSITIONS</b>			
<b>PUBLIC WORKS - PARKS MAINTENANCE</b>			
	Foreman I - Parks/Arborist	1	1
	Maintenance Worker II	1	1
	Maintenance Worker I	3	3
		<u>5</u>	<u>5</u>
<b>FULL-TIME POSITIONS</b>			
<b>COMMUNITY DEVELOPMENT - PLANNING</b>			
	Director of Community Development	1	1
	City Planner	1	1
	<sup>(3)</sup> Administrative Support Supervisor	0.5	0.5
		<u>2.5</u>	<u>2.5</u>



**GENERAL FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
 BY DEPARTMENT FY 2024**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2023 AUTHORIZED FTEs</u>	<u>FY 2024 AUTHORIZED FTEs</u>
<b>FULL-TIME POSITIONS</b>			
<b>COMMUNITY DEVELOPMENT - BUILDING</b>			
	Chief Building Official	1	1
	Senior Plans Examiner	1	0
	Plans Examiner	1	2
	Building Inspector	2	2
	Residential Building Inspector	2	1
	Apartment Re-Occupancy Inspector/Code Enforcement Officer	1	1
	Administrative Support Associate	2	1
		<u>10</u>	<u>8</u>
<b>PART-TIME POSITIONS</b>			
<b>COMMUNITY DEVELOPMENT - BUILDING</b>			
		<b>HRS</b>	<b>HRS</b>
	Community Development Clerk	0.00	0
		0.70	1456
		<u>0.00</u>	<u>0</u>
		0.70	1456
		<u>0.00</u>	<u>0</u>
<b>GENERAL FUND TOTAL FULL-TIME (FTEs)</b>		<b>99.00</b>	<b>*</b>
<b>GENERAL FUND TOTAL PART-TIME (FTEs)</b>		<b>4.53</b>	<b>5.14</b>



**CAPITAL IMPROVEMENT FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2023 AUTHORIZED FTEs</u>	<u>FY 2024 AUTHORIZED FTEs</u>
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	<sup>(5)</sup> Civil Engineer	1.5	1.5
		<u>1.5</u>	<u>1.5</u>
<b>CAPITAL FUND FULL-TIME FTEs</b>		<b>1.5</b>	<b>1.5</b>
<b>CAPITAL FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>

**SEWER LATERAL FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2023 AUTHORIZED FTEs</u>	<u>FY 2024 AUTHORIZED FTEs</u>
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	<sup>(3)</sup> Project Manager-Engineering	0.2	0.2
		<u>0.2</u>	<u>0.2</u>
<b>SEWER LATERAL FUND FULL-TIME FTEs</b>		<b>0.2</b>	<b>0.2</b>
<b>SEWER LATERAL FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>

**PARKS AND STORMWATER FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>FY 2023 AUTHORIZED FTEs</u>	<u>FY 2024 AUTHORIZED FTEs</u>
<b>FULL-TIME POSITIONS ADMINISTRATION</b>			
	<sup>(2)</sup> Civil Engineer	0.5	0.5
	Project Manager-Engineering	1	1
		<u>1.5</u>	<u>1.5</u>
<b>PARKS AND STORMWATER FUND FULL-TIME FTEs</b>		<b>1.5</b>	<b>1.5</b>
<b>PARKS AND STORMWATER FUND PART-TIME FTEs</b>		<b>0</b>	<b>0</b>



**MUNICIPAL ENTERPRISE FUND  
 DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
 BY DEPARTMENT FY 2024**

DEPARTMENT	POSITION TITLE	FY 2023 AUTHORIZED FTEs	FY 2024 AUTHORIZED FTEs
<b>FULL-TIME POSITIONS</b>			
<b>ICE ARENA</b>			
	(1) Director of Recreation	0.8	0.8
	(1) Recreation Supervisor	0.5	0.5
	(1) Administrative Services Associate	0.5	0.5
	Building Maintenance Technician	1	1
	(6) Maintenance Worker	0.2	0.2
		<u>3</u>	<u>3</u>
<b>PART-TIME POSITIONS</b>			
<b>ICE ARENA</b>			
		<b>HRS</b>	<b>HRS</b>
	Building Supervisor - Ice	1.44	3000
	Custodian - Ice	0.38	780
	Learn to Skate Instructor	0.17	350
	Learn to Skate Coordinator	0.07	150
	(1) Receptionist-Comm. Serv./Ice	0.38	800
	Recreation Aide - Ice	0.53	1100
		<u>2.97</u>	<u>6180</u>
		2.75	5715
<b>FULL-TIME POSITIONS</b>			
<b>GOLF COURSE - MAINTENANCE</b>			
	Golf Maintenance Superintendent	1	1
	Maintenance Worker II	1	1
	(6) Maintenance Worker	0.8	0.8
		<u>2.80</u>	<u>2.80</u>
<b>PART-TIME POSITIONS</b>			
<b>GOLF COURSE - MAINTENANCE</b>			
		<b>HRS</b>	<b>HRS</b>
	Greenskeeper	0.91	1900
		<u>0.91</u>	<u>1700</u>
		0.82	1700
<b>FULL-TIME POSITIONS</b>			
<b>GOLF COURSE - PRO SHOP</b>			
	Assistant Director of Recreation	1	1
		<u>1</u>	<u>1</u>
<b>PART-TIME POSITIONS</b>			
<b>GOLF COURSE - PRO SHOP</b>			
		<b>HRS</b>	<b>HRS</b>
	Recreation Aide - Golf	1.58	3285
		<u>1.58</u>	<u>3500</u>
		1.68	3500
<b>PART-TIME POSITIONS</b>			
<b>GOLF COURSE - FOOD SERVICES</b>			
		<b>HRS</b>	<b>HRS</b>
	Concession Attendant	0.26	550
		<u>0.26</u>	<u>600</u>
		0.29	600



**MUNICIPAL ENTERPRISE FUND  
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)  
BY DEPARTMENT FY 2024**

DEPARTMENT	POSITION TITLE	FY 2023 AUTHORIZED FTEs	FY 2024 AUTHORIZED FTEs
<b>ENTERPRISE FUND TOTAL FULL-TIME (FTEs)</b>		<b>6.80</b>	<b>6.80</b>
<b>ENTERPRISE FUND TOTAL PART-TIME (FTEs)</b>		<b>5.73</b>	<b>5.54</b>
<b>TOTAL FULL-TIME FTEs (ALL FUNDS)</b>		<b>109.00</b>	<b>107.00</b>
<b>TOTAL PART-TIME FTEs (ALL FUNDS)</b>		<b>10.25</b>	<b>10.68</b>

- Notes:**
- <sup>(1)</sup> Shared between Community Services and Ice Arena
  - <sup>(2)</sup> Shared between Public Works-Streets and Police-Administration
  - <sup>(3)</sup> Shared between Public Works-Administration and Sewer Lateral Fund
  - <sup>(4)</sup> Shared between Public Works-Administration and Community Development-Planning
  - <sup>(5)</sup> Shared between Capital Improvement Fund & Parks & Stormwater Fund
  - <sup>(6)</sup> Shared between Golf Maintenance and Ice Arena



## CITY OF CREVE COEUR CHART OF ACCOUNTS

### PERSONNEL SERVICES

- 5101 SALARIES - PERMANENT EMPLOYEES  
Includes base salary of permanent employees and officials.
- 5102 SALARIES - TEMPORARY EMPLOYEES  
Includes all wages paid to part-time, seasonal and temporary employees including paid commission members.
- 5103 OVERTIME  
Includes all overtime for all personnel, plus special meeting allowances.
- 5104 VACATION PAY  
Includes wages paid in lieu of vacation.
- 5105 LONGEVITY PAY
- 5106 HOLIDAY PAY
- 5107 UNIFORM ALLOWANCE
- 5109 PROVISION FOR SALARY ADJUSTMENT  
Includes all provisions for salary adjustments of permanent employees and officials.
- 5110 AUTOMOBILE ALLOWANCE
- 5111 CELL PHONE ALLOWANCE
- 5120 EMPLOYEE REFERRAL BONUS
- 5230 HOSPITAL AND MEDICAL INSURANCE
- 5231 SELF-INSURED MEDICAL BENEFITS
- 5233 DENTAL INSURANCE
- 5234 GROUP LIFE INSURANCE
- 5235 ACCIDENTAL DEATH AND DISMEMBERMENT
- 5236 DISABILITY INSURANCE
- 5240 SOCIAL SECURITY CONTRIBUTION
- 5241 PENSION CONTRIBUTION
- 5242 DEFERRED RETIREMENT COMPENSATION
- 5243 WORKERS' COMPENSATION
- 5244 UNEMPLOYMENT COMPENSATION
- 5246 HEALTH INSURANCE DEDUCTIBLE REIMBURSEMENT

### OPERATING EXPENSES

- 6201 LEGAL SERVICES  
Includes city attorney fees, special counsel.
- 6202 TECHNICAL AND PERSONAL SERVICES  
Includes towel service and dry cleaning, towing and storage, recording and filing fees, docket fees and car titles, burglar alarm service, professional photography, court reporter services for public hearings and court proceedings, blueprint service, plumbing inspections, REJIS user fees and other technical services.
- 6203 PROFESSIONAL SERVICES  
Includes data processing service, real estate abstracts from County Department of Revenue, codification of ordinances, title search, consulting services, psychological services, land surveys, architectural service, newsletter printing and mailing.
- 6204 PLANNING AND DESIGN SERVICES  
Professional park and master plan development, site planning, landscape planning or engineering service.
- 6205 INVESTMENT MANAGER FEES
- 6206 RETIRED EMPLOYEES BENEFITS



## CITY OF CREVE COEUR CHART OF ACCOUNTS

### OPERATING EXPENSES (Cont'd)

- 6207 TEMPORARY PERSONNEL SERVICES  
Includes salaries and fees for temporary or seasonal labor contracted through an independent employment agency.
- 6209 ACCOUNTING SERVICES
- 6210 VEHICLE MAINTENANCE  
Includes lubricating oils, grease, anti-freeze, parts and minor accessories, tires, and garage repairs on autos, trucks and golf carts.
- 6211 EQUIPMENT MAINTENANCE  
Includes parts, petroleum products, service contracts and contracted repair costs on radios, video systems, tape recording systems, self-powered equipment other than trucks, cars, or golf carts.
- 6212 BUILDING AND GROUNDS MAINTENANCE  
Includes all contracts for building maintenance or grounds maintenance including carpet cleaning, pruning services, pest control, preventative maintenance on non-mechanical building fixtures, landscaping, parking lot maintenance, plumbing and electrical systems.
- 6213 OFFICE EQUIPMENT MAINTENANCE  
Includes service contracts and parts directly related to maintenance of typewriters, copiers, calculators, tape recorders, projectors, computer hardware, computer software, etc.
- 6214 REFUSE COLLECTIONS  
Cost of refuse collection contract.
- 6215 WEED CUTTING AND TREE REMOVAL  
Cost of contracted weed cutting and tree removal.
- 6216 LARVICIDING  
Contract with St. Louis County for spraying creeks for insects.
- 6217 RECYCLING  
Cost of recycling contract.
- 6219 OLIVE BOULEVARD LANDSCAPING
- 6220 LIABILITY INSURANCE
- 6221 EXCESS LIABILITY INSURANCE
- 6222 PUBLIC OFFICIALS LIABILITY INSURANCE
- 6223 FIRE AND EXTENDED COVERAGES
- 6224 BOILER INSURANCE
- 6225 SURETY BONDS
- 6226 PROPERTY INSURANCE (PROP/AUTO)
- 6227 WEST COUNTY DISPATCH CENTER
- 6230 FARMER'S MARKET
- 6247 DOG PARK EXPENSES
- 6249 PRISONER HOUSING EXPENSE
- 6250 ELECTRICITY  
Includes all city facilities, park lighting and city-owned parking lots.
- 6251 STREET LIGHTING  
Does not include parking lot or street lighting in parks.
- 6252 NATURAL GAS  
All natural gas expenditures.
- 6253 TELEPHONE
- 6254 WATER & SEWER
- 6255 CABLE TV



## CITY OF CREVE COEUR CHART OF ACCOUNTS

### OPERATING EXPENSES (Cont'd)

- 6260 ADVERTISING  
Includes all legal and other public notices published in newspapers and on other advertising media.
- 6261 EDUCATION AND TRAINING  
Includes lodging per diem, travel, registration or tuition, books for educational seminars, classes or training.
- 6262 DUES, MEMBERSHIPS, AND SUBSCRIPTIONS
- 6263 ELECTION EXPENSE  
Includes pay for election assistance and voting machines.
- 6264 INTOWN MEETINGS  
In town meeting expense including business meetings during meal periods in St. Louis metro area.
- 6265 TRAVEL AND CONFERENCES  
Includes travel to state or national conferences or meetings not properly defined as seminars (which includes mileage or travel cost, per diem, lodging and conference registration), out-of-town investigation of felonies and transporting prisoners.
- 6266 EQUIPMENT RENTAL  
Includes rental of copiers, postage meter, self-powered and other equipment such as backhoes and computers.
- 6268 ICE REPAIRS
- 6269 POSTAGE
- 6271 MEDICAL  
Includes medical care for prisoners, physical examinations, drug screens, psychological evaluations, medicines, prescriptions, oxygen, bandages and first aid kits.
- 6272 EMPLOYEE RELATIONS  
Includes employee recognition lunch, service awards, and wellness committee expenses.
- 6281 5K RUN EXPENSES
- 6283 SILVER SCREEN FILM SERIES
- 6291 FEMA STORM DAMAGE ACCOUNT REIMBURSEMENT
- 6299 QUALITY CONTROL TESTING
- 7301 CHEMICALS AND CLEANING  
Includes paints, mixes, thinners, chlorine, commercial chemicals, pesticides, fire extinguisher recharge, intoximeter supplies, fingerprint powder, soaps, hand cleaners, janitorial and cleaning supplies, floor oils, floor waxes, toilet paper and hand towels.
- 7302 SMALL TOOLS  
Includes small tools and instruments under \$250 cost including utensils and items subject to loss and rapid depreciation such as drafting instruments, flashlights, wrenches, hammers, axes, shovels, dishes and glassware, staplers, hoses, sprinklers, fire extinguishers, screwdrivers, etc.
- 7303 HORTICULTURAL SUPPLIES  
Includes seeds, plants, flowers, shrubs, trees, flower pots, boxes, fertilizer, plant foods, etc.
- 7304 GENERAL SUPPLIES  
Includes books, pamphlets and manuals used for instruction, information, or general purposes, such as printed reports, maps, blue line, recreational activity supplies and materials, microfilm, slides, training film, cassette tapes, CDs, preprinted forms, soda for city hall soda machines, and printing devices.
- 7305 STREET AND SIDEWALK MAINTENANCE  
Includes concrete, asphalt, tar, rock, caulking or other materials for repair of cracks, potholes, or minor repairs. Does not include widening, reconstruction, overlay, or new paving of streets or sidewalks.



## CITY OF CREVE COEUR CHART OF ACCOUNTS

### OPERATING EXPENSES (Cont'd)

- 7306 MEMORIALS AND PLAQUES  
Includes flowers, wreaths, and various mementos to deceased or retiring city officials or member of immediate families, as set by city policy.
- 7307 GASOLINE, PROPANE, MILEAGE  
Includes mileage expenses.
- 7308 WEARING APPAREL AND LINENS  
Includes special occupational accessories, boots and shoes, safety glasses, gloves, helmets, sheets, blankets and prisoner uniforms.
- 7309 FOOD FOR PRISONERS  
Includes all costs associated with the feeding of prisoners.
- 7310 SNOW REMOVAL SUPPLIES  
Includes all costs associated with supplies and acquisition of salt for snow removal activities.
- 7311 STREET SIGNS  
Includes blank signs, printed signs, brackets, and poles.
- 7312 OFFICE SUPPLIES  
Includes office stationery and supplies, printer, copier, fax paper and toner and items of office equipment or furniture costing less than \$250 per item.
- 7313 RANGE SUPPLIES  
Includes ammunition, targets and other expendable target range supplies.
- 7314 CRIME PREVENTION  
Includes all supplies and information required for Neighborhood Watch and D.A.R.E. programs.
- 7315 SPECIAL EVENTS  
Includes invitation golf tournament, appreciation dinner, Creve Coeur Days Banquet, etc.
- 7316 HOLIDAY DECORATION I270/OLIVE BLVD
- 7317 SLAIT WELLNESS EXPENSES
- 7318 SMALL STORMWATER PROJECTS
- 7320 DEPRECIATION EXPENSE
- 7322 IMPROVEMENTS - DEPR EXPENSE
- 7324 EQUIPMENT - DEPR EXPENSE
- 7331 COMPUTER HARDWARE
- 7332 COMPUTER SOFTWARE
- 7370 SEWER LATERAL TAX REFUND
- 8310 FOOD FOR RESALE
- 8315 SANDWICHES AND HOT DOGS
- 8316 BEER
- 8317 COFFEE, TEA AND SOFT DRINKS
- 8319 SNACKS
- 8321 MISCELLANEOUS FOOD SUPPLIES
- 8323 GOLF CLUB MERCHANDISE
- 8324 GOLF BALL MERCHANDISE
- 8325 GOLF APPAREL MERCHANDISE
- 8326 GOLF BAG MERCHANDISE
- 8327 MISCELLANEOUS GOLF MERCHANDISE
- 8401 TIF I LOAN PAYABLE
- 8402 TIF II LOAN PAYABLE
- 8403 TRUSTEE PAYMENTS



**CITY OF CREVE COEUR  
CHART OF ACCOUNTS**

OPERATING EXPENSES (Cont'd)

- 8410 DEBT INTEREST PAYMENT  
Includes interest paid on inter-fund loan debt between the General Fund and the Enterprise Fund.
- 9315 SEWER LATERAL REIMBURSEMENT
- 9401 TRANSFER TO GENERAL FUND FROM PUBLIC SAFETY FUND
- 9403 TRANSFER TO OTHER FUNDS
- 9406 TRANSFER TO ENTERPRISE FUND FROM GENERAL FUND

CAPITAL OUTLAY AND CAPITAL IMPROVEMENTS

- 9501 BUILDINGS AND IMPROVEMENTS  
Includes all expenditures for materials or contracts covering new acquisitions or construction, or additions to or major repairs of existing facilities.
- 9502 VEHICLES  
Includes automobiles, trucks, tractors and attachments including radios.
- 9503 EQUIPMENT  
Includes machinery, instruments, apparatus, mowers, boats, etc. which cost \$250 or more and have a life expectancy of 1 year or more.
- 9504 OFFICE EQUIPMENT  
Includes desks, lamps, tables, cabinets, etc., which may cost more than \$250.
- 9505 OFFICE MACHINES  
Includes adding machines, calculators, typewriters, computers and software, etc., any item which may cost more than \$250.
- 9506 PARK DEVELOPMENT PROJECTS  
Includes landscaping, seeding, grading, sprinkling, and construction of athletic facilities, playgrounds, or park buildings. Also includes cost of related engineering, architecture or planning.
- 9507 TECHNOLOGY IMPROVEMENTS
- 9508 BEAUTIFICATION PROJECTS  
Includes forestry or beautification projects NOT related to a park.
- 9509 STORM WATER PROJECTS  
This includes matching funds for joint MSD - City drainage improvements, equipment and materials directly used for drainage projects performed by force account. Also includes related cost for engineering studies.
- 9510 STREET OVERLAY/REPAIR  
Includes overlay or slurry seal of streets; also major repairs on a concrete street, also paving or repaving of sidewalks. Also includes related cost for engineering and right-of-way acquisition.
- 9512 STREETS/SIDEWALK CONSTRUCTION  
Includes reconstruction, construction or widening of streets. Also includes related cost such as engineering and right-of-way acquisition.
- 9513 REPORTS AND FEASIBILITY STUDIES
- 9514 DEBT SERVICE
- 9515 BOND ISSUANCE COSTS
- 9516 CAPITAL EQUIPMENT
- 9521 LAND/R.O.W. ACQUISITION
- 9522 CONSTRUCTION COSTS



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**Actual Revenue and Expenditures:** The actual revenue and expenditures incurred in previous fiscal years.

**Accrual Basis:** Indicates revenues as recorded when they are earned (whether or not cash is received at the time and expenditures are recorded when goods and services are received, whether cash disbursements are made at the time or not.

**ADA:** American Disabilities Act of 1990.

**Adopted Budget:** Refers to the budget amounts as originally approved by the City Council at the beginning of the year and also to the budget document which consolidates all beginning-of-the-year operating appropriations and new capital project appropriations.

**Appropriation:** The legal authorization made by the City Council to the department, offices, and agencies of the City which approves their budgets and allows them to make expenditures and incur obligations for specific purposes within the amounts approved.

**ARPA:** American Rescue Plan Act.

**Assessed Valuations:** A valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.

**Assets:** Property owned by the City which has monetary value.

**Balanced Budget:** Budget in which budgeted revenues are equal to or exceed budgeted appropriations.

**BRDG:** Bio Research & Development Growth (BRDG) Park at the Danforth Center.

**Budget:** A plan of financial operation embodying an estimate or proposed revenue and expenditures for a given year. It is the primary means by which most of the expenditure and service delivery activities of the City are controlled.

**Budget Appropriation:** The immediate previous fiscal year budget appropriation.

**Budget Calendar:** The schedule of key dates or milestones which the City departments follow in the preparation, adoption and administration of the budget.

**Budget Message:** The opening section for the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Administrator.

**Budgeted Revenue:** The immediate previous fiscal year budgeted revenue.

**Capital:** An asset item with a value of \$250 or more.



**Capital Improvement Fund:** A fund created for the purpose of setting forth major capital projects identified for funding within the new fiscal year.

**Capital Improvements:** Expenditures which result in the acquisition of land, construction costs for streets, sidewalks or curbs, or improvements to land or buildings.

**Capital Improvement Program:** A long-range plan for providing capital improvements to the City's infrastructure.

**Capital Outlays:** Expenditures for equipment, vehicles or machinery that results in the acquisition or addition to fixed assets. Normally has a value of \$250 or more.

**Cash Basis:** Indicates transactions are recognized only when cash is increased or decreased.

**Cash Management:** The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

**CDBG:** Community Development Block Grant.

**Chart of Accounts:** A listing of all City revenue and expenditure accounts with account descriptions.

**CIP:** Capital Improvement Program.

**Consolidated Omnibus Budget Reconciliation Act (COBRA):** Federal legislation requiring group health plans to offer covered employees and dependents the opportunity to purchase continued group health coverage under certain circumstances.

**DARE:** Drug Abuse Resistance Education (DARE) is a drug awareness program that is taught to grade school students in six Creve Coeur schools, by a specially trained Creve Coeur Police Officer. The principle behind this program is that when a child is educated about the dangers of drug use, they will make intelligent decisions to avoid drug use.

**Debt Service Payment:** The payment required for repayment of a general obligation debt owed by a public entity which consists of interest and principal.

**Depreciation:** (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) As an expense during a particular period. Governmental accounting shows depreciation only in the Proprietary Funds.

**Economic Activity Taxes (EATS):** Taxes which are generated from an economic activity such as, sales tax or utility gross receipt taxes.



**Employee's Retirement Fund:** A fund created for the purpose of accounting for all employee pension transactions, clearly delineating these transactions from General Fund activities.

**Employee Benefits:** These include social security, retirement, group health, dental and life insurance, worker's compensation, and disability insurance.

**Employee Pension Fund Board of Trustees:** A committee consisting of five members and two ex-officio members charged with review of the City's Employee Pension Fund investment policy, investment managers, annual actuarial audit, and pension fund enhancement recommendations.

**Encumbrance:** An amount of money committed and set aside, but not yet expended, for the purpose of acquiring specific goods or services.

**Estimated Requirements:** The estimated budget appropriation for the new fiscal year.

**Estimated Revenue:** The estimated budgeted revenue for the new fiscal year.

**Expenditures:** An actual payment made by City warrant (check) or by inter-fund transfer for internal City bills.

**Fair Labor Standards Act (FLSA):** Federal legislation regulating minimum wage, overtime, record keeping, child labor standards and prohibiting sexual discrimination in pay. 1985 amendments applied FLSA to state and local governments.

**Fees:** A general term used for any charge levied by government associated with providing a service, permitting an activity or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.

**Finance Committee:** A committee consisting of seven members and one City Council liaison, as required by City Charter, section 9.4 and 9.6, charged with review of the City's Annual Budget, Audit and Capital Improvement Program and other matters so directed by the City Council.

**Fiscal Year:** The period used for the accounting year. The City of Creve Coeur has a fiscal year of July 1 through the following June 30.

**Fund Balance:** The amount left over after the expenditures are subtracted from revenues. Each fund begins and ends each fiscal year with a positive or negative fund balance.

**General Fund:** A fund created to account for all financial resources for the general operating revenue and expenditures of the City.

**General Obligation Debt:** Debt owed by a public entity which is secured unconditionally by the full faith, credit and taxing powers of the public entity.

**GFOA:** Government Finance Officers Association.



**Intergovernmental Revenues:** Revenue collected and reimbursed by other governments, primarily the State and County governments.

**I-9:** Employment eligibility verification form required by the Immigration and Naturalization Service under the Federal Immigration Reform and Control Act of 1986 of all newly hired or rehired employees.

**ISTEA:** Intermodal Surface Transportation Efficiency Act of 1991.

**LAGERS:** Local Government Employees Retirement System.

**Missouri Neighborhood Improvements District Act:** Sections 67.453 through 67.475 RSMo. Authorize the establishment of general obligation debt for the purpose of performing identified improvements in a given subdivision or neighborhood within the City limits when petitioned by the affected property owners requesting such an action be taken on their behalf.

**Modified Accrual:** The method under which revenues and other financial resource increments are recognized when they become susceptible to accrual, which is when they become both "measurable" and "available" to finance expenditures of the current period. "Available" means collection in the current period or soon enough thereafter to be used to pay the liabilities of the current period.

**MSD:** Metropolitan St. Louis Sewer District.

**Neighborhood Watch:** The Neighborhood Watch Program is another part of the Community Oriented Policing Program. Established in 1989, it assists and educates residents and business people of the community in the principles and concerns of pro-active crime prevention.

**Object Classification:** Indicates the type of expenditure being made, i.e. personnel services, operating expense and capital outlays.

**Objective (departmental):** For departments under the City Administrator, departmental objectives for the upcoming year are prepared and submitted along with the department's budget request. The proposed objectives are reviewed by the City Administrator and are considered in budget negotiations.

**Operating Budget:** The annual budget and process which provides a financial plan for the operation of government and the provision of services for the year.

**Operating Expenses:** Expenditures for services of outside vendors pertaining to the general operation of the City where a service may be purchased in conjunction with a supply for operational purposes. Included in this classification are non-departmental expenditures for general insurance.

**Operation Gateway:** Operation Gateway is a metropolitan traffic enforcement program that involves state, county and municipal law enforcement agencies from Missouri and Illinois. These agencies conduct high visibility traffic enforcement on designated dates, sponsor traffic safety programs, and support traffic legislation through the Missouri Division of Highway Safety.



**Personnel Services:** Compensation to City employees in the form of salaries, wages, overtime, health insurance, pension and other benefits.

**PILOTS:** Payments in lieu of taxes.

**Projected Expenditures and Revenues:** The projected expenditures and revenues that are anticipated by the close of the current budget year.

**Property Tax:** An annual tax on the values of certain types of personal or business wealth, represented by real or personal property.

**Proposed Budget:** The recommended City budget submitted by the City Administrator to the City Council in June of each year.

**REJIS:** Regional Justice Information System.

**Revised Budget:** Budget figures which include budget amendments made, by City Council resolution, in the following fiscal period.

**School Resource Officer (SRO):** This is a program, under the department's Community Oriented Policing Program, which places a Police Officer in schools to deal with law enforcement issues that arise on a day to day basis and teach citizenship as it relates to law enforcement issues.

**Special Purpose Funds:** These funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specific purposes.

**Tappmeyer Homestead Foundation:** This is a not-for-profit corporation whose purpose is to promote and support the preservation, maintenance and renovation of the Tappmeyer family residence as a municipal resource of the City and for the benefit of the community at large. The Tappmeyer Homestead Foundation is promoted through efforts focused on public relations and education, and through fundraising activities which provide financial support.

**Tax Increment Financing (TIF) District Fund:** A fund created for the purpose of increasing real property values through the physical improvement of a specific redevelopment area as authorized by Missouri Statute RSMo. 99,800 - 99.865.

**Trust and Agency Funds:** Funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations and other governmental units. The City's fiduciary funds include the City's Pension Trust Fund, Escrow and Court Bond funds and the Employee Deferred Compensation Fund. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.



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# MEMORANDUM

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**DATE:** May 2, 2023

**TO:** Mark Perkins, City Administrator

**FROM:** Lori Obermoeller, Director of Finance

**SUBJECT:** Amendments to Proposed FY 2024 Budget

On April 17, 2023 the proposed FY 2024 budget was submitted to City Council and the Finance Committee. The first City Council work sessions was held on April 24<sup>th</sup> to discuss the proposed budget. The proposed budget was also reviewed by the Finance Committee on April 25<sup>th</sup>. There have been three changes worth mentioning that will be reflected in the proposed budget:

- Excess Olive TDD Funds will be added as revenue (\$340K) to the Capital Fund in FY 2024; First Bank Utility Burial expenditures (\$225K) will be added to the Capital Fund in FY 2024; the Excess Olive Funds will be used for this project. **This will increase the Capital Fund balance by \$115K for FY 2024.**
- Economic Development Agreement with 39N expenditures (\$50K) will be added to FY 2024. This is the first of a 3-year agreement. ARPA Funds will be used to offset all of these costs, so this will also be reflected in FY 2024. **This reduces the General Fund balance by \$50K in FY 2024.**
- Record \$33,750 in the Parks & Stormwater Fund in FY 2023 instead of FY 2024 since the contract and PO to encumber the funds was done in FY 2023. **This does not change the ending fund balance for the Parks & Stormwater Fund.**

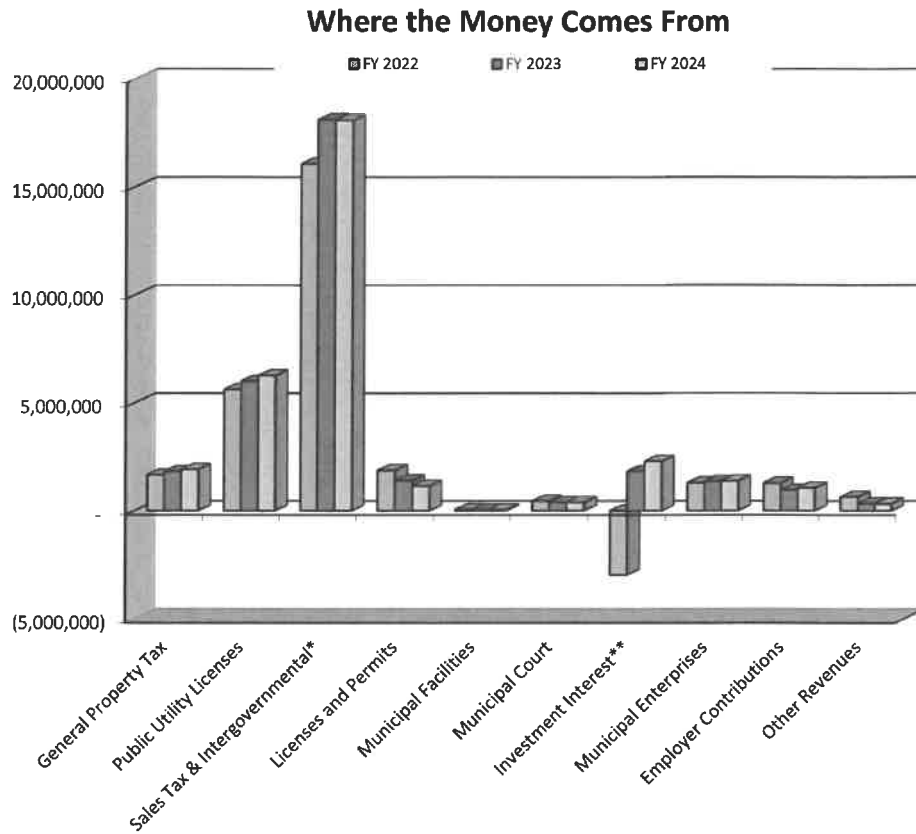
Attached are the changed budget pages and the revised budget has been posted to the website. I would be pleased to respond to any questions.



**CITY OF CREVE COEUR**  
**SUMMARY OF ESTIMATED REVENUES AND EXPENDITURES - ALL FUNDS**  
**AND PROJECTED FUND BALANCE**  
**FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

	PROJECTED JUNE 30 2023 FUND BALANCE	REVENUES	TRANSFERS FROM OTHER FUNDS	UTILIZATION OF FUND BALANCE	TOTAL REVENUE	ESTIMATED EXPENDITURES	TRANSFERS TO OTHER FUNDS	SURPLUS/ DEFICIT	PROJECTED JUNE 30 2024 FUND BALANCE
General Fund	\$ 22,071,682	\$ 17,628,846	\$ 954,039	\$ (495,373)	\$ 18,582,886	\$ 17,007,724	\$ 2,070,535	(\$495,373)	\$ 21,576,308 (1)
Capital Improv. Fund	1,764,727	5,575,257	2,070,535	-893,312	7,645,792	8,539,104	0	-893,312	871,415
Parks & Stormwater Fund	4,074,160	3,395,461	0	-1,428,268	3,395,461	4,241,295	582,434	-1,428,268	2,645,892 (2)
Police Bldg. Fund	1,156,879	33,000	0	-47,000	33,000	80,000	0	-47,000	1,109,879
Public Safety Fund	2,459,461	1,265,028	0	0	1,265,028	761,831	371,606	131,591	2,591,052
Sewer Lateral Fund	279,317	135,700	0	0	135,700	117,654	0	18,046	297,363
Debt service Fund	429,692	974,100	0	0	974,100	695,908	0	278,192	707,884
Municipal Enterprise Fund	300,153	1,395,551	0	0	1,395,551	1,313,641	0	81,910	382,063
City Employees Retirement Fund	29,055,119	2,884,327	0	0	2,884,327	2,301,690	0	582,637	29,637,756
<b>TOTAL-ALL FUNDS</b>	<b>\$ 61,591,189</b>	<b>\$ 32,287,271</b>	<b>\$ 3,024,574</b>	<b>\$ (2,863,953)</b>	<b>\$ 36,311,845</b>	<b>\$ 35,058,848</b>	<b>\$ 3,024,574</b>	<b>\$ (1,771,577)</b>	<b>\$ 59,819,612</b>

"(1) Total Fund Balance includes \$4,100,000 of the following: City Facilities (\$3M), Streets (\$1M) & ARPA Funds (\$100,000)  
"(2) Total Fund Balance includes \$749,533 for Park Improvements



### All Fund Revenues FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

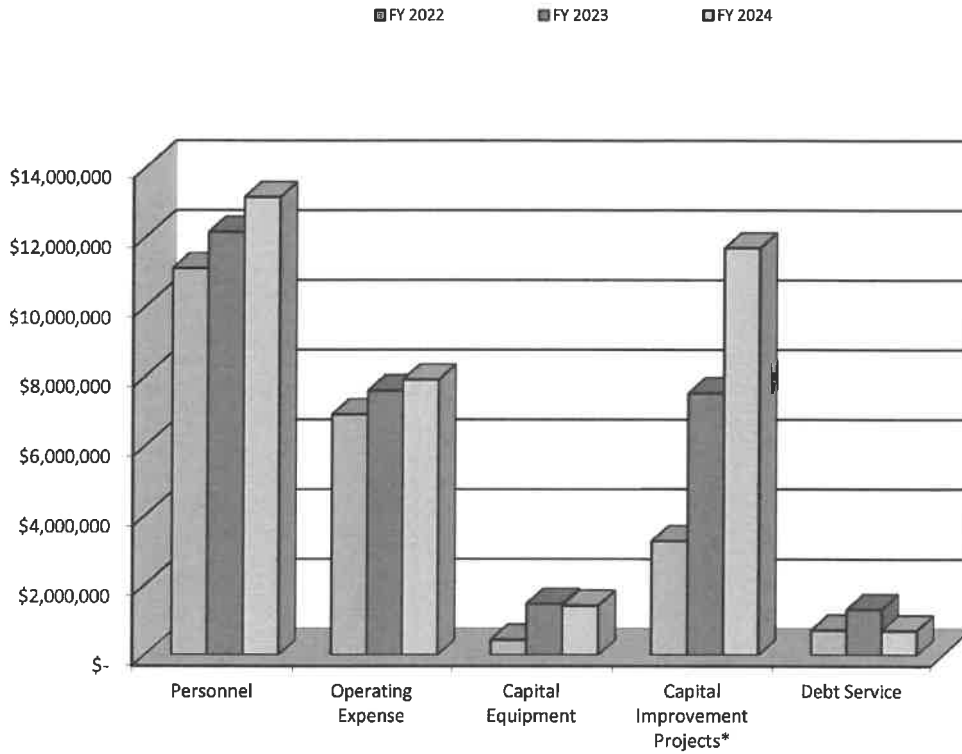
	FY 2022 Actual	FY 2023 Projected	FY 2024 Estimated
General Property Tax	1,667,113	1,823,476	1,924,755
Public Utility Licenses	5,623,251	6,010,716	6,269,755
Sales Tax & Intergovernmental*	16,070,632	18,107,889	18,408,752
Licenses and Permits	1,879,502	1,401,073	1,151,285
Municipal Facilities	60,241	50,575	52,000
Municipal Court	451,432	389,743	393,640
Investment Interest**	(2,969,260)	1,836,205	2,304,053
Municipal Enterprises	1,302,573	1,363,483	1,391,551
Employer Contributions	1,287,117	965,205	1,062,820
Other Revenues	647,864	348,130	328,659
<b>Total Revenue Sources</b>	<b>\$ 26,020,466</b>	<b>\$ 32,296,495</b>	<b>\$ 33,287,271</b>

\*Includes grants seen on the following pages.

\*\*Negative Interest due to recording market value as of 6/30; not actual investment loss



### Where the Money Goes



### All Fund Expenditures FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated

	FY 2022 Actual	FY 2023 Projected	FY 2024 Estimated
Personnel	\$ 11,090,805	\$ 12,132,155	\$ 13,136,982
Operating Expense	6,907,762	7,586,294	7,949,966
Capital Equipment	434,619	1,463,126	1,410,492
Capital Improvement Projects*	3,273,943	7,545,177	11,865,500
Debt Service	716,624	1,307,673	695,908
<b>Total Expenditures</b>	<b>\$ 22,423,754</b>	<b>\$ 30,034,425</b>	<b>\$ 35,058,847</b>

\*Parks & Stormwater Expenditures started FY 2022



**Combined Statement of Budgeted Revenues and Expenditures - All Funds  
For the Fiscal Year Ending June 30, 2024**

	General Fund	Capital Improvement Fund	Parks & Stormwater Fund	Police Building Fund	Public Safety Fund	Sewer Lateral Fund	Debt Service Fund	City			Total
								Municipal Enterprise Fund	Retirement Fund	Employees Fund	
<b>Revenues</b>											
General Property Tax	824,655					135,500	964,600				1,924,755
Public Utility Licenses	6,269,755										6,269,755
Intergovernmental Revenue	8,247,052	5,556,260	3,129,268		1,235,028						17,167,609
Licenses and Permits	1,151,285										1,151,285
Municipal Facilities	52,000										52,000
Municipal Court	393,640										393,640
Investment Interest	450,000	8,997	25,049	33,000	30,000	200	9,500	4,000	1,743,307		2,304,053
Golf Course & Ice Arena								1,391,551			1,391,551
Bond Proceeds											-
Employer Contributions		10,000							1,062,820		1,062,820
Employee Contributions									78,200		78,200
Other Revenues	240,459		241,143								491,602
<b>Total Revenues</b>	<b>17,628,846</b>	<b>5,575,257</b>	<b>3,395,461</b>	<b>33,000</b>	<b>1,265,028</b>	<b>135,700</b>	<b>974,100</b>	<b>1,395,551</b>	<b>2,884,327</b>		<b>33,287,271</b>
<b>Expenditures</b>											
Personnel	11,818,856	153,104	137,795		242,162	17,154		767,910			13,136,982
Operating Expense	4,685,888		-		374,409	100,500		487,479	2,301,690		7,949,966
Capital Equipment	502,980	674,000	30,000		145,260			58,252			1,410,492
Capital Improvement Projects		7,712,000	4,073,500	80,000							11,865,500
Debt Service							695,908				695,908
<b>Total Expenditures</b>	<b>17,007,724</b>	<b>8,539,104</b>	<b>4,241,295</b>	<b>80,000</b>	<b>761,831</b>	<b>117,654</b>	<b>695,908</b>	<b>1,313,641</b>	<b>2,301,690</b>		<b>35,058,848</b>
Transfers In	954,039	2,070,535									3,024,574
Transfers (Out)	(2,070,535)		(582,434)		(371,606)						(3,024,574)
<b>Change in Fund Balance</b>	<b>(495,373)</b>	<b>(893,312)</b>	<b>(1,428,268)</b>	<b>(47,000)</b>	<b>131,591</b>	<b>18,046</b>	<b>278,192</b>	<b>81,910</b>	<b>582,637</b>		<b>(1,771,577)</b>
Fund Balance, July 1, 2022	22,071,682	1,764,727	4,074,160	1,156,879	2,459,461	279,317	429,692	300,153	29,055,119		61,591,189
<b>Fund Balance, June 30, 2023</b>	<b>21,576,308</b>	<b>871,415</b>	<b>2,645,892</b>	<b>1,109,879</b>	<b>2,591,052</b>	<b>297,363</b>	<b>707,884</b>	<b>382,063</b>	<b>29,637,756</b>		<b>59,819,612</b>



**GENERAL FUND  
FINANCIAL PROJECTIONS**

The General Fund is used to account for and fund all activities associated with the general government of the City, except those services attributed to the Capital Improvement Fund, Employees Retirement Fund, Municipal Enterprise Fund, Sewer Lateral Fund, Public Safety Fund and Parks & Stormwater Fund.

FY 2023 projected revenues and transfers in to the General Fund are estimated to be more than budgeted expenditures and transfers out by \$573K. This is primarily due to several revenue sources being up, but especially sales tax, which is 12% more than budgeted. Expenditures were also down substantially as a result of a delay in filling vacancies. The surplus would have been even more, but we are also transferring almost \$1.9M out to the Capital Fund for American Rescue Plan Act (ARPA) Projects.

FY 2024 General Fund budget anticipates a \$495K deficit including transfers as a result of \$1.97M being transferred to the Capital Funds for ARPA projects. Revenues are actually anticipated to increase \$191,670 (1%) in FY 2024 (excluding the \$1.9M received in FY 2023). Building permits had another good year in FY 2023 (\$880K), but is projected to return to normal (\$675K) starting in FY 2024 and every year thereafter. Telephone receipts also continue to decline and will throughout future years. Expenditures for FY 2024 are expected to increase by 7.4%. Our projected expenditures for FY 2023 were lower than anticipated because of numerous unfilled vacancies. An overall 3% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2024 budget. A 3.5% COLA for officers and sergeants in addition to their 3.5% step, averages a 7% increase for FY 2024.

The following table shows the position of the General Fund balance over the next five years, based on estimated numbers as of June 30, 2023 and incorporates the following assumptions:

**Revenue Assumptions:**

- Telephone receipts continue to decrease 6% for FY 2024 and every year thereafter due to more residents eliminating their landlines, less reliance on voice and more use of texting and data.
- Sales tax revenue is budgeted to increase 2% for FY 2024 and FY 2025, and 1% every year thereafter.
- All Utilities, except telephone, are increasing as a result of an increase in all utility rates.
- Other Agency Funding is budgeted to decrease \$1.9M since the last of the ARPA Funds were received in FY 2023.
- Building Permits are budgeted to decrease 23.3% as a result of FY 2023 being another good year with several large projects.
- The transfer in from the Parks & Stormwater Sales Tax Fund will increase 18.3% as a result of an increase in sales tax revenues. These funds offset a portion of the parks and stormwater operations and maintenance expenditures.
- The Transfer In from the Public Safety Sales Tax funds will decrease 13.7% as a result of FY 2023's 2% one-time COLA (\$83,521) being only a one-time expenditure; therefore not included in FY 2024. Ongoing years include transitioning the Police officers to 12-hourshifts in FY 2019, making pay adjustments in FY 2022, and doing a market equity/step program in FY 2023.



**GENERAL FUND  
FINANCIAL PROJECTIONS  
(CONTINUED)**

**Expenditure & Fund Balance Assumptions:**

- Overall expenditures will increase 7.72% in FY 2024 and then on an average of to 3% from FY 2025 through FY 2028.
- An overall 3% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2024 budget. A 3.5% COLA for officers and sergeants in addition to their 3.5% step increase, averages a 7% increase for FY 2024. A 4% salary increase is projected every year thereafter.
- Total salary & benefit expenditures will increase an average of 4.45% through FY 2028. While there is an increase in salaries and health insurance for FY 2024, future years includes an average 3.9% increase.
- Health and other insurance benefits are budgeted to increase 9% in FY 2024 and then 3% every year thereafter. Health Insurance will see a 5% increase in FY 2024, but an overall increase of 7.6% due anticipated full employment. Many positions were still vacated and in the process of being filled in FY 2023, thereby reducing the City's health insurance costs.
- Pension for the LAGERS Plan for FY 2024 is budgeted to increase as a result of several vacancies being filled in FT 2023. However, the LAGERS rate is decreasing for General employees and Police.
- The Legacy Pension Plan's contribution is budgeted with a 10% increase for FY 2024 and remain flat for FY 2025 through FY 2028.
- 20% of the Public Safety Sales Tax Revenue (\$242,162) is used offset the Police Pension expenditures; therefore, reducing the amount needed from the General Fund.
- Operating expenditures will increase 1.5% for contractual services, 4% for Trash/Recycling use and 2% for commodities annually.
- \$1M of the General Fund Balance is Reserved for Street Reconstruction Emergencies.
- \$3M is set aside for the Govt. Center in FY 2024, and another \$1M every year thereafter.
- Transfer out \$400K each year to the Capital Fund from the County Road & Bridge Tax revenue to be used for the improvement and repair of public roads, streets and bridges. The balance of these funds remain in the General Fund to support the Street Division operation.
- \$1,896,931 was put in Reserves from the ARPA Funds in FY 2022 and FY 2023 (\$3.8M total). The Funds must be obligated by December 31, 2024 and spent by December 31, 2026. The budget includes using all but \$100K in FY 2023 and FY 2024. This \$100K is for the 39N Agreement in FY 2025 & FY 2026.
- No Transfer Out to the Enterprise Fund will be needed in the next 5 years.



**GENERAL FUND  
FINANCIAL PROJECTIONS  
(CONTINUED)**

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Revenues	19,274,105	17,628,846	17,796,616
Expenditures	(15,789,439)	(17,007,724)	(17,566,505)
<b>Revenue over (under) Expenditures</b>	3,484,666	621,122	230,111
Transfers - In (From Public Safety)	430,816	371,606	296,727
Transfers - In (From Parks & Stormwater)	492,198	582,434	594,082
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	(2,298,325)	(2,070,535)	(400,000)
<b>Net Change in Fund Balance</b>	2,109,355	(495,373)	720,921
Fund Balance - Beginning of year	19,962,327	22,071,682	21,576,308
<b>FUND BALANCE - End of the Year</b>	<u>22,071,682</u>	<u>21,576,308</u>	<u>22,297,229</u>
*Less RESERVE GF BAL. FOR CAPITAL CONST.	4,895,535	4,100,000 *	5,050,000
<b>Unassigned Fund Balance</b>	<u>17,176,147</u>	<u>17,476,308</u>	<u>17,247,229</u>
	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Revenues	17,946,486	18,086,746	18,234,880
Expenditures	(18,085,881)	(18,577,100)	(19,139,203)
<b>Revenue over (under) Expenditures</b>	(139,395)	(490,354)	(904,323)
Transfers - In (From Public Safety)	305,629	314,798	324,242
Transfers - In (From Parks & Stormwater)	605,964	612,024	618,144
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	(400,000)	(400,000)	(400,000)
<b>Net Change in Fund Balance</b>	372,198	36,467	(361,937)
Fund Balance - Beginning of year	22,297,229	22,063,463	21,487,907
<b>FUND BALANCE - End of the Year</b>	<u>22,063,463</u>	<u>21,487,907</u>	<u>20,507,826</u>
*Less RESERVE GF BAL. FOR CAPITAL CONST.	6,000,000	7,000,000	8,000,000
<b>Unassigned Fund Balance</b>	<u>16,063,463</u>	<u>14,487,907</u>	<u>12,507,826</u>

\* Capital Construction Reserve includes \$3M for Govt Center in FY 2024 (and an additional \$1M each year thereafter), \$1M for Street Reconstruction, and \$100,000 for ARPA Funds



**CAPITAL IMPROVEMENTS FUND  
FINANCIAL PROJECTIONS**

The Capital Improvements Fund is used to account for all activities related to capital improvements in the City. The major source of revenue for the fund is the one-half cent sales tax for capital items passed by the voter in 1997. The City adopts a five-year capital plan in the spring of each year prior to the budget process.

The following table shows the position of the Capital Improvement Fund balance over the next several years, based on available information at June 30, 2023 and incorporates the following assumptions:

- Assume transfer of funds from the General Fund as outlined in the Current Five Year Plan.
- Additional revenues will increase in accordance with Five-Year Financial Plan assumptions.
- Sales tax increases 2% for FY 2024 and FY 2025, and then 1% every year thereafter.
- Capital Improvements will be performed in accordance with the Five-Year Capital Improvement Plan.
- Assumes the City continues to aggressively pursue grants for infrastructure improvements. There are projections for grant revenues in FY 2024, 2025, & 2026, but not in FY 2027 or FY 2028 since they are not secured grants that far in the future.
- A Project Manager/Engineer was added to FY 2023 and half of the expenditures come from this Fund and the rest from the Parks & Stormwater Fund.

	<u><b>FY 2023</b></u>	<u><b>FY 2024</b></u>	<u><b>FY 2025</b></u>
Revenues	3,872,069	5,235,257	3,101,656
Expenditures	(7,025,764)	(8,539,104)	(3,757,300)
<b>Revenue over (under) Expenditures</b>	<u>(3,153,695)</u>	<u>(2,963,847)</u>	<u>(655,644)</u>
Operating transfers – In (From General Fund)	2,298,325	2,070,535	400,000
Operating transfers - Out	0	0	0
<b>Net Change in Fund Balance</b>	<u>(855,370)</u>	<u>(893,312)</u>	<u>(255,644)</u>
Fund Balance - Beginning of year	<u>2,620,097</u>	<u>1,764,727</u>	<u>871,415</u>
<b>FUND BALANCE-End of the Year</b>	<u><u>1,764,727</u></u>	<u><u>871,415</u></u>	<u><u>615,772</u></u>
	<u><b>FY 2026</b></u>	<u><b>FY 2027</b></u>	<u><b>FY 2028</b></u>
Revenues	3,479,653	2,628,874	2,655,451
Expenditures	(4,100,200)	(2,652,300)	(2,968,700)
<b>Revenue over (under) Expenditures</b>	<u>(620,547)</u>	<u>(23,426)</u>	<u>(313,249)</u>
Operating transfers – In (From General Fund)	400,000	400,000	400,000
Operating transfers - Out	0	0	0
<b>Net Change in Fund Balance</b>	<u>(220,547)</u>	<u>376,574</u>	<u>86,751</u>
Fund Balance - Beginning of year	<u>615,772</u>	<u>395,225</u>	<u>771,799</u>
<b>FUND BALANCE-End of the Year</b>	<u><u>395,225</u></u>	<u><u>771,799</u></u>	<u><u>858,550</u></u>



**PARKS AND STORMWATER FUND  
FINANCIAL PROJECTIONS**

The Parks and Stormwater Fund is used to account for all activities related to park and stormwater improvements in the City. The major source of revenue for the fund is the one-half cent sales tax for park and stormwater items passed by the voters in November 2020. The City adopts a five-year capital plan in the spring of each year prior to the budget process.

The following table shows the position of the Parks & Stormwater Fund balance over the next several years, based on available information at June 30, 2023 and incorporates the following assumptions:

- FY 2023 had a 13.5% increase over Projected FY 2022. FY 2024 and FY 2025 includes a 2% increase, and every year thereafter, is estimated to increase 1%.
- FY2024 includes a transfer out to the General Fund (\$582,434,) to offset a portion of the Parks & Stormwater operations and maintenance. This represents 20% of the projected revenue pursuant to the established policy.
- 80% of the revenues will be allocated for capital improvements, which includes administration for project management, park projects and stormwater projects.
- Capital Improvements will be performed in accordance with the Five-Year Capital Improv. Plan.
- FY 2023 included the hiring of an additional Project Manager/Engineer with half of the expenditures allocated in this Fund and the other half allocated to the Capital Fund.
- \$749,533 of the Fund Balance is Reserved for the purchase of land or construction of improvements in city parks or other public recreational spaces or facilities per Ordinance 5380.

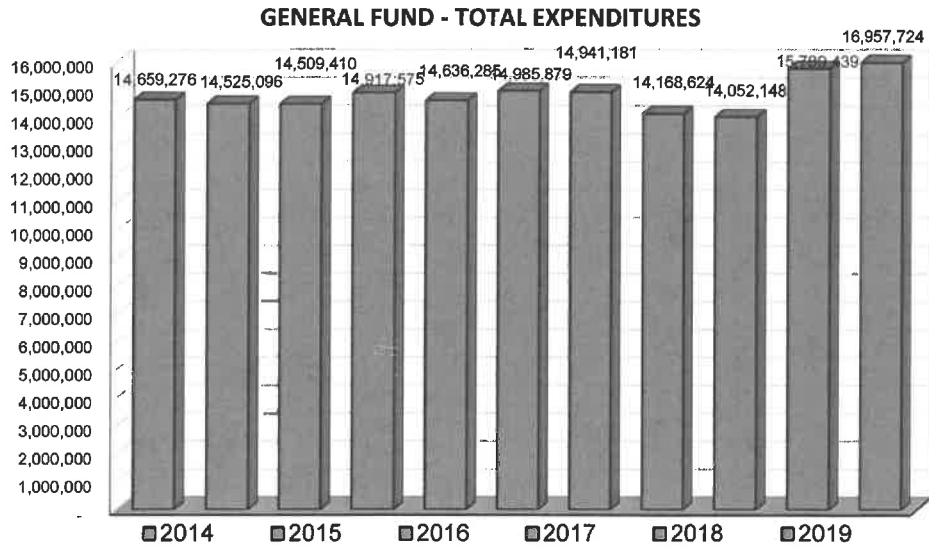
	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Revenues	3,182,130	3,395,461	3,269,728
Expenditures	<u>(1,604,464)</u>	<u>(4,241,295)</u>	<u>(3,516,000)</u>
<b>Revenue over (under) Expenditures</b>	1,577,666	(845,834)	(246,272)
Transfers – In (From General Fund)	0	0	0
Transfers - Out (To General Fund)	<u>(492,198)</u>	<u>(582,434)</u>	<u>(594,082)</u>
<b>Net Change in Fund Balance</b>	1,085,468	(1,428,268)	(840,354)
Fund Balance - Beginning of year	<u>2,988,692</u>	<u>4,074,160</u>	<u>2,645,892</u>
<b>FUND BALANCE-End of the Year</b>	<u>4,074,160</u>	<u>2,645,892</u>	<u>1,805,538</u>
Less RESERVE GF BALANCE FOR PARKS	<u>749,533</u>	<u>749,533</u>	<u>749,533</u>
<b>Unassigned Fund Balance</b>	<u>3,324,627</u>	<u>1,896,359</u>	<u>1,056,005</u>

	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
Revenues	3,308,547	3,346,082	3,153,332
Expenditures	<u>(1,775,300)</u>	<u>(1,964,700)</u>	<u>(2,424,300)</u>
<b>Revenue over (under) Expenditures</b>	1,533,247	1,381,382	729,032
Transfers – In (To General Fund)	0	0	0
Transfers - Out (From General Fund)	<u>(605,964)</u>	<u>(612,024)</u>	<u>(618,144)</u>
<b>Net Change in Fund Balance</b>	927,283	769,359	110,888
Fund Balance - Beginning of year	<u>1,805,538</u>	<u>2,732,821</u>	<u>3,502,180</u>
<b>FUND BALANCE-End of the Year</b>	<u>2,732,821</u>	<u>3,502,180</u>	<u>3,613,067</u>
Less RESERVE GF BALANCE FOR PARKS	<u>749,533</u>	<u>749,533</u>	<u>749,533</u>
<b>Unassigned Fund Balance</b>	<u>1,983,288</u>	<u>2,752,647</u>	<u>2,863,534</u>



**STATEMENT OF ESTIMATED REVENUE AND EXPENDITURES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	<b>Actual FY 2021</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Projected FY 2023</b>	<b>Estimated FY 2024</b>	<b>% Change to Est. FY 2023</b>
<b>Revenues:</b>						
General Property Taxes	710,619	751,204	738,083	777,976	824,655	6.00%
Public Utility Licenses	5,396,414	5,623,251	5,720,302	6,010,716	6,269,755	4.31%
Intergovernmental Revenue	7,804,405	9,239,234	9,056,178	9,947,553	8,247,052	-17.09%
Licenses & Permits	1,610,410	1,879,502	1,198,694	1,401,073	1,151,285	-17.83%
Charges for Municipal Facilities	39,385	60,241	44,500	50,575	52,000	2.82%
Municipal Court Fines	551,411	451,432	553,271	389,743	393,640	1.00%
Interest on Investments	339,907	295,808	330,000	450,684	450,000	-0.15%
Other Revenues	301,554	342,511	232,739	245,785	240,459	-2.17%
<b>Total Operating Revenue</b>	<b>16,754,105</b>	<b>18,643,183</b>	<b>17,873,766</b>	<b>19,274,105</b>	<b>17,628,846</b>	<b>-8.54%</b>
<b>Other Financing Sources:</b>						
Transfers in from Public Safety	196,366	209,995	430,816	430,816	371,606	-13.74%
Transfers in from Parks & Stormwtr.	-	380,000	492,198	492,198	582,434	18.33%
<b>Total Other Financing Sources</b>	<b>196,366</b>	<b>589,995</b>	<b>923,014</b>	<b>923,014</b>	<b>954,039</b>	
<b>Total Operating Revenues and Other Financing Sources</b>	<b>16,950,471</b>	<b>19,233,178</b>	<b>18,796,780</b>	<b>20,197,119</b>	<b>18,582,886</b>	
<b>Expenditures:</b>						
Legislative Services	235,206	185,292	228,201	227,296	236,489	4.04%
Legal Services	148,785	165,893	203,201	177,524	192,761	0.00%
Administrative Services	618,999	614,799	619,685	603,425	698,844	15.81%
Information Systems	264,451	251,537	283,869	264,965	264,014	-0.36%
Finance Department	413,843	434,206	513,958	514,627	568,130	10.40%
Municipal Court	237,200	237,029	267,024	262,738	278,327	5.93%
Interdepartmental	507,903	1,336,622	1,110,975	1,041,737	1,143,927	9.81%
Community Services	82,355	138,610	162,219	145,682	143,405	-1.56%
Maint. of Municipal Property	276,933	237,021	278,706	283,819	300,208	5.77%
Police Department	6,800,201	6,259,217	7,752,646	7,543,591	8,090,733	7.25%
Public Works	3,106,009	3,008,208	3,635,935	3,500,484	3,808,424	8.80%
Community Development	1,476,740	1,183,715	1,343,613	1,223,550	1,282,462	4.81%
<b>Total Operating Expenditures</b>	<b>14,168,624</b>	<b>14,052,148</b>	<b>16,400,032</b>	<b>15,789,439</b>	<b>17,007,724</b>	<b>7.72%</b>
<b>Total Rev. and Other Financing Sources Over Expenditures</b>	<b>2,781,847</b>	<b>5,181,030</b>	<b>2,396,748</b>	<b>4,407,680</b>	<b>1,575,162</b>	
<b>Other Financing Uses:</b>						
Transfer Out to Enterprise Fund	-	-	-	-	-	
Transfer Out to Capital Improv.	400,000	1,149,533	800,000	2,298,325	2,070,535	
<b>Total Other Financing Uses</b>	<b>400,000</b>	<b>1,149,533</b>	<b>800,000</b>	<b>2,298,325</b>	<b>2,070,535</b>	
<b>Total Rev. and Other Financing Sources Over Expenditures and Other Financing Uses</b>	<b>2,381,847</b>	<b>4,031,497</b>	<b>1,596,748</b>	<b>2,109,355</b>	<b>(495,373)</b>	



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
2014	14,659,276	116,974	0.8%
2015	14,525,096	(134,180)	-0.9%
2016	14,509,410	(15,686)	-0.1%
2017	14,917,575	408,166	2.8%
2018	14,636,285	(281,290)	-1.9%
2019	14,985,879	349,594	2.4%
2020	14,941,181	(44,698)	-0.3%
2021	14,168,624	(817,255)	-5.5%
2022	14,052,148	(889,033)	-6.0%
2023	<b>Projected</b> 15,789,439	1,737,291	12.4%
2024	<b>Budgeted</b> 16,700,724	1,218,285	7.72%

**Major causes of change:**

**FY 2014** Overall expenses increased by 0.8% in FY 2014. Personnel costs increased due to annual salary increase and salary adjustments for market equity, and benefit costs except for Pension increased. Personnel vacancies, especially in Police, and reduced pension costs offset increases. Also red light safety program costs were reduced due to suspension of the program. Costs for temporary workers increased but were offset by elimination of PT employees.

**FY 2015** Overall expenses decreased by 0.9% in FY 2015. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. Snow removal costs increased dramatically due to the harsh winter. Comp Plan costs were included in 2015. Suspension of the red light safety program for the entire year in 2015 offset these increases. Also, vacancies and retirements reduced some costs.



**GENERAL FUND EXPENDITURES (CONT'D)**

- FY 2016 Overall expenses decreased by 0.1% in FY 2016. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. In addition, 2 new positions were added, one in PW-Administration and one in Building Inspection. Costs were reduced primarily due to the new refuse/recycling contract which reduced costs about one-third.
- FY 2017 Overall expenses increased by 2.8% in FY 2017. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs.
- FY 2018 Overall expenses decreased 1.9% in FY 2019. Personnel costs increased due to annual salary increases, salary adjustments and increased benefit costs. However, a few positions were not filled when they became vacant. Building maintenance also decreased substantially due to a major repair in FY 2017.
- FY 2019 Overall expenses increased by 2.4% in FY 2019. Salary increases included a 3% increase and approximately 6.0% increase in benefit costs. A commercial building inspector was hired for the BJC project (contractual agreement) for two months. Refuse collections increased 4%. Several expensive emergency repairs were made to the Government Center. Capital expenditures increased 65% in the police department due to an increase in police vehicle expenditures. One (1) of those vehicles was purchased due to a totalled vehicle. Most of the financial software purchase occurred in FY 2019 and is one of the primary reasons for the increase.
- FY 2020 As a result of the pandemic starting in the last quarter of FY 2020, departments were told to minimize expenditures as much as possible, which lead to the overall decrease of .3% in expenses.
- FY 2021 Expenditures decreased 5.5%. Due to the COVID-19 pandemic, no salary increases were budgeted for the year and expenditures were cut to reduce the deficit as much as possible. However, the City received \$1.2M from the CARES Act Program, so the City gave employees a 1.5% one-time merit bonus mid-year.
- FY 2022 While operational and capital expenditures increased as the City returned to normal operation after the pandemic subsided, expenditures decreased 6%. Personnel costs included a 2% salary increase and an increase in benefits, but due to a delay in filling vacant positions, personnel expenditures were down.
- FY 2023 Expenditures are expected to increase 12.4% as a result of vacancies being filled. Personnel costs include a 4% salary increase for all employees, except police who will received an average of 8-8.5%. Also included is a 2% one-time bonus to all employees as a result of a high inflation rate in 2022. Benefits also increased as a result of health insurance alone increasing 7%. 1 new FT Park Maintenance position added. While operational expenditures were budgeted to increase 19.7% mainly as a result of contracting for leaf and limb services, increase in fuel expenditures and an overall increase of operational costs, overall expenditures actually decreased 1%.
- FY 2024 Expenditures are budgeted to increase 7.4% as a result of being fully staffed and a 3% COLA and a 4% merit increase for all employees, except police officers and sergeants. A 3.5% COLA for officers and sergeants in addition to their 3.5% step increase is also budgeted for FY 2024. Health insurance is budgeted to increase 5%. Contractual Services are budgeted to increase 7% as a result of many contractual agreements increasing, such as Trash Service, Auditing Services, etc. Also included is \$50,000 for the 1st year of the 39N 3-Year Economic Development Agreement using ARPA Funds.



**GENERAL FUND  
SUMMARY OF DEPARTMENTAL APPROPRIATIONS  
BY MAJOR EXPENDITURE CATEGORY  
FOR FISCAL YEAR ENDING JUNE 30, 2024**

<b>DEPARTMENT/DIVISION</b>	<b>Personnel Expense</b>	<b>Operating Expense</b>	<b>Capital Outlay</b>	<b>Total</b>
Legislative Services	156,265	80,224		236,489
Legal Services	-	192,761		192,761
Administrative Services	570,002	78,842		698,844
Information Systems	119,879	144,135	-	264,014
Finance Department	450,401	117,729	-	568,130
Municipal Court	228,008	49,819	500	278,327
Insurance, Benefits, Non-Depart.	741,909	402,018	-	1,143,927
Community Services	105,022	37,783	600	143,405
Municipal Property	88,532	193,676	18,000	300,208
Police Department - Administration	1,188,956	836,036	6,750	2,031,742
Police Department - Investigations	914,299	35,834	10,644	960,777
Police Department - Patrol	4,393,764	256,014	448,436	5,098,214
Public Works Administration	523,280	92,622	-	615,902
Street Maintenance	785,631	899,045	12,000	1,696,676
Health & Welfare	-	874,955	-	874,955
Parks Maintenance	387,796	228,095	5,000	620,891
Planning Department	294,946	68,810	700	364,456
Building Department	870,166	47,490	350	918,006
<b>Totals</b>	<b>11,818,856</b>	<b>4,635,888</b>	<b>502,980</b>	<b>17,007,724</b>
Transfers To Other Funds	-	-	-	-
<b>TOTAL GENERAL FUND</b>	<b>11,818,856</b>	<b>4,635,888</b>	<b>502,980</b>	<b>17,007,724</b>



**CITY OF CREVE COEUR  
ALL DEPARTMENTS FOR GENERAL FUND-FY24**

ACCOUNT NUMBER AND DESCRIPTION	2022 Actual	2023 Budget	2023 Projected	2024 Request	% Change from Projected
5101 Salaries, Permanent Empl.	6,344,840	6,943,590	6,992,585	7,205,557	3.05%
5102 Salaries, Temporary Empl.	123,592	187,808	178,177	227,377	27.61%
5103 Overtime	117,717	126,650	122,750	133,650	8.88%
5104 Vacation Pay	18,463	22,340	39,987	44,190	10.51%
5105 Longevity Pay	29,545	29,357	27,685	26,381	-4.71%
5106 Holiday Pay	116,699	133,484	122,325	137,640	12.52%
5107 Uniform Allowance	9,888	13,560	13,560	13,632	0.53%
5109 Provision for Salary Adj.	0	550,882	133,742	444,220	0.00%
5110 Auto Allowance	16,320	16,320	16,320	16,320	0.00%
5111 Cell Phone Allowance	550	300	300	300	0.00%
5120 Employee Referral Bonus	0	1,200	2,400	3,000	0.00%
5230 Hospital & Medical Insurance	879,560	989,010	961,611	1,034,629	7.59%
5231 Self Insured Medical Benefits	12,230	13,680	12,130	12,130	0.00%
5233 Dental Insurance	175,168	186,886	192,363	203,050	5.56%
5234 Group Life Insurance	21,326	23,897	25,245	29,333	16.19%
5235 Accidental Death & Dismem.	2,237	2,591	2,447	2,583	5.56%
5236 Disability Insurance	15,294	19,737	16,600	20,401	22.90%
5240 Social Security Contribution	498,581	594,746	572,308	611,203	6.80%
5241 Pension Contribution	1,429,994	1,315,900	1,128,446	1,253,223	11.06%
5242 Deferred Retirement Comp.	18,857	19,469	19,390	20,315	4.77%
5243 Worker's Compensation Ins.	239,098	275,054	285,581	331,722	16.16%
5244 Unemployment Comp.	3,200	13,000	13,000	13,000	0.00%
5246 Insurance Deductible	22,493	35,000	35,000	35,000	0.00%
5297 Misc. Payroll Expense	0	0	0	0	0.00%
6201 Legal Services	187,846	225,990	199,650	217,150	8.77%
6202 Technical & Personal Services	689,387	752,144	858,067	905,762	5.56%
6203 Professional Services	193,228	160,547	136,503	196,483	43.94%
6204 Planning & Design Services	0	30,000	10,000	30,000	0.00%
6207 Temporary Personnel Services	127,400	130,950	105,000	109,000	3.81%
6209 Accounting Services	31,800	28,100	32,650	53,500	63.86%
6210 Vehicle Maintenance	83,353	112,500	85,100	93,750	10.16%
6211 Equipment Maintenance	105,068	117,210	117,220	121,700	3.82%
6212 Building & Ground Maint.	266,018	334,944	334,854	350,870	4.78%
6213 Office Equipment Maint.	98,105	158,513	151,368	163,708	8.15%
6214 Refuse Collections	800,800	833,169	838,130	871,555	3.99%
6215 Weed Cutting/Tree Removal	6,013	6,000	7,600	6,000	-21.05%
6216 Larviciding	2,584	3,400	3,400	3,400	0.00%
6217 Recycling	0	0	0	0	0.00%
6220 Liability Insurance	94,969	98,869	108,168	117,385	8.52%
6221 Venable Park Expenses	14,860	15,000	15,000	0	0.00%
6222 Pub. Officials Liab.Ins.	37,709	43,350	40,355	44,380	9.97%
6224 Tappemeyer House.	20,245	18,000	15,000	15,000	0.00%
6225 Surety Bonds	1,671	1,755	1,755	1,845	5.13%
6226 Property & Auto Insurance	64,403	74,063	59,472	74,340	25.00%



**CITY OF CREVE COEUR  
ALL DEPARTMENTS FOR GENERAL FUND-FY24**

ACCOUNT NUMBER AND DESCRIPTION	2022 Actual	2023 Budget	2023 Projected	2024 Request	% Change from Projected
6247 Dog Park Expenses	1,225	1,225	1,225	3,225	163.27%
6250 Electricity	85,281	93,960	89,350	93,950	5.15%
6251 Street Lighting	119,158	120,000	120,000	120,000	0.00%
6252 Natural Gas	14,372	15,140	17,140	17,870	4.26%
6253 Telephone	0	0	0	300	0.00%
6253 Telephone	58,271	59,143	58,059	71,022	22.33%
6254 Water & Sewer	76,172	94,875	87,660	98,000	11.80%
6255 Cable TV	5,097	4,830	3,606	3,600	-0.17%
6260 Advertising	5,413	5,900	7,517	7,250	-3.55%
6261 Education & Training	27,362	38,895	36,010	49,915	38.61%
6262 Dues, Memberships & Subsc.	25,589	34,190	34,613	30,256	-12.59%
6263 Election Expense	7,213	10,000	11,998	10,000	-16.65%
6264 In Town Meetings	12,483	13,592	16,424	16,397	-0.16%
6265 Travel & Conferences	26,116	62,954	43,152	66,185	53.38%
6266 Equipment Rental	8,733	9,751	13,550	12,516	-7.63%
6269 Postage	30,906	33,300	33,300	33,300	0.00%
6271 Medical	17,589	19,376	18,257	17,700	-3.05%
6272 Employee Relations	10,983	13,303	13,500	15,640	0.00%
6281 5K Run Expenses	7,573	6,850	6,850	6,850	0.00%
7301 Chemicals & Cleaning	1,735	4,400	3,550	4,450	25.35%
7302 Small Tools	8,505	13,970	13,580	14,180	4.42%
7303 Horticultural Supplies	28,400	29,150	26,000	28,000	7.69%
7304 General Supplies	22,466	37,690	33,986	35,800	5.34%
7305 Street and Sidewalk Maint.	22,043	30,000	30,000	32,500	8.33%
7306 Memorials & Plaques	1,481	1,850	2,350	3,300	40.43%
7307 Gasoline & Mileage	168,110	156,675	164,525	173,375	0.00%
7308 Wearing Apparel & Linen	65,321	89,006	94,581	83,342	-11.88%
7310 Snow Removal Supplies	0	300	300	1,000	233.33%
7310 Snow Removal Supplies	63,158	115,000	115,000	122,500	6.52%
7311 Street Signs	14,297	17,000	17,000	20,000	17.65%
7312 Office Supplies	26,906	35,087	35,087	35,087	0.00%
7313 Range Supplies	13,734	13,840	12,940	15,340	0.00%
7314 Crime Prevention	3,074	5,500	5,000	5,000	0.00%
7315 Special Events	2,508	15,700	12,800	14,300	11.72%
7317 SLAIT Wellness	3,867	0	0	5,600	0.00%
7318 Small Storm Water Projects	1,395	5,000	5,000	0	0.00%
7331 Computer Hardware	23,080	48,600	48,600	29,430	-39.44%
7332 Computer Software	8,270	8,630	8,630	12,880	49.25%
9501 Buildings & Improvements	0	250	250	10,250	4000.00%
9502 Vehicles	0	375,560	417,743	393,954	-5.69%
9503 Equipment	107,090	96,225	92,788	91,236	-1.67%
9504 Office Equipment	5,382	4,350	4,275	7,540	76.37%
	<b>14,052,215</b>	<b>16,400,032</b>	<b>15,789,439</b>	<b>17,007,724</b>	<b>7.72%</b>



<sup>2</sup>Reduction in employee trainings and wellness events due to ongoing COVID-19 in FY 2021 & FY 2022.

<sup>3</sup>Triennial Resident Survey conducted FY 2022; next survey to be conducted in FY 2025.

<sup>4</sup>City Facebook and Twitter accounts only (does not include Police or Recreation accounts).

**Service Standards**

- Provide relevant and timely information and recommendations to the Mayor and City Council to assist in decision making. Weekly City Administrator Reports are emailed and City Council meeting agenda packets are provided Thursday prior to Council meetings.
- Provide administrative function for all employee benefits, including selection and service for healthcare, dental, life, disability, vision, LAGERS pension plan, and other ancillary benefits.
- Maintain up-to-date employee records on all full-time and part-time employees.
- Responsive to the human resource needs of the operating departments and provide the necessary resources to meet service provision goals. In particular, provide responses on policy questions and personnel requests within 24 to 48 hours.
- Publish monthly citizen newsletter for delivery to residents by the fifth day of the month.
- Produce monthly electronic newsletter for city businesses by the first day of the month.
- Maintain effective media relations with reporters covering the city, issue press releases, and monitor press coverage received by the city on a daily basis.
- Maintain up-to-date information on city website at all times.

**Objectives**

- Review and improve performance measurement benchmark indicators for key city services to enable the city to track its operations and effectiveness over time and improve service quality.
- Provide recognition of exceptional employee performance. Continue employee of the quarter and employee of the year programs to recognize employees and improve morale.
- Continue development of website to provide more interactive elements.
- Provide high employee benefits while balancing employee/city costs.
- Improve the overall quality of informational publications offered by the city.

**Budget Highlights**

- Acct. 6203 – Increase due to 3-year 39N Economic Development Agreement (\$50,000).
- Acct. 6213 – Increase due to software purchasing and one-time set up fee for new applicant tracking software originally budgeted in FY 2023 and postponed to FY 2024 (\$6,000).
- Acct. 6260 – Increase in costs associated with online and professional association job postings (\$2,000).
- Acct. 6265 – Increase due to cancellation of conference attendance in FY 2023 and recommencement in FY 2024 for the City Administrator and Assistant City Administrator in FY 2024 at the International City/County Management Association Conference in Austin, TX (\$4,800).

**Fund: 01**  
**Dept: 12-11**



**ADMINISTRATIVE SERVICES**

	Actual Expenditures FY 2021	Actual Expenditures FY 2022	Budgeted Expenditures FY 2023	Projected Expenditures FY 2023	Estimated Expenditures FY 2024
<b>PERSONNEL SERVICES:</b>					
5101 Salaries, Permanent Empl.	381,537	392,538	398,351	414,425	414,425
5102 Salaries, Temporary Empl.	-	-	-	-	-
5104 Vacation Pay	1,785	1,485	3,936	7,875	8,425
5105 Longevity Pay	1,056	1,056	1,056	1,056	1,056
5109 Provision for Salary Adj.	5,706	-	21,665	4,303	26,580
5110 Auto Allowance	6,600	6,600	6,600	6,600	6,600
5230 Hospital & Medical Insurance	5,976	9,925	13,365	13,365	14,033
5231 Self Insured Medical Benefits	1,800	1,800	1,800	1,250	1,200
5233 Dental Insurance	498	519	480	465	480
5234 Group Life Insurance	1,086	1,107	1,169	1,224	1,398
5235 Accidental Death & Dismem.	116	119	125	118	122
5236 Disability Insurance	892	909	960	938	1,004
5240 Social Security Contribution	27,306	27,533	29,000	29,000	30,000
5241 Pension Contribution	84,047	35,976	42,143	38,153	43,359
5242 Deferred Retirement Comp.	18,397	18,857	19,469	19,390	20,315
5243 Worker's Compensation Ins.	10,857	12,306	833	865	1,005
<b>Total Personnel Services</b>	<b>547,660</b>	<b>510,730</b>	<b>540,952</b>	<b>539,027</b>	<b>570,002</b>
<b>OPERATING EXPENSES:</b>					
6202 Technical & Personal Services	692	1,053	1,052	1,224	1,023
6203 Professional Services	57,388	86,480	46,927	45,672	97,959
6213 Office Equipment Maint.	-	-	7,400	-	6,000
6253 Telephone	915	593	600	600	600
6260 Advertising	1,641	1,928	1,500	2,867	2,350
6261 Education & Training	691	1,113	1,300	900	1,300
6262 Dues, Memberships & Subsc.	6,274	5,497	6,014	6,110	6,470
6264 In Town Meetings	313	1,586	1,355	1,355	1,355
6265 Travel & Conferences	294	1,574	8,210	2,270	8,610
6271 Medical	3,031	4,245	3,575	2,600	2,575
7304 General Supplies	100	-	300	300	300
7307 Gasoline & Mileage	-	-	100	100	100
7308 Wearing Apparel & Linen	-	-	-	-	200
<b>Total Operating Expenses</b>	<b>71,338</b>	<b>104,069</b>	<b>78,333</b>	<b>63,998</b>	<b>128,842</b>
<b>CAPITAL OUTLAYS:</b>					
9504 Office Equipment	-	-	400	400	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>400</b>	<b>-</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>618,999</b>	<b>614,799</b>	<b>619,685</b>	<b>603,425</b>	<b>698,844</b>



**CAPITAL IMPROVEMENT FUND  
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES  
FOR FISCAL YEAR ENDING JUNE 30, 2024  
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2023  
AND ACTUAL TOTALS FOR FY 2021 & FY 2022**

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Estimated FY 2024	% Change to Projected FY 2023
<b>Revenues:</b>						
Intergovernmental Revenue	2,148,815	2,694,347	3,654,954	3,820,256	5,556,260	45.44%
Other Revenues	50,104	228,793	12,150	51,813	18,997	-63.34%
<b>Total Operating Revenues</b>	<b>2,198,920</b>	<b>2,923,140</b>	<b>3,667,104</b>	<b>3,872,069</b>	<b>5,575,257</b>	<b>52.03%</b>
<b>Other Financing Sources:</b>						
Transfers From General Fund	400,000	400,000	800,000	2,298,325	2,070,535	-9.91%
Bond Proceeds	-	-	-	-	-	0.00%
<b>Total Other Financing Sources</b>	<b>400,000</b>	<b>400,000</b>	<b>800,000</b>	<b>2,298,325</b>	<b>2,070,535</b>	
<b>Total Operating Revenues and Other Financing Sources</b>	<b>2,598,920</b>	<b>3,323,140</b>	<b>4,467,104</b>	<b>6,170,394</b>	<b>7,645,792</b>	<b>23.91%</b>
<b>Expenditures:</b>						
Personnel	92,183	93,634	141,831	138,542	153,104	0.00%
Building & Improvements	2,862	99,705	482,522	63,970	492,500	669.89%
Park Development Projects	254,338	123,483	330,833	589,629	2,723,000	361.82%
Storm water Projects	287,721	-	-	-	-	0.00%
Street Overlay/Repair	2,008,793	2,171,189	3,811,171	5,417,441	4,496,500	-17.00%
Capital Equipment	18,433	267,982	839,255	816,182	674,000	-17.42%
<b>Total Expenditures</b>	<b>2,664,328</b>	<b>2,755,993</b>	<b>5,605,611</b>	<b>7,025,764</b>	<b>8,539,104</b>	<b>21.54%</b>
<b>Other Financing Uses:</b>						
Transfer Out to General Fund	-	-	-	-	-	
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>REVENUES AND OTHER FINANCING USES OVER (UNDER) EXPENDITURES</b>	<b>(65,409)</b>	<b>567,147</b>	<b>(1,138,507)</b>	<b>(855,370)</b>	<b>(893,312)</b>	
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<b>2,118,358</b>	<b>2,052,950</b>	<b>1,191,479</b>	<b>2,620,097</b>	<b>1,764,727</b>	
<b>FUND BALANCE - END OF YEAR</b>	<b>2,052,950</b>	<b>2,620,097</b>	<b>52,972</b>	<b>1,764,727</b>	<b>871,415</b>	

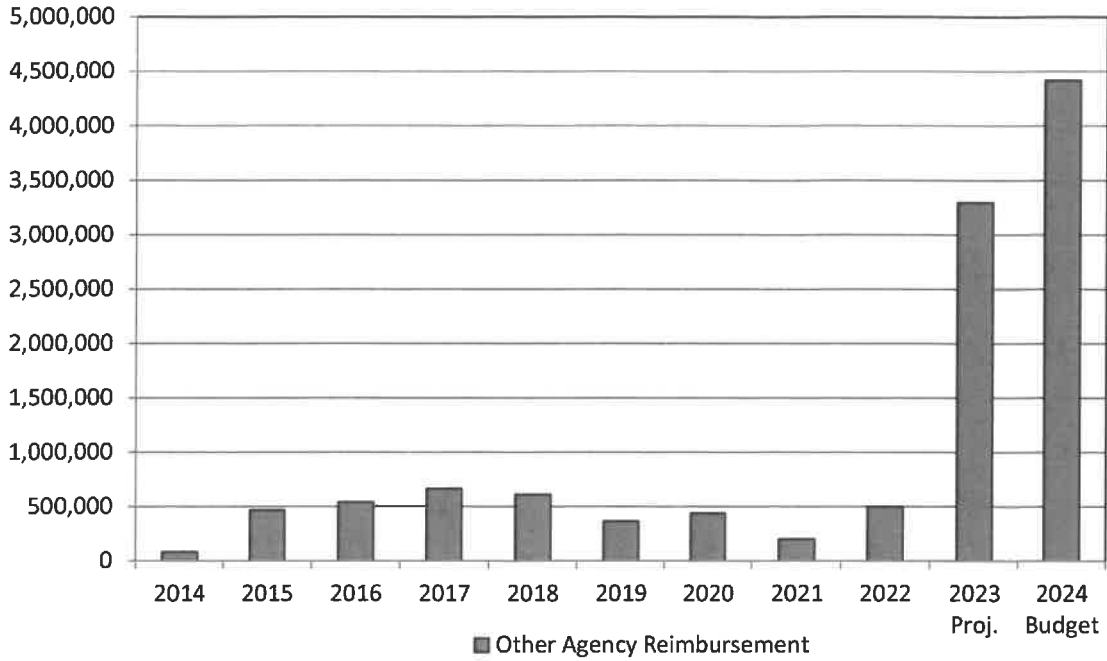


**CAPITAL IMPROVEMENTS FUND  
COMPARISON OF FISCAL YEAR 2024 ESTIMATED REVENUE WITH 2023 BUDGETED AND PROJECTED  
AND ACTUAL REVENUES FOR FISCAL YEARS 2021 AND 2022**

	<b>Actual Revenues FY 2021</b>	<b>Actual Revenues FY 2022</b>	<b>Budgeted Revenues FY 2023</b>	<b>Projected Revenues FY 2023</b>	<b>Estimated Revenues FY 2024</b>
<b>INTERGOVERNMENTAL REVENUE:</b>					
4301 City Sales Tax - 1/2 Cent	1,950,326	2,195,653	2,206,608	2,422,402	2,470,850
4737 Other Agency Funding	198,490	498,694	1,448,346	1,397,854	3,085,410
<b>Total Intergovernmental Revenue</b>	<b>2,148,815</b>	<b>2,694,347</b>	<b>3,654,954</b>	<b>3,820,256</b>	<b>5,556,260</b>
<b>OTHER REVENUES:</b>					
4703 Gain (loss) on investments	(9,420)	-	-	-	-
4704 Interest on Investments	11,712	6,166	2,150	28,468	8,997
4730 Reimbursements	-	177,803	-	6,345	-
4729 Misc. revenues	31,712	41,724	-	-	-
4771 Proceeds-Sales of Fixed Asset	16,100	3,100	10,000	17,000	10,000
<b>Total Other Revenues</b>	<b>50,104</b>	<b>228,793</b>	<b>12,150</b>	<b>51,813</b>	<b>18,997</b>
<b>Total Current Year's Revenue</b>	<b>2,198,920</b>	<b>2,923,140</b>	<b>3,667,104</b>	<b>3,872,069</b>	<b>5,575,257</b>
4901 Transfers From Other Funds	400,000	400,000	800,000	2,298,325	2,070,535
<b>Total Intergovernmental Funding</b>	<b>400,000</b>	<b>400,000</b>	<b>800,000</b>	<b>2,298,325</b>	<b>2,070,535</b>
<b>TOTAL REVENUES</b>	<b>2,598,920</b>	<b>3,323,140</b>	<b>4,467,104</b>	<b>6,170,394</b>	<b>7,645,792</b>



### Other Agency Funding



#### Other Agency Reimbursement

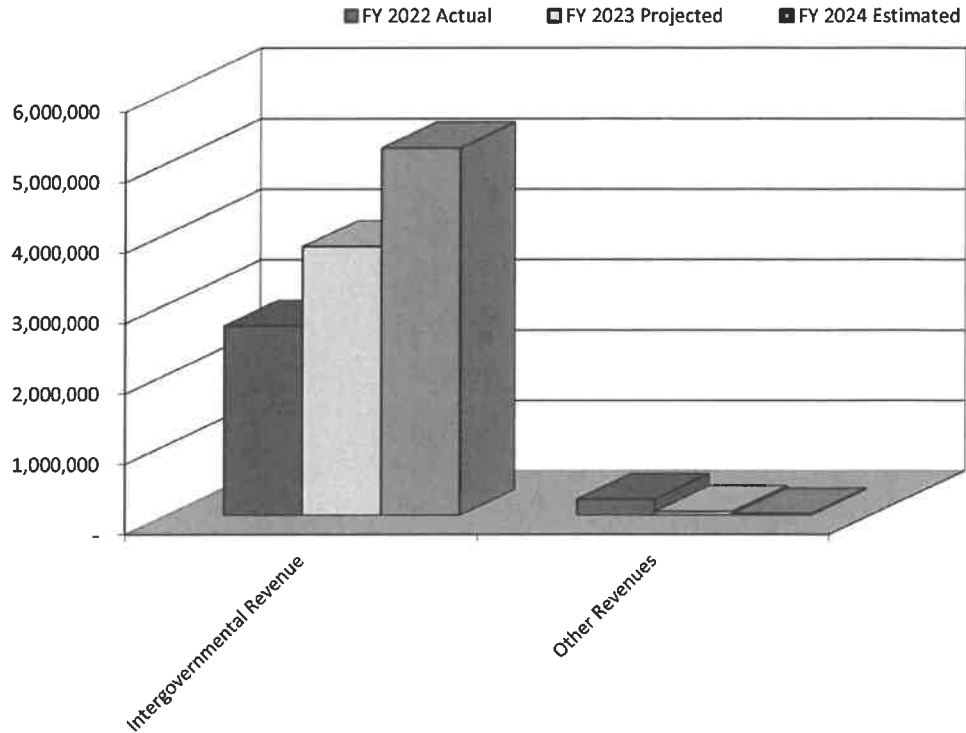
As per Administrative policy, the City shares with other agencies or third parties the costs associated with completion of projects. FY 2024 revenue is estimated at \$4,415,945 and involves the following projects and other participating agencies:

New Ballas Improvements Phase I	\$816,000
Craig Road Improvements	\$80,000
ADA Improvements	\$20,000
Lindbergh-Old Olive Intersection Improvements	\$1,809,410
Olive Median Enhancement Stock	\$20,000
Olive Blvd TDD Closeout Excess Funds	\$340,000
ARPA Funds	<u>\$1,670,535</u>
	<u>\$4,755,945</u>

Fiscal Year	Other Agency Reimbursement
2014	81,361
2015	465,735
2016	537,672
2017	662,851
2018	611,433
2019	363,426
2020	437,297
2021	198,490
2022	498,694
2023 Proj.	3,296,179
2024 Budget	4,755,945



### Capital Improvement Fund Revenues

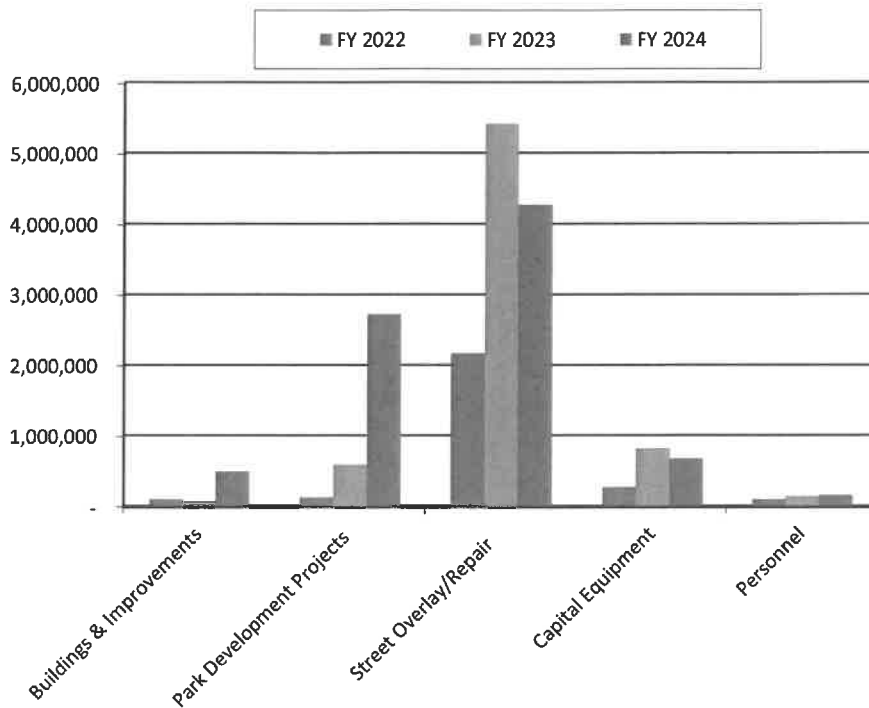


**FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated**

	<b>FY 2022 Actual</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Estimated</b>
Intergovernmental Revenue	2,694,347	3,820,256	5,556,260
Other Revenues	228,793	51,813	18,997
<b>Total Revenue Sources</b>	<b>\$ 2,923,140</b>	<b>\$ 3,872,069</b>	<b>\$ 5,575,257</b>



### Capital Improvement Fund Expenditures



**FY 2022 Actual, FY 2023 Projected & FY 2024 Estimated**

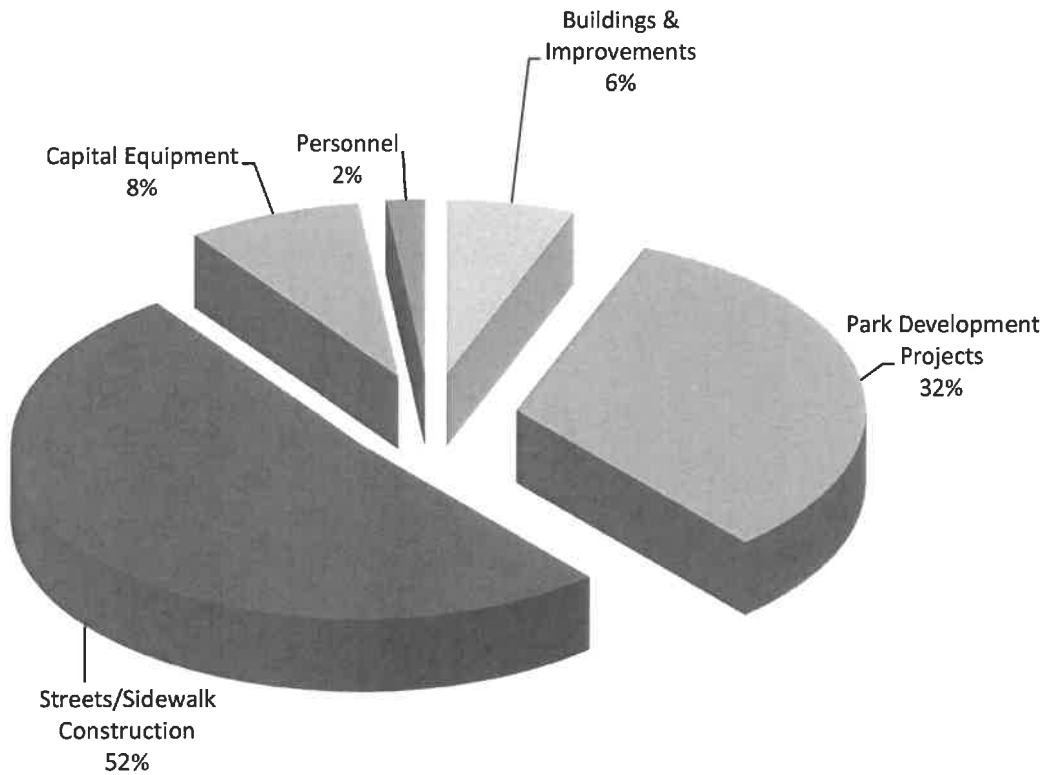
	<b>FY 2022 Actual</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Estimated</b>
Buildings & Improvements	99,705	63,970	492,500
Park Development Projects	123,483	589,629	2,723,000
Street Overlay/Repair	2,171,189	5,417,441	4,496,500
Capital Equipment	267,982	816,182	674,000
Personnel	93,634	138,542	153,104
<b>Total Expenditures</b>	<b>\$ 2,755,995</b>	<b>\$ 7,025,764</b>	<b>\$ 8,539,104</b>



### CAPITAL IMPROVEMENT FUND SUMMARY OF APPROPRIATIONS FOR FISCAL YEAR 2024

<u>Category</u>	<u>Capital Expenditures</u>
Buildings & Improvements	492,500
Park Development Projects	2,723,000
Streets/Sidewalk Construction	4,496,500
Capital Equipment	674,000
Personnel	153,104
<b>Total</b>	<b>8,539,104</b>

### Summary of Expenditures





**CAPITAL IMPROVEMENTS FUND  
SUMMARY OF CAPITAL OUTLAYS BY ACTIVITY**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>	
<b>CAPITAL OUTLAY:</b>						% of Total CIP
5101 Salaries, Permanent Empl.	68,573	69,953	100,143	109,075	115,010	1.35%
5103 Overtime	-	-	100	100	100	0.00%
5109 Provision for Salary Adj.	1,027	-	8,751	2,301	7,905	0.09%
5230 Hospital & Medical Insurance	5,976	6,264	10,025	6,683	7,017	0.08%
5231 Self-insured Medical Benefits	550	600	600	650	900	0.01%
5233 Dental Insurance	267	250	359	359	238	0.00%
5234 Group Life Insurance	230	235	372	393	473	0.01%
5235 Accidental Death & Dismem.	25	25	40	49	55	0.00%
5236 Disability Insurance	192	196	313	217	326	0.00%
5240 Social Security Contribution	5,283	5,312	7,562	7,562	8,371	0.10%
5241 Pension Contribution	5,322	5,430	8,525	5,919	6,629	0.08%
5243 Worker's Compensation	4,738	5,370	5,041	5,234	6,080	0.07%
9501 Government Facilities	2,862	99,705	482,522	63,970	492,500	5.77%
9506 Parks and Recreational Facilities	254,338	123,483	330,833	589,629	2,723,000	31.89%
9509 Stormwater Projects	287,721	-	-	-	-	0.00%
9510 Streets and Sidewalks	2,008,793	2,171,189	3,811,171	5,417,441	4,496,500	52.66%
9516 Capital Equipment	18,433	267,982	839,255	816,182	674,000	7.89%
<b>TOTAL CAPITAL OUTLAYS</b>	<b>2,664,330</b>	<b>2,755,995</b>	<b>5,605,612</b>	<b>7,025,764</b>	<b>8,539,104</b>	<b>100%</b>



**CAPITAL IMPROVEMENTS FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

**9501 Buildings & Improvements**

Demo 1030 N. Lindbergh Blvd Building	40,000
EV Charging Stations at Police Station & Government Center (Grant Match)	112,500
Government Center Renovations	30,000
Salt Dome Roof Repairs	60,000
Government Center Roof Repairs	250,000
<b>Total Account 9501</b>	<u>492,500</u>

**9506 Park Development Projects**

Temporary Portable Ice Rink Refrigerant System	120,000
Accessibility Improvements (CDBG)	20,000
Dielmann Recreation Complex Roof Drainage	93,000
Ice Arena Flooring Replacement	200,000
Ice Arena Refrigerant Switchover (ARPA)	2,200,000
Golf Course Perimeter Fencing Replacement	40,000
Dielmann Structural Repairs	20,000
Golf Course Maintenance Building Replacement	30,000
<b>Total Account 9506</b>	<u>2,723,000</u>

**9510 Street & Sidewalk Improvements**

Streets & Sidewalks Maintenance Program	1,421,000
Streets Reconstruction/Rehabilitation	300,000
New Ballas Median Plantings	50,000
Olive-270 Overpass Painting	80,000
First Bank Utility Burial	225,000
Olive Median Enhancement Stock	20,000
Fernview Sidewalk (Grant Match)	50,000
Fernview Sidewalk Phase 2 (Grant Match)	25,000
N New Ballas Road Improvements - Phase 2 (STP Grant)	150,000
Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant Match)	2,045,500
Olive-Lindbergh Interchange Enhancements	30,000
Craig Road Improvements (STP Grant)	100,000
<b>Total Account 9510</b>	<u>4,496,500</u>

**9516 Capital Equipment**

2 Ton Chipper	140,000
Bucket Truck	165,000
Golf Course Capital Equipment	55,000
Leaf Vacuum	99,800
2 Ton Dump Truck	137,600
1 Ton Dump Truck	76,600
<b>Total Account 9516</b>	<u>674,000</u>

**Administration**

Project Manager	153,104
<b>Total Account 9516</b>	<u>153,104</u>

**TOTAL CAPITAL IMPROVEMENTS FUND**

**\$ 8,539,104**



**PARKS & STORMWATER FUND  
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES**

	Actual FY 2021	Actual FY 2022	Budget FY 2023	Projected FY 2023	Estimated FY 2024	% Change to Projected FY 2023
<b>Revenues:</b>						
Intergovernmental Revenue	485,907	3,045,352	2,625,601	3,129,268	3,370,412	7.71%
Other Revenues	-	4,466	100	52,862	25,049	
<b>Total Operating Revenues</b>	<b>485,907</b>	<b>3,049,818</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>	
Transfers From General Fund	-	749,533	-	-	-	
<b>Total Revenues</b>	<b>485,907</b>	<b>3,799,351</b>	<b>2,625,701</b>	<b>3,182,130</b>	<b>3,395,461</b>	<b>6.70%</b>
<b>Expenditures:</b>						
Personnel	-	42,002	120,896	130,312	137,795	0.00%
Operating	-	-	-	15	-	
Park Development Projects	-	846,524	1,947,275	576,758	2,953,500	
Storm water Projects	-	28,040	614,540	897,379	1,120,000	
Capital Equipment	-	-	30,000	-	30,000	
<b>Total Expenditures</b>	<b>-</b>	<b>916,566</b>	<b>2,712,711</b>	<b>1,604,464</b>	<b>4,241,295</b>	<b>164.34%</b>
<b>Other Financing Uses:</b>						
Transfer Out for P&S Oper. and Maint.	-	380,000	492,198	492,198	582,434	18.33%
<b>Total Other Financing Uses</b>	<b>-</b>	<b>380,000</b>	<b>492,198</b>	<b>492,198</b>	<b>582,434</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<b>485,907</b>	<b>2,502,785</b>	<b>(579,208)</b>	<b>1,085,468</b>	<b>(1,428,268)</b>	
<b>FUND BALANCE-BEGINNING OF YEAR</b>	<b>-</b>	<b>485,907</b>	<b>2,716,035</b>	<b>2,988,692</b>	<b>4,074,160</b>	
<b>FUND BALANCE-END OF YEAR</b>	<b>485,907</b>	<b>2,988,692</b>	<b>2,136,827</b>	<b>4,074,160</b>	<b>2,645,892</b>	



**PARKS & STORMWATER FUND  
SUMMARY OF CAPITAL OUTLAYS BY ACTIVITY**

	<b>Actual Expenditures FY 2021</b>	<b>Actual Expenditures FY 2022</b>	<b>Budgeted Expenditures FY 2023</b>	<b>Projected Expenditures FY 2023</b>	<b>Estimated Expenditures FY 2024</b>
<b>CAPITAL OUTLAY:</b>					
5101 Salaries, Permanent Empl.	-	33,653	95,071	106,875	106,875
5103 Overtime	-	47	-	400	-
5109 Provision for Salary Adj.	-	-	3,277	2,135	5,965
5110 Auto Allowance	-	-	-	-	-
5230 Hospital & Medical Insurance	-	-	3,345	-	2,410
5231 Self-Insured Medical Benefit	-	-	-	600	900
5233 Dental Insurance	-	-	119	392	459
5234 Group Life Insurance	-	116	332	530	473
5235 Accidental Death & Dismem.	-	12	38	49	52
5236 Disability Insurance	-	-	218	119	301
5240 Social Security Contribution	-	2,597	7,659	9,000	9,000
5241 Pension Contribution	-	205	5,845	5,212	5,798
5243 Worker's Compensation	-	5,371	4,992	5,000	5,562
7307 Gasoline & Mileage	-	-	-	15	-
9506 Parks and Recreational Facilities	-	846,524	1,947,275	576,758	2,953,500
9509 Stormwater Projects	-	28,040	614,540	897,379	1,120,000
9516 Capital Equipment	-	-	30,000	-	30,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>916,566</b>	<b>2,712,711</b>	<b>1,604,464</b>	<b>4,241,295</b>



**PARKS & STORMWATER FUND  
ESTIMATED FY 2024 CAPITAL OUTLAY PROJECTS**

<b>Capital Outlay Detail</b>	<b>Annual</b>
<b>9506 Park Development Projects</b>	
39 N Greenway Connection to Centennial Trail	0
Park Furniture Replacement	20,000
Historical Building Rehabilitation and Preservation	100,000
Venable Park Improvements	125,000
Park Restroom Renovations	120,000
Millennium Park Improvements - Phase 1	2,300,000
Venable Park Memorial (HDR Grant)	288,500
<b>Total Account 9506</b>	<u>2,953,500</u>
<b>9509 Storm Water Projects</b>	
Watershed Management Study	50,000
Hibler Roadside Drainage	339,000
Alden Lane Drain Replacement (Deer Creek OMCI)	67,000
Ballas Culvert Erosion Rehabilitation (Deer Creek OMCI)	380,000
Golf Course Pond Aeration (Deer Creek OMCI)	64,000
Hibler Woods Drain Replacement	30,000
Stormwater Concept Plans	150,000
Lake Dredging - Conway Park & Golf Course	40,000
<b>Total Account 9509</b>	<u>1,120,000</u>
<b>9516 Capital Equipment</b>	
Tractor	30,000
<b>Total Account 9516</b>	<u>30,000</u>
<b>Administration</b>	
Project Manager	137,795
<b>Total Account 9516</b>	<u>137,795</u>
<b>Total Capital Outlay</b>	<u><b>\$ 4,241,295</b></u>

# Finance Committee

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May 10, 2023

Honorable Mayor and Members of City Council  
City of Creve Coeur  
300 N. New Ballas Rd.  
Creve Coeur, MO 63141

Dear Mayor Hoffman and City Council,

On April 25, 2023 and May 9, 2023, a quorum of the Finance Committee members met via a Zoom meeting to review the proposed Operating Budget for FY 2023-2024. Also present were Council Liaison Joe Martinich, Finance Director Lori Obermoeller, and City Administrator Mark Perkins. The Finance Committee regards the review sessions to fully satisfy Charter requirements and recommends the proposed Operating Budget to Council for adoption legislation. We offer the following comments for your consideration:

1. Revenues. City revenues have been flat for the last four years while expenditures have increased, resulting in decreased surplus, a situation that is forecast to continue unabated into the future. Expenditure increases are primarily due to wage inflation. Two revenue sources are recommended for study: internet sales taxes and business license fees.
  - a. Merchandise sales taxes and utility franchise fees comprise most city revenues. Revenue from Sales Tax on internet purchases has been considered previously but has been deferred. The COVID-19 pandemic accelerated resident shopping preferences from local merchants to favor on-line purchases, which generate less sales tax revenue. We recommend Council explore adopting sales (use) tax on internet purchases.
  - b. City revenues from business license tax are extremely low in comparison with neighboring municipalities. Given the stress of the COVID-19 pandemic, the Finance committee recommends temporarily deferring increased business license fee.
2. Fiscal note. Provide an economic analysis to accompany certain legislation which is expected to have a large effect on government operations and expenditures. While operating costs and revenues are an implicit component of actions by the City Council, they are not explicitly considered. For example, zoning legislation affects sales and utility tax revenue and law enforcement costs. We recommend a fiscal note accompany certain legislation, such as actions having an anticipated cost or revenue more than \$500 thousand.

3. Ice Rink Refrigerant Replacement. We expect this project will have far-reaching effects. As we noted in our comments on the CIP, referring to it as a refrigerant changeover understates the scope of work. Many other costly components are needed to continue longer-term rink operations. Further study is required, possibly including an evaluation of whether to continue rink operations or find alternative uses for the Dielmann Recreation Complex for other civic purposes.
  
4. Municipal Court Consolidation. While consolidation may reduce some operating costs, the Finance Committee is cautious that costs to modify the facility to accommodate consolidation should be fully recaptured by fees paid to City and not included in the Government Center Security project, which already has a limited budget.

Respectfully,

Betty Kagan



**City of Creve Coeur  
Finance Committee  
FY24 Meeting Schedule  
Meeting Time 3:00 PM to 4:30 PM**

<b>DATE</b>	<b>TOPIC</b>
August 29, 2023	Nominate Chair & Committee Liaisons Review PAFR Publication Olive/Graeser TDD Review (every 3 years) 4 <sup>th</sup> Quarter Financials and Year-End
October 24, 2023	Review of 1 <sup>st</sup> Quarter Financials, Further Discussion of Revenue Options
January 30, 2024	Review of 2nd Quarter Financials, Review of Financial Policies
March 11, 2024	Joint Work Session with City Council to Review of Proposed 5-Year Capital Plan
March 19, 2024	Review Proposed 5-Year Capital Plan Update on Capital Projects
April 23, 2024	Review Proposed Budget Preview Review 3 <sup>rd</sup> Quarter Financials
May 7, 2024	Review of Proposed Budget Approve the Calendar

**FINANCE COMMITTEE PRIORITIES**

- As part of the budget review process, evaluate economic justification and risks of proposed single-project capital and operational expenditures in excess of \$100,000 or a combination of multiple similar projects or the aggregate value of multi-year projects over \$1 million.
- Review proposed financing, bond indebtedness, taxation and leases greater than \$10,000 prior to council action.
- Review project closeout reports for scope, schedule and cost variation.
- Periodically review and comment on the surplus funds investment policy and financial performance.
- Review opportunities for cooperative purchasing or contracting ventures with other municipalities.