



**WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MAY 13, 2024
6:00 PM**

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. Approval of April 24, 2024, City Council Joint Work Session Minutes

2. Fiscal Year 2025 Proposed Budget Follow Up

Summary: Staff will continue reviewing the proposed budget for Fiscal Year 2025, beginning July 1, 2024 with City Council.

3. Proposed FY25 Employee Benefit Enhancements

Summary: Staff will present two benefit enhancements for City Council consideration based on results from the 2022 Comprehensive Benefit Survey and Employee Benefit Questionnaire.

ADJOURNMENT

Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Posted by: _____

Date/Time posted: _____

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



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**JOINT WORK SESSION MEETING
MINUTES
CITY OF CREVE COEUR
CITY COUNCIL &
FINANCE COMMITTEE
300 NORTH NEW BALLAS RD
APRIL 24, 2024
6:00 PM**

CALL TO ORDER

A joint work session meeting of the City Council and the Finance Committee of the City of Creve Coeur was called to order by Mayor Robert Hoffman at the City Council Chamber, 300 North New Ballas Rd, City of Creve Coeur Government Center, Creve Coeur, MO 63141 on Wednesday, April 2024, at 6:01 PM.

ROLL CALL

Mayor Robert Hoffman
Council Member, Ward 1 Mark Manlin
Council Member, Ward 1 Heather Silverman
Council Member, Ward 2 Tim Carney
Council Member, Ward 2 Nicole Greer
Council Member, Ward 4 Joseph Martinich

Council Member, Ward 3 David Hoffman, Council Member, Ward 3 Sari Neudorf, and Council Member, Ward 4 Dan Tierney were absent.

Also present: incoming Council Member Donna Spence, Ward 1, and incoming Council Member Scott Saunders, Ward 4.

Finance Committee Members Present: Chair Betty Kagan, Stephen Keyser, Ellen Lawrence, Dr. Luis Ortiz, David Sentnor, and Timothy Smith.

Staff Present: City Administrator Mark Perkins, City Attorney Carl Lumley, Director of Community Development Jason Jaggi, Director of Finance Lori Obermoeller, Director of Public Works Jim Heines, Assistant Director of Public Works/City Engineer Steven Berecz, Director of Recreation Jason Valvero, Assistant City Administrator Sharon Stott, Chief of Police Jeffrey Hartman, Senior Accounting Associate Tracy Brothers, and City Clerk Kellie Henke.

DISCUSSION ITEMS

1. Fiscal Year 2025 Proposed Budget

City Administrator Mark Perkins and Director of Finance Lori Obermoeller started the review of the FY2025 Budget with the Council and responded to questions (See Exhibit A, Slides 1 - 35).



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Mr. Perkins stated the City continues to maintain a substantial reserve in the General Fund, which provides the opportunity to set aside funds for long-term capital needs in FY2025, including the recommendation to reserve \$7 million for funding a future Government Center and reserving \$2 million for any unforeseen street-related projects. However, at the Council's discretion, the funds can be redirected if needed for other uses. Mr. Perkins stated the City is projected to have an unassigned balance of \$13.8 million in FY2025.

Director of Finance Lori Obermoeller summarized a 10-year operating revenue trend for the General Fund and noted FY 2024 projected revenues and transfers to the General Fund are estimated to be less than budgeted due to transferring \$1.7 million dollars out of the Capital Fund for American Rescue Plan Act (ARPA) Projects. Ms. Obermoeller discussed projections for the General Fund in FY 2025 and stated both revenues and expenditures are projected to remain flat from FY2024. Mr. Perkins stated the FY2025 budget does not include any expenses or revenues related to the Olia Village development.

Council Member Martinich asked if there would be a dedicated inspector for the Olia Village development. To which, Mr. Perkins stated staff anticipates supplementing one inspector to the project during peak construction, either through increased staffing or hiring a third-party company to perform inspections.

Ms. Obermoeller responded to a question from the Mayor regarding Municipal Court and stated revenues have increased as a result of resuming in-person court and the continuation of virtual sessions that began during the pandemic.

Ms. Obermoeller provided a breakdown of General Fund revenues by class and noted the two largest contributors are public utility licenses and sales tax. Ms. Obermoeller also reviewed intergovernmental revenue. Ms. Obermoeller stated Licenses and Permits are projected to decrease due to fewer large development projects.

Ellen Lawrence, Finance Committee Member, asked about the City's plan if legislation regarding the elimination of municipal sales tax on food is passed. Mr. Perkins stated staff would recommend placing the Use Tax on the ballot for consideration. Mayor Hoffman stated there would be a \$1.3 billion-dollar overall impact to cities. Mr. Perkins stated the Council authorized entering into a Memorandum of Understanding (MOU) with the City of Town and Country, City of Ballwin, City of Ellisville, and City of Ladue to retain the services of a consultant to assist in educating state elected officials on the negative effects of eliminating the taxation of retail sales of food. Mr. Perkins stated the



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Missouri Municipal League strongly opposes the legislation and continues to monitor the proposal closely.

Stephen Keyser, Finance Committee Member, asked how funds are recovered if there is a decrease in Property Tax Rates, after final assessed valuation. Ms. Obermoeller stated the rates are set after the Board of Equalization provides final assessments, which usually takes place in October each year. Reduction in the assessed valuation would allow the City to increase the rate to the new maximum allowed.

Ms. Obermoeller provided an overview of FY25 General Fund transfers, including transfers in from the Public Safety Fund, transfers in from the Parks and Stormwater Fund, and transfers out to the Capital Improvement Fund. Ms. Obermoeller stated the Public Safety Fund policy now allows 20% of Sales Tax to be transferred into the General Fund to cover Police Department pension costs. Mr. Perkins stated the City developed a policy in 2017 that allocates 20% of the Police Safety Fund towards pension costs and 45-55% towards personnel costs.

Ms. Obermoeller discussed projected ending balance in FY2025 of General Fund reserves and stated City policy states that the reserve shall be no less than 33% of annual expenditures. As previously stated by Mr. Perkins, a portion of the City's fund balance is proposed for future facility needs and future street improvements. Mr. Perkins stated an updated cost estimate of \$20 million dollars was received from Navigate Building Solutions for a tear down rebuild of the government center at its existing location.

Mr. Perkins provided an overview of estimated General Fund expenditures for FY2024 and projections for FY2025. Mr. Perkins stated several vehicles were ordered in FY2023 but not received until FY2024, which resulted in higher expenditures than anticipated in FY2024 and a significant decrease in the General Fund Capital Outlay in FY2025. Mr. Perkins discussed FY2025 pay and classification changes, including adjustments to employee merit and police step pay plans, salary grade ranges, market equities, and salary reclassifications. Mr. Perkins stated that personnel costs have increased significantly over the last two years due to several vacancies being filled, and larger salary increases in order to maintain market competitiveness.

Mr. Perkins summarized the changes made to the Local Government Employees Retirement System (LAGERS) in FY2024 and stated the City no longer has any obligations to the city's previously closed legacy defined benefit plan.



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Mr. Perkins discussed additional City Expenditures, including the City's participation in St. Louis Area Insurance Trust (SLAIT) and stated FY2025 includes a 10% increase in liability insurance and a 5% increase in the rate for worker's compensation. Mr. Perkins stated the health insurance premium will increase by 7.5%, but this follows a 15-year average increase of 4.5%. Mr. Perkins stated FY2025 includes a 4% increase for the current Trash and Recycling Contract with Republic Services and advised the current contract expires June 30, 2025. Mr. Perkins stated Police and Public Works have the highest department expenditures.

Ms. Obermoeller summarized a General Fund 5-year projection, which included the general fund ending balance, the general fund ending unassigned balance, revenues, expenditures, and the general fund reserve requirement of 33.3% of annual expenditures. Ms. Obermoeller stated as the Olia Village development progresses revenue projections would be included.

Mr. Perkins discussed options for cost savings and revenue enhancements, which included the use tax, direct invoicing to residents for trash and recycling, changing the business license fee, and increasing the gross receipts tax for residential and commercial property.

Mr. Perkins stated budget review will continue at the next work session on Monday, May 13, 2024.

ADJOURNMENT

The meeting adjourned at 7:02 p.m.

***Reception for Incoming and Outgoing Council Members was held at
7:00 PM in the lobby of the Government Center.***

Submitted by:

Kellie Henke
City Clerk

Dr. Robert Hoffman
Mayor

FY 2025 Proposed Budget

Joint Work Session
City Council & Finance Committee
April 24, 2024



FY25 Annual Budget Overview

- Proposed budget provides resources for meeting high expectations of the community
- City continues to be financially strong
 - AAA Bond Rating
 - General Fund Revenues increased 8% between FY21 and FY23 as a result of \$5M from CARES & ARPA

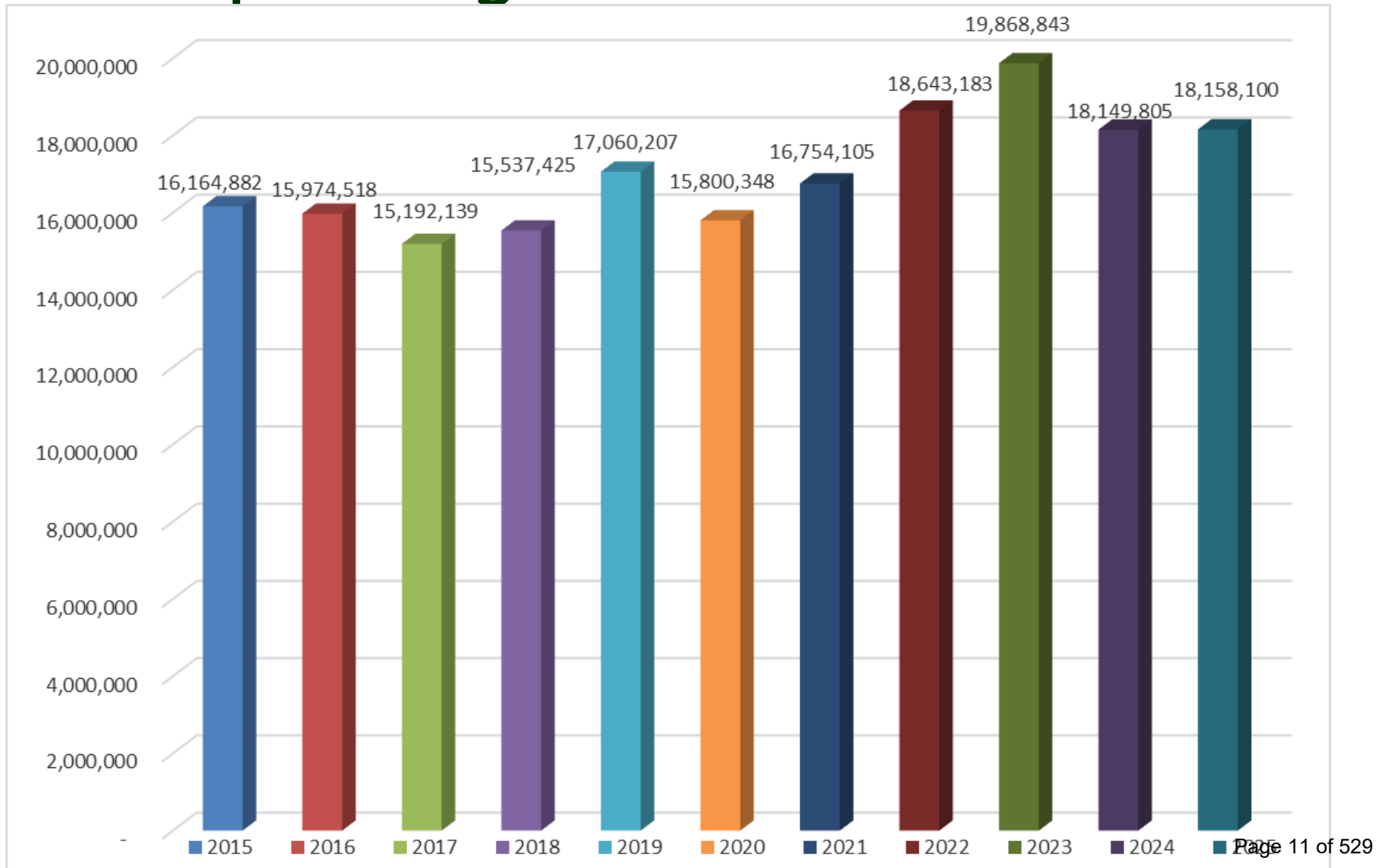
FY25 Annual Budget Overview

- General Fund revenues increased an average of 1.1% over 10 years until FY23, but sales and utility taxes have increased significantly over last 2 years
- General Fund unassigned balance of \$13.8M, or 77.9% of annual expenditures after:
 - Increase in facilities reserves from \$3M to \$7M
 - Increase in street reserves from \$1M to \$2M

FY25 Annual Budget Overview

- Expenditure growth average of 2.2% over 10 years
- Personnel Costs have increased significantly over last two years
 - Several long-standing vacancies have been filled
 - Larger salary increases to maintain market competitiveness

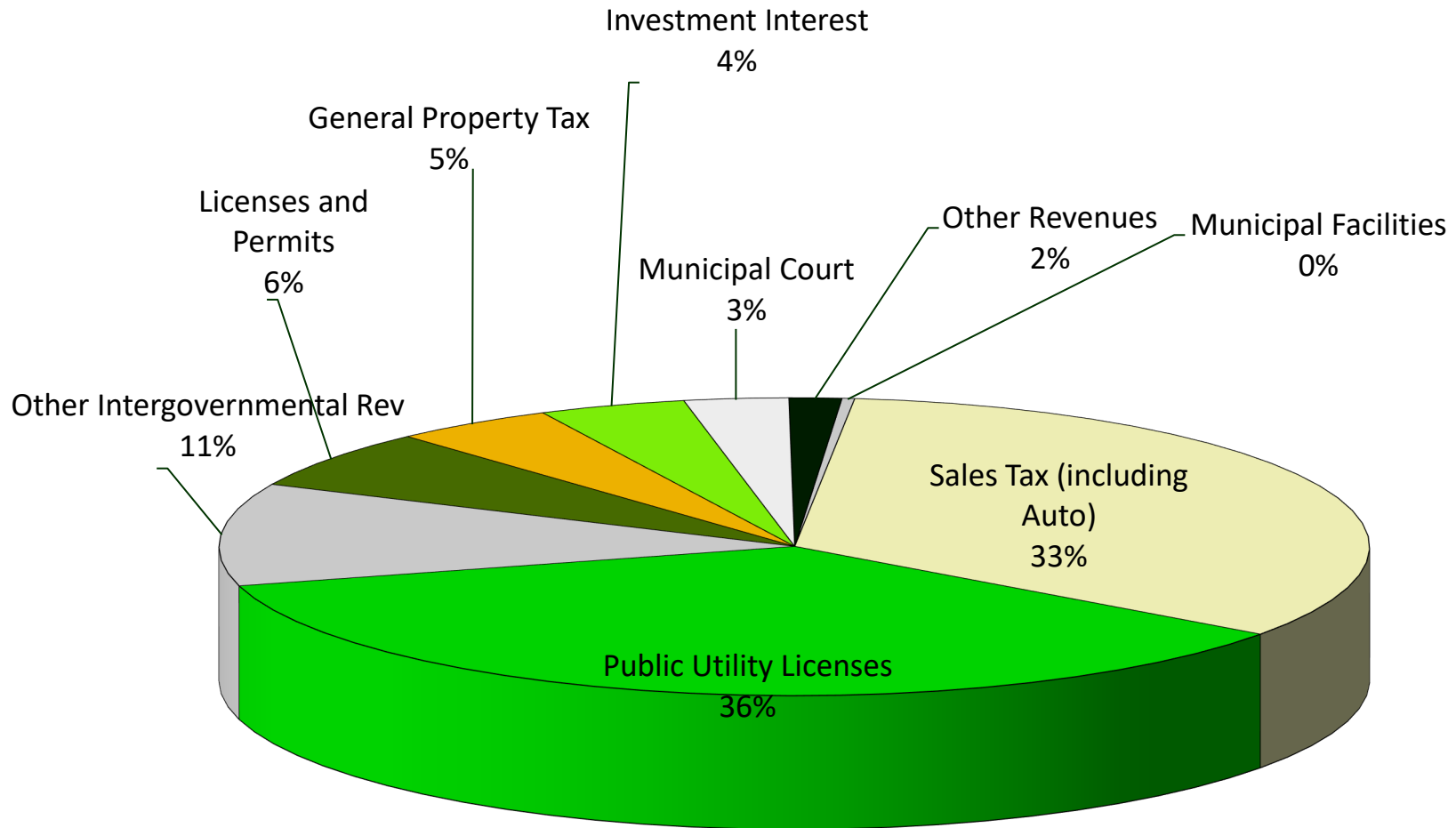
General Fund 10 Year Operating Revenue Trend



FY25 General Fund Revenues

Sales Tax (including Auto)	\$6,055,864
Public Utility Tax	\$6,485,293
Other Intergovernmental Rev	\$2,017,749
Licenses and Permits	\$1,160,319
General Property Tax	\$824,867
Investment Interest	\$750,000
Municipal Court	\$532,270
Other Revenues	\$267,739
Municipal Facilities	\$64,000
Total	\$18,158,100

General Fund Revenues by Class



General Fund Revenues

- Sales Tax: Average increase 6.71% since FY21;
 - Projected increase of 1% in FY25

- Utility Tax: Average increase 6.13% since FY21
 - Projected increase of 1% in FY25, except Phone decrease 2%, so net increase only .6%

- Building Permits
 - Projected decrease of 5.5% in FY25, based on 5-year avg.



General Fund Revenues

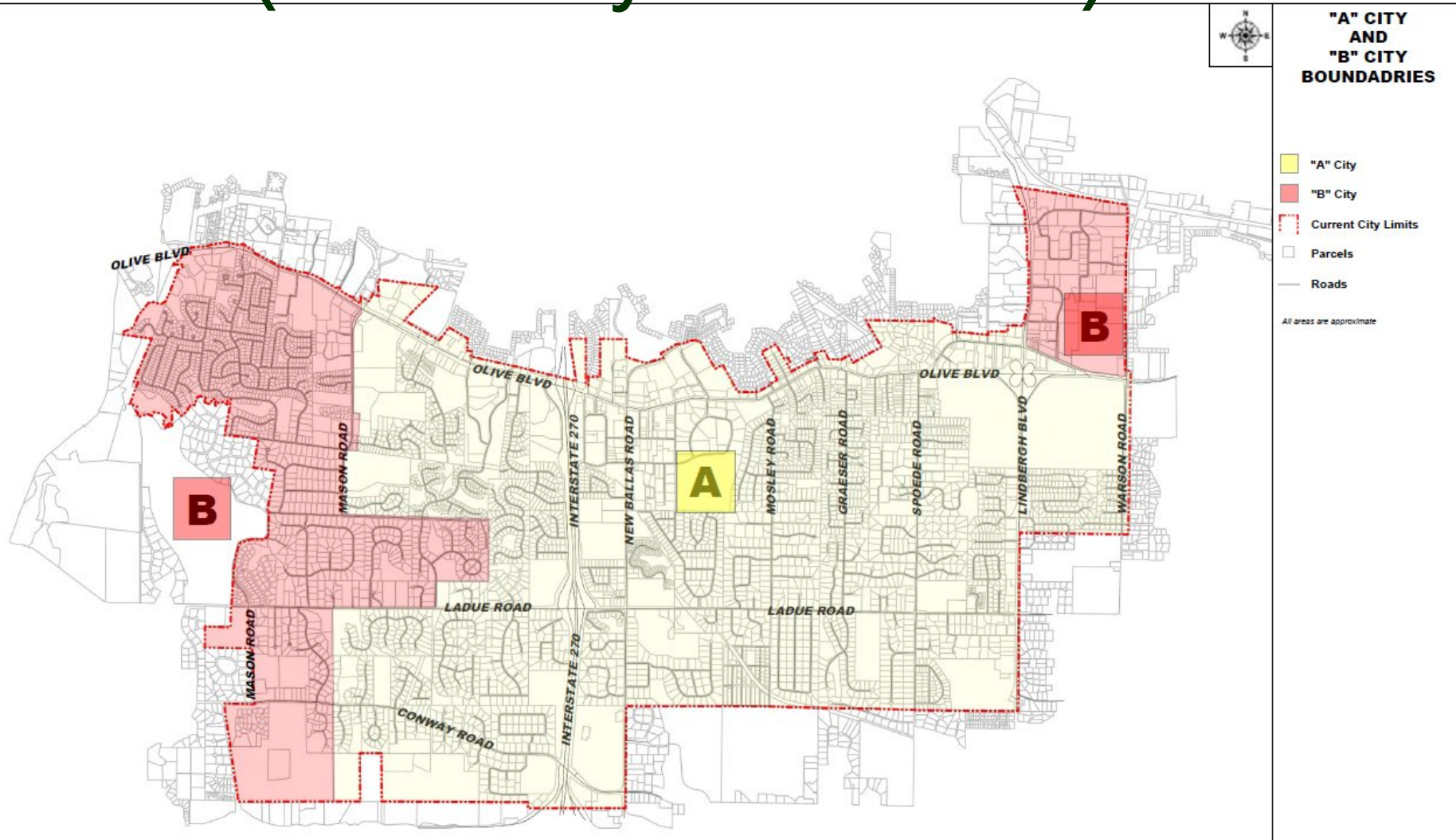
■ Real Estate Tax:

- Projected increase of 1% in FY25
- Amount of increase is limited to rate of inflation and any new construction
- Real estate taxes comprise less than 5% of city's General Fund Revenues
- Tax rate is projected to remain at \$.067 for residential and from \$.080 for commercial per \$100 AV due to a non-reassessment year

General Fund Revenues

- Sales Tax Sharing
 - 1993 Legislation requires sharing by “A Point of Sale” cities based on sliding scale formula
 - Annexed Areas - “B Pool” – Shared County-wide based on population
 - Creve Coeur includes both “A” and “B” Areas
 - “A” City - \$5.7M less \$1M sharing
 - “B” City - \$1.1M

General Fund Revenues (A & B City Boundaries)





Property Tax Rate

Assessed Value: Res 0%; Personal Property 0%

Tax Year	<u>2023</u>	<u>2024</u>	<u>\$ Change</u>
<u>Real property</u>			
Market value	500,000	500,000	
Tax rate	0.067	0.067	
Real Estate Tax	\$63.65	\$63.65	\$0.00
<u>Personal property</u>			
Market value	30,000	30,000	
Tax rate	0.000	0.000	
Personal Property Tax	\$0.00	\$0.00	\$0.00
<u>Debt Service Levy</u>			
Police Building & Renovations	0.082	0.082	
Debt Service Levy on Res.	\$77.90	\$77.90	\$0.00
Debt Service Levy on PP	\$8.12	\$8.12	\$0.00
<u>Sewer lateral assessment</u>			
Per Home	<u>\$28</u>	<u>\$28</u>	<u>\$0</u>
<u>Net tax effect</u>	<u>\$177.67</u>	<u>\$177.67</u>	<u>\$0.00</u>

FY25 Revenue Outlook

- Overall General Fund Revenues are Flat from FY24 at \$18M
- Utility Taxes are flat at \$6.5M from FY24 as a result of phone decreasing 2% from FY24
- Intergovernmental Revenues (including sales tax) is projected to increase \$163K or 2% from FY24 (due to 10% increase in Gasoline Tax)
- Licenses & Permits are projected to decrease \$153K or 11.6% due to Building Permits coming off record years & returning to normal 5-year trend



FY25 General Fund Transfers

- **Transfer In from Public Safety Fund: \$799,822**
 - PD moved to 12-hour shift in FY19; Market equity and Step Plan pay adjustments in FY22, FY23 and FY25; now includes 20% of Sales Tax (used to be expense in PS, but now Transfer In to GF to cover PD Pension Costs)
- **Transfer in from Park & Stormwater Fund: \$565,988**
 - Represents 20% of P&S Sales Tax revenues to supplement park and stormwater operations/maintenance
- **Transfer out to Capital Improvement Fund: \$500,000**
 - A portion of county road & bridge tax revenue, to pay for road improvements – increased by \$100K

General Fund Reserves

FY25 Projected Ending Balance - \$22.9M

- City Policy – Reserve shall be no less than 33% of annual expenditures
- A portion of city's fund balance is proposed for dedication to future specific purposes:
 - \$7M dedicated for future facility needs
 - \$1M added each year going forward until FY28
 - \$2M dedicated to future street improvements (up \$1M)

FY25 Projected Unassigned Ending Balance - \$13.8M
or 77.9%

General Fund Expenditures By Category

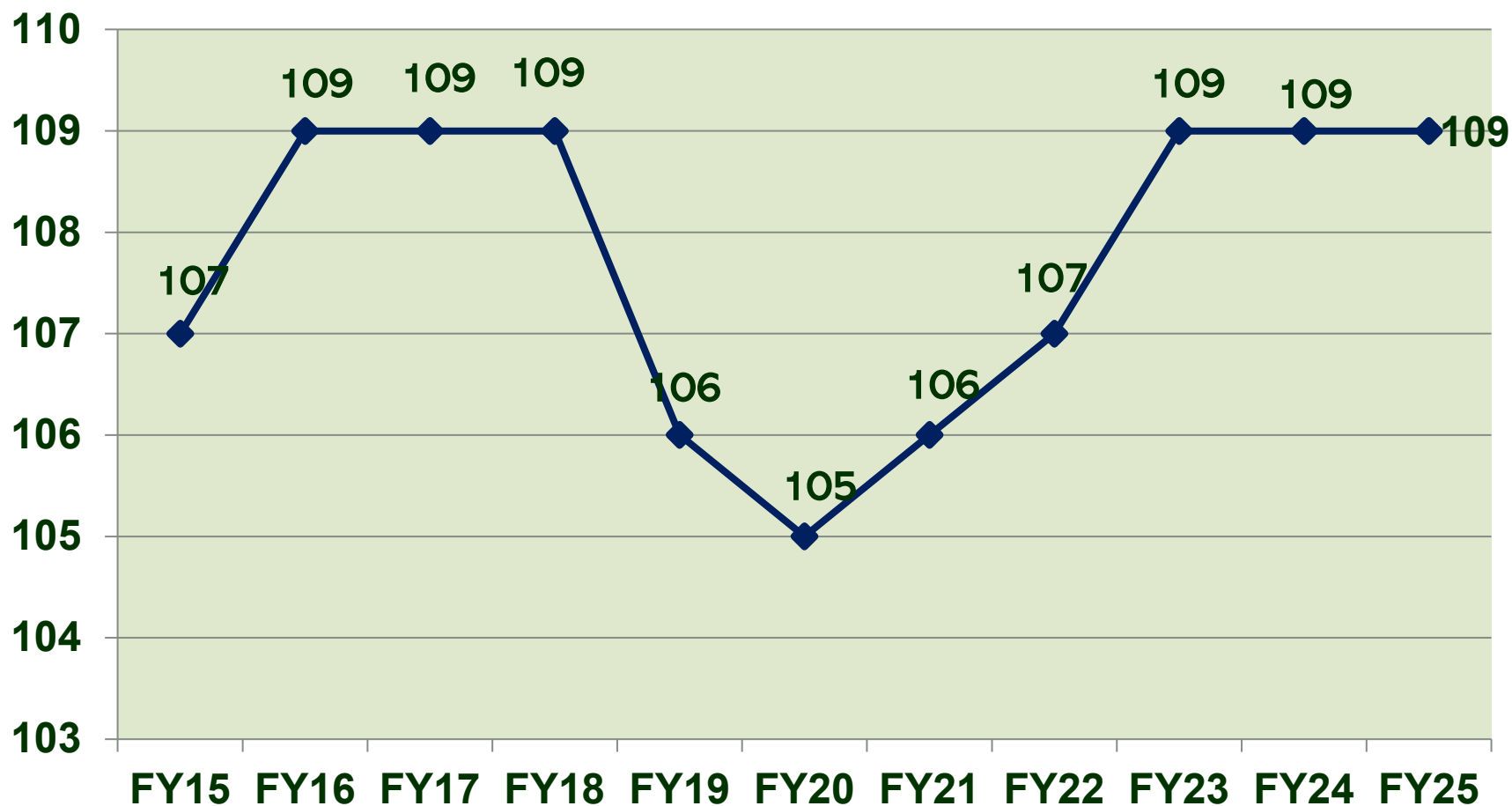
	FY24 Estimated	FY25 Projected	% Change
Personnel Services	\$12,515,988	\$12,685,089	1.4%
Operating Expenses	\$4,613,633	\$4,806,360	4.2%
Capital Outlay	\$758,150	\$260,990	(65.6%)
TOTAL	\$17,887,771	\$17,752,440	(.76)%

General Fund Personnel FY25

- 2% Increase in Minimum & Maximum Salary Ranges & Market Equity for all Merit-Based Positions & 3.5% Increase for all Step-Based Grades (\$232,278)
- 4% Merit Increase for Merit-Based employees & 3.5% Increase for all Step-Based employees (\$257,800)
- Full-time staffing remains at 109

10-Year Staffing Levels

FULL-TIME PERSONNEL



Local Gov't Employees Retirement System (LAGERS)

- In FY24, City moved remaining Legacy Plan employees (23) to LAGERS
- Upgraded LAGERS plan
- Provided a COLA to current retirees
 - (One-time cost \$2.4M)
- Transferred Legacy Plan admin to LAGERS
- City has no further obligation to Legacy Plan;
 - Most recent annual Legacy Plan cost was \$1.2M

Local Gov't Employees Retirement System (LAGERS)

- FY25 City contribution is \$1,458,034 up from \$1,209,408 reflecting a full year in LAGERS and full staffing
- Employees contribute 4% of salary to LAGERS (\$378,456)

St. Louis Area Insurance Trust (SLAIT)



- Self-insured pool - 27 member cities/agencies
- Worker's compensation, general liability and health;
- Funds for each segment of the pool are legally separate
- Worker's Compensation
 - FY25 includes a 5% increase in the rate
 - Rate Mod went from 1.03 to 1.32 (additional 28%)
- Liability – FY25 includes a 10% increase

SLAIT Health Insurance

- Health Insurance Premium + 7.5% for FY25 – \$97K
- 15 year avg increase: 4.5%
- Total City Cost FY25 - \$1,417,250
- Employee contribution - \$290,578
- Spousal Surcharge (\$200/month) – 6 active employees & 3 retirees
 - estimated savings - \$125K annually

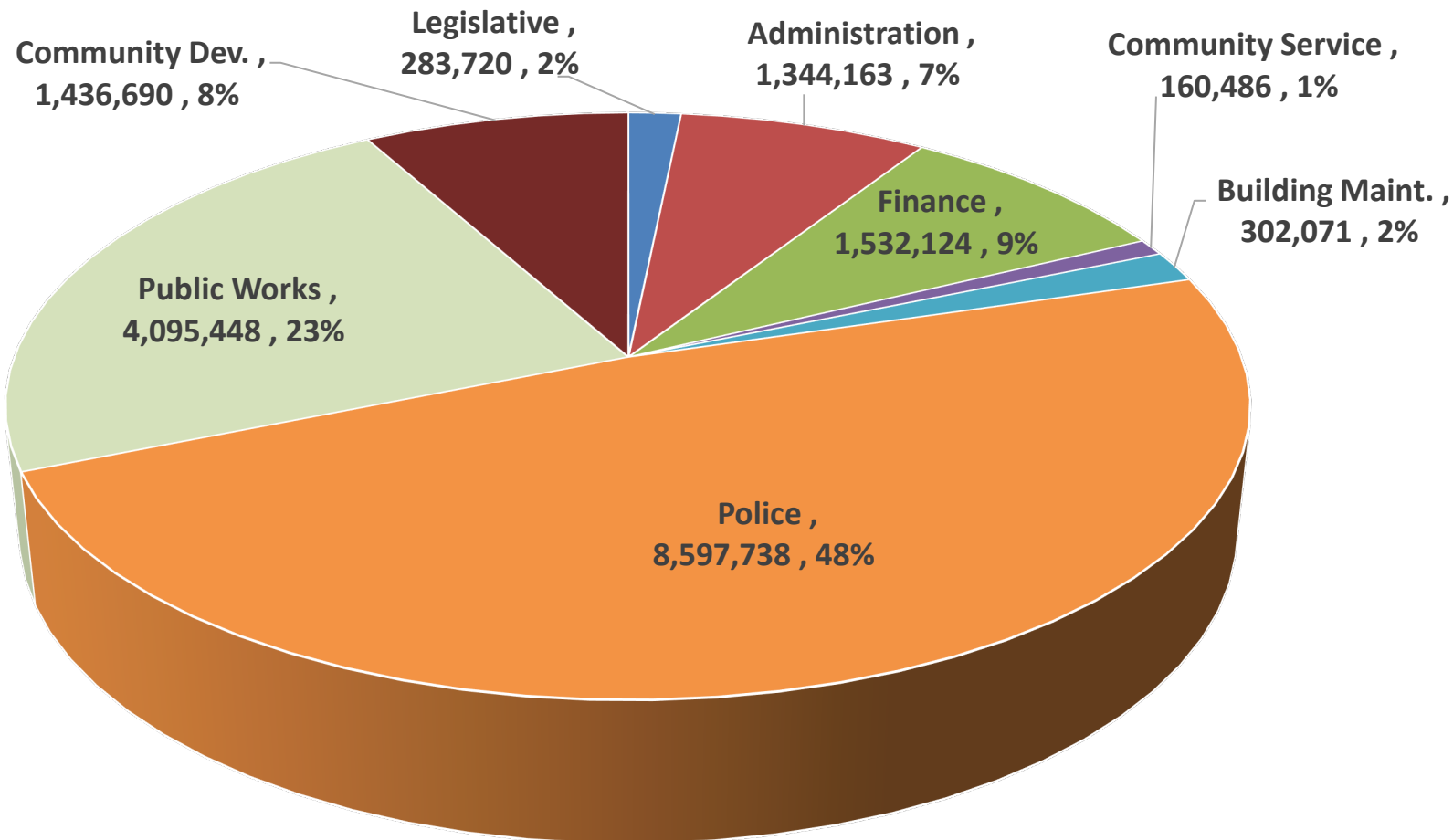
General Fund Operating Expenditures

- Overall increase of 4.2% to \$4.8M
- Trash & recycling service for single family homes and condos (\$871,500)
 - 18.1% of General Fund non-personnel costs
 - 4% budgeted increase in FY25 (\$32,500)
 - Current contract expires June 30, 2025

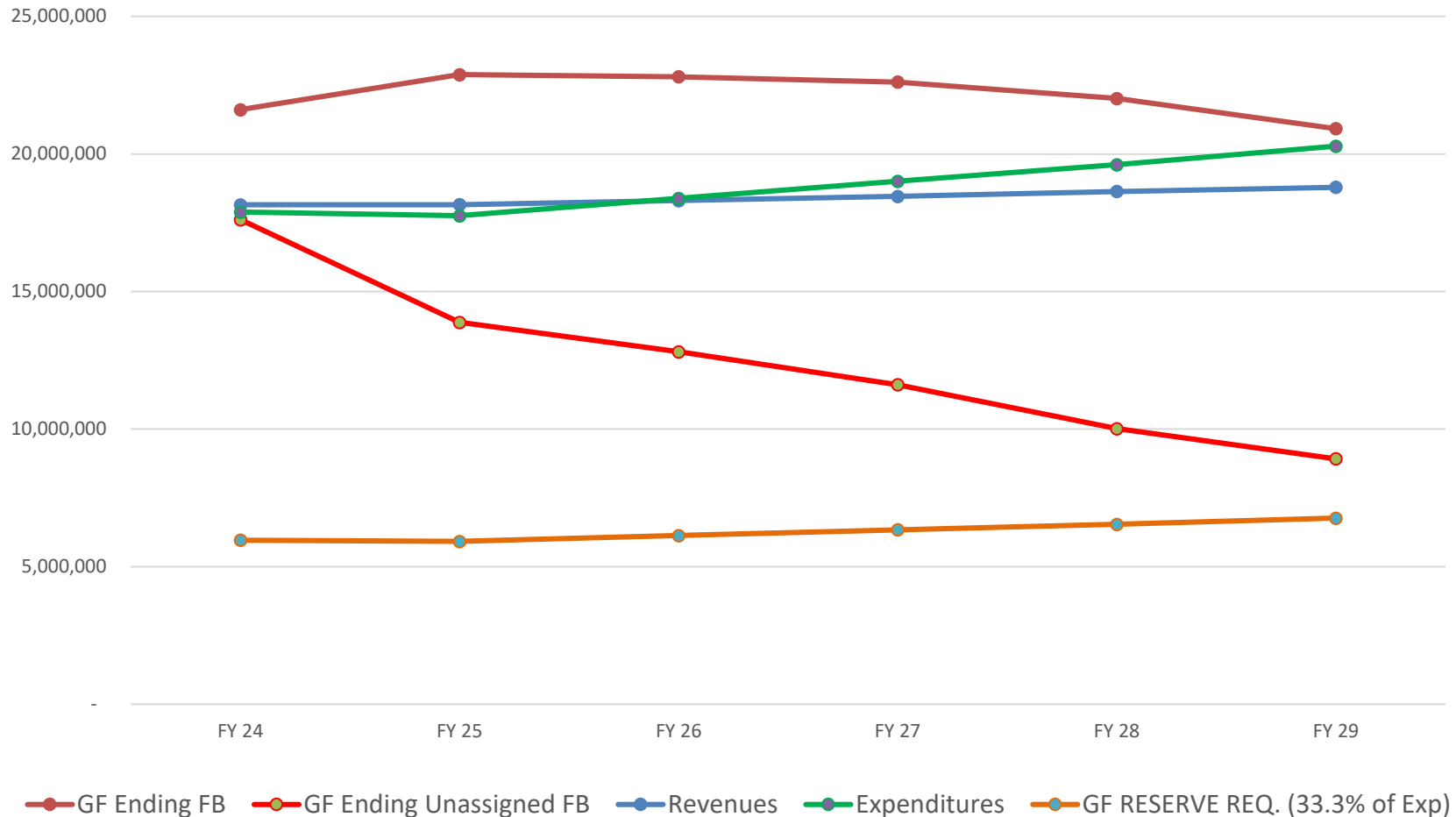
General Fund Capital Outlay

- ❑ Decrease of 65.6% in FY25 to \$260,990
- ❑ Police:
 - ❑ Fewer police vehicles (3) to be purchased in FY25, due in part to:
 - ❑ FY23 Vehicles weren't received until FY24
 - ❑ FY24 included 2 vehicles that were totalled in vehicle crashes, requiring replacement ahead of schedule

General Fund Expenditures By Department



General Fund 5 Year Projections



General Fund 5 YR Projections

(FY24-26)



	FY 2024		FY 2025		FY 2026
Revenues	18,149,805		18,158,100		18,307,021
Expenditures	-17,887,771		-17,752,440		-18,386,085
Revenue over (under) Expenditures	262,034		405,661		-79,064
Transfers - In (From Public Safety)	371,606		799,822		832,825
Transfers - In (From Parks & Stormwater)	582,434		565,998		571,658
Transfers - Out (To Enterprise)	0		0		0
Transfers - Out (To Capital/P&S)	-2,139,305		-500,000		-1,400,000
Net Change in Fund Balance	-923,231		1,271,481		-74,581
Fund Balance - Beginning of year	22,533,844		21,610,613		22,882,093
FUND BALANCE - End of the Year	21,610,613		22,882,093		22,807,513
*Less RESERVE GF BAL. FOR CAPITAL CONST.	4,000,000		9,000,000 *		10,000,000
Unassigned Fund Balance	17,610,613		13,882,093		12,807,513

General Fund 5 YR Projections

(FY27-29)



	FY 2027	FY 2028	FY 2029
Revenues	18,460,189	18,635,164	18,787,516
Expenditures	-19,010,965	-19,608,612	-20,280,697
Revenue over (under) Expenditures	-550,776	-973,447	-1,493,182
Transfers - In (From Public Safety)	854,489	876,836	899,891
Transfers - In (From Parks & Stormwater)	577,375	583,149	588,980
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	-500,000	-500,000	-500,000
Net Change in Fund Balance	381,087	-13,463	-504,311
Fund Balance - Beginning of year	22,807,513	22,611,225	22,014,614
FUND BALANCE - End of the Year	22,611,225	22,014,614	20,921,324
*Less RESERVE GF BAL. FOR CAPITAL CONST.	11,000,000	12,000,000	12,000,000
Unassigned Fund Balance	11,611,225	10,014,614	8,921,324

Options for Cost Savings / Revenue Enhancements

- 1.25% Use Tax (voter approval) +/- \$500,000
- Trash / Recycling Direct Invoice to Residents - \$400-800,000
- Business License Fee
 - Currently \$30 per 1,000 square feet; Minimum \$40; Maximum \$1,000 per business
 - Rates among lowest in region
 - No changes since 1990
- Gross Receipts Tax – currently 7% for Residential & 8% for Commercial (Authorized up to 10%)

Use Tax (1 of 2)

- Applied on MO transactions purchased from Out-of-State Vendors
 - Replaces sales tax revenue lost to on-line sales
 - Would level the playing field for brick and mortar retailers
 - Applied to the same type of products subject to the traditional Sales Tax....it's only subject to 1 tax, so it's not a double taxation
 - Rate applied at the same rate as the Local Sales Tax Rate – Creve Coeur's current local rate is 1.25

Use Tax (2 of 2)

- Rate is determined based on Point of Delivery, instead of Point of Sale
- Vendor remits to the DOR, who then sends to the City
- State of Missouri Rate is 4.225%
- 53 of 81 St. Louis County Municipalities have it
- May only be implemented with Voter Approval

Capital Improvement Fund (1 of 2)

- Sales Tax Revenues projected to be \$2.3M
- Sales tax subject to 15% county sharing
- Grant funding projected to be \$3.7M
 - New Ballas - \$904K
 - Craig Rd - \$960K
 - Lindbergh-Old Olive Intersection - \$1.8M

Capital Improvement Fund (2 of 2)



- CIP Fund Expenditures for FY 2025:
 - Building & Improvements (\$240,000)
 - Park and Recreational Facilities (\$30,500)
 - Street & Sidewalk Improvements (\$5,382,300)
 - Capital Equipment (\$400,258)
 - Personnel (\$180,226)

Debt Service Fund

- Voters approved \$10.7 million bond issue in 2016 to build a new police station
- \$0.082 tax levy on real estate and property taxes for 20 years – remains same due to defeasance in FY23
- Revenues from tax & interest in FY25: \$983,790
- Expenses from principal & interest in FY25: \$696,308

Police Building Fund

- Expenses in FY25 include:
 - Police Parking Lot Security Fence - \$210K

Public Safety Fund

- Half-cent County-wide public safety sales tax; 5/8ths disbursed to cities on per capita basis
- 3% Sales Tax on Recreational Marijuana effective October 1, 2023
- Sales tax revenues projected at \$1,496,924 in FY25 (5.3% increase).

Public Safety Sales Tax Policy

- Police Operating Costs – 45-55%
 - Compensation/Training
 - FY25 – 48.5%
- Public Safety Capital Expenditures – 15-25%
 - Equipment, park security, etc.
 - FY25 – 16.9%
- Police Bldg Maint. & Operation – 10-20%
 - FY25 – 11.4%
- Police Pension Liability – 15-25%
 - FY25 – 20%

Public Safety Fund

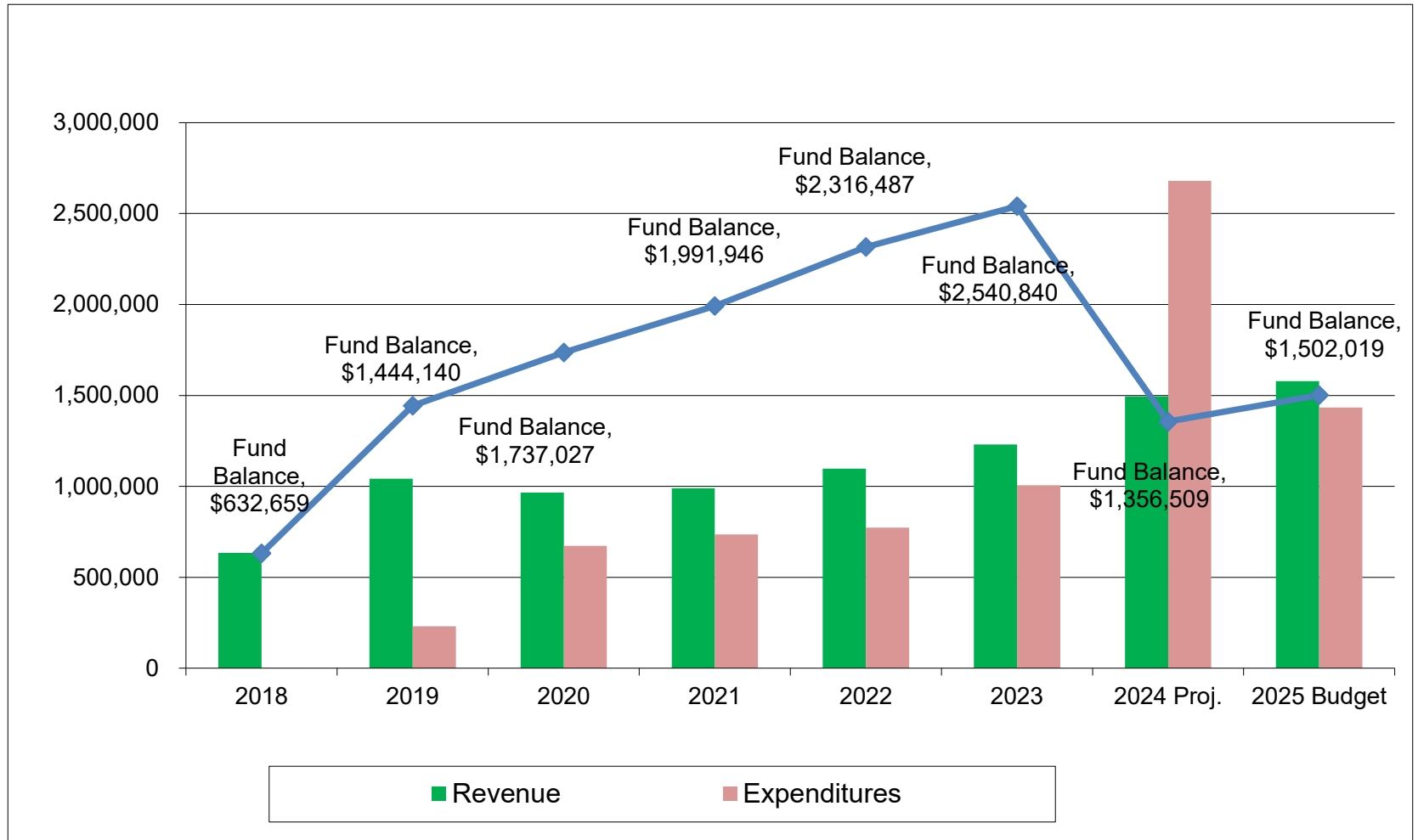
- Expenses in FY24 (\$2,680,029) include \$1.5M for the COLA to the Legacy Pension Plan
- Expenses in FY25 (\$1,433,414) include:
 - Ongoing Personnel Costs to transition from 8 hour shift to 12 hour shift from FY19, Market Equity adjustments in FY22, FY23 & FY25 (\$515,401)
 - 20% of sales tax used for offsetting police legacy retirement plan (\$284,421)
 - Operating & Building Costs (\$380,742)

Public Safety Fund

Capital Expenditures (\$242,850)

- \$72K for Pistols/Holsters
- \$64K for Walkie Talkies
- \$45K for Admin Vehicle
- \$22K for Building & Improvements
- \$14K for Gas Masks
- \$11K for Comfort Dog

Public Safety Fund





Parks & Stormwater Fund

- Half cent sales tax – adopted by Creve Coeur voters in 2020
- Not subject to county sharing
- Funding from Sales Tax projected to be \$2,858,291 in FY25
- \$749,533 dedicated to future park improvements
 - Proceeds from sale of Fountain Park

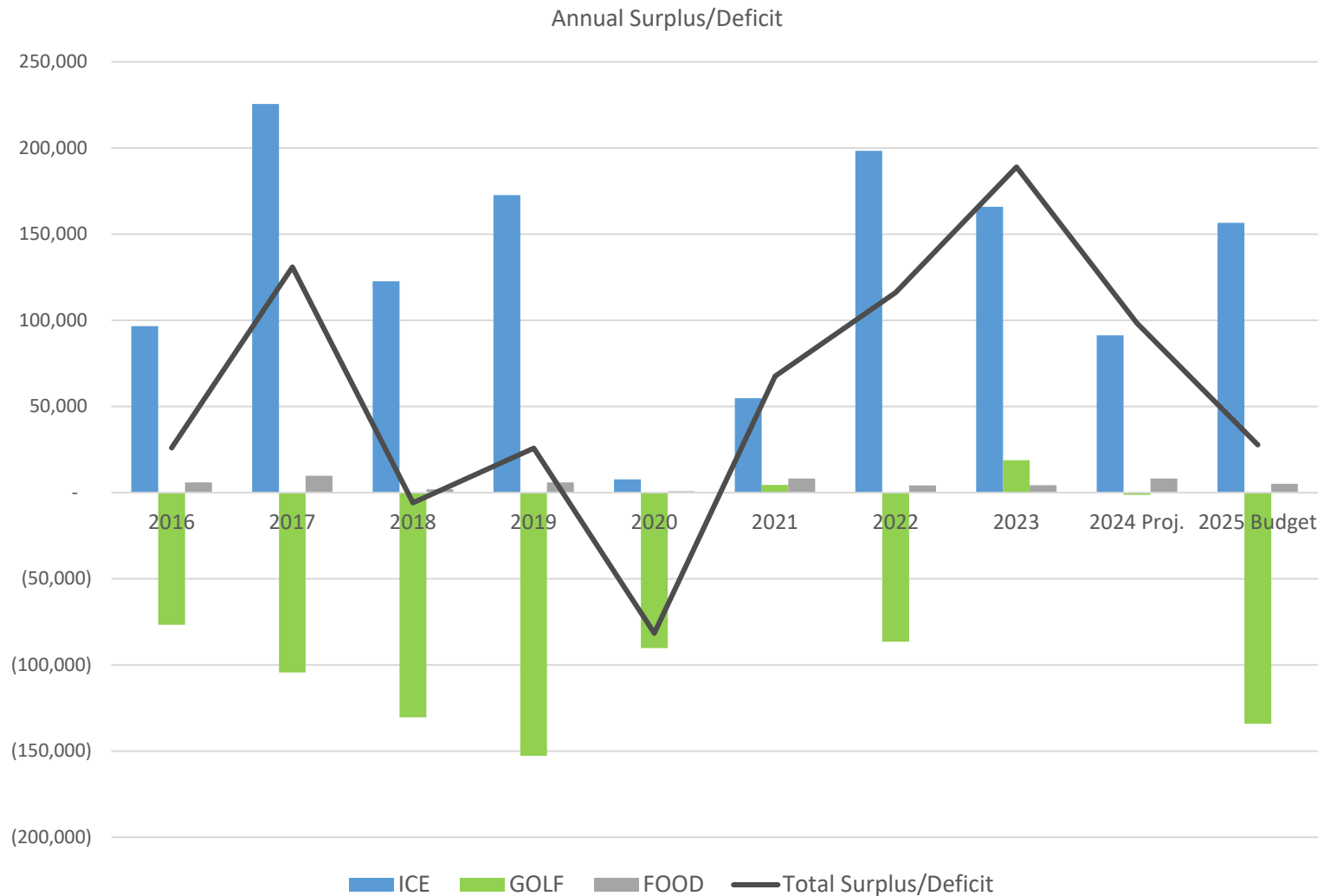
Parks & Stormwater Fund

- Expenses in FY25 (\$4,232,728) include:
 - Park Projects (\$2,336,000)
 - Stormwater Projects (\$1,691,000)
 - Capital Equipment (\$30,000)
 - Project Administration (\$175,728)

Municipal Enterprise Fund

- Golf Course & Ice Arena budgets are accounted for in the Municipal Enterprise Fund (MEF)
- Goal is for MEF to cover all operating costs with user fees.

Enterprise Fund



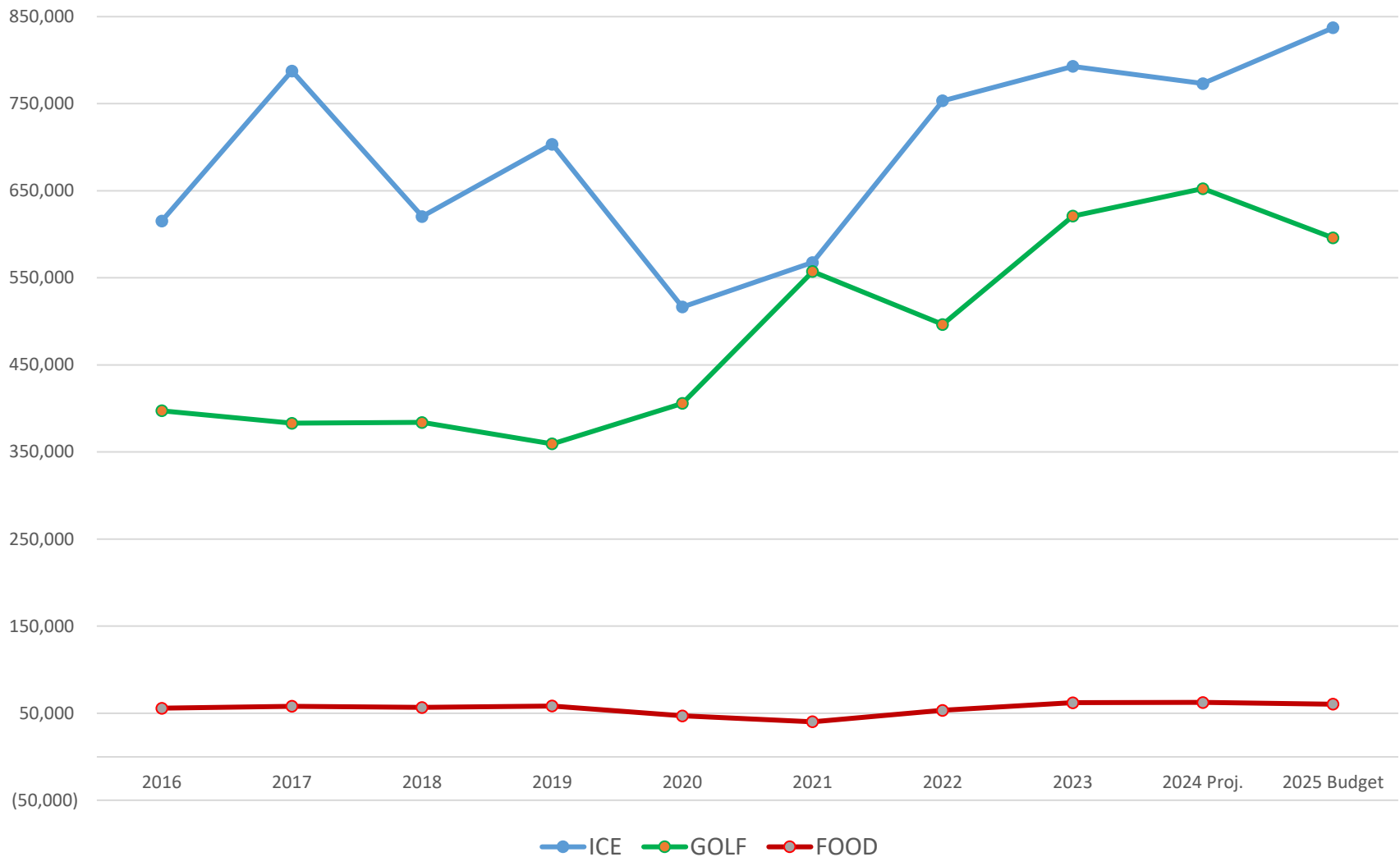
Municipal Enterprise Fund

- Financial health of the MEF Continues to Improve due to:
 - Golf Course continues to see higher usage
 - Recent rate increases
- Projected Fund Balance for FY25:
\$515,000
 - No Need for transfers from General Fund
 - MEF funded \$52K capital improvements in FY25 instead of Capital Fund

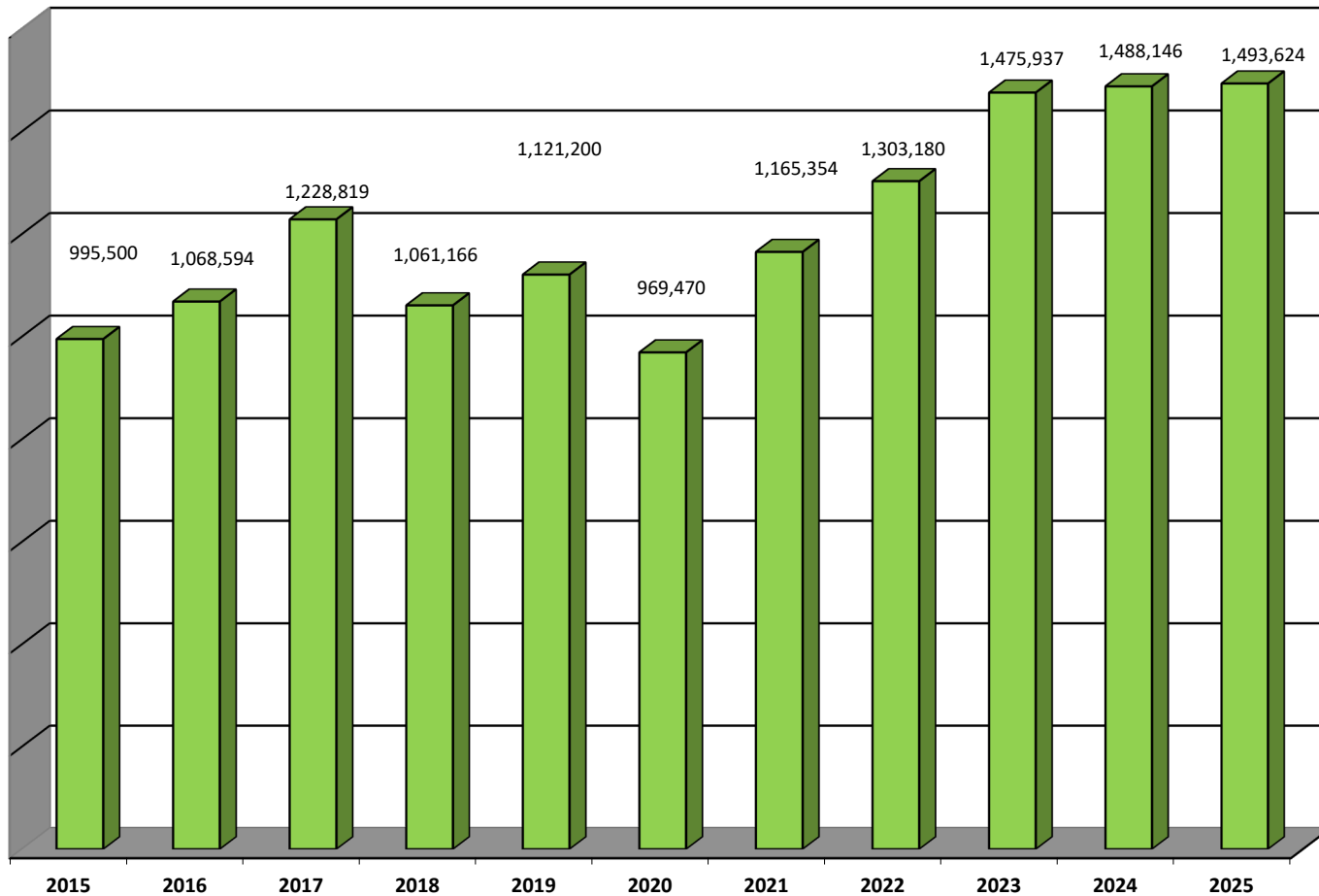
Enterprise Fund FY25

- Overall Operating Revenues estimated to increase .37% to \$1,493,624 for FY25
 - Ice Arena – increase 8.30% to \$837K
 - Golf – decrease 8.69% to \$596K
- Revenues have increased average 4.11% per year over last 10 years

Enterprise Revenue by Division



Enterprise Fund 10 Year Operating Revenue Trend



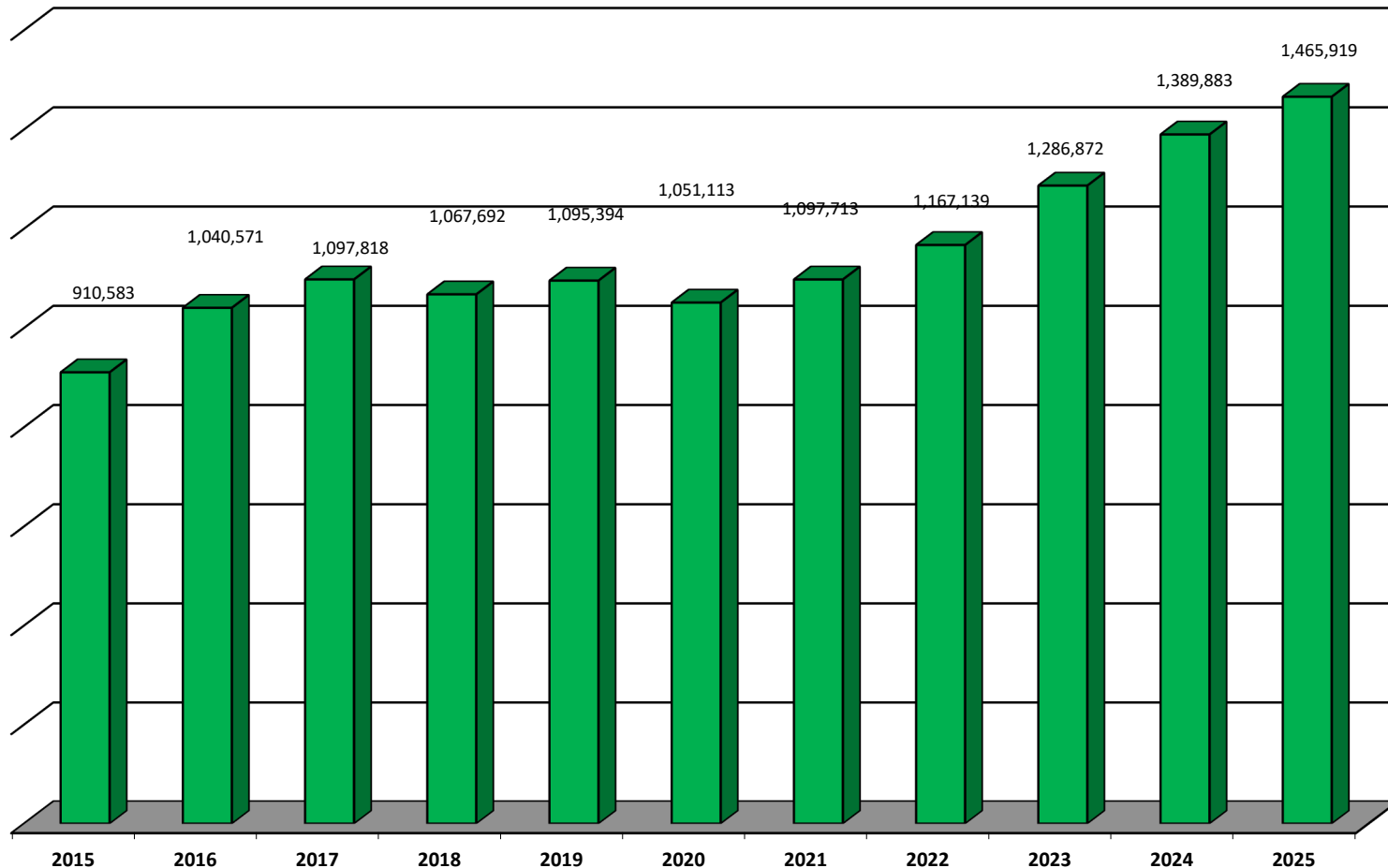
Enterprise Fund Revenues

	FY24 Estimate	FY25 Projected	% Change
Ice Arena	\$773,112	\$837,275	8.3%
Food Service	\$62,500	\$60,500	(8.69%)
Golf Course	\$652,534	\$595,849	(3.2%)
Transfer from GF	\$0	\$0	
TOTAL REVENUES	\$1,488,146	\$1,493,624	.37%

Enterprise Fund FY25

- Overall Operating Expenses estimated to increase 5.5% to \$1,465,919
 - Due to Personnel Costs
- Expenditures have increased average 4.78% per year over last 10 years

Enterprise Fund 10 Year Operating Expenditure Trend



Enterprise Fund Expenditures by Category

	FY24 Estimate	FY25 Projected	% Change
Personnel Services	\$786,649	\$843,221	7.2%
Operating Expenses	\$547,751	\$518,846	(5.3%)
Capital Outlay	\$55,483	\$103,852	87.2%
TOTAL EXPENSES	\$1,389,883	\$1,465,919	5.5%

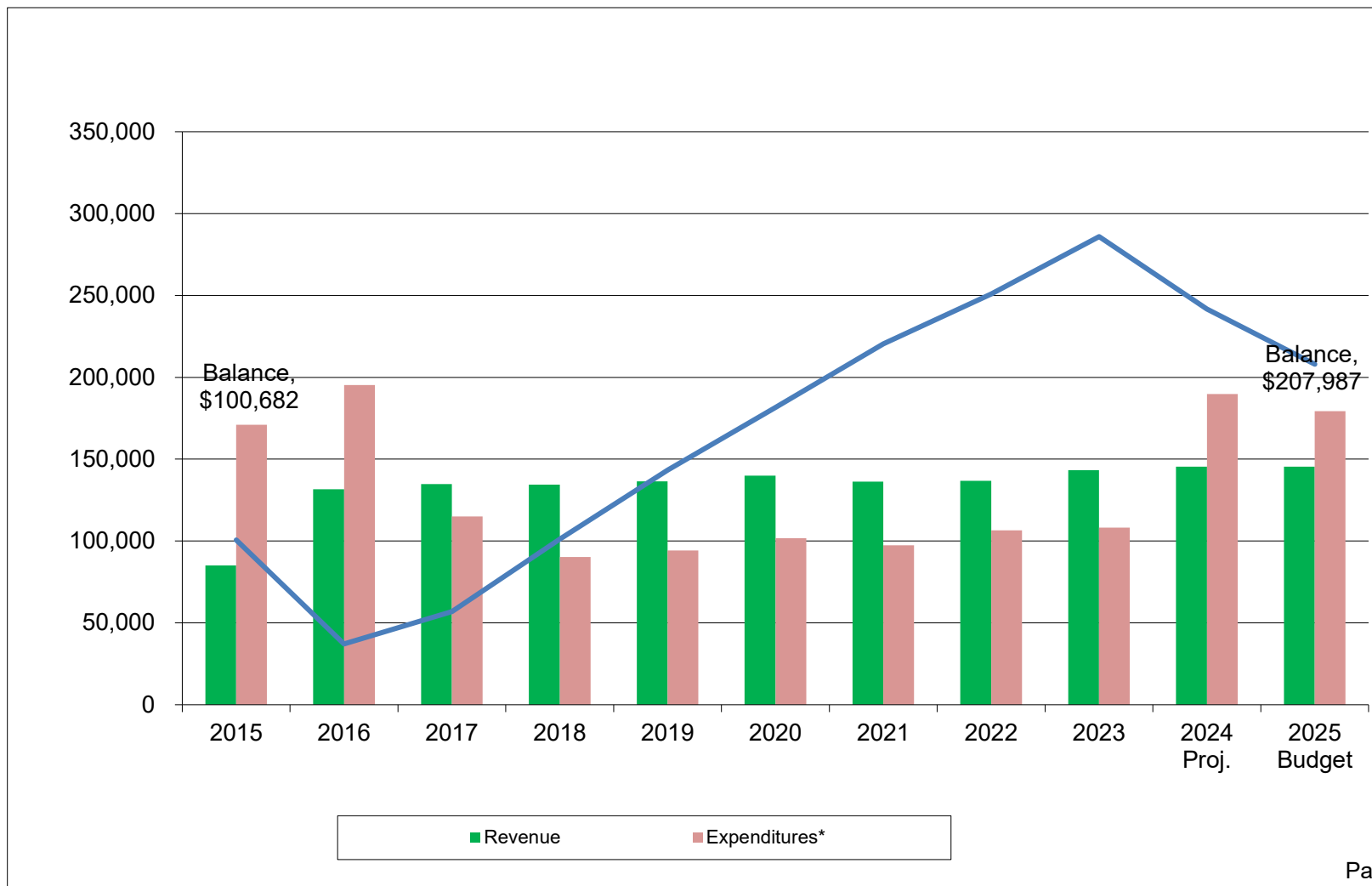
Enterprise Fund Capital Outlay

- Golf Cart Lease (\$32,040)
- Golf Course Greens Mower (\$52,000)
- Ice Arena Building Improvements (\$10,500)

Sewer Lateral Fund

- As of October 1, 2023, provides reimbursement of 70% (up from 50%) or up to \$7,500 for costs associated with broken lateral lines
- Funded by \$28 property tax assessed on all residential property
- FY24 projected operating revenues \$145,500; expenditures \$189,730
- FY25 estimated operating revenues \$145,500; expenditures \$179,238

Sewer Lateral Revenues Expenses & Fund Balance





Questions & Answers



City of Creve Coeur

FY 2025

Preliminary Operating Budget



city
of

CREVE COEUR

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April 19, 2024

Mayor Hoffman and Members of the City Council:

I am pleased to present the Fiscal Year 2025 (FY 2025) 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 recent years, state and local governments everywhere have continued to face similar challenges of rising costs. Due to a concerted effort to limit expenditures to the extent possible and monitor threats to revenue stability, the City of Creve Coeur continues to be financially strong while providing the same 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.

A current threat facing local governments in Missouri pertains to the potential elimination of sales tax on groceries, as proposed in numerous bills in the Missouri State Legislature. If successful, such legislation would result in an estimated \$2.1M loss in revenue to the City of Creve Coeur, and \$1B in lost revenue to local governments statewide. Creve Coeur has partnered with other cities in the St. Louis Metropolitan Area to educate legislators about the negative impact passage would have on cities and their constituents.

Long Range Planning

In developing the annual budget, the city staff relies upon various planning documents, including the city's Strategic Plan, Comprehensive Plan, five-year Capital Improvement Plan, the Parks and Recreation Master Plan, and the new Watershed Management Plan. The annual budget provides many resources necessary for implementing the long-range objectives as identified in the city's planning documents. In April 2022, a Strategic Plan was adopted establishing and prioritizing goals for the next three years with new action items in FY 2025 along with the proposed development for a new Strategic Plan anticipated to be completed by late FY 2025.

The city's Strategic Plan includes the following goals:

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

As a public service entity, the majority of the city's expenses are directly related to those who provide the service – our employees. To attract and retain qualified employees, the city must remain competitive in pay and benefits. In mid-FY 2023, a comprehensive review of the city's benefits in comparison with 22 other St. Louis Metropolitan Area cities was completed and several benefit

enhancements were made in FY 2024 to make the city more comparable. Many of the enhancements were at little to no additional cost to the city including increases in sick, personal, and vacation leave accruals, retiree access to the city's dental and vision insurance, and educating employees about the value of their total compensation package with an individualized year-end summary.

Other benefits enhancements implemented in FY 2024 required a financial investment by the city. The city enhanced the Missouri Local Area Government Employee Retirement System (LAGERS) retirement plan to L-6 – the highest plan available – and transferred all active Legacy Plan employees into LAGERS, provided a 3% cost of living adjustment (COLA) to all employees to keep up with inflation (\$243K), and increased reimbursement for college tuition and books (\$10K). A retroactive COLA to Legacy Plan retirees occurred for the first time in 20 years, and a COLA was incorporated into the plan for the future. Also in FY 2024, the city reduced its fiduciary liability by transferring the administration of the closed Legacy plan and all its assets (\$30M) to LAGERS – one of the most well-managed and best-funded municipal retirement plans in the nation. The benefit enhancements may have been a contributing factor to the lowest employee turnover experienced in 10 years which was 2.8% in FY 2024, down from 3.7% in FY 2023 and 15% in FY 2022. Additional benefit enhancements previously discussed with the City Council will be revisited during upcoming budget meeting discussions and may be implemented in FY 2025.

City staff made progress in several areas designed to streamline and improve city processes in FY 2024 including the acquisition and implementation (now underway) of new building permitting software that will provide electronic access to city files for residents and stakeholders, and reduce the city's carbon footprint by utilizing more paperless processes. Also in FY 2024, several department staff purged old paper records in compliance with State record retention laws and pursued a grant to digitally archive permanent records which, if approved, will commence in FY 2025 making access to historical records more efficient and conserving office space.

An ongoing goal of the staff and City Council is to seek opportunities for revenue enhancements to continue being a community of choice with high-level services. More recently, voters approved Prop M, a 3% additional tax on recreational marijuana dedicated to public safety purposes including equipment, training, and other related costs. The new sales tax became effective on October 1, 2023.

If the previously mentioned proposed State legislation eliminating sales tax on groceries is approved, pursuing other revenue sources will be a top priority to offset the estimated \$2.1M loss of revenue. In FY 2024, staff worked with counterparts in neighboring cities to jointly hire a firm to represent the cities' interest in discouraging sales tax exemptions which will erode the city's tax base. In FY 2025, staff plans will continue educating residents about the local use tax, the uses it could serve in maintaining current service levels, and how it is 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 city continues to emphasize the pursuit of grants to offset the cost of city services and capital expenses where possible. In FY 2024, the Creve Coeur Ice Arena required maintenance and capital upgrades to address an aging facility including the conversion of the R-22 coolant system to an

ammonia-based system, HVAC, and flooring replacement. Total costs are estimated to be \$2.7M offset by \$525K in Municipal Park Grant funds, \$1.9M in American Rescue Plan Act (ARPA) funds, and the rest from Capital Improvement funds.

In FY 2023, a space needs analysis was completed for the Government Center to renovate the existing building, or build a new one due to it lacking adequate office and meeting space, and equipment and infrastructure needs for an almost 70-year-old building. Construction costs rose considerably during and following the COVID pandemic, resulting in the deferral of consideration of either major renovations or the construction of a new Government Center. However, this project has been identified as an area of need in the long term. To this end, the proposed FY 2025 budget includes setting aside a portion of the City's General Fund reserves to address the city's long-term facility needs. Short-term repairs and minor renovations to the Government Center will be made with an expectation of continuing to utilize the existing facility for the next five years.

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. The quinquennial street condition analysis – updated in FY 2023 – guides the pavement management program for five years. In FY 2024, a \$1.3M New Ballas Road Improvement Project – Phase I partially funded by an STP grant (\$960K), is estimated to be complete and includes concrete pavement replacement, between Olive Boulevard and Craig Road. A significant road project slated for FY 2025 includes resurfacing, reconstructing, and expanding sidewalks along Craig Road and Olde Cabin Road between Old Ballas Road and Office Parkway (\$1.4M). The project will be offset by a grant covering 60% of the cost.

In FY 2024, a Watershed Management Plan (\$357K) was completed and included an in-depth study of stormwater behavior and needs throughout Creve Coeur to provide a sound, proactive basis by which the city can approach to prioritize stormwater management projects in the future. The city also implemented a new pilot Stormwater Management Cost-Share Program in FY 2024 to help neighborhoods and individual homeowners solve stormwater issues and will reimburse 50% up to a defined maximum for small projects for neighborhoods such as rain gardens or bioswales with funding made possible through the Parks & Stormwater Fund revenues. In April 2024, a Missouri Sewer District Project Clear (MSDPC) ballot issue passed providing additional funding to begin addressing region-wide flooding and erosion problems across St. Louis County, including Creve Coeur.

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

Maintaining a professional and highly skilled Police Department is a top priority in keeping Creve Coeur a safe community. In FY 2024, additional cameras were installed to assist in crime prevention and investigation, and a full-time officer position was transferred to the Crime Prevention Unit to increase community engagement with the Police Department and educate the public about effective ways to avoid being victims of crime. In FY 2025, the city has included funds to purchase a trained comfort dog – an additional resource to foster positive community relations, strengthen established partnerships, and provide emotional support to community members and commissioned officers during times of stress and crisis. The initial cost of acquiring and training a comfort dog will be partially offset by donations. Also in FY 2025, there are plans to replace older service pistols and associated equipment for all commission officers (\$72K) with the cost offset by the sale of existing firearms.

The well-being of the community includes having spaces where people can play and enjoy the great outdoors. The Millennium Park Improvement Project – Phase 1 (\$2.3M) is on track to be completed by June 2024 including a larger playground with shade structures, a bigger splash pad, a new bandstand for summer concerts, park benches, and walkway connections. For FY 2025, Venable Park Improvements are scheduled to include a new pavilion, walking paths, bridge replacement, tennis courts, and splash pad (\$2.7M) made possible through funding from the Parks and Stormwater Fund sales tax.

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

Seeking input from diverse perspectives requires building relationships with others within our community, regionally, and statewide. The city seeks to engage the public through many of the city's ongoing events such as the monthly Coffee with the Mayor, the annual Subdivision Trustee Meeting, quarterly Coffee with a Cop, Cocoa with Cop, and the annual Creve Coeur Night Out. The city also hosted several public forums in FY 2024 seeking input on the Watershed Management Plan and the Venable Park art selection process. These are just a few examples of the city's commitment to community engagement through face-to-face conversations in relaxed and comfortable settings.

Mayor Hoffman continues 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 conference in FY 2024 and are budgeted for FY 2025 where they can learn about the significant role they play in preserving and enhancing the quality of life in our community.

Strategic Goal 5: Encourage high-quality development 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 provides a portfolio of diverse zoning districts to support commercial and residential life. In FY 2024, Staff updated the Comprehensive Plan pertaining to the former Bayer property and updated the City's planned development ordinance to serve as a flexible zoning alternative.

The 39 North Agtech District (39N), which already includes the Donald Danforth Plant Science Center, BRDG Park, Helix Incubator, Benson Hill, Bayer Crop Science, and Covercress, continues to be an area of significant importance, growth, and revenue potential for Creve Coeur and the entire region. In FY 2023, Jack Matthews Development, LLC and Fireside Financial, LLC purchased 95 acres of the former Bayer west campus located in 39N. In FY 2024 a site concept plan was approved by the property for a mixed-use development that will include retail, restaurant, hotel, office, and housing. City Council approved economic incentives for the project in FY 2024 and in FY 2025 Phase 1 of a 5-year development plan is anticipated to begin and will include new roads, walking trails, utilities, and other infrastructure to support the new development. This is the largest development project the city has witnessed since the former Monsanto campus was first developed in the 1960s and it will play a vital role in providing economic diversity and revenues to the city and other taxing entities for years to come.

In FY 2024, the city collaborated with various 39N partners on the preliminary design of the 39N and Centennial Greenway through Creve Coeur with the design cost split equitably among partners with Great Rivers Greenway covering half of the total cost. Staff also worked closely with the Centennial Greenway design team and submitted a joint grant for construction of the first portion of the greenway and a grant decision is anticipated in FY 2025. A grant-funded project estimated to be

complete in FY 2025 is the reconstruction and signalization of the intersection of Lindbergh Boulevard and Old Olive Street Road. The project will include a pedestrian crossing and will connect Old Olive east and west of Lindbergh, a critical step toward the implementation of the Old Olive Great Street Plan and the 39N Master Plan. Three separate grants have been awarded to the city for the project, covering 83% of the cost.

GENERAL FUND

Long-range revenue and expenditure projections for the General Fund are included in Section 2 of the proposed budget. In FY 2025, operating revenues are projected to outpace operating expenditures by \$405,660. After inter-fund transfers, the fund balance is expected to increase by \$1,271,481. This includes a transfer in from the Public Safety Fund of \$799,822, a transfer in from the Parks & Stormwater Fund of \$565,998, and a transfer out to the Capital Fund of \$500K.

Long-Range Outlook

Before FY 2022, despite a 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 10-year period. However, starting in FY 2022, sales tax and utility taxes have increased significantly, now accounting for 69% of the city's General Fund revenue. Revenue growth is expected to be relatively flat going forward. As the Olia Village development begins to take shape over the next one to two years, we will update our revenue projections accordingly.

The long-term global trend from brick-and-mortar stores to online shopping accelerated during the pandemic and continues to escalate. Cities across the state and nation have increasingly adopted a use tax to recover the revenue losses resulting from the trend to online purchases, and this is something that the City of Creve Coeur will need to consider as a means of maintaining existing service levels in the future.

General Fund Reserves

Creve Coeur continues to maintain a substantial reserve in its General Fund, providing the opportunity to set aside funds for certain long-term capital needs:

- In recent years, the City Council has begun to set aside a portion of the city's General Fund balance for future construction of a new Government Center. For FY 2025, it is recommended that this amount be increased from \$3M to \$7M to be reserved for future replacement of the Government Center, with a goal of further increasing this reserve by \$1M in each of the subsequent three years to reach \$10M in FY 2028. The total cost of replacing the Government Center is estimated to be in the range of \$20M.
- In addition, the General Fund reserve for streets, to cover emergency repairs or other unforeseen street-related projects, is recommended to be increased from \$1M to \$2M. Maintaining a healthy reserve for streets has become more important as the number of scheduled street projects over the next few years has grown considerably.

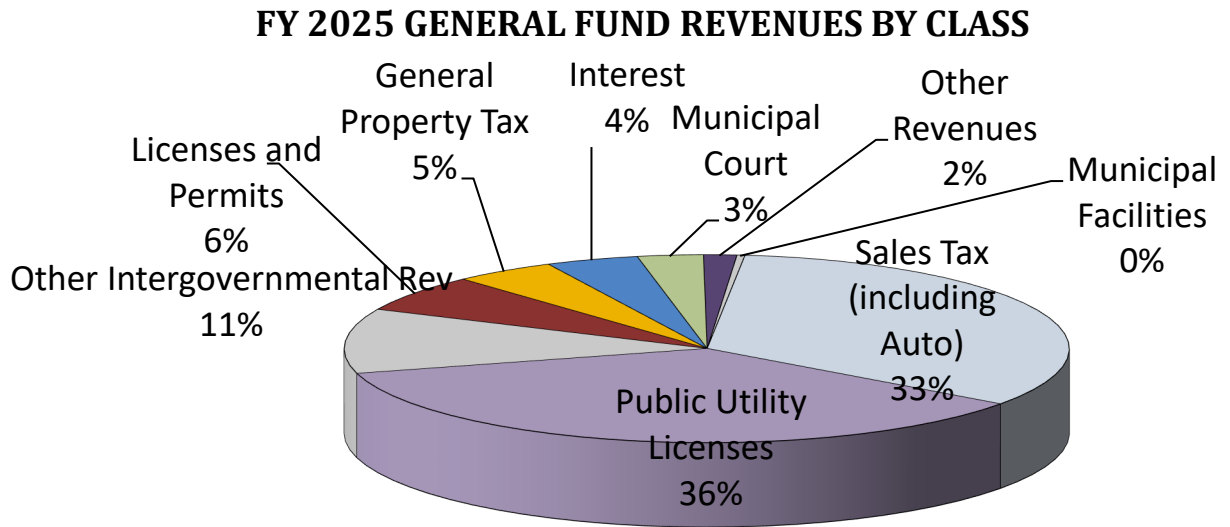
After accounting for these assigned purposes, the city is projected to have an unassigned fund balance of \$13.8M or 77.9% of annual expenditures in FY 2025. By FY 2029, the city's General Fund unassigned reserves are projected to be reduced to \$8.9M, or 44.7% of annual operating expenditures. This figure is still 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 \$500K of County Road and Bridge Tax revenues (up from \$400K) 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 supports Street Division operations in the General Fund. In addition to the \$500K, the City will transfer another \$900K to the Capital Fund in FY 2026 to offset the cost of roof replacement for the Public Works Garage and Ice Arena.

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 (33% of General Fund revenues) and utility licenses (36% of General Fund revenues). For FY 2025, operating revenues for the General Fund are projected to remain flat from projected FY 2024 revenues. While property tax, utility tax, and sales tax are all projected to increase 1%, building permits, apartment re-occupancy fees, and escrow deductions are projected to decrease 16% or return to the normal 5-year average after 3 record years in FY 2020, FY 2021, and FY 2022. A brief explanation of revenue projections for FY 2025 is provided below:



Intergovernmental Revenues, which include sales tax, gas tax, and county road and bridge tax, comprise 44.5% of operating revenue, and are projected to increase by 2%, but only because of the additional grants for Preserving Local Records (\$15,907), the Electronics & Shred Event (\$7,500), as well as funds from the Opioids Settlement (\$15K).

The city's sales tax for FY 2024 is projected to be \$5,711,265, or flat with FY 2023 and 11.5% more than FY 2019, which is the last full year not impacted by the pandemic. For FY 2025, staff is projecting a modest 1% increase. The city's sales tax rate is 1.25%, subject to the St. Louis County sharing formula whereby a portion of revenues are shared with other cities and the county.

Public Utility Licenses, which comprise 36% of the city's operating revenue, are projected to increase 5.2% in FY 2024 over FY 2023. For FY 2025, all utilities are budgeted to increase 1% except Telephone (decrease 2%) and Video Service Fees (flat), for an overall increase of only .6%.

The city's General Fund **Real Estate Tax** rates per \$100 of assessed value are \$.067 for residential and \$.080 for commercial property, which decreased for FY 2024 since it was a reassessment year. FY 2025 is budgeted to increase 1% increase to \$824,867. Higher reassessments will result in lower property tax rates due to Missouri state law. 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 11.6% to \$1,160,319 for FY 2025. Building permit revenues are projected to decrease by 5.5% to \$675,000 following three consecutive exceptional years (FY 2020 – FY 2022), where we saw several large projects being initiated.

Apartment Re-Occupancy permit revenues are projected to decrease 4.1% to \$96,000 in FY 2025 as a result of apartment facilities improving their new occupant procedures.

Escrow Deductions are budgeted to decrease 64.5% to \$65,000 in FY 2025 as a result of fewer deductions being forfeited back to the City.

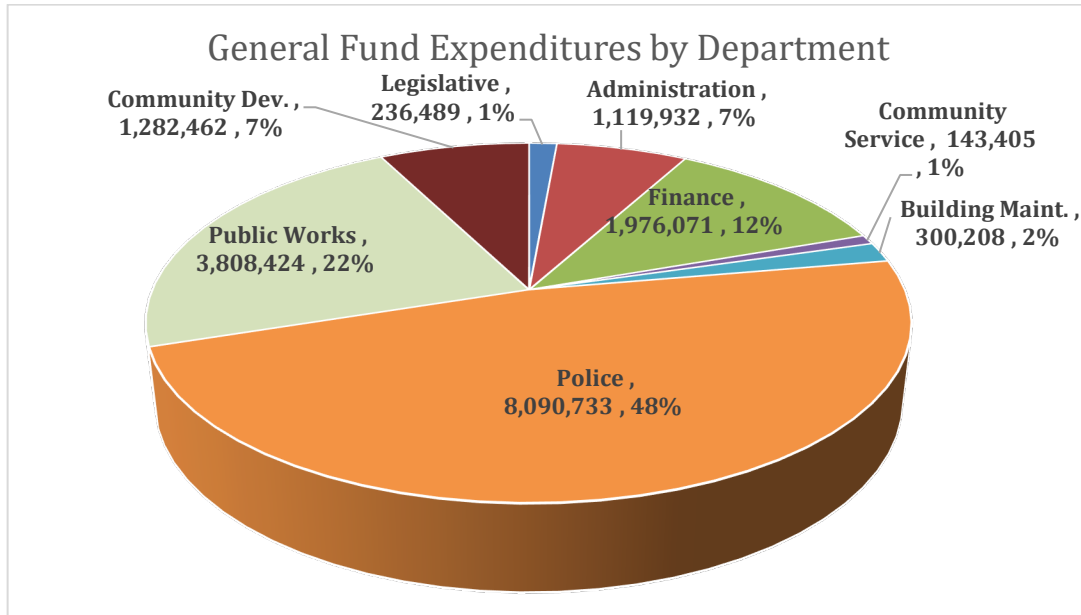
Business license revenues are projected to increase by 1% in FY 2025, at \$212,949. While several businesses closed during the pandemic, since the City continues to gain several new businesses to help offset the loss. The city's business license rates have not been adjusted since the early 1990s.

Municipal Court revenues are projected to increase by 1% in FY 2025 to \$532,270, as Municipal Court sessions have returned to normal with in-person court, while also continuing virtual sessions after curtailing in FY 2021 and FY 2022 due to the pandemic.

Interest on Investments increased in FY 2024 as a result of interest rates continuously increasing after COVID-19. While interest rates are expected to level off for FY 2025, interest revenue is still budgeted to increase 5% to \$750,000. Since the City has a ladder portfolio (most maturing in three years), the leveling off of the rates takes three years to see.

Charges for Municipal Facilities are projected to increase 3% at \$64,000, and can be attributed to the increase in park programs and park rentals. This is still down \$8,500 or 11.7% from the last full pre-pandemic year of FY 2019 as a result of not opening up reservations for the Multi-Purpose Room or either one of the two meeting rooms.

General Fund Expenditures



FY 2024 expenditures are projected to be .67% lower than budgeted mainly due to the timing of filling vacancies. FY 2025 is projected to be .76% less than projected expenditures for FY 2024 mainly as a result of the decrease in pension costs as a result of closing the Legacy Pension Plan and purchasing fewer patrol vehicles (\$518,000) in FY 2025. Several patrol vehicles were ordered in FY 2023 but not received until FY 2024 and two vehicles were totaled following accidents, so FY 2024 had more purchases than expected. As the chart below demonstrates, personnel services comprise 71.28% of our General Fund budget.

<u>Expenditure Category</u>	<u>FY 2024 Projected</u>	<u>FY 2025 Budget</u>	<u>Percentage Change</u>
Personnel Services	\$12,515,988	\$12,685,089	1.4%
Operating Expenses	\$4,613,633	\$4,806,360	4.2%
Capital Outlay	\$758,150	\$260,990	-65.6%
TOTAL	\$17,887,771	\$17,752,440	-.76%

Personnel Services

The Police Department composes the majority (58%) of the General Fund personnel expenditures. The Public Works Department makes up the next largest portion of the city's personnel costs (14.9%).

Major factors affecting personnel expenditures in FY 2025 are outlined below.

- The total full-time employee population remains at 109 employees.

- Minimum and maximum salary ranges are recommended to increase by 2% 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 2% market equity is proposed for all merit-based employees, and a 3.5% market equity is proposed for all step-based employees (police officers and sergeants) for \$232,278.
- A 4% merit increase is proposed for all merit plan employees and a 3.5% step increase is proposed for step plan employees for \$257,800.
- Longevity pay has been frozen since FY 2011 and continues to 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 every year of service up to FY 2011. For FY 2025, longevity pay decreased to \$17,280, down from \$23,424 in FY 2024.
- In 2009, the city elected to pool its health insurance with other municipalities in the St. Louis Area Insurance Trust (SLAIT) to reduce rate volatility and gain more control of the plan from year to year. In FY 2024, rates are projected to increase 7.5% which will increase the premiums by \$184,726 to \$1,417,250*. A spousal surcharge program was created in 2021, which resulted in an annual savings of more than \$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 offer wellness programs to encourage healthy lifestyles among our workforce.
- As mentioned previously, LAGERS assumed administration of the city's closed legacy defined benefit (DB) along with the \$30 million in plan assets on January 1, 2024; therefore, there will be no further city costs associated with the closed plan moving forward.
- A component of the pension changes included providing a COLA to all retirees under the closed legacy DB plan. The total one-time cost of the COLA was \$2.4M, including \$825,900 in cost to the General Fund in FY 2024. Without this one-time cost, the personnel costs would have increased 7.9% instead of the 1.4% listed in the previous chart.
- Effective September 1, 2024, all active employees are now in the L-6 LAGERS plan and contribute 4% of their salary to the plan. The 4% employee contribution is projected to generate \$468,318*. The city's contribution to LAGERS is budgeted at \$1,536,665*.

**Combined General, Capital, Sewer Lateral, Parks & Stormwater, Enterprise, and Public Safety funds.*

Operating Expenses are projected to increase by 4.2% to \$4,806,360 in FY 2025. 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 2025, trash and recycling contract costs are budgeted at \$871,500. 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 \$260,990 for FY 2025. This amount represents a 65.6% decrease over the estimated FY 2024 expenditures with most of the decrease due to a decrease in police vehicle replacement. FY 2023 vehicles were not received until FY 2024 and two vehicles were totaled, so FY 2025 included a lot more vehicles than budgeted.

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 that 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 the preservation of existing infrastructure and aggressively pursuing outside funding to offset the city’s cost where possible.

The five-year plan (FY 2025–FY 2029) includes approximately \$21.6M in total capital outlay with a 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 updated by a third-party consultant in FY 2023.

The Capital Fund budget is based on the five-year Capital Improvement Plan (FY 2025 – FY 2029), and was approved on April 8, 2024.

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 \$2,297,611 at the end of the current fiscal year, up only .25% from FY 2023 and up \$304K or 14% over FY 2019, which was the last full pre-pandemic fiscal year. A 1% increase in sales tax revenue is projected in FY 2025.

Historically, General Fund transfers of \$400K have been recommended and included in the Capital Improvement Plan to provide funding to maintain a robust street maintenance program consistent with the intended use of county road and bridge revenues. Starting in FY 2025, this amount has been increased to \$500K.

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 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. About \$660K of these funds were used in FY 2023; about \$2.1M will be spent in FY 2024 and the rest will be spent in FY 2025. The funds were used for the 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 2025 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 - \$240,000
- Park & Recreational Facilities - \$30,500
- Street and Sidewalk Improvements - \$5,382,300
- Capital Equipment - \$400,258
- Administration - \$180,226

PARKS AND STORMWATER FUND

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. The 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

Revenues for FY 2024 are projected to be \$3,493,693 and \$3,367,558 is budgeted for FY 2025, which is a 3.6% decrease. This decrease is due to less funding from other agencies, while sales tax is projected to increase 1%.

The city projects \$281,643 in funding from other agencies (down from \$461,952 in FY 2024), including funding from the re-established Operations, Maintenance, and Capital Improvement (OMCI) Deer Creek Watershed District by MSD.

Parks and Stormwater Expenses

The FY 2025 projects are outlined in detail in the CIP. Expenditures by major category in the Parks-Stormwater Fund are as follows:

- Parks and Recreational Facilities - \$2,336,000
- Stormwater - \$1,691,000
- Capital Equipment - \$30,000
- Administration - \$175,728

BUILDING PROJECT BOND FUND

In FY 2017, voters approved a \$10.635M 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 2025 is \$1,496,924. In addition to the Public Safety Sales Tax, the City began receiving the 3% marijuana sales tax in October 2023, which was passed by the voters and dedicated to public safety. Both of these revenue sources 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 Police Station. The city's adopted policy on the use of these funds can be found under the "Financial Policies" section of the budget.

The Public Safety Fund for FY 2025 includes \$117K for market/step adjustments for police. In total, \$515,401 is charged to the Public Safety Fund to offset police compensation increases which have been made over the last several years to maintain competitive salaries.

Not new to the Budget, but new to the FY 2025 transfer out amount is \$284,421, which is 20% of the Public Safety Sales Tax. This portion of the transfer out of the Public Safety Fund to the General Fund is to cover the pension liability for the Police Department. This amount is up 17% as a result of an increase in sales and the new 3% marijuana sales tax, which began October 1, 2023. This amount was previously paid directly to the Legacy Pension Plan. However, since the city closed the Legacy Pension Plan and transferred the assets and administration to LAGERS in January 2024, this 20% is now transferred to the General Fund to offset the LAGERS pension costs for the Police Department.

Building and operating costs for the Police Station, including utilities and maintenance, are budgeted at \$170,556 for FY 2025.

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 \$43,870 in FY 2025.

Other capital items, including building upgrades, firing range lead abatement, replacement pistols and holsters, replacement administration vehicle, comfort dog, walkie-talkie replacements, and 3 additional Flock license plate recognition (LPR) cameras are just a few of the items included in FY 2025.

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 2025.

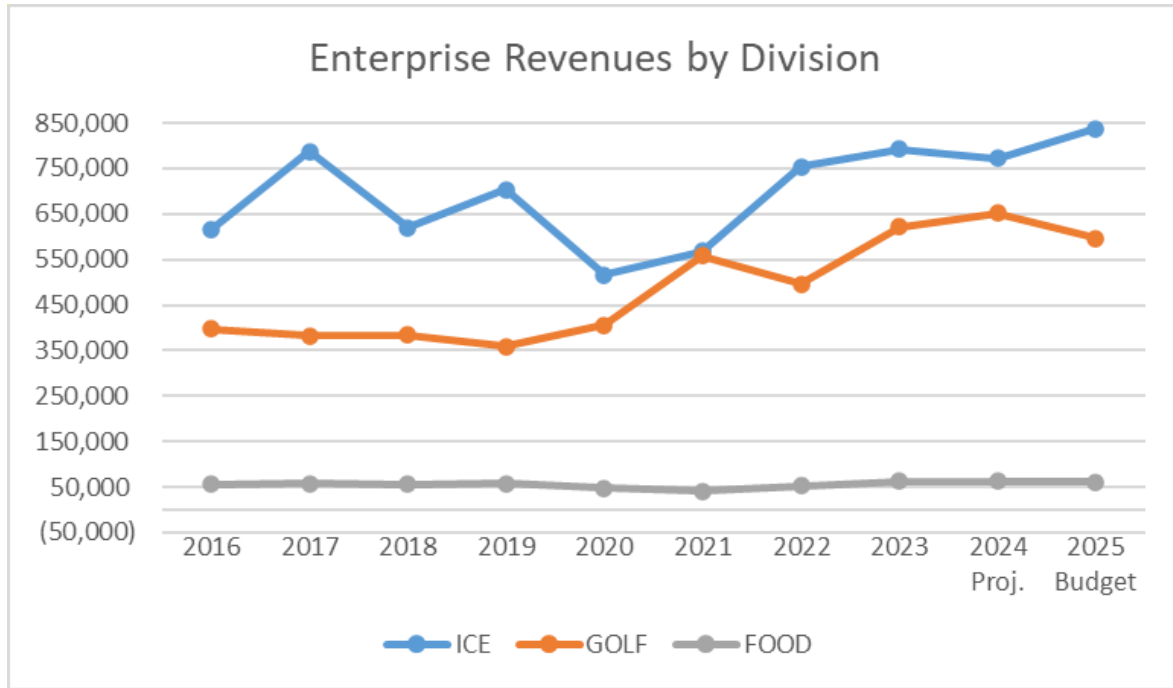
In FY 2023, the City executed a bond defeasance allowing the city to set the debt levy back to the original \$.082 per \$100 of Assessed Valuation. Doing this will allow the city to defease a portion of the Series 2017 Bonds maturing on March 1, 2037, in the aggregate principal amount of \$575,000. Doing 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 2025, property tax revenue is budgeted to be \$964,600, with interest revenue of \$19,190.

Interest expense is estimated to be \$205,988, and principal expense is anticipated to be \$490,000 in FY 2025.

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 .37% higher in FY 2025 (\$1,493,624). The golf course has seen a substantial increase over FY 2019, up 80.5%, 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 \$59,297 or 8.4%.

Operating Expenses for the Enterprise Fund are anticipated to increase by 5.5% to \$1,465,919. 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 8.3% over projected FY 2024 revenues to \$837,275 in FY 2025. Estimated expenses for FY 2025 are projected to decrease .16% to \$680,647 when compared to projected expenses for FY 2024. The decrease in expenses resulted primarily from a decrease in ice repairs that occurred in FY 2024 of \$20K. The increase in revenues is due to a projected one-month shutdown of the ice arena during renovations in FY 2024 related to the

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 decrease in FY 2025 by 8.69% to \$595,849 when compared to projected revenues for FY 2024. This amount takes into account the wide variation we have seen in course revenues over the last several years. Estimated expenses for FY 2025 are projected to increase by 11.64% to \$729,935 over projected FY 2024, with most of this increase resulting from \$52K in golf capital equipment. Such capital expenses have previously been charged to the Capital Fund, but the growing fund balance of the Enterprise Fund provides the opportunity for capital equipment expenses to be charged to the Enterprise Fund.

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 decrease slightly in FY 2025 to \$60,500 compared to projected FY 2024 revenues of \$54,326. Estimated expenses are projected to increase to \$55,337 compared to projected FY 2024 expenses of \$54,326.

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

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 2025 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, the 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
Donna Spence

Ward II

Tim Carney
Kimberly Norwood

Ward III

David Z. Hoffman
Drew Newman

Ward IV

Joe Martinich
Scott Saunders

ADMINISTRATIVE STAFF

City Administrator

Mark C. Perkins, ICMA-CM

Assistant City Administrator

Sharon M. Stott, MBA

City Attorney*

Carl Lumley

Prosecuting Attorney*

Stephanie Karr

Alternate Prosecuting Attorney*

Melissa Price Smith

Municipal Judge*

Timothy Engelmeyer

Provisional Municipal Judge*

Mary Bruntrager

City Clerk

Kellie Henke

Chief of Police

Jeffrey Hartman

Director of Finance

Lori Obermoeller, CPFO, MBA

Director of Public Works

Jim Heines

Director of Community Development

Jason W. Jaggi, AICP

Chief Building Official

Gregory B. Tate, CBO, MCP

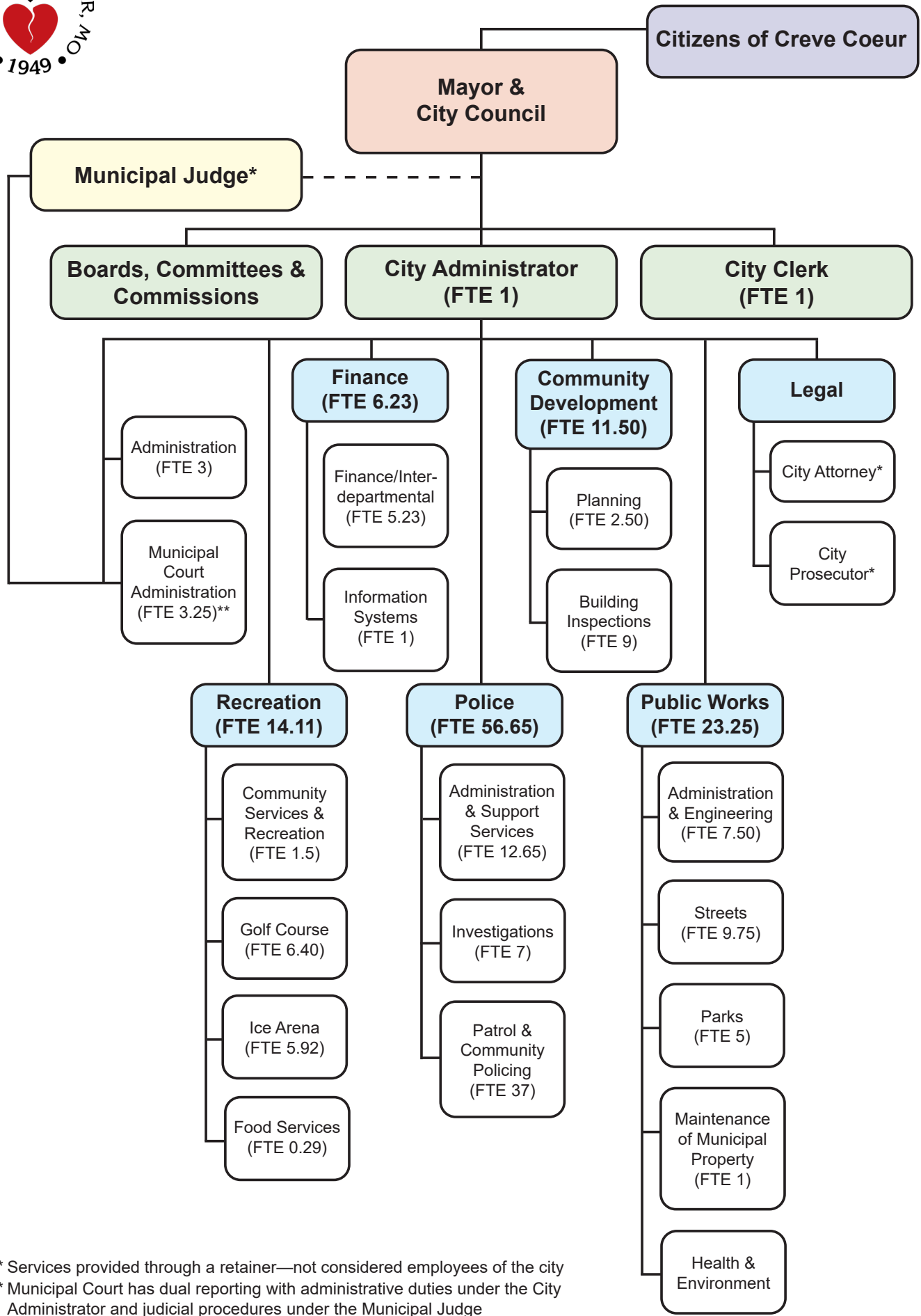
Director of Recreation

Jason E. Valvero

**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, 2023

Christopher P. Morrill

Executive Director

BILL NO. _____

ORDINANCE NO. _____

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET OF THE CITY OF CREVE COEUR
FOR THE FISCAL YEAR 2025 COMMENCING JULY 1, 2024 AND
APPROPRIATING FUNDS PURSUANT THERETO**

WHEREAS, THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024 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 MAY 28, 2024, 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 2, 2024, 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, 2024, 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 \$4,000,000 DURING FY 2025 RESULTING IN AN ASSIGNED FUND BALANCE OF \$7,000,000 FOR THE INTENDED USE OF PAYING FOR PUBLIC FACILITIES.

SECTION 3: COUNCIL HEREBY APPROVES AN ADDITIONAL ASSIGNMENT OF \$1,000,000 DURING FY 2025 RESULTING IN AN ASSIGNED FUND BALANCE OF \$2,000,000 FOR STREET IMPROVEMENTS PER ORDINANCE 5479.

SECTION 4: 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 5: THIS ORDINANCE SHALL BECOME EFFECTIVE PURSUANT TO THE PROVISIONS OF SECTION 3.11(G) OF THE CHARTER.

PASSED THIS 10TH DAY OF JUNE, 2024.

TIM CARNEY
PRESIDENT OF CITY COUNCIL

APPROVED THIS 10TH DAY OF JUNE, 2024.

ROBERT HOFFMAN
MAYOR

ATTEST:

KELLIE HENKE
CITY CLERK
City of Creve Coeur

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
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 .58% overtime expenditures in FY 2024 and .65% in FY 2025.
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 a deficit of \$923K due to spending ARPA Funds in FY 2024, and \$1.2M surplus in FY 2025 due to an increase in revenues.

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 no less than every 2 years. Most recently updated on January 1, 2024 for Golf and Room Rentals, and September 1, 2023 for Ice.
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)

Reserve Policy	Performance Against 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 2025 Fund Balance is 128.4% with Unassigned Fund Balance at 77.9%.
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.
Accounting, Auditing and Financial Reporting Policy	Performance Against Policy
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)

Debt Policy <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.	Performance Against Policy
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.	The City complies with this policy.
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.	The City complies with this policy.
Credit Worthiness (a) The City will maintain good communications about its financial condition with bond and credit rating institutions. (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.	The City complies with this policy.

Budget and Financial Policies (Continued)

Debt Policy (Continued)	Performance Against Policy
Debt Repayment (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. (b) Whenever possible debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge. (c) The general obligation pledge will be used only for projects that have a general benefit to City residents that cannot be self-supporting. (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. (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. (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. (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.	The City complies with this policy. 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.

Budget and Financial Policies (Continued)

Debt Policy (Continued)	Performance Against Policy
Conduit Financing (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. (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. (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. (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.	The City complies with this policy. The City does not have any Conduit Financing.
Public Safety Sales Tax Policy	Performance Against Policy
The City will allocate the Public Safety Sales Tax revenue based on the following guidelines: (a) Police operating costs – 45-55% • Future police compensation increases as may be needed to maintain competitive salaries and benefits. • Training. • Contractual and other expenditures to maintain police service levels. (b) Public safety capital expenditures – 15-25% • Police equipment and capital improvements, including technology and communication upgrades, enhanced in-car cameras. • Public safety improvements such as security enhancements at city facilities or parks; or future improvements to the new police station. (c) Police building maintenance and operating costs – 10-20% (d) Reserve for police pension liability – 15-25%	The City complies with this policy as stated below: (a) 48.47% (b) 16.89% (c) 11.39% (d) 20.0% 3.25% is unallocated for future reserves

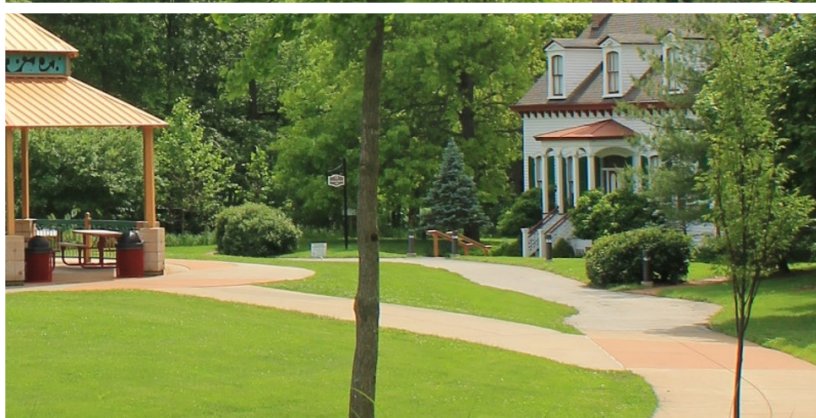
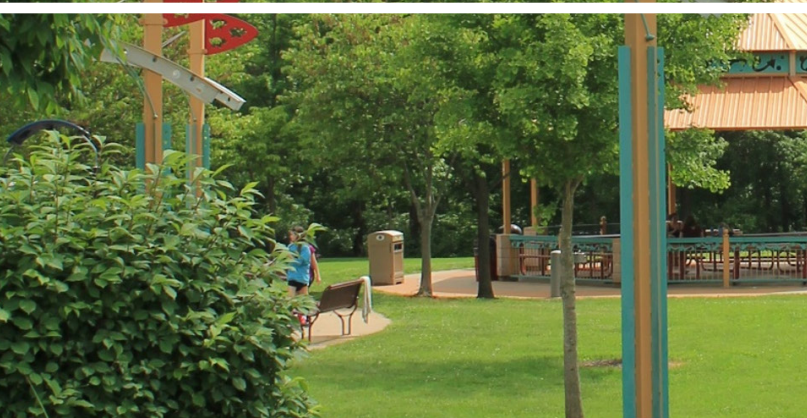
Budget and Financial Policies (Continued)

Parks and Stormwater (P&S) Policy	Performance Against Policy
• In accordance with Missouri law, the Parks and Stormwater (P&S) Sales Tax funds are to be recorded in a separate fund, not to be mixed with other general-purpose revenues. • The City will allocate budgeted P&S Sales Tax revenue based on the following guidelines: (a) Capital Improvements (including design, construction, projection management and administration) will remain in the separate P&S Fund – 80% of budgeted annual sales tax funds. (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. (c) Dielmann Recreation Complex (DRC) accounts will not be changed by this policy. a. DRC Capital Improvements are allocated under the Capital Fund. b. DRC Operating expenses and revenues are accounted for under the Enterprise Fund.	• The City complies with this policy. • The City complies with this policy as stated below: (a) \$2,263,993 (80% of \$2,829,991) is budgeted to remain in the P&S Fund for capital improvements – 100% compliance. (b) \$565,998 (20% of \$2,829,991) is budgeted to be transferred out for maintenance and operations to the General Fund – 100% compliance. (c) The City complies with this policy.

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.



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)





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)





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



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





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.



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





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. <u>Public Safety Fund</u> - 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. <u>Sewer Lateral Fund</u> – 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. <u>Capital Improvement Fund</u> – 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. <u>Parks and Stormwater Sales Tax Fund</u> - This fund is used to account for use of funds collected from the .5 cent sales tax dedicated to parks and stormwater control. <u>Police Building Fund</u> – 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. Closed in FY 2024.
City Employees Retirement Fund	Funds used to account for assets held in a trustee capacity for the city’s eligible employees. Closed in FY 2024.

Use of Funds by Department

The following table reflects the funds included in each Department/Division (**5 Major Funds are in Bold**):

Fund Categories	Governmental Funds								Proprietary Fund	Fiduciary Funds Eliminated FY 2024
Department	General Fund	Escrow & Court Bonds	Capital Fund	P & S Fund	Police Bldg Fund	Debt Service Fund	Public Safety Fund	Sewer Lateral Fund	Enterprise Fund	City EE Retire. Fund
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 and public participation/input is encouraged in the City's newsletter and on the City's website. Any changes requested by the City Council are made to the proposed budget and it is submitted to the City Council for the 1st reading of the appropriation ordinance no later than the 1st City Council meeting in June. At that meeting a public hearing is held. The budget is then adopted by the 2nd City Council meeting in June and becomes effective no later than July 1st.

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.

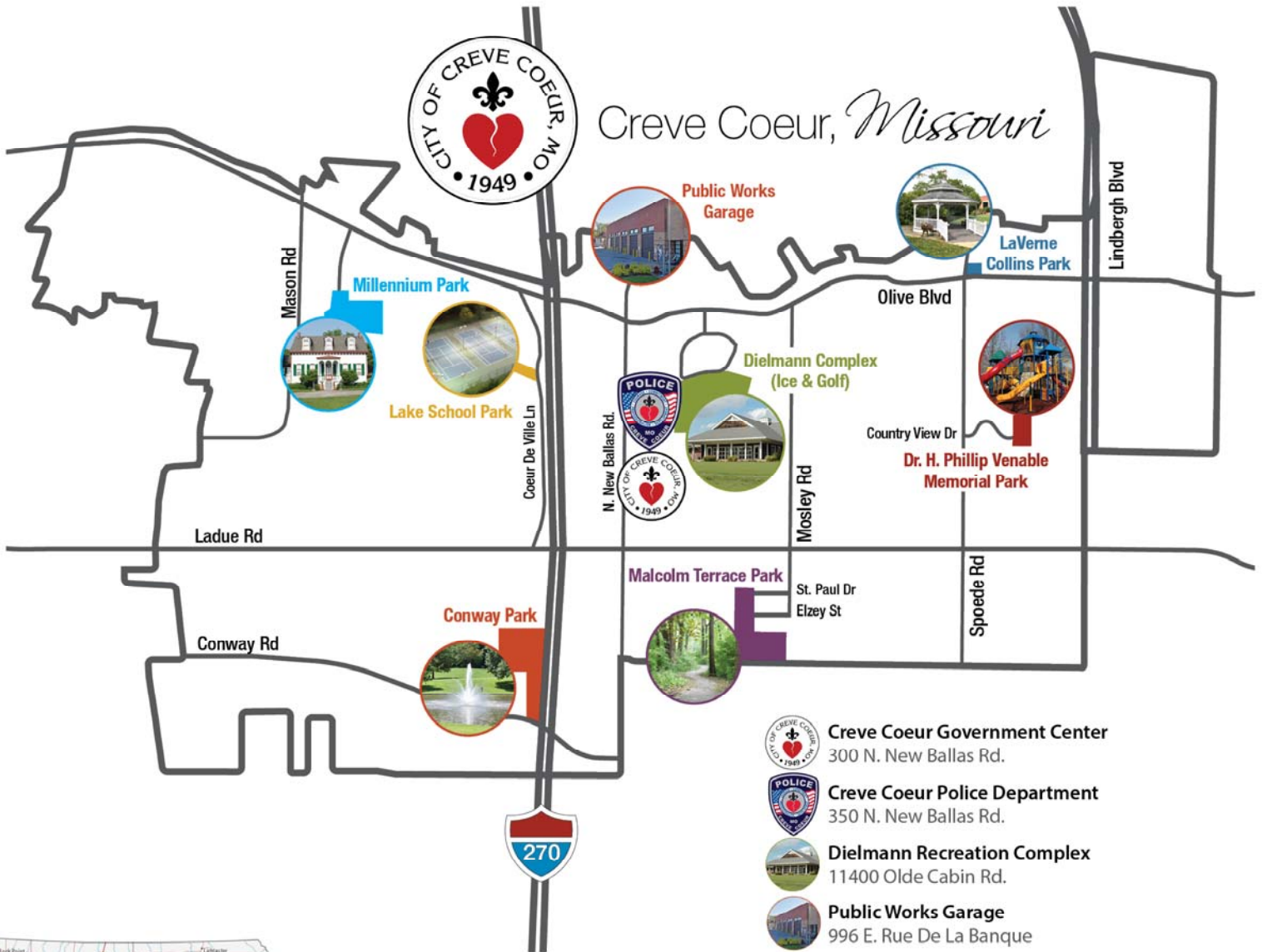
(c) *Transfer of appropriations*: At any time during the fiscal year the City Administrator may transfer part or all of any unencumbered appropriation balance, not including salaries or capital expenditures, among programs within a department, office or agency and, upon written request by the City Administrator, 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. 1129, & 1 (Prop. 7), 12-16-85)

Any amount remaining on a purchase order at the end of the fiscal year, will be reviewed by staff and may be rolled and re-budgeted through the financial software's year-end process. Because the purchase order was already approved by the appropriate Department Director, Director of Finance, City Administrator or City Council, this process does not require re-approval and is not considered one of the budget amendments as defined under Section 9.8 of the City's Charter.

**City of Creve Coeur
Preliminary Operating Budget Calendar
Fiscal Year 2025**

January 30, 2024	Budget and Financial Policies are Reviewed and Updated with Finance Committee.
February 16, 5:00 p.m.	Operating Budget Requests due to Director of Finance office.
February 16 to March 4	Finance Reviews Departmental Budget Submissions.
February 26	Work Session to Review Strategic Plan with City Council.
March 4	Finance Office Submits FY 2025 Preliminary Revenue Projections to City Administrator's Office.
March 11	Work Session with Finance Committee & City Council to Discuss the 5-Year CIP Budget.
March 11 to March 15	Budget Reviews and Discussions between City Administrator's Office, Finance Office, and Operating Departments.
March 19	Budget Review with Finance Committee
March 20 to April 12	FY 2025 Preliminary Budget Prepared by Finance and City Administrator's Office.
April 8	Adoption of the 5-Year CIP Budget.
April 19	Submission of FY 2025 Preliminary Operating Budget to City Council and Finance Committee.
April 22	Joint Work Session on Preliminary Operating Budget with City Council and Finance Committee.
May 3	Advertise Public Hearing on Proposed FY 2025 Operating Budget.
May 7	Second Review of Budget by Finance Committee, if Needed.
May 13	Second Work Session on Preliminary Operating Budget by City Council, if Needed.
May 15 to May 21	Staff Adjustments to Preliminary Operating Budget.
May 28	Public Hearing on FY 2025 Operating Budget before City Council. First Reading on Budget Ordinance.
June 10	Final Reading on Budget Ordinance.
July 1, 2024	Effective Date for adopted of the FY 2025 Budget.



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

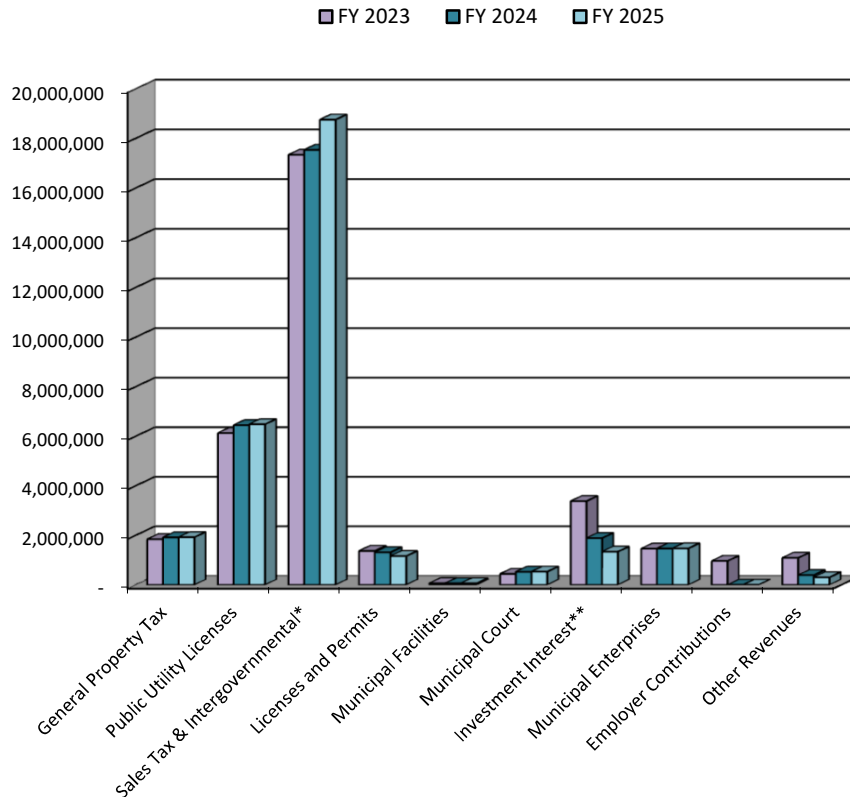
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CITY OF CREVE COEUR
SUMMARY OF ESTIMATED REVENUES AND EXPENDITURES - ALL FUNDS
AND PROJECTED FUND BALANCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2025

	PROJECTED JUNE 30 2024 FUND BALANCE	REVENUES	TRANSFERS FROM OTHER FUNDS	UTILIZATION OF FUND BALANCE		TOTAL REVENUE	ESTIMATED EXPENDITURES	TRANSFERS TO OTHER FUNDS	SURPLUS/ DEFICIT	PROJECTED JUNE 30 2025 FUND BALANCE
General Fund	\$ 21,610,613	\$ 18,158,100	\$ 1,365,820	\$ 0	\$ 0	\$ 19,523,920	\$ 17,752,440	\$ 500,000	\$ 1,271,481	\$ 22,882,093 (1)
Capital Improv. Fund	219,814	6,255,589	500,000	0	0	6,755,589	6,233,284	0	522,305	742,119
Parks & Stormwater Fund	2,278,049	3,367,558	0	-1,431,168	0	3,367,558	4,232,728	565,998	-1,431,168	846,881 (2)
Police Bldg. Fund	1,209,466	50,848	0	-159,152	0	50,848	210,000	0	-159,152	1,050,314
Public Safety Fund	1,356,508	1,578,924	0	0	0	1,578,924	633,592	799,822	145,511	1,502,019
Sewer Lateral Fund	241,724	145,500	0	-33,738	0	145,500	179,238	0	-33,738	207,986
Debt Service Fund	750,485	983,790	0	0	0	983,790	696,308	0	287,482	1,037,967
Municipal Enterprise Fund	487,295	1,493,624	0	0	0	1,493,624	1,465,919	0	27,705	515,000
City Employees Retirement Fund	0	0	0	0	0	0	0	0	0	0
TOTAL-ALL FUNDS	\$ 28,153,953	\$ 32,033,934	\$ 1,865,820	\$ (1,624,058)	\$ 0	\$ 33,899,754	\$ 31,403,509	\$ 1,865,820	\$ 630,426	\$ 28,784,379

"(1) Total Fund Balance includes \$9,000,000 of the following: City Facilities (\$7M) and Streets (\$2M)
"(2) Total Fund Balance includes \$749,533 for Park Improvements

Where the Money Comes From



All Fund Revenues FY 2023 Actual, FY 2024 Projected & FY 2025 Estimated

	FY 2023 Actual	FY 2024 Projected	FY 2025 Estimated
General Property Tax	1,842,474	1,916,800	1,924,967
Public Utility Licenses	6,128,460	6,447,153	6,485,293
Sales Tax & Intergovernmental*	17,336,991	17,536,447	18,752,418
Licenses and Permits	1,369,022	1,313,209	1,160,319
Municipal Facilities	66,694	62,215	64,000
Municipal Court	442,764	527,000	532,270
Investment Interest**	3,378,650	1,888,044	1,337,789
Municipal Enterprises	1,460,829	1,467,287	1,472,140
Employer Contributions	965,205	-	-
Other Revenues	1,089,619	392,288	304,739
Total Revenue Sources	\$ 34,080,708	\$ 31,550,442	\$ 32,033,934

*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 awarded or received grants in FY2024 or open as of July 1, 2025. 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 \$8,800):* FY 2024 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 \$4,000):* FY 2024 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 2024 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.

Coalition for Roadway Safety (Show Me Zero/Blueprint Grant)

- *The Police Department was awarded \$3,442.60 under the Blueprint Grant from MoDot, for the purchase of an in-car radar unit. The funds awarded through this grant are to be used to support the “Show Me Zero” initiatives.*

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 \$5,837.50 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 2024 the Parkway School District will reimburse the Police Department for the services of a School Resource Officer (SRO) in the amount of \$78,865.50. 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.

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 October 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 2025. Grant reimbursement will be spread over FY 2025-FY 2026 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.
- *Surface Transportation Program (grant not to exceed \$960,000)*: Grant awarded in FY 202 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.
- *Surface Transportation Program (grant not to exceed \$960,000)*: Grant awarded in FY 2024 for the acquisition of easements, construction of sidewalks, curbing, road pavement, and stormwater improvements along South New Ballas Rd. from Ladue Rd. to Conway Rd. Design was not included in this grant in order to begin design sooner. Design began in FY 2024, and construction is planned for FY 2026. Grant reimbursement is anticipated in FY 2026 as applicable costs are incurred. Grant status: open.
- *Transportation Alternative Program (grant not to exceed \$550,000)*: Grant awarded in FY 2024 for the acquisition of easements, construction of sidewalks, curbing, relocation of a water main, grading and restoration of the site. The Project limits are contained to

425 N. New Ballas Rd. Design was not included in this grant in order to begin design sooner. Final design began in FY 2024, and construction is planned for FY 2026. Grant reimbursement is anticipated in FY 2026 as applicable costs are incurred. Grant status: open.

- *Transportation Alternative Program (grant not to exceed \$1,000,000):* Grant awarded in FY 2024 for the acquisition of easements, construction of sidewalks, curbing, grading and restoration of the site. Sidewalk improvements will be constructed along Fernview Dr. from Olive Blvd to Gallagher Rd. as well as the connections to sidewalks along side streets within the project limits. Design was not included in this grant in order to begin design sooner. Final design began in FY 2024, and construction is planned for FY 2026. Grant reimbursement is anticipated in FY 2026 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 2025. 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)

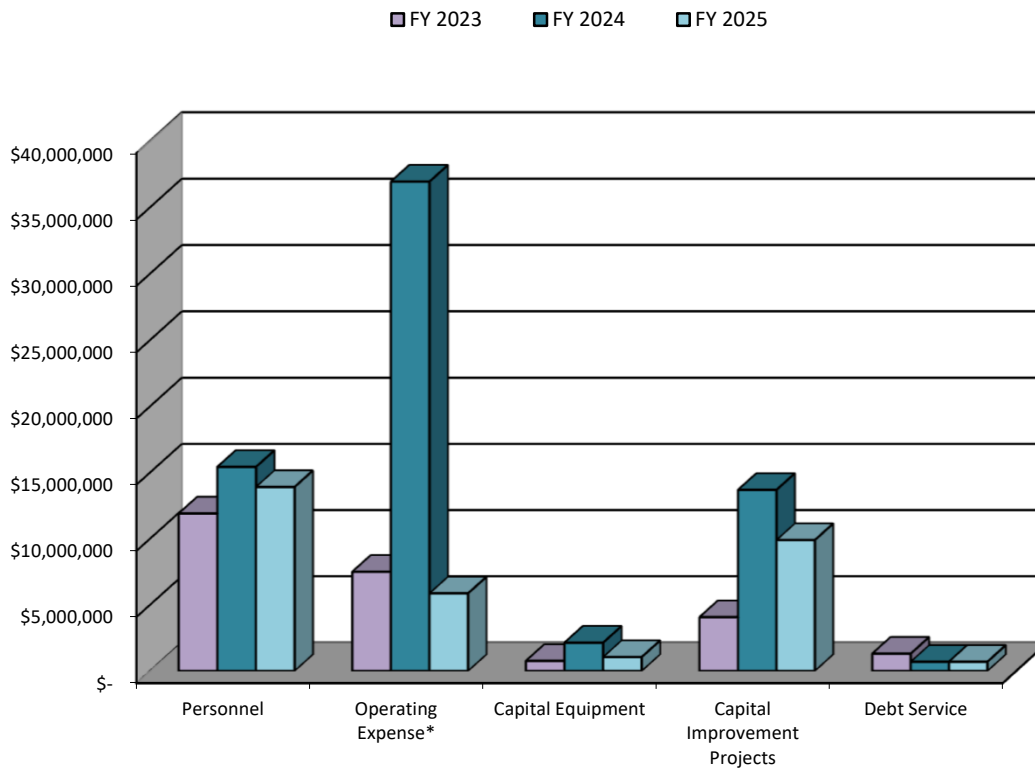
St. Louis Area Insurance Trust (SLAIT)

- *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: closed.

St. Louis County Department of Public Health

- *Municipal Waste Reduction Grant (grant not to exceed \$12,526.20):* Grant awarded in FY 2024 for the fourth consecutive year and reimburses expenses associated with a community electronics recycling event, including costs of negative value items dropped off for recycling. Final reimbursement amount was \$4,945. We anticipate receiving the grant again in FY 2025 for a similar event. Grant status: closed.

Where the Money Goes



All Fund Expenditures FY 2023 Actual, FY 2024 Projected & FY 2025 Estimated

	FY 2023 Actual	FY 2024 Projected	FY 2025 Estimated
Personnel	\$ 11,903,346	\$ 15,420,225	\$ 13,902,952
Operating Expense*	7,494,427	36,935,302	5,866,498
Capital Equipment	754,606	2,135,390	1,047,950
Capital Improvement Projects	4,062,347	13,686,036	9,889,800
Debt Service	1,307,671	695,908	696,308
Total Expenditures	\$ 25,522,396	\$ 68,872,861	\$ 31,403,508

*Closed Legacy Pension Plan in FY2024 and Moved Plan to LAGERS

Combined Statement of Budgeted Revenues and Expenditures - All Funds
For the Fiscal Year Ending June 30, 2025

	General Fund	Capital Imprvmnt. Fund	Parks & Stormwater Fund	Police Building Fund	Public Safety Fund	Sewer Lateral Fund	Debt Service Fund	City		
								Municipal Enterprise Fund	Employees Retirement Fund	Total
Revenues										
General Property Tax	824,867					135,500	964,600			1,924,967
Public Utility Licenses	6,485,293									6,485,293
Intergovernmental Revenue	8,073,613	6,041,947	3,370,412		1,513,924					18,999,896
Licenses and Permits	1,160,319									1,160,319
Municipal Facilities	64,000									64,000
Municipal Court	532,270									532,270
Investment Interest	750,000	193,643	227,624	50,848	65,000	10,000	19,190	21,484	-	1,337,789
Golf Course & Ice Arena								1,472,140		1,472,140
Bond Proceeds										-
Employer Contributions										-
Employee Contributions										-
Other Revenues	267,739	20,000	(230,478)		-				-	57,261
Total Revenues	18,158,100	6,255,589	3,367,558	50,848	1,578,924	145,500	983,790	1,493,624	-	32,033,934
Expenditures										
Personnel	12,685,089	180,226	175,678		-	18,738		843,221		13,902,952
Operating Expense	4,806,360		50		380,742	160,500		518,846	-	5,866,498
Capital Equipment	260,990	400,258	30,000		252,850			103,852		1,047,950
Capital Improvement Projects		5,652,800	4,027,000	210,000						9,889,800
Debt Service							696,308			696,308
Total Expenditures	17,752,440	6,233,284	4,232,728	210,000	633,592	179,238	696,308	1,465,919	-	31,403,509
Transfers In	1,365,820	500,000						-	-	1,865,820
Transfers (Out)	(500,000)		(565,998)		(799,822)					(1,865,820)
Change in Fund Balance	1,271,481	522,305	(1,431,168)	(159,152)	145,511	(33,738)	287,482	27,705	-	630,425
Fund Balance, July 1, 2024	21,610,613	219,814	2,278,049	1,209,466	1,356,508	241,724	750,485	487,295	-	28,153,953
Fund Balance, June 30, 2025	22,882,093	742,119	846,881	1,050,314	1,502,019	207,986	1,037,967	515,000	-	28,784,379

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 2024 projected revenues and transfers in to the General Fund are estimated to be less than budgeted expenditures and transfers out by \$923K. This is primarily due to transferring \$1.7M out to the Capital Fund for the American Rescue Plan Act (ARPA) Projects. FY 2024 Sales tax is 5.6% less than budget. Utility Taxes and Fees were up 2.8% from budget. Overall expenditures were down .6%. Without the transfer out for the ARPA projects, there would have been a surplus of \$816K for FY 2024.

FY 2025 General Fund budget anticipates a \$1.2M surplus including transfers in and out. Overall revenues are anticipated to increase \$420K or 2.2%. Utility revenues, sales tax and property/road & bridge tax are all projected to increase 1%, where gasoline tax is projected to increase 10%. Telephone receipts continue to decline and will throughout future years.

Salaries are projected to increase 7.71%, but because pension costs are decreasing 35% as result of closing the Legacy Plan, the overall expenditures are projected to decrease by .78% for FY 2025. A 2% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2025 budget. A 3.5% COLA for officers and sergeants in addition to their 3.5% step, averages a 7% increase for FY 2025.

The following table shows the position of the General Fund balance over the next five years, based on estimated numbers as of June 30, 2024 and incorporates the following assumptions:

Revenue Assumptions:

- Sales tax revenue is budgeted to increase 1% in FY 2025 and every year thereafter.
- All Utilities, except Telephone, are increasing 1% in FY 2025 and alternating with .5% thereafter.
- Telephone receipts continue to decrease 2% for FY 2025 and every year thereafter due to more residents eliminating their landlines, less reliance on voice and more use of texting and data.
- Building Permits are budgeted to decrease 5.5% as a result of FY 2024 being another good year with several large projects. FY 2025 uses the last 5 year average (excluding the 2 high years).
- The transfer in from the Parks & Stormwater Sales Tax Fund will decrease 2.8% as a result of a decrease in sales tax revenues from FY 2023 to FY 2024. 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 increase 115% as a result of the Legacy Plan closing, as well as an increase in sales tax from the 3% marijuana tax that began October 1, 2023. Now Public Safety Fund won't be paying the pension costs directly out of its Fund, but rather transferring the funds to the General Fund to make the payment. FY 2025 includes \$117,783 for the cost of doing a market adjustment to the Step Plan (this will be an on-going expenditure). Ongoing years include transitioning the Police officers to 12-hour shifts in FY 2019, making pay adjustments in FY 2022, doing a market equity/step program in FY 2023, and doing a market equity/step increase in FY 2025.

**GENERAL FUND
FINANCIAL PROJECTIONS
(CONTINUED)**

Expenditure & Fund Balance Assumptions:

- Overall expenditures will decrease .78% in FY 2025 and then increase on an average of to 3.38% from FY 2026 through FY 2029.
- An overall 2% COLA increase and a 4% merit increase for all employees, except police officers and sergeants, is included in the FY 2025 budget. A 3.5% COLA for officers and sergeants, in addition to their 3.5% step increase, averages a 7% increase for FY 2025. A 4% salary increase is projected every year thereafter.
- Total salary & benefits expenditures will increase an average of 3.48% through FY 2029. However, since there is a 35% decrease in pension costs, the overall increase in salaries and benefits for FY 2025 is only 1.31%. Future years includes an average 4.0% increase.
- Health and other personnel benefits (excluding pension) are budgeted to increase 14.4% in FY 2025 and then 3% every year thereafter. Health Insurance will see a 7.5% increase in FY 2025, but an overall increase of 10.6% due to anticipated full employment and changes in coverage levels. Many positions were still vacated and in the process of being filled in FY 2024, thereby reducing the City's health insurance costs. Workmen's compensation insurance is seeing a 30% increase as a result in an increase and fully staffed salaries, in addition to an increase in the rates and the City's experience mod going up
- Pension for the LAGERS Plan for FY 2025 is budgeted to increase as a result of salary increases and several vacancies being filled in FY 2024. In addition, the City upgraded LAGERS from LT-8(65) to L-6, which has increased the rate for all employees.
- The Legacy Pension Plan's contribution ceases in FY 2025 as a result of closing the Legacy Plan and turning the administration of the Plan over to LAGERS.
- 20% of the Public Safety Sales Tax Revenue (\$250,845 as a Transfer In) 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.
- \$2M of the General Fund Balance will be Reserved for Street Reconstruction Emergencies starting in FY 2025 (up from \$1M).
- \$7M is set aside for the Govt. Center in FY 2025, and \$1M each year until there's \$10M in FY 2028.
- The \$400K Transfer Out each year to the Capital Fund will be increased in FY 2025 to \$500K each year from the County Road & Bridge Tax revenue to be used for the improvement and repair of public roads streets and bridges. Then in FY 2026 an additional \$900K will be added to offset the costs for new roofs on the Garage and the Ice Arena. The balance of the funds from Road & Bridge remain in the General Fund to support the Street Division operations.
- The remaining ARPA Funds were transferred to the Capital Fund in FY 2024.
All funds have been obligated and will be spent by December 31, 2026 per ARPA requirements.
- No Transfer Out to the Enterprise Fund will be needed in the next 5 years.

**GENERAL FUND
FINANCIAL PROJECTIONS
(CONTINUED)**

	FY 2024	FY 2025	FY 2026
Revenues	18,149,805	18,158,100	18,307,021
Expenditures	-17,887,771	-17,752,440	-18,386,085
Revenue over (under) Expenditures	262,034	405,661	-79,064
Transfers - In (From Public Safety)	371,606	799,822	832,825
Transfers - In (From Parks & Stormwater)	582,434	565,998	571,658
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	-2,139,305	-500,000	-1,400,000
Net Change in Fund Balance	-923,231	1,271,481	-74,581
Fund Balance - Beginning of year	22,533,844	21,610,613	22,882,093
FUND BALANCE - End of the Year	21,610,613	22,882,093	22,807,513
*Less RESERVE GF BAL. FOR CAPITAL CONST.	4,000,000	9,000,000 *	10,000,000
Unassigned Fund Balance	17,610,613	13,882,093	12,807,513

	FY 2027	FY 2028	FY 2029
Revenues	18,460,189	18,635,164	18,787,516
Expenditures	-19,010,965	-19,608,612	-20,280,697
Revenue over (under) Expenditures	-550,776	-973,447	-1,493,182
Transfers - In (From Public Safety)	854,489	876,836	899,891
Transfers - In (From Parks & Stormwater)	577,375	583,149	588,980
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	-500,000	-500,000	-500,000
Net Change in Fund Balance	381,087	-13,463	-504,311
Fund Balance - Beginning of year	22,807,513	22,611,225	22,014,614
FUND BALANCE - End of the Year	22,611,225	22,014,614	20,921,324
*Less RESERVE GF BAL. FOR CAPITAL CONST.	11,000,000	12,000,000	12,000,000
Unassigned Fund Balance	11,611,225	10,014,614	8,921,324

* Capital Construction Reserve includes \$7M for Govt Center in FY 2025; then \$1M each year until there's \$10M in FY 2028; and \$2M reserved for Streets in FY 2025 - FY 2029

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 information as of June 30, 2024 and incorporates the following assumptions:

- Assumes an increase in FY 2025 for the transfer of funds of \$400K to \$500K from the General Fund as outlined in the Five Year Plan. It includes an additional \$900K in FY 2026 for roofing at the Garage and the Ice Arena.
- Grant revenues will increase in accordance with Five-Year Financial Plan assumptions.
- Sales Tax is projected to increase 1% for FY 2025 and every year thereafter.
- Capital improvements will be in accordance with the Five-Year Capital Improvement Plan.
- There are projections for grant revenues in FY 2025, 2026, & 2027, but not in FY 2028 or FY 2029 since they are not secured grants that far in the future.

	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>
Revenues	5,012,744	6,255,589	4,799,371
Expenditures	-10,372,346	-6,233,284	-6,858,251
Revenue over (under) Expenditures	-5,359,602	22,305	-2,058,880
Operating transfers – In (From General Fund)	2,139,305	500,000	1,400,000
Operating transfers - Out	0	0	0
Net Change in Fund Balance	-3,220,297	522,305	-658,880
Fund Balance - Beginning of year	3,440,111	219,814	742,119
FUND BALANCE-End of the Year	<u>219,814</u>	<u>742,119</u>	<u>83,240</u>

	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Revenues	2,624,765	2,650,413	2,676,317
Expenditures	-2,800,488	-2,816,386	-2,799,493
Revenue over (under) Expenditures	-175,723	-165,973	-123,176
Operating transfers – In (From General Fund)	500,000	500,000	500,000
Operating transfers - Out	0	0	0
Net Change in Fund Balance	324,277	334,027	376,824
Fund Balance - Beginning of year	83,240	407,517	741,544
FUND BALANCE-End of the Year	<u>407,517</u>	<u>741,544</u>	<u>1,118,367</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 improvement plan (CIP) 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 information as of June 30, 2024 and incorporates the following assumptions:

- FY 2024 Sales Tax had a 5.37% increase over FY 2023. FY 2025 through FY 2029 includes a projected 1% increase every year.
- FY2025 includes a Transfer Out to the General Fund (\$565,998,) 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 CIP.
- FY 2024 included donations of \$450K for Venable Park Memorial. FY 2025 through FY 2029 includes funding from Deer Creek OMCI.
- \$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 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>
Revenues	3,493,692	3,367,558	3,276,774
Expenditures	-4,772,033	-4,232,728	-1,961,000
Revenue over (under) Expenditures	-1,278,341	-865,170	1,315,774
Transfers – In (From General Fund)	0	0	0
Transfers - Out (To General Fund)	-582,434	-565,998	-571,658
Net Change in Fund Balance	-1,860,775	-1,431,168	744,116
Fund Balance - Beginning of year	4,138,824	2,278,049	846,881
FUND BALANCE-End of the Year	2,278,049	846,881	1,590,997
Less RESERVE GF BALANCE FOR PARKS	749,533	749,533	749,533
Unassigned Fund Balance	1,528,516	97,348	841,464

	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Revenues	3,937,942	3,679,422	3,536,216
Expenditures	-2,231,500	-4,387,100	-2,627,900
Revenue over (under) Expenditures	1,706,442	-707,678	908,316
Transfers – In (To General Fund)	0	0	0
Transfers - Out (From General Fund)	-577,375	-583,149	-588,980
Net Change in Fund Balance	1,129,067	-1,290,827	319,336
Fund Balance - Beginning of year	1,590,997	2,720,065	1,429,238
FUND BALANCE-End of the Year	2,720,065	1,429,238	1,748,574
Less RESERVE GF BALANCE FOR PARKS	749,533	749,533	749,533
Unassigned Fund Balance	1,970,532	679,705	999,041

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 2024 budget expenditures are estimated to be \$812,726 more than revenues, and \$1,184,332 more than revenues after the transfer out, due to the one-time payment of \$1.5M for the COLA costs to the Legacy Pension Plan. FY 2025 includes a full year of the 3% marijuana sales tax, which started October 1, 2023. FY 2025 revenues, after the transfers out, is \$145,511 more than expenditures.

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

- FY 2025 includes a transfer out to the General Fund (\$515,401) to cover the annual cost of transitioning the police department to 12-hour shifts in FY 2019, for the Pay Adjustments in FY 2022, for the market equity/step program/probation completion bonus in FY 2023, and for the market equity step adjustments in FY 2025.
- FY 2025 also includes a transfer out to the General Fund of 20% of the prior year sales tax revenue (\$284,421) to be used to offset the Police pension costs. This amount used to be under expenditures, but since we closed the Legacy Pension Plan in FY 2024 and no longer have these expenditures coming out of this fund, we are now transferring the funds to the General Fund to cover the Police pension costs to LAGERS.
- For specialized training.
- For the police building's maintenance and operating costs, including utilities.
- Public safety capital expenditures.

FY 2025 - 2029 includes a 2.5% increase in expenditures, even though these numbers can vary greatly year to year.

	FY 2024	FY 2025	FY 2026
Revenues	1,495,698	1,578,924	1,576,893
Expenditures	-2,308,423	-633,592	-649,432
Revenue over (under) Expenditures	-812,726	945,332	927,462
Transfers - In	0	0	0
Transfers - out (To General Fund)	-371,606	-799,822	-832,825
Net Change in Fund Balance	-1,184,332	145,511	94,637
Fund Balance - Beginning of year	2,540,840	1,356,508	1,502,019
FUND BALANCE - End of the Year	<u>1,356,508</u>	<u>1,502,019</u>	<u>1,596,655</u>

	FY 2027	FY 2028	FY 2029
Revenues	1,592,012	1,607,282	1,622,705
Expenditures	-665,668	-682,309	-699,367
Revenue over (under) Expenditures	926,345	924,973	923,338
Transfers - In	0	0	0
Transfers - out (To General Fund)	-854,489	-876,836	-899,891
Net Change in Fund Balance	71,856	48,137	23,448
Fund Balance - Beginning of year	1,596,655	1,668,511	1,716,648
FUND BALANCE - End of the Year	<u>1,668,511</u>	<u>1,716,648</u>	<u>1,740,095</u>

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 2024 projected revenues for the Municipal Enterprise Fund are estimated to be more than expenses by \$98,263. There are no transfers in or out of the Municipal Enterprise Fund. FY 2025 is budgeted with a surplus of \$27,705.

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 2025 are expected to increase .37%, but then incr. an average of 1.89% for FY 2026-2029.
- FY 2024 Revenues includes a full year of FY 2023 rate increases, as well as a decrease of \$42,620 dues to the ice arena being shut down for one month while the refrigerant is being replaced. FY 2025 Revenues assumes Golf Revenues return to a more normal year instead of the record year in FY 2024.
- FY 2026 and FY 2028 Revenues include rate increases in Ice Rink, Golf Course and Meeting Room Fees.
- Salaries are expected to increase 4% for FY 2025 and then 4% from FY 2026 through FY 2029.
- Health and other insurance benefits are budgeted with an overall increase of 7.19% for FY 2025 as a result of an increase in pension benefits, and then with an average 4% increase over the next 4 years.
- Pension for the LAGERS Plan is budgeted to increase in FY 2025, mainly as a result of an increase in salaries, filling vacated positions, and increasing the LAGERS benefit from LT-8 to L-6. Future years include a 5% incr.
- Operating expenditures will increase 1.5% for contractual services and 2% for commodities annually.
- Overall expenditures will incr. 3.5% due to normal increases to personnel, maint. and operational costs.
- Transfers from the General Fund are not needed in the next 5 years.

	FY 2024	FY 2025	FY 2026
Revenues	1,488,146	1,493,624	1,516,029
Expenditures	-1,389,883	-1,465,919	-1,511,720
Revenue over (under) Expenditures	98,263	27,705	4,309
Transfers - In (From General Fund)	0	0	0
Transfers - Out	0	0	0
Net Change in Fund Balance	98,263	27,705	4,309
Fund Balance - Beginning of year	389,032	487,295	515,000
FUND BALANCE - End of the Year	487,295	515,000	519,309

	FY 2027	FY 2028	FY 2029
Revenues	1,550,769	1,574,030	1,609,641
Expenditures	-1,555,631	-1,601,053	-1,648,042
Revenue over (under) Expenditures	-4,862	-27,023	-38,401
Transfers - In (From General Fund)	0	0	0
Transfers - Out	0	0	0
Net Change in Fund Balance	-4,862	-27,023	-38,401
Fund Balance - Beginning of year	519,309	514,447	487,424
FUND BALANCE - End of the Year	514,447	487,424	449,023

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 increased \$30M in FY 2024 as a result of closing the Legacy Pension Plan and transferring the administration of the closed Plan to Missouri Local Government Employees Retirement System (LAGERS) in January 2024. Prior to closing the Plan and transferring the assets, the City modified the Plan to include a .75% COLA to retirees for each full year from the later of the retiree's date of retirement and January 1, 2002 through August 31, 2023. The City also modified the Plan to include a .50% COLA for all retirees every year going forward starting October 1, 2024. The cost to modify the Plan to include a COLA was approximately \$2.4M. \$1.5M of this cost was funded from the Public Safety Fund and the General Fund covered most of the remaining cost.

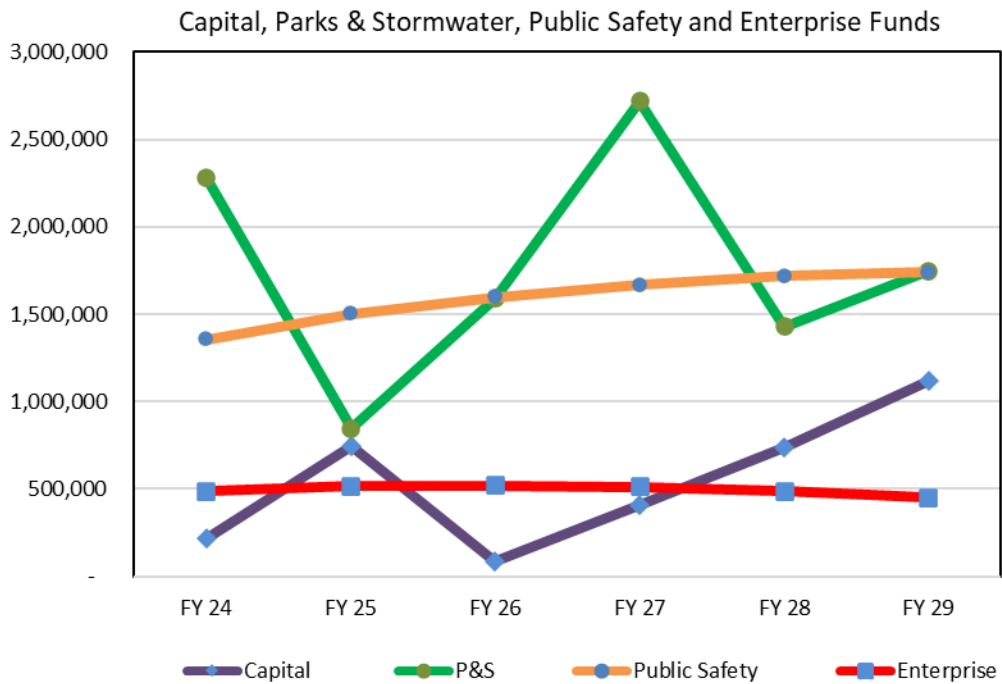
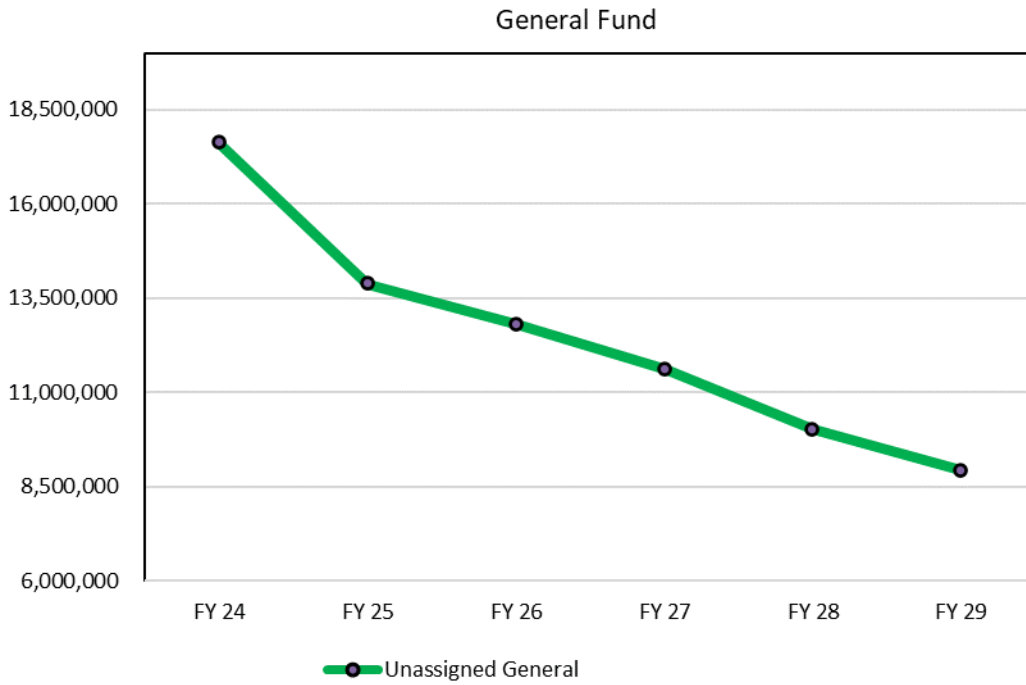
All current employees are now on the LAGERS Plan, and the pension payments for the retirees in the Legacy Plan are now administered by LAGERS.

Future years reflect the closure of the Plan as of January 2024.

	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>
Revenues	730,913	0	0
Expenditures	-31,256,767	0	0
Revenue over (under) Expenditures	-30,525,854	0	0
Transfers-In (From General Fund)	0	0	0
Net Change in Fund Balance	-30,525,854	0	0
Fund Balance - Beginning of year	30,525,854	0	0
FUND BALANCE-End of the Year	<u>0</u>	<u>0</u>	<u>0</u>

	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
Revenues	0	0	0
Expenditures	0	0	0
Revenue over (under) Expenditures	0	0	0
Transfers-In (From General Fund)	0	0	0
Net Change in Fund Balance	0	0	0
Fund Balance - Beginning of year	0	0	0
FUND BALANCE-End of the Year	<u>0</u>	<u>0</u>	<u>0</u>

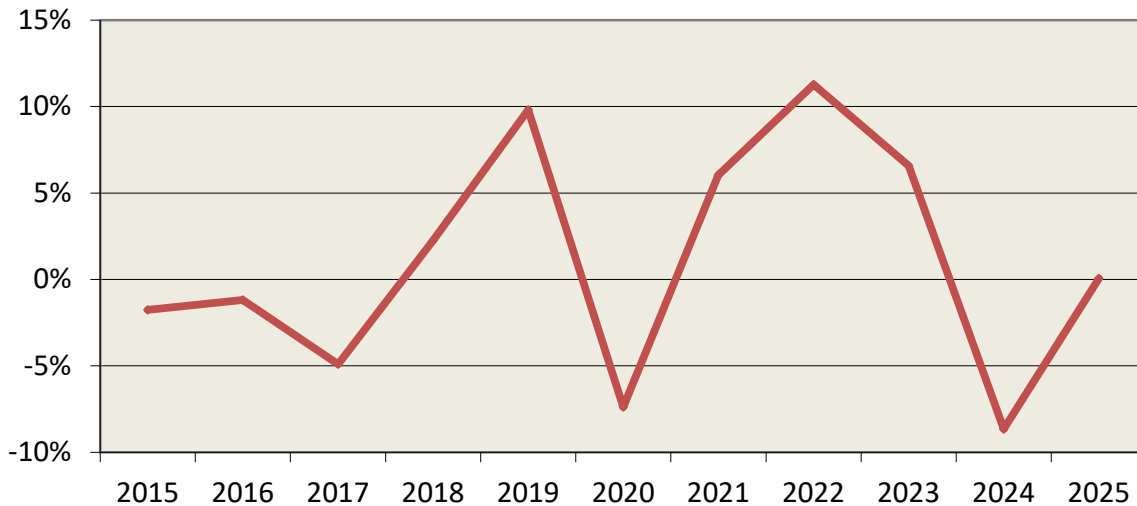
Fund Balance Projections FY 2024 – 2029



**STATEMENT OF ESTIMATED REVENUE AND EXPENDITURES
FOR FISCAL YEAR ENDING JUNE 30, 2025
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2024
AND ACTUAL TOTALS FOR FY 2022 & FY 2023**

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Estimated FY 2025	% Change to Est. FY 2024
Revenues:						
General Property Taxes	751,204	767,439	824,655	816,700	824,867	1.00%
Public Utility Licenses	5,623,251	6,128,460	6,269,755	6,447,153	6,485,293	0.59%
Intergovernmental Revenue	9,239,234	9,699,929	8,247,052	7,910,660	8,073,613	2.06%
Licenses & Permits	1,879,502	1,369,022	1,151,285	1,313,209	1,160,319	-11.64%
Charges for Municipal Facilities	60,241	66,694	52,000	62,215	64,000	2.87%
Municipal Court Fines	451,432	442,764	393,640	527,000	532,270	1.00%
Interest on Investments	295,808	408,693	450,000	714,380	750,000	4.99%
Other Revenues	342,511	985,843	240,459	358,489	267,739	-25.31%
Total Operating Revenue	18,643,183	19,868,843	17,628,846	18,149,805	18,158,100	0.05%
Other Financing Sources:						
Utilization of Fund Balance	-	-	-	-	-	
Transfers in from Public Safety	209,995	430,816	371,606	371,606	799,822	115.23%
Transfers in from Parks & Stormwtr.	380,000	492,198	582,434	582,434	565,998	-2.82%
Total Other Financing Sources	589,995	923,014	954,040	954,040	1,365,820	43.16%
Total Operating Revenues and Other Financing Sources	19,233,178	20,791,857	18,582,886	19,103,845	19,523,920	2.20%
Expenditures:						
Legislative Services	185,292	222,527	240,789	246,850	283,720	14.94%
Legal Services	165,893	168,498	192,761	189,861	185,548	-2.27%
Administrative Services	614,799	585,932	742,744	767,147	839,091	9.38%
Information Systems	251,537	263,571	268,714	246,101	280,294	13.89%
Finance Department	434,206	506,542	586,430	592,442	635,103	7.20%
Municipal Court	237,029	246,423	292,327	286,349	319,523	11.59%
Interdepartmental	1,336,622	1,016,822	1,239,727	1,211,810	616,727	-49.11%
Community Services	138,610	143,174	155,255	152,597	160,486	5.17%
Maint. of Municipal Property	237,021	298,009	303,708	294,841	302,071	2.45%
Police Department	6,259,217	7,206,918	8,792,151	8,765,068	8,597,738	-1.91%
Public Works	3,008,208	3,469,932	3,851,624	3,746,271	4,095,448	9.32%
Community Development	1,183,715	1,198,264	1,341,762	1,388,434	1,436,690	3.48%
Total Operating Expenditures	14,052,148	15,326,612	18,007,992	17,887,771	17,752,440	-0.76%
Total Rev. and Other Financing Sources Over Expenditures	5,181,030	5,465,245	574,895	1,216,074	1,771,481	45.67%
Other Financing Uses:						
Transfer Out to Enterprise Fund	-	-	-	-	-	
Transfer Out to Capital Improv.	1,149,533	1,149,533	2,070,535	2,139,305	500,000	
Total Other Financing Uses	1,149,533	1,149,533	2,070,535	2,139,305	500,000	-76.63%
Total Rev. and Other Financing Sources Over Expenditures and Other Financing Uses	4,031,497	4,315,712	(1,495,640)	(923,231)	1,271,481	-237.72%

Percentage Change in General Fund Revenues FY 2015 - 2025



<u>Fiscal Year</u>	<u>Total Revenue</u>	<u>Amount of Change</u>	<u>Percent Change</u>
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	19,868,843	1,225,660	6.6%
2024	Projected 18,149,805	(1,719,038)	-8.7%
2025	Budgeted 18,158,100	8,295	0.0%

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.

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.

GENERAL FUND REVENUES (Cont.)

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. pre-pandemic numbers. However, building permits were once again double the normal
FY 2023	The City received another \$1.9M from the ARPA Funds. Building permits started returning to normal. All utilities, including Telephone, increased. Sales Tax increased 6% and Interest increased 38%. Overall increase was \$1.2M or 6.6%.
FY 2024	The City receive another \$1.9M from the ARPA Funds and they were allocated to the Capital Fund. All utilities, including Telephone, are projected to increase. Sales Tax is projected to remain flat. Overall decrease of \$1.7M, or 8.7%, as a result of ARPA Funds received in FY 2023.
FY 2025	Property Tax and all Utilities, except Telephone and Cable TV, are budgeted to increase 1%. Sales tax is also budgeted to increase 1%. Gasoline Tax is budgeted to increase 10%. Building Permits, Apartment Re-Occupancy and Escrow Deductions are all expected to decrease after having a few record-high years. Overall increase is flat with only an \$8K increase.

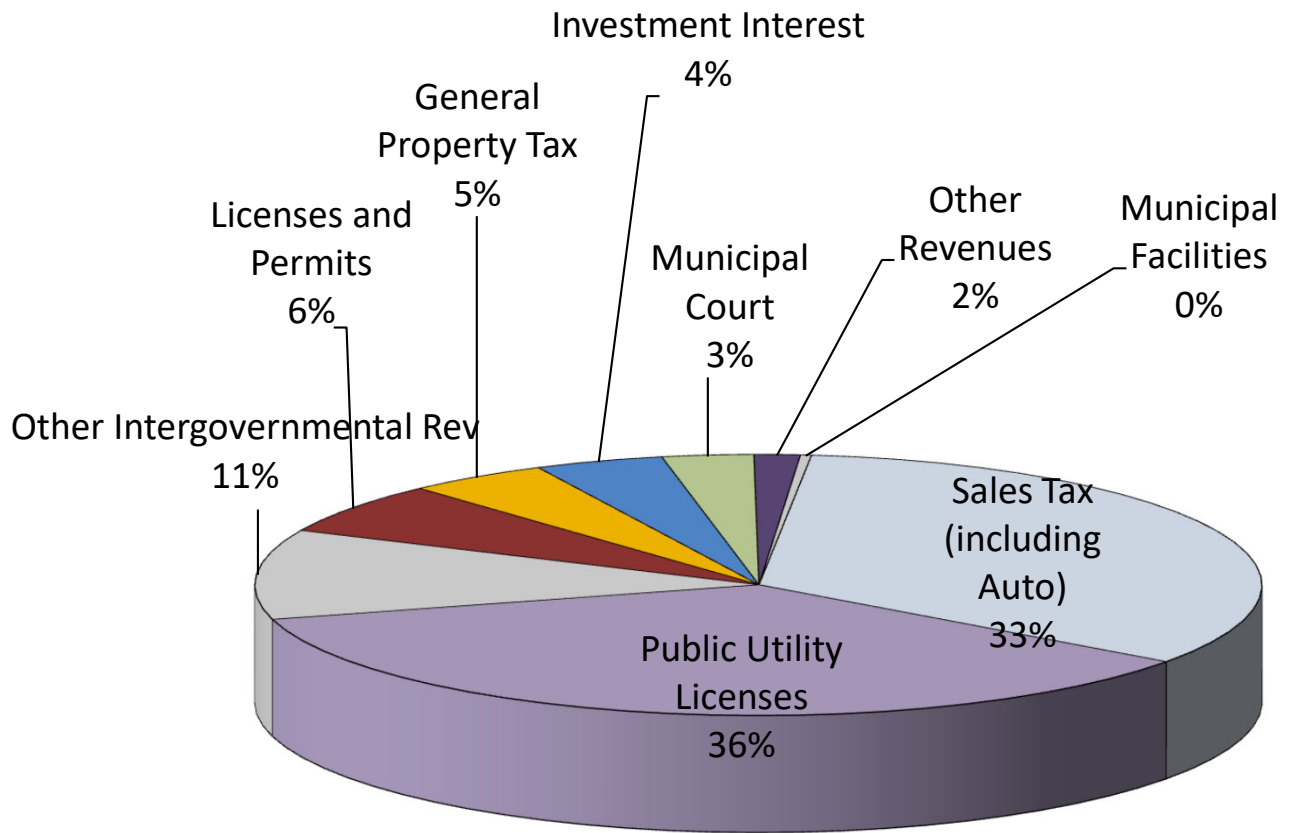
GENERAL FUND REVENUES

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025	% Change to Estimated FY 2024
GENERAL PROPERTY TAXES:						
4101 Real Property-Current	751,204	767,439	824,655	816,700	824,867	1.00%
Total General Property Tax	751,204	767,439	824,655	816,700	824,867	1.00%
PUBLIC UTILITY LICENSES:						
4201 Electric	3,365,735	3,626,760	3,827,817	3,805,345	3,843,399	1.00%
4202 Gas (Natural)	650,352	753,271	791,487	775,775	783,533	1.00%
4203 Telephone	774,903	789,064	658,953	805,700	789,586	-2.00%
4204 Water	510,881	632,086	665,828	762,000	769,620	1.00%
4207 Cable TV Franchise Fee	283,999	287,337	284,929	257,170	257,170	0.00%
4208 Fiber Optics Franchise Fees	37,380	39,942	40,741	41,162	41,985	2.00%
Total Public Utility Licenses	5,623,251	6,128,460	6,269,755	6,447,153	6,485,293	0.59%
INTERGOVERNMENTAL REVENUE:						
4301 City Sales Tax	5,371,201	5,697,965	6,053,147	5,711,265	5,768,377	1.00%
4302 City Sales Tax-Auto	260,827	285,272	279,284	284,640	287,487	1.00%
4303 Cigarette Tax	32,902	29,262	28,116	29,490	29,490	0.00%
4304 Gasoline Tax	523,058	638,771	677,829	707,460	778,206	10.00%
4305 County Road & Bridge Tax	1,033,893	1,038,122	1,148,277	1,090,000	1,100,900	1.00%
4737 Other Agency Funding	2,017,352	2,010,536	60,400	87,805	109,153	24.31%
Total Intergovernmental Revenue	9,239,234	9,699,929	8,247,052	7,910,660	8,073,613	2.06%
LICENSES & PERMITS:						
4402 Business License	211,993	210,902	210,406	210,840	212,949	1.00%
4404 Liquor License	35,850	33,938	33,935	34,050	34,391	1.00%
4405 Vending Machine License	715	2,215	775	3,370	2,520	-25.22%
4406 Emergency Alarm License	(25)	125	125	125	125	0.00%
4415 Dog Park License Fees	11,424	6,205	9,926	7,830	11,745	50.00%
4420 Building Permits	1,256,614	756,436	675,000	714,630	675,000	-5.55%
4422 Apartment Re-Occupancy Fee	97,095	136,215	96,000	100,140	96,000	-4.13%
4424 Escrow Deductions	199,026	144,128	65,000	182,970	65,000	-64.47%
4426 Occupancy Permits	13,130	10,335	11,487	11,800	11,800	0.00%
4427 Sign Permits	6,350	7,275	6,000	7,025	6,000	-14.59%
4431 Street Excavation Fees	24,405	33,450	20,185	26,190	26,190	0.00%
4444 Misc.	490	320	320	450	450	0.00%
4450 Planning & Zoning Application Fee	11,198	13,900	12,125	8,150	8,150	0.00%
4457 Site Improvement Permits	10,393	13,579	10,000	5,640	10,000	77.30%
4536 Farmers Market	845	-	-	-	-	-
Total Licenses and Permits	1,879,502	1,369,022	1,151,285	1,313,209	1,160,319	-11.64%

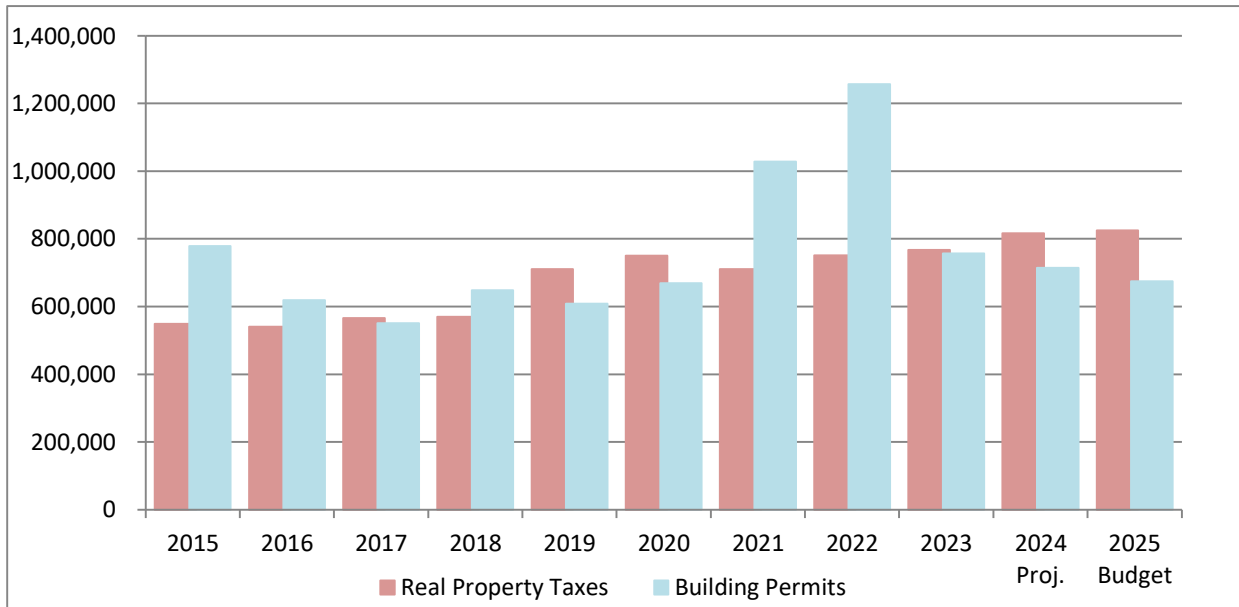
GENERAL FUND REVENUES

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025	% Change to Estimated FY 2024
CHARGES FOR MUNICIPAL FACILITIES (Community Services):						
4540 Multi-Purpose Rental	-	(600)	-	-	-	0.00%
4541 Meeting Room Rental	-	-	-	-	-	0.00%
4542 Gymnasium Rental	12,030	16,640	16,000	16,500	16,000	-3.03%
4544 Recreational Programs	26,332	31,865	19,000	33,215	29,000	-12.69%
4546/4547 Donations/Sponsorships	6,260	-	-	-	-	0.00%
4554 Park Rentals	15,619	18,789	17,000	12,500	19,000	52.00%
Total Charges For Municipal Facilities (Community Services)	60,241	66,694	52,000	62,215	64,000	2.87%
MUNICIPAL COURT:						
4601 Municipal Court Fines	28,359	30,646	26,318	37,000	37,370	1.00%
4602 Traffic Violations Bureau	423,072	412,117	367,323	490,000	494,900	1.00%
Total Municipal Court	451,432	442,764	393,640	527,000	532,270	1.00%
4704 Investment Income	295,808	408,693	450,000	714,380	750,000	4.99%
OTHER REVENUES:						
4425 WDCD Acct. Service Fee	3,300	3,900	3,600	5,400	7,200	0.00%
4604 Police Misc. Revenue	8,921	5,744	7,900	6,900	6,900	0.00%
4606 Police Service Contract	78,796	76,942	80,789	80,789	80,789	0.00%
4608 False Alarm Charges	7,675	6,075	5,825	6,225	6,225	0.00%
4610 Copies of Police Reports	9,533	8,701	7,095	9,375	9,375	0.00%
4723 Surplus Property	360	1,232	200	160	200	25.00%
4725 Arvest Rewards	16,620	19,187	16,000	19,670	19,000	-3.40%
4729 Miscellaneous Revenue	79,104	725,117	17,000	88,700	50,000	-43.63%
4730 Reimbursements	126,615	94,016	34,000	112,195	50,000	-96.60%
4747 Police Reimbursements	394	-	50	-	50	-53.48%
4749 Inmate Security	4,599	4,944	5,500	5,210	5,500	-53.48%
4750 Law Enforce. Training (LET)	4,602	4,954	5,500	5,205	5,500	-53.48%
4751 Police Officer Standard Train.	1,991	1,937	2,000	1,940	2,000	-53.48%
4771 Sale of Fixed Assets	-	33,095	55,000	16,720	25,000	0.00%
Total Other Revenues	342,511	985,843	240,459	358,489	267,739	-25.31%
Total Current Year's Revenue	18,643,183	19,868,843	17,628,846	18,149,805	18,158,100	0.05%
8000 Other Financing Sources	589,995	923,014	954,040	954,040	1,365,820	
TOTAL GENERAL FUND	19,233,178	20,791,857	18,582,886	19,103,845	19,523,920	2.20%

FY 2025 GENERAL FUND REVENUES BY CLASS



Real Property Taxes and Building Permits



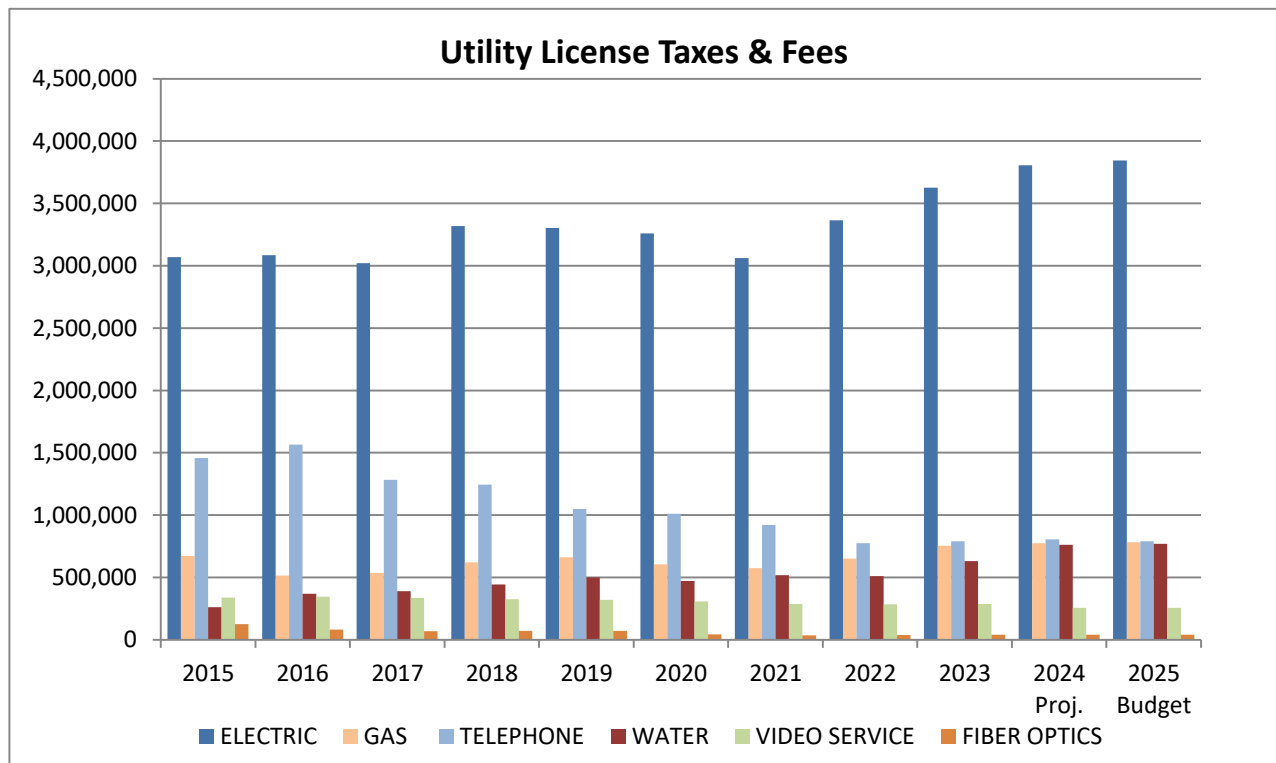
Real Property Taxes

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 2025 revenue is estimated at \$824,867. This estimate is based upon an estimated 1% increase in assessed valuation.

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 2025 revenues are estimated at \$675,000 based upon a decrease in development projects and using an average of the last 5 years (excluding the 2 years when we had record building permit revenue).

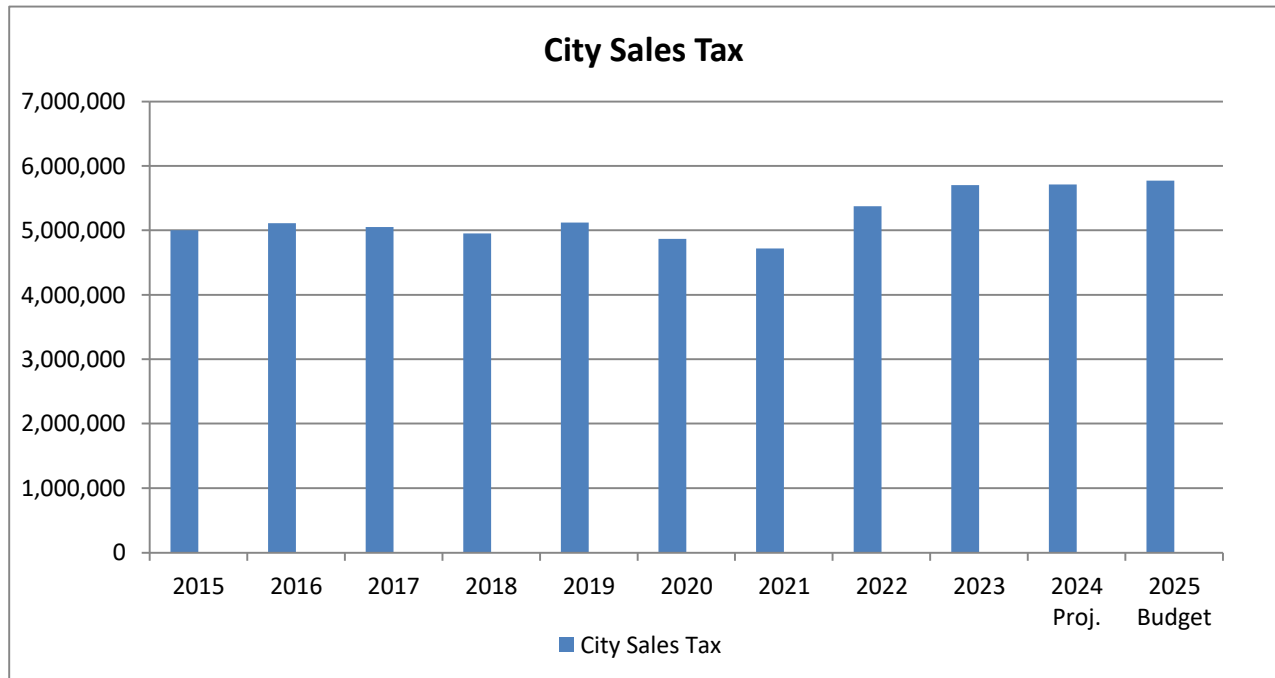
Fiscal Year	Real Property Taxes	Building Permits
2015	549,217	778,984
2016	540,881	618,616
2017	565,888	550,801
2018	569,870	648,249
2019	710,164	608,059
2020	750,734	668,798
2021	710,619	1,027,716
2022	751,204	1,256,614
2023	767,439	756,436
2024 Proj.	816,700	714,630
2025 Budget	824,867	675,000



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 had an increase effective July 2023; Spire had a 7% increase in January 2023; Missouri American Water had an 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 2025 revenues are estimated to be \$6,485,293, which includes an overall increase of only .6%. Most utilities include a 1% increase with the exception of Telephone, which has a 2% decrease.

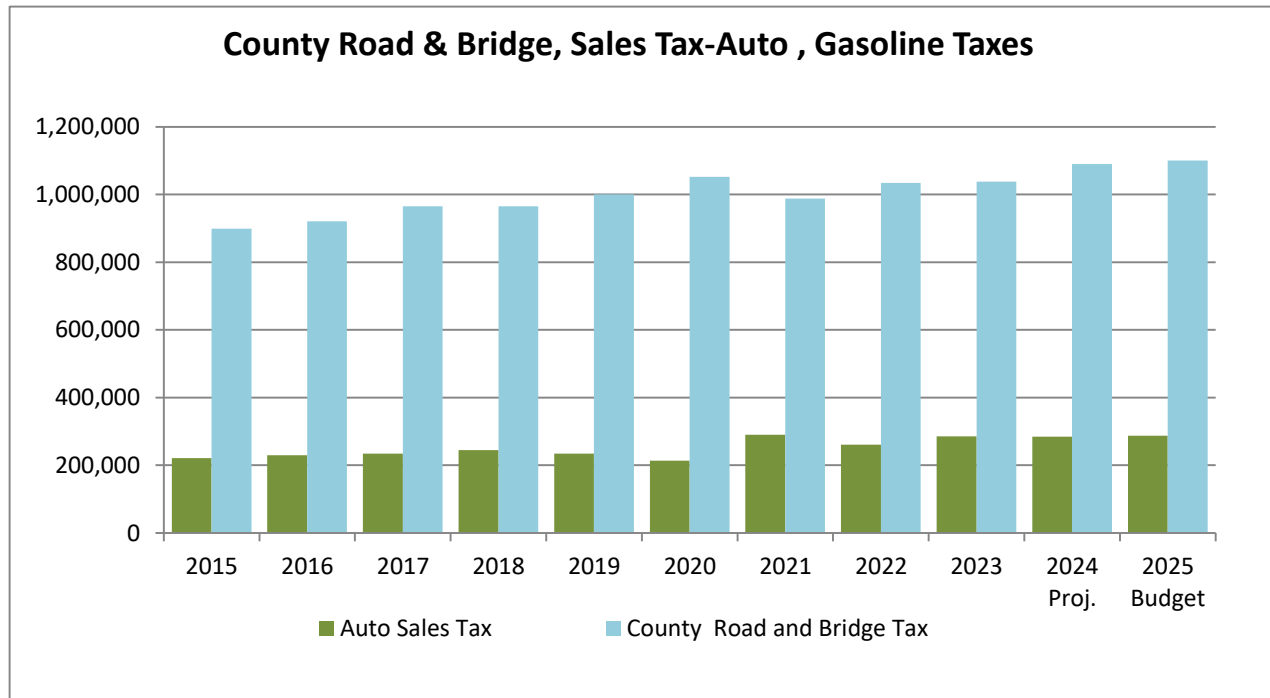
Fiscal Year	TAXES & LICENSE FEES					
	ELECTRIC	GAS	TELEPHONE	WATER	VIDEO SERVICE	FIBER OPTICS
2015	3,069,232	673,046	1,457,574	261,093	338,596	125,583
2016	3,085,154	516,861	1,565,192	368,658	346,508	82,061
2017	3,019,789	535,069	1,282,109	390,060	335,699	67,986
2018	3,317,383	620,800	1,245,526	442,886	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	3,626,760	753,271	789,064	632,086	287,337	39,942
2024 Proj.	3,805,345	775,775	805,700	762,000	257,170	41,162
2025 Budget	3,843,399	783,533	789,586	769,620	257,170	41,985



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 2025 \$.0125 point of sale revenue is estimated at \$5,744,816 less \$1,075,756 for sharing with "B" pooled cities. The "B" pooled areas of the City are expected to produce revenue of \$1,099,319 for FY 2025. Therefore, total FY 2025 revenue is estimated at \$5,768,377. The projections are based on a .23% increase in FY 2024 and a 1% increase in FY 2025.

Fiscal Year	City Sales Tax
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	5,697,965
2024 Proj.	5,711,265
2025 Budget	5,768,377

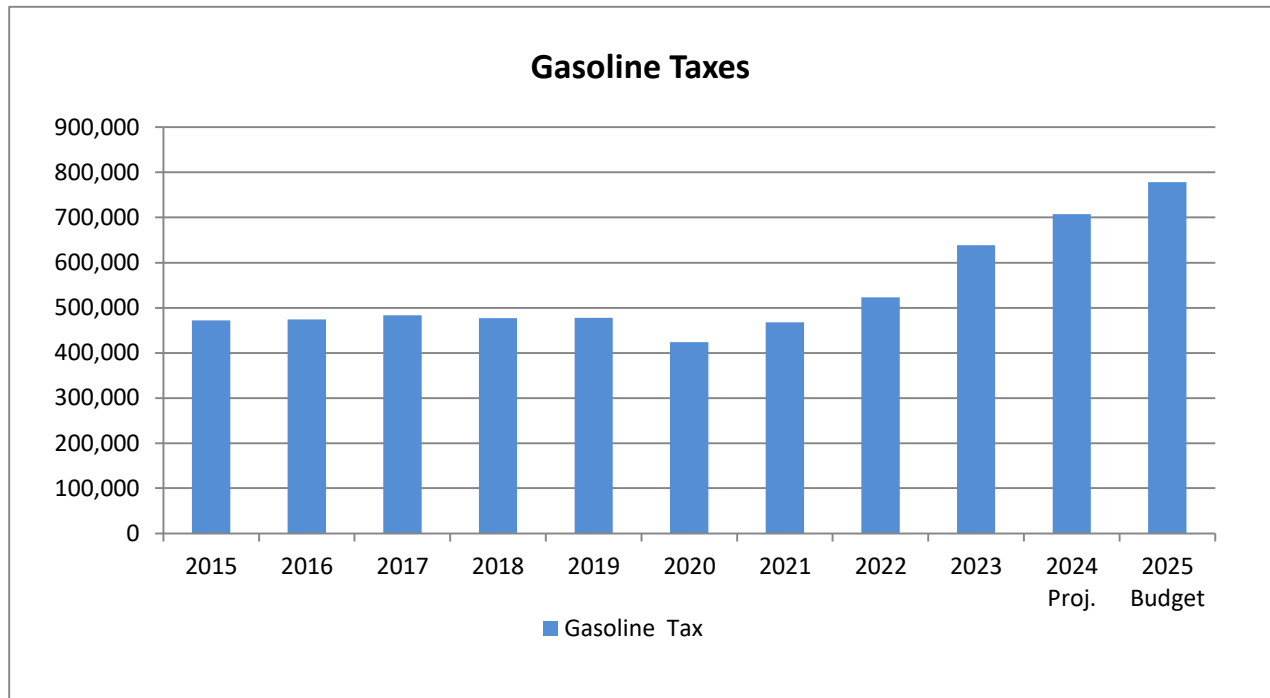


County Road & Bridge Tax

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 2024 revenue estimated at \$1,090,000. The revenue estimates for 2025 are budgeted to increase 1% to \$1,100,900. 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. Starting in FY 2025, the transfer of \$400,000 will increase to \$500,000 per year. This transfer out from the General Fund to the Capital Fund is dedicated to street projects.

City Sales Tax - Auto

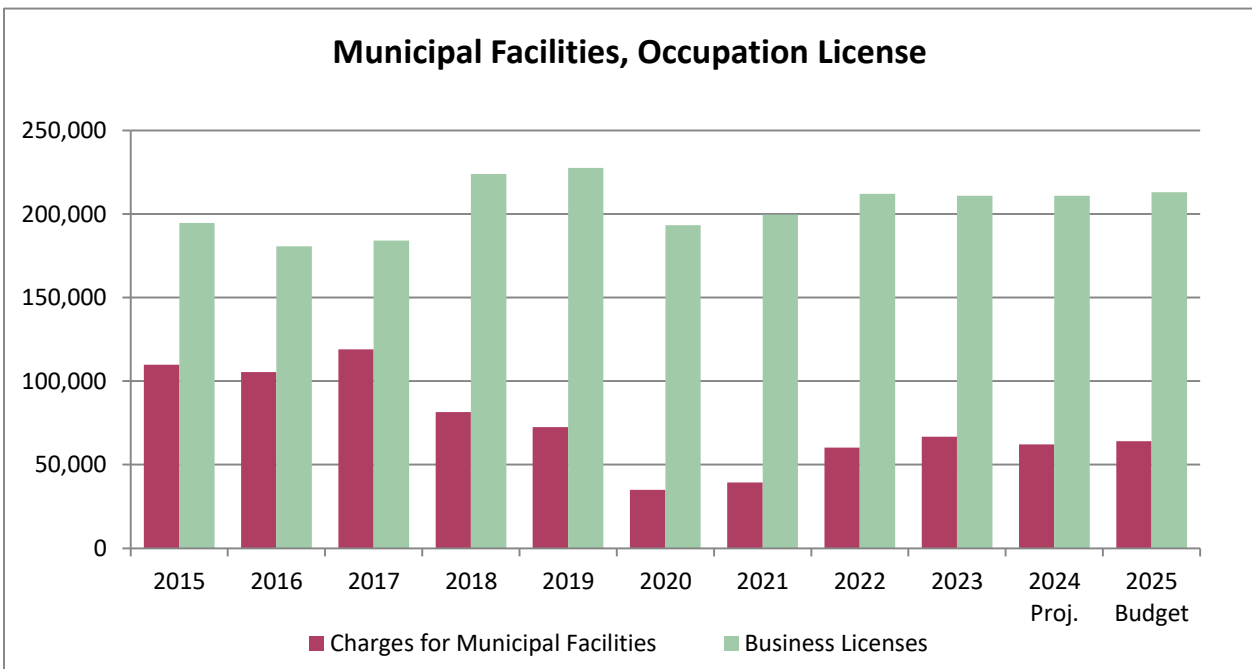
In accordance with Missouri Statute - 66.630 Revised, sales tax is collected by the State on motor vehicles. Taxes are distributed based on a formula set forth in sections 66.620 and 66.630. The FY 2024 revenue is estimated at \$284,640. The projected FY 2025 revenues are estimated at \$287,487. The FY 2025 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 2024 revenue is estimated at \$707,460. The FY 2025 estimated revenues of \$778,206 is a 10% increase.

Fiscal Year	Auto Sales Tax	County Road and Bridge Tax	Gasoline Tax
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	285,272	1,038,122	638,771
2024 Proj.	284,640	1,090,000	707,460
2025 Budget	287,487	1,100,900	778,206



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 2024 revenues were down slightly as a result of not renting the Multipurpose or meeting rooms. FY 2025 is projected to increase 3% as a result of increasing recreational programs and park rentals.

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.

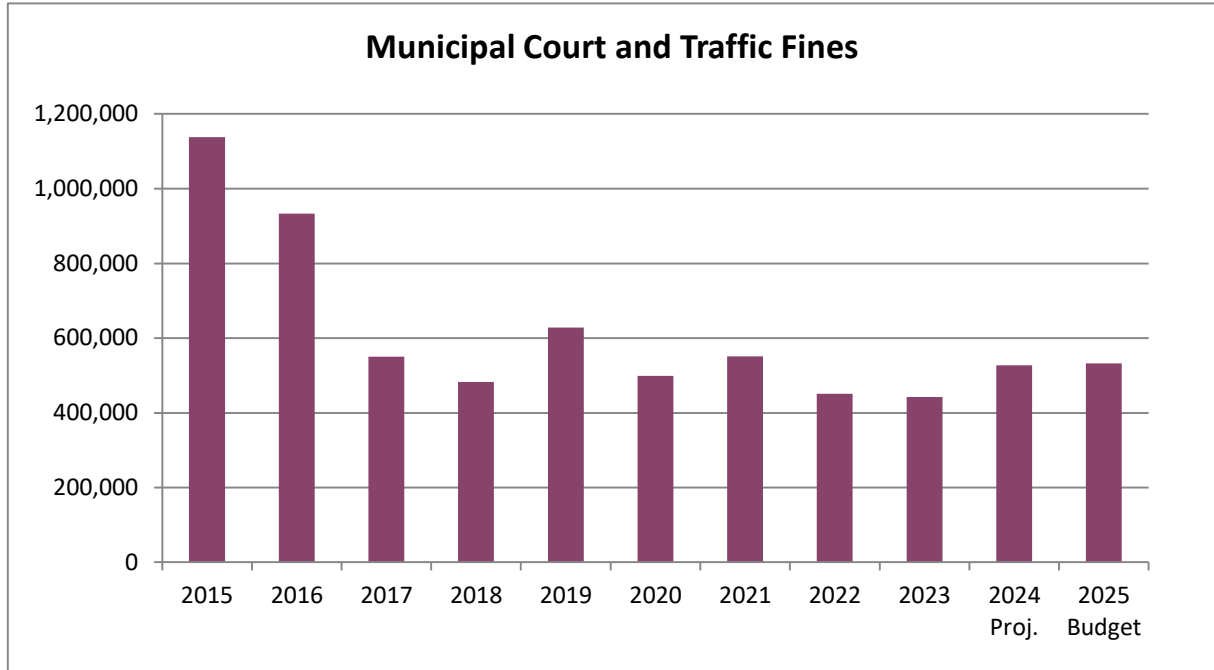
Not for Profit Businesses: Fee is waived.

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 2025 revenue is estimated to increase 1% to \$212,949.

Fiscal Year	Charges for Municipal Facilities	Business Licenses
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	66,694	210,902
2024 Proj.	62,215	210,840
2025 Budget	64,000	212,949

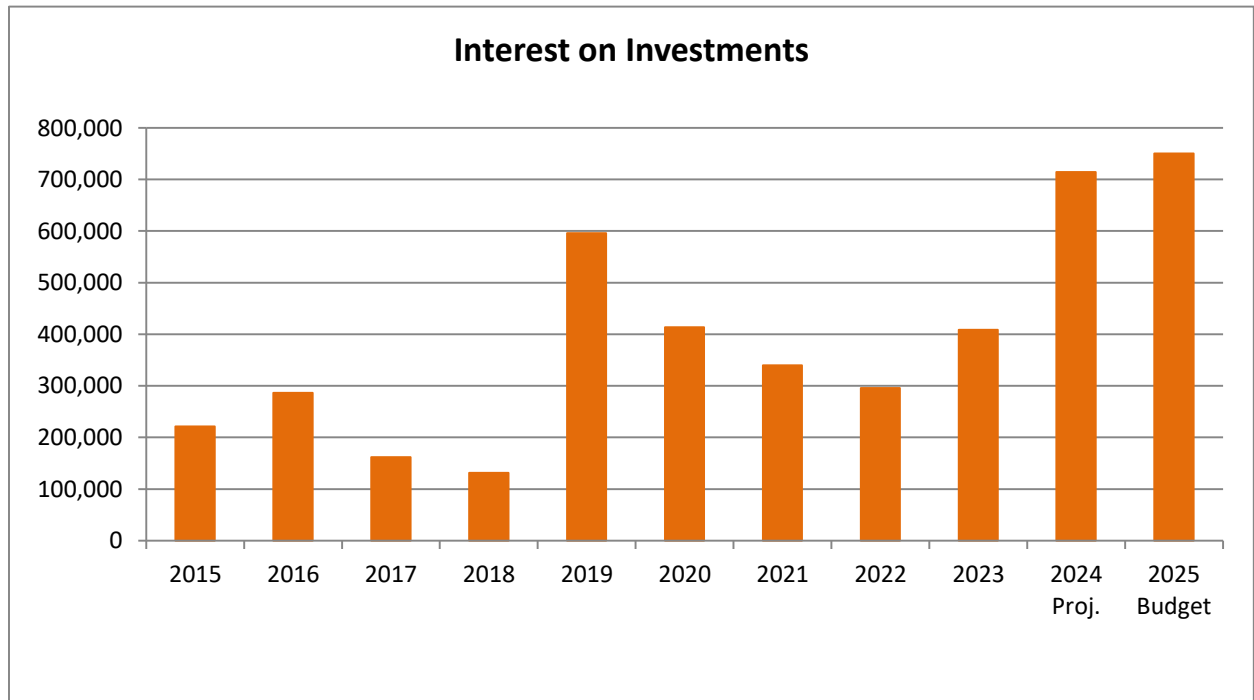


Municipal Court and Traffic Fines

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 2024 are estimated to be \$527,000. Total FY 2025 revenue has an estimated 1% increase to \$532,270.

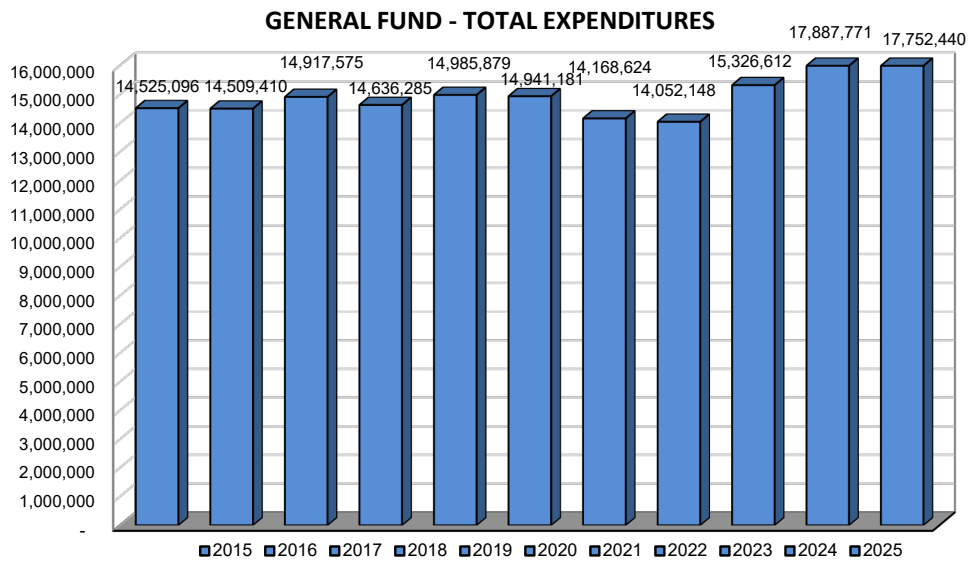
Fiscal Year	Municipal Court and Traffic Fines
2015	1,137,912
2016	933,402
2017	550,811
2018	482,945
2019	628,209
2020	499,153
2021	551,411
2022	451,432
2023	442,764
2024 Proj.	527,000
2025 Budget	532,270



Interest on Investments

In accordance with Administrative policy, interest is earned on excess monies invested in Treasuries and/or agencies. Total FY 2025 revenue is estimated at \$714,380, which is a 75% increase from FY 2024 as a result of an increase in interest rates. Even though Interest rates are anticipated to start leveling off in FY 2025, the City's laddered investments will continue to see an increase over the next few years.

Fiscal Year	Interest on Investments
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	408,693
2024 Proj.	714,380
2025 Budget	750,000



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
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	(772,557)	-5.2%
2022	14,052,148	(116,476)	-0.8%
2023	15,326,612	1,274,464	9.1%
2024 Projected	17,887,771	2,561,159	16.7%
2025 Budgeted	17,752,440	(135,332)	-0.76%

Major causes of change:

- 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.
- 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.

GENERAL FUND EXPENDITURES (CONT'D)

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 5.2%. 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 still slightly decreased .8%. 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 increased 9.1% as a result of vacancies being filled. Personnel costs included 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 was added. While operational expenditures were budgeted to increase
FY 2024	Expenditures increased 16.7% as a result of being fully staffed, giving a 3% cost of living adjustment (COLA) and a 4% merit increase for all employees, except police officers and sergeants who got a 3.5% COLA, in addition to their 3.5% step increase. Pension costs increased \$800K as a result of closing the Legacy Pension Plan, adding a COLA to the Plan before closing it, and transferring the administration to LAGERS. Health insurance increased 5%. Also included was \$50,000 for the 1st year of the 39N 3-Year Economic Development Agreement using ARPA Funds.
FY 2025	FY 2025 is budgeted to decrease .76% as a result of Pension costs decreasing \$320K as a result of closing the Legacy Pension Plan and transferring the administration to LAGERS. Health insurance will increase 7.5%. Contractual Services are expected to increase 4.2% as a result of many contractual agreements increasing, such as Trash Service, Auditing Services, etc. Capital expenditures will decrease almost \$500K as a result of FY 2024 including several patrol vehicles that couldn't be purchased in FY 2023. FY 2025 includes \$50,000 for the 2nd year of the 39N 3-Year Economic Development Agreement.

**GENERAL FUND
SUMMARY OF DEPARTMENTAL APPROPRIATIONS
BY MAJOR EXPENDITURE CATEGORY
FOR FISCAL YEAR ENDING JUNE 30, 2025**

DEPARTMENT/DIVISION	Personnel Expense	Operating Expense	Capital Outlay	Total
Legislative Services	174,000	109,720	-	283,720
Legal Services	-	185,548	-	185,548
Administrative Services	660,582	178,509	-	839,091
Information Systems	132,916	147,378	-	280,294
Finance Department	514,334	120,769	-	635,103
Municipal Court	268,734	49,789	1,000	319,523
Insurance, Benefits, Non-Depart.	198,880	417,847	-	616,727
Community Services	121,371	39,115	-	160,486
Municipal Property	97,695	186,376	18,000	302,071
Police Department - Administration	1,478,175	758,419	3,550	2,240,144
Police Department - Investigations	1,048,180	37,448	3,550	1,089,178
Police Department - Patrol	4,819,961	244,915	203,540	5,268,416
Public Works Administration	566,122	88,182	3,500	657,804
Street Maintenance	901,685	919,825	21,500	1,843,010
Health & Welfare	-	874,900	-	874,900
Parks Maintenance	426,189	288,045	5,500	719,734
Planning Department	410,872	115,160	500	526,532
Building Department	865,393	44,415	350	910,158
Totals	12,685,089	4,806,360	260,990	17,752,440
Transfers To Other Funds	-	-	-	-
TOTAL GENERAL FUND	12,685,089	4,806,360	260,990	17,752,440

CITY OF CREVE COEUR

ALL DEPARTMENTS FOR GENERAL FUND-FY25

ACCOUNT NUMBER AND DESCRIPTION	2023 Actual	2024 Budget	2024 Projected	2025 Request	% Change From Projected
5101 Salaries, Permanent Empl.	6,929,216	7,205,557	7,641,178	7,743,455	1.34%
5102 Salaries, Temporary Empl.	163,218	227,377	170,887	235,359	37.73%
5103 Overtime	118,132	133,650	104,795	115,900	10.60%
5104 Vacation Pay	31,170	44,190	44,190	44,190	0.00%
5105 Longevity Pay	23,992	26,381	21,257	22,541	6.04%
5106 Holiday Pay	109,926	137,640	142,848	149,420	4.60%
5107 Uniform Allowance	11,365	13,632	13,632	13,632	0.00%
5109 Provision for Salary Adj.	134,469	444,220	0	447,689	0.00%
5110 Auto Allowance	15,690	16,320	16,320	16,320	0.00%
5111 Cell Phone Allowance	300	300	300	300	0.00%
5120 Employee Referral Bonus	3,600	3,000	600	1,200	0.00%
5230 Hospital & Medical Insurance	1,059,339	1,197,159	1,172,841	1,298,198	10.69%
5231 Self Insured Medical Benefits	12,130	12,130	12,030	12,130	0.83%
5233 Dental Insurance	35,536	40,520	39,086	40,715	4.17%
5234 Group Life Insurance	24,837	29,333	29,040	31,871	9.75%
5235 Accidental Death & Dismem.	2,352	2,583	2,508	2,768	10.37%
5236 Disability Insurance	16,082	20,401	18,841	21,689	15.12%
5240 Social Security Contribution	555,863	611,203	600,625	640,960	6.72%
5241 Pension Contribution	1,111,031	2,079,123	2,103,509	1,359,815	-35.35%
5242 Deferred Retirement Comp.	18,840	20,315	21,900	23,213	6.00%
5243 Worker's Compensation Ins.	285,577	331,722	328,601	428,724	30.47%
5244 Unemployment Comp.	0	13,000	1,000	2,000	100.00%
5246 Insurance Deductible	29,349	35,000	30,000	33,000	10.00%
5297 Misc. Payroll Expense	0	0	0	0	0.00%
6201 Legal Services	187,343	217,150	213,280	208,150	-2.41%
6202 Technical & Personal Services	895,385	905,762	805,209	828,237	2.86%
6203 Professional Services	129,295	196,483	186,474	268,573	44.03%
6204 Planning & Design Services	0	30,000	125,000	75,000	0.00%
6207 Temporary Personnel Services	88,580	109,000	100,000	109,000	9.00%
6209 Accounting Services	35,150	53,500	56,750	60,000	5.73%
6210 Vehicle Maintenance	86,776	93,750	94,262	90,140	-4.37%
6211 Equipment Maintenance	125,798	121,700	123,040	107,200	-12.87%
6212 Building & Ground Maint.	342,409	350,870	341,470	346,450	1.46%
6213 Office Equipment Maint.	156,277	163,708	159,634	154,521	-3.20%
6214 Refuse Collections	839,793	871,555	839,000	871,500	3.87%
6215 Weed Cutting/Tree Removal	8,893	6,000	6,000	6,000	0.00%
6216 Larviciding	1,705	3,400	3,400	3,400	0.00%
6217 Recycling	0	0	0	0	0.00%
6220 Liability Insurance	108,168	117,385	127,215	138,332	8.74%
6221 Venable Park Expenses	9,750	5,250	5,250	5,250	0.00%
6222 Pub. Officials Liab.Ins.	40,355	44,380	42,368	46,495	9.74%
6224 Tappemeyer House.	9,588	15,000	15,000	17,440	16.27%
6225 Surety Bonds	1,715	1,845	1,629	1,710	4.97%
6226 Property & Auto Insurance	59,472	74,340	72,008	82,809	15.00%

CITY OF CREVE COEUR

ALL DEPARTMENTS FOR GENERAL FUND-FY25

ACCOUNT NUMBER AND DESCRIPTION	2023 Actual	2024 Budget	2024 Projected	2025 Request	% Change From Projected
6247 Dog Park Expenses	1,225	3,225	3,225	4,725	46.51%
6250 Electricity	90,399	93,950	90,600	92,600	2.21%
6251 Street Lighting	126,064	120,000	125,000	150,000	20.00%
6252 Natural Gas	16,152	17,870	17,870	17,930	0.34%
6253 Telephone	56,609	71,322	66,149	62,589	-5.38%
6254 Water & Sewer	119,012	98,000	117,700	145,700	23.79%
6255 Cable TV	3,302	3,600	4,056	4,068	0.30%
6260 Advertising	6,592	7,250	7,010	6,750	-3.71%
6261 Education & Training	25,258	49,915	41,775	43,910	5.11%
6262 Dues, Memberships & Subsc.	28,695	30,256	28,592	30,075	5.18%
6263 Election Expense	8,931	10,000	11,088	10,000	-9.81%
6264 In Town Meetings	12,960	16,397	15,417	16,267	5.51%
6265 Travel & Conferences	27,632	66,185	56,393	67,343	19.42%
6266 Equipment Rental	11,265	12,516	11,410	9,412	-17.51%
6269 Postage	31,333	33,300	33,300	33,300	0.00%
6271 Medical	14,386	17,700	16,380	14,475	-11.63%
6272 Employee Relations	10,126	15,640	14,625	14,325	0.00%
6281 5K Run Expenses	6,540	6,850	6,850	6,850	0.00%
7301 Chemicals & Cleaning	2,968	4,450	4,050	4,650	14.81%
7302 Small Tools	10,719	14,180	14,901	15,950	7.04%
7303 Horticultural Supplies	15,342	28,000	28,000	32,550	16.25%
7304 General Supplies	26,400	35,800	32,556	40,439	24.21%
7305 Street and Sidewalk Maint.	38,525	32,500	35,000	35,000	0.00%
7306 Memorials & Plaques	803	3,300	3,175	4,450	40.16%
7307 Gasoline & Mileage	149,191	173,375	167,425	172,325	0.00%
7308 Wearing Apparel & Linen	95,944	83,342	80,431	77,861	-3.20%
7310 Snow Removal Supplies	724	1,000	1,000	1,000	0.00%
7310 Snow Removal Supplies	113,904	122,500	98,808	107,500	8.80%
7311 Street Signs	16,602	20,000	20,000	20,000	0.00%
7312 Office Supplies	34,516	35,087	31,000	31,000	0.00%
7313 Range Supplies	10,027	15,340	18,307	14,850	0.00%
7314 Crime Prevention	3,976	5,000	5,000	5,350	7.00%
7315 Special Events	13,067	14,300	16,298	23,400	43.58%
7316 Opioids Settlement Funds	5,463	0	25,515	8,100	-68.25%
7317 SLAIT Wellness	0	5,600	5,600	0	0.00%
7318 Small Storm Water Projects	1,491	0	188	0	0.00%
7331 Computer Hardware	46,958	29,430	29,430	51,800	76.01%
7332 Computer Software	6,239	12,880	12,520	9,610	-23.24%
9501 Buildings & Improvements	0	10,250	10,000	10,250	2.50%
9502 Vehicles	241,216	558,120	656,015	137,700	-79.01%
9503 Equipment	74,596	96,187	85,110	110,340	29.64%
9504 Office Equipment	2,994	7,540	7,025	2,700	-61.57%
	15,326,612	18,007,992	17,887,771	17,752,440	-0.76%

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. 5101 – Increase in salary for Mayor effective 5/1/2024 and Council effective 5/1/2025.
- Acct. 7315 – Increase for Plein Air Art Event hosted by the Arts Committee (\$1,000).
- Acct. 7315 – Increase for St. Louis County Reduction Grant Program; Electronics Recycling and Shredding Events hosted by the Energy and Environment Committee (\$7,500).

Budget Highlights – City Clerk

- Acct. 6203 – Increase due to FY 2025 Local Records Grant Application with Missouri Secretary of State's office for digital imaging (\$15,907); if approved, expenses are reimbursable through the grant.
- Acct. 6265 – Increase due to attendance at the International Institute of Municipal Clerks Annual Conference held in St. Louis, Missouri (\$1,000).

LEGISLATIVE SERVICES

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	106,268	115,923	115,925	121,820	124,950
5102 Salaries, Temporary Empl.	1,254	-	-	-	-
5109 Provision for Salary Adj.	-	1,404	5,000	-	5,368
5110 Auto Allowance	1,200	1,200	1,200	1,200	1,200
5111 Cell Phone Allowance	550	300	300	300	300
5230 Hospital & Medical Insurance	11,827	15,457	17,165	16,978	18,725
5233 Dental Insurance	620	649	694	694	728
5234 Group Life Insurance	626	739	844	809	850
5235 Accidental Death & Dismem.	18	24	25	26	28
5236 Disability Insurance	144	197	210	212	231
5240 Social Security Contribution	7,582	7,946	9,103	9,425	10,050
5241 Pension Contribution	4,371	5,139	9,814	9,772	11,230
5243 Worker's Compensation Ins.	4,780	244	285	283	340
Total Personnel Services	139,240	149,222	160,565	161,519	174,000
OPERATING EXPENSES:					
6202 Technical & Personal Services	840	3,300	3,000	3,000	3,000
6203 Professional Services	5,138	6,245	6,500	6,500	22,407
6213 Office Equipment Maint.	11,348	16,971	14,011	16,850	17,440
6253 Telephone	360	-	-	-	-
6260 Advertising	554	573	500	560	500
6261 Education & Training	110	505	600	600	600
6262 Dues, Memberships & Subsc.	8,480	8,693	9,775	10,013	9,775
6263 Election Expense	7,213	8,931	10,000	11,088	10,000
6264 In Town Meetings	7,609	9,430	10,538	10,538	10,598
6265 Travel & Conferences	548	4,101	8,950	7,834	9,950
7304 General Supplies	473	1,067	850	850	850
7306 Memorials & Plaques	780	423	1,100	1,100	1,100
7307 Gasoline & Mileage	91	-	100	100	100
7315 Special Events	2,508	13,067	14,300	16,298	23,400
Total Operating Expenses	46,052	73,305	80,224	85,331	109,720
CAPITAL OUTLAY:					
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-
TOTAL LEGISLATIVE SERVICES	185,292	222,527	240,789	246,850	283,720

LEGISLATIVE SERVICES
CAPITAL OUTLAY DETAIL

Capital Outlay Detail
9504 Office Equipment
(Nothing Budgeted)
Total Account 9504
 TOTAL CAPITAL IMPROVEMENTS

Annual
-
-
-

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 the City Administrator, Mayor, City Council, and appropriate staff informed about pending matters and pertinent changes in law.
- Timely attend to the 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.
- Appropriately maintain records and handle public requests for documents.

Budget Highlights

- Acct. 6201 – All independent contractor fees for legal services associated with the City Attorney, City Prosecutor, Special Prosecutor, and Administrative Assistant to the Prosecutor (\$176,800).
- Acct. 6262 – Software dues and document imaging storage fees for City Prosecutor access to electronic court files (\$8,349).
- Acct. 7304 – Increase for general office supplies necessary for the City Prosecutor's office in the Government Center (\$300).

LEGAL SERVICES

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
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.	-	-	-	-	-
Total Personnel Services	-	-	-	-	-
OPERATING EXPENSES:					
6201 Legal Services	162,528	163,366	185,000	180,980	176,000
6202 Technical and Personal	-	-	6,861	7,981	8,348
6262 Dues, Memberships & Subsc.	3,365	5,132	900	900	900
6265 Travel & Conferences	-	-	-	-	-
7304 General Supplies	-	-	-	-	300
Total Operating Expenses	165,893	168,498	192,761	189,861	185,548
CAPITAL OUTLAY:					
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-
TOTAL LEGISLATIVE SERVICES	165,893	168,498	192,761	189,861	185,548

LEGAL SERVICES
CAPITAL OUTLAY DETAIL

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

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 2022	FY 2023	Projected FY 2024	Estimated FY 2025
PERSONNEL				
Average Years of Service, All Full-Time Employees	11.3	9	10	10.1
Percentage of Full-Time Turnover, All ¹	15%	3.7%	2.8	6%
Percentage of Full-Time Turnover, Sworn Only ¹	10.2%	4.1%	2%	3%
Number of New Employee Orientations, All	39	34	25	25
Number of Employee Candidate Interviews Conducted by Administrative Services Staff, Non-Sworn Only	25	6	7	10
Number of Employee Training & Wellness Events Provided ²	7	14	14	12
External Survey, Percentage of Residents Satisfied with the Quality of the City's Newsletter (rating 4 or 5 on a 5-point scale) ³	89%	N/A	N/A	89%
Website, Unique Page Views	259K	384K	400K	400K
Press Releases, All	12	17	10	10
Facebook Posts ⁴	149	170	156	156
Twitter Posts ⁴	153	161	156	156
Videos Posted to Website/YouTube	1	3	3	3
Business Newsletter Open Rate	37.7%	43.9%	44%	44%
Business Newsletter Click-Through Rate	3.6%	4.4%	3.5%	3.5%

¹Turnover does not include retirement, death, or employees not completing initial probationary period.

²Reduction in employee training and wellness events due to ongoing COVID-19 in FY 2022.

³Triennial Resident Survey will be conducted in FY 2025; last conducted in FY 2022.

⁴City 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 decision-making. Weekly City Administrator Reports are emailed and City Council meeting agenda packets are provided Thursday before Council meetings.
- Provide an 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 to 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 daily.
- Maintain up-to-date information on the 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 the 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. 6202 – Increase due to Federal Motor Carrier Safety Administration new hire and annual queries and follow-up drug testing required for employees with a commercial driver's license (\$332).
- Acct. 6203 – Second year of a three-year agreement for 39N Economic Development Services funded with American Rescue Plan Act funds (\$52,500).
- Acct. 6203 – Increase due to strategic planning consultant to assist the City Council and staff in developing a new plan in FY 2025 (\$23,980).
- Acct. 6203 – Increase due to the triennial resident survey scheduled in FY 2025 (\$20,000).
- Acct. 6253 – Increase due to cell phone replacement for Assistant City Administrator per the replacement schedule (\$200).
- Acct. 6265 – Costs associated with ICMA Annual Conference with attendance in Pittsburgh, PA for the City Administrator and Assistant City Administrator (\$4,228).
- Acct. 6203 – Increase for resident newsletter printing and handling services anticipated due to upcoming request for proposal process for a new three-year contract (\$34,668).
- Acct. 6203 – Increase to special project printing for possible postcard mailing to educate residents on a ballot measure (\$1,600).

ADMINISTRATIVE SERVICES

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	392,538	410,679	414,425	447,685	453,265
5104 Vacation Pay	1,485	4,707	8,425	8,425	8,425
5105 Longevity Pay	1,056	1,012	1,056	1,056	1,056
5109 Provision for Salary Adj.	-	4,302	26,580	-	24,983
5110 Auto Allowance	6,600	6,325	6,600	6,600	6,600
5230 Hospital & Medical Insurance	9,925	12,808	14,033	33,687	36,720
5231 Self Insured Medical Benefits	1,800	1,250	1,200	1,100	1,200
5233 Dental Insurance	519	445	480	869	1,045
5234 Group Life Insurance	1,107	1,224	1,398	1,380	1,505
5235 Accidental Death & Dismem.	119	118	122	121	132
5236 Disability Insurance	909	938	1,004	993	1,082
5240 Social Security Contribution	27,533	29,594	30,000	31,000	32,860
5241 Pension Contribution	35,976	37,618	87,259	87,200	67,160
5242 Deferred Retirement Comp.	18,857	18,840	20,315	21,900	23,213
5243 Worker's Compensation Ins.	12,306	865	1,005	996	1,336
Total Personnel Services	510,730	530,726	613,902	643,012	660,582
OPERATING EXPENSES:					
6202 Technical & Personal Services	1,053	1,149	1,023	1,319	1,688
6203 Professional Services	86,480	36,727	97,959	94,973	146,263
6213 Office Equipment Maint.	-	-	6,000	6,000	6,000
6253 Telephone	593	586	600	600	830
6260 Advertising	1,928	3,249	2,350	2,350	2,350
6261 Education & Training	1,113	1,155	1,300	100	1,300
6262 Dues, Memberships & Subsc.	5,497	6,179	6,470	5,696	7,000
6264 In Town Meetings	1,586	946	1,355	1,065	1,425
6265 Travel & Conferences	1,574	2,153	8,610	8,858	8,478
6271 Medical	4,245	2,647	2,575	2,575	2,575
7304 General Supplies	-	77	300	300	300
7307 Gasoline & Mileage	-	-	100	100	100
7308 Wearing Apparel & Linen	-	-	200	200	200
Total Operating Expenses	104,069	54,868	128,842	124,135	178,509
CAPITAL OUTLAYS:					
9504 Office Equipment	-	338	-	-	-
Total Capital Outlay	-	338	-	-	-
TOTAL ADMINISTRATIVE SERVICES	614,799	585,932	742,744	767,147	839,091

ADMINISTRATIVE SERVICES
CAPITAL OUTLAY

Capital Outlay Detail

Annual

9504 Office Equipment

Chair

Total Account 9504

TOTAL CAPITAL OUTLAY

-

-

-

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 21st 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 21st 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 two (2) part-time Court Clerks. All are considered city employees for purposes of municipal employment practices, and as 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. Records of the Court are considered as records of the State Judiciary.

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 the daily and yearly operations of the Municipal Division and the 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 operating 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 daily.
- 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 the accuracy and accessibility of records 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 policies and procedures in a manner that 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 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 that may be fiscally beneficial to the Municipality in which the court serves.

Budget Highlights

- Acct 5102 – Increase in part-time wages to comply with expanded operating procedures within the state-mandated operating software (\$30,000).
- Acct. 6265 – Decrease in travel and conference fees now shared with another municipality the judge presides over (-\$1,800).
- Acct. 9503 - Increase due to replacement of two (2) scanners with increased capacity to expedite court operation procedures (\$2,000).

MUNICIPAL COURT

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	135,247	139,624	139,135	148,710	147,420
5102 Salaries, Temporary Empl.	13,308	11,988	16,798	16,798	46,908
5103 Overtime	449	392	500	830	500
5104 Vacation Pay	1,140	2,326	2,490	2,490	2,490
5105 Longevity Pay	2,304	2,208	2,304	2,304	2,304
5109 Provision for Salary Adj.	-	2,778	9,890	-	7,638
5230 Hospital & Medical Insurance	16,007	24,261	26,582	21,095	22,995
5231 Self Insured Medical Benefits	600	-	-	-	-
5233 Dental Insurance	626	871	932	931	977
5234 Group Life Insurance	460	508	580	572	623
5235 Accidental Death & Dismem.	49	49	51	51	55
5236 Disability Insurance	383	395	423	417	455
5240 Social Security Contribution	11,444	11,729	13,000	13,000	13,800
5241 Pension Contribution	12,349	12,787	28,983	28,900	22,140
5243 Worker's Compensation Ins.	4,717	293	340	337	429
Total Personnel Services	199,084	210,211	242,008	236,435	268,734
OPERATING EXPENSES:					
6201 Legal Services	25,318	23,977	32,150	32,300	32,150
6202 Technical & Personal Services	4,876	4,876	4,874	4,874	4,874
6213 Office Equipment Maint.	3,675	3,381	3,900	3,900	3,900
6253 Telephone	-	-	300	300	300
6261 Education & Training	100	-	200	200	200
6262 Dues, Memberships & Subsc.	300	530	530	575	700
6264 In Town Meetings	74	60	265	265	265
6265 Travel & Conferences	1,653	1,244	4,600	4,000	5,200
7304 General Supplies	1,254	1,856	3,000	2,000	2,200
Total Operating Expenses	37,249	35,925	49,819	48,414	49,789
CAPITAL OUTLAY:					
9503 Equipment	696	288	500	1,500	1,000
Total Capital Outlay	696	288	500	1,500	1,000
TOTAL MUNICIPAL COURT	237,029	246,423	292,327	286,349	319,523

MUNICIPAL COURT
CAPITAL OUTLAY

Capital Outlay Detail	Annual
9503 Equipment	
Document Scanners	1,000
Total Account 9503	1,000
TOTAL CAPITAL OUTLAY	1,000

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 Finance Manager (changed from Senior Accounting Associate starting July 1, 2024), 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)

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Workers Compensation (WC) Claims	7	11	16	11
WC Claims per 100 FTEs	6.54	10.19	14.68	10.09
WC Days Lost to Injury per 100 FTEs	55.63	90.56	67.25	71.3
Vehicle Liability Claims	0	5	1	1

Service Standards

- Reconcile accounts by the 14th of the following month and reports will be distributed to departments by the 15th 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 5102 – Costs associated with one (1) part-time intern originally budgeted in FY 2024 but remains unfilled and has been re-budgeted for FY 2025 (\$6,240).
- Acct. 6209 – Increase due to contracted auditing services due to GASB 75 OPEB Valuation previously coded to the closed Pension Fund (\$8,000), as well as adding extra auditing expenditures for GASB 87 & 96 (\$4,200).
- Acct. 6261 – Decrease due to FY 2024 participation in the college tuition reimbursement benefit program for two (2) employees who have since graduated (-\$8,600).

FINANCE DEPARTMENT

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	267,840	293,272	293,275	317,670	326,475
5102 Salaries, Temporary Empl.	27,478	36,018	51,628	50,028	52,628
5103 Overtime	3,974	39	500	265	500
5104 Vacation Pay	1,243	1,307	2,800	2,800	2,800
5109 Provision for Salary Adj.	-	5,856	18,990	-	19,812
5230 Hospital & Medical Insurance	25,054	25,616	28,067	27,800	30,305
5231 Self Insured Medical Benefits	600	600	600	600	600
5233 Dental Insurance	989	900	955	951	998
5234 Group Life Insurance	888	1,049	1,197	1,172	1,277
5235 Accidental Death & Dismem.	95	101	105	103	112
5236 Disability Insurance	615	675	858	841	916
5240 Social Security Contribution	22,583	25,328	28,000	28,000	29,700
5241 Pension Contribution	19,102	19,942	41,030	40,970	47,270
5243 Worker's Compensation Ins.	10,892	599	696	690	941
Total Personnel Services	381,352	411,302	468,701	471,890	514,334
OPERATING EXPENSES:					
6202 Technical & Personal Services	1,163	963	1,188	1,108	1,108
6203 Professional Services	7,600	-	-	-	-
6209 Accounting Services	31,800	35,150	53,500	56,750	60,000
6213 Office Equipment Maint.	(3,133)	42,423	40,850	40,231	40,481
6253 Telephone	296	289	300	300	300
6261 Education & Training	5,393	6,402	10,200	9,205	3,400
6262 Dues, Memberships & Subsc.	994	938	1,126	1,126	1,090
6264 In Town Meetings	164	338	715	425	505
6265 Travel & Conferences	5,783	5,933	6,525	7,142	8,710
7304 General Supplies	2,634	2,609	3,100	4,070	4,950
7307 Gasoline & Mileage	7	10	25	25	25
7308 Wearing Apparel & Linen	153	185	200	170	200
7332 Computer Software	-	-	-	-	-
Total Operating Expenses	52,854	95,240	117,729	120,552	120,769
CAPITAL OUTLAYS:					
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-
TOTAL FINANCE DEPARTMENT	434,206	506,542	586,430	592,442	635,103

**FINANCE DEPARTMENT
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail

9504 Office Equipment	Annual
Standup Desk	-
Total Account 9504	-
TOTAL CAPITAL OUTLAY	-

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, and self-insured deductible expenses for employee health insurance. Until mid-FY 2024, this department included excess expenditures associated with the Legacy Pension Plan; however, since this Pension Plan was terminated and administration of the Plan is now managed by the Missouri Local Government Employees Retirement System (LAGERS) there are no excess expenditures. 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.

Budget Highlights

- Acct. 5120 – Decrease in Recruitment Incentive Program due to fewer full-time position openings (-\$1,800).
- Acct. 5241 – Decrease in Legacy Pension Plan contributions due to plan termination and contracting administration of the Legacy Plan with LAGERS in FY 2024 (-\$624,163).
- Acct. 5244 – Decrease in Unemployment Claims (-\$11,000).
- Acct. 6220 – Increase in general, police and auto liability insurance premium rates following higher-than-normal claims in FY 2024 and an overall increase company-wide (\$11,117).
- Acct. 6222 – Increase in public official liability insurance premium rates (\$4,127).
- Acct. 6226 – Increase in property and auto insurance premium rates (\$10,801).
- Acct. 6266 – Decrease in postage machine maintenance fees due to the machine being paid in full and incurring only maintenance costs (-\$1,084).
- Acct. 7317 – Decrease in wellness expenses associated with the biennial St. Louis Area Insurance Trust Biennial Wellness Grant received and completed in FY 2024 (-\$5,600).

INTERDEPARTMENTAL

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5120 Employee Referral Bonus	-	-	3,000	600	1,200
5230 Hospital & Medical Insurance	136,413	150,619	162,530	158,000	162,530
5233 Dental Insurance	(67)	86	-	-	-
5240 Social Security Contribution	-	4	-	100	150
5241 Pension Contribution	837,109	472,818	624,179	624,163	-
5244 Unemployment Comp.	3,200	-	13,000	1,000	2,000
5246 Insurance Deductible	22,493	29,349	35,000	30,000	33,000
Total Personnel Services	999,147	652,876	837,709	813,863	198,880
OPERATING EXPENSES:					
6202 Technical & Personal Services	1,546	3,183	5,100	5,004	5,100
6203 Professional Services	22,309	34,457	26,475	23,170	21,550
6211 Equipment Maintenance	-	-	300	-	300
6213 Office Equipment Maint.	3,430	3,743	3,980	3,896	4,016
6220 Liability Insurance	94,969	108,168	117,385	127,215	138,332
6222 Pub. Officials Liab.Ins.	37,709	40,355	44,380	42,368	46,495
6225 Surety Bonds	1,671	1,715	1,845	1,629	1,710
6226 Property & Auto Insurance	64,403	59,472	74,340	72,008	82,809
6253 Telephone	31,005	29,684	30,200	31,376	31,340
6255 Cable TV	5,097	3,302	3,600	4,056	4,068
6262 Dues, Memberships & Subsc.	166	155	190	190	190
6265 Travel & Conferences	131	291	800	-	800
6266 Equipment Rental	810	810	1,896	810	812
6269 Postage	30,906	31,333	33,300	33,300	33,300
6272 Employee Relations	10,983	10,126	15,640	14,625	14,325
7304 General Supplies	1,567	1,111	1,900	1,700	1,700
7312 Office Supplies	26,906	34,516	35,087	31,000	31,000
7317 SLAIT Wellness	3,867	-	5,600	5,600	-
Total Operating Expense	337,475	362,421	402,018	397,947	417,847
CAPITAL OUTLAY:					
9504 Office Equipment	-	1,525	-	-	-
Total Capital Outlay	-	1,525	-	-	-
TOTAL INTERDEPARTMENTAL	1,336,622	1,016,822	1,239,727	1,211,810	616,727

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 2025 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 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 the Police Department receive immediate priority.
- Backups of servers and databases every 24 hours, no less than five days per 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 on the same business day. Normal response and corrections within 12 to 48 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 systems, 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 – Decrease in information technology contract services due to reduction in hours (\$22,140).

- Acct. 6213 – Increase in City website hosting service fee (\$17,527).
- Acct. 6213 – Decrease due to change in social media archiving service provider (\$2,975).
- Acct. 6213 – Decrease in Google Workspace service due to new renegotiated discounted rate (\$21,115).
- Acct. 7331 – Increase due to purchase of fifteen (15) desktop computers in preparation for Windows 10 end-of-support lifecycle (\$30,000).
- Acct. 7331 – Increase due to purchase of nine (9) laptop computers in preparation for Windows 10 end-of-support lifecycle (\$16,600).
- Acct. 7332 – Increase in email encryption services (\$2,973).
- Acct. 7332 – Decrease due to reduction in users from Zoom licensing subscription (\$660).

INFORMATION SYSTEMS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	74,621	77,721	77,725	83,302	83,295
5104 Vacation Pay	1,433	2,985	3,200	3,200	3,200
5109 Provision for Salary Adj.	-	1,552	5,525	-	5,030
5230 Hospital & Medical Insurance	18,190	17,857	19,565	19,378	21,125
5233 Dental Insurance	747	649	700	693	728
5234 Group Life Insurance	250	279	319	318	347
5235 Accidental Death & Dismem.	27	27	28	28	31
5236 Disability Insurance	209	217	233	232	253
5240 Social Security Contribution	5,480	5,937	6,300	6,100	6,460
5241 Pension Contribution	5,743	5,680	10,793	10,726	12,200
5243 Worker's Compensation Ins.	2,222	164	191	189	247
Total Personnel Services	108,921	113,068	124,579	124,166	132,916
OPERATING EXPENSES:					
6202 Technical & Personal Services	52,560	38,400	40,320	21,600	22,140
6213 Office Equipment Maint.	58,409	58,617	60,120	57,000	62,878
6253 Telephone	296	289	735	735	300
6261 Education & Training	-	-	600	600	600
7308 Wearing Apparel & Linen	-	-	50	50	50
7331 Computer Hardware	23,080	46,958	29,430	29,430	51,800
7332 Computer Software	8,270	6,239	12,880	12,520	9,610
Total Operating Expenses	142,616	150,503	144,135	121,935	147,378
CAPITAL OUTLAYS:					
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-
TOTAL INFORMATION SYSTEMS	251,537	263,571	268,714	246,101	280,294

INFORMATION SYSTEMS CAPITAL OUTLAY

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

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 gymnasium, two meeting rooms at the Dielmann Complex, and the Tappmeyer House at Millennium Park.

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Programs Offered ¹	10	17	20	30
Participants in Program/Classes	250	270	282	350
Participants in Heart-to-Heart Run	N/A	353	300	350
Participants in Summer Concert Series	150	1,050	1,250	1,300

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

Service Standards

- Recreational programs are taken on a first-come, first-served basis.
- Provide residents with a discounted rate on rental and program fees.
- Give residents early access to reserve pavilion and field rentals beginning in January before opening reservations to non-residents on March 1.
- Provide high-quality customer service to encourage customers to return and use the facility or enroll in another recreation program.
- Conduct ongoing cost/benefit analysis for all recreation programs to ensure the user fees are covering operating costs.
- Provide a diverse offering of recreational programs such as sports camps, tennis lessons and fitness for citizens of all ages and abilities.

Objectives

- Increase awareness of the projects taking place in the parks with periodic articles in the monthly newsletters, as well as social media posts.
- Implement post-program surveys to compile feedback that will help improve and grow programs.
- Maintain participation numbers for the annual Heart to Heart run/walk. This year's event is being held at City Hall due to the construction at Millennium Park. Numbers may dip some due to the new location for a year.
- Increase attendance numbers for the annual concert series by offering quality bands, and food and alcohol sales in 2024.

Budget Highlights

- Acct. 5102 – Increase in part-time wages to recruit new staff and retain current staff members.
- Acct. 6266 – Decrease due to the elimination of bandwagon rental fees for the concert series with the construction of a permanent bandstand in Millennium Park (-\$2,000).

COMMUNITY SERVICES/RECREATION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	60,715	65,791	66,585	71,377	70,965
5102 Salaries, Temporary Empl.	8,018	8,720	8,505	8,505	8,625
5103 Overtime	50	41	150	-	150
5109 Provision for Salary Adj.	-	1,316	4,645	-	4,783
5110 Auto Allowance	720	690	720	720	720
5230 Hospital & Medical Insurance	9,378	8,116	9,609	11,093	14,350
5231 Self Insured Medical Benefits	150	300	300	300	300
5233 Dental Insurance	719	292	997	457	598
5234 Group Life Insurance	213	235	270	271	295
5235 Accidental Death & Dismem.	23	23	24	24	26
5236 Disability Insurance	60	124	193	198	215
5240 Social Security Contribution	5,094	5,699	6,100	5,800	6,150
5241 Pension Contribution	3,245	4,058	10,959	10,898	10,860
5243 Worker's Compensation Ins.	2,263	2,208	2,565	2,541	3,334
Total Personnel Services	90,648	97,613	111,622	112,184	121,371
OPERATING EXPENSES:					
6202 Technical & Personal Services	17,692	19,570	15,000	17,000	16,000
6203 Professional Services	1,730	4,199	3,804	2,604	2,604
6213 Office Equipment Maint.	767	3,137	3,270	3,270	3,572
6221 Venable Park Expenses	14,860	9,750	5,250	5,250	5,250
6230 Farmers Market	750	-	-	-	-
6260 Advertising	1,103	760	1,000	1,000	1,000
6261 Education & Training	-	-	700	200	200
6262 Dues, Memberships & Subsc.	555	175	745	745	745
6264 In Town Meetings	-	-	44	44	44
6265 Travel & Conferences	474	-	1,750	750	1,750
6266 Equipment Rental	2,200	900	3,520	2,000	-
6281 5K Run Expenses	7,573	6,540	6,850	6,850	6,850
7304 General Supplies	258	530	1,100	700	1,100
Total Operating Expense	47,962	45,561	43,033	40,413	39,115
CAPITAL OUTLAY:					
9503 Equipment	-	-	600	-	-
Total Capital Outlay	-	-	600	-	-
TOTAL COMMUNITY SERVICES	138,610	143,174	155,255	152,597	160,486

COMMUNITY SERVICES/RECREATION
CAPITAL OUTLAY DETAIL

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

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. The 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, lawns, and planting beds at the Government Center and Police Building complex are included in the Division's 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 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Estimated Number of Hours Meeting Rooms, Gym, and Multipurpose Room Requiring Room Set-up by Staff	530	933	859	600
HVAC Failures/Repairs	14	16	13	17
Roof Repairs/Patches	11	15	12	0

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.
- Laundering of tablecloths and custodial linens (mops, towels, and rags).
- Weekly inspection and operation of the emergency generator.
- Weekly inspections of the boilers, pumps, and hot water system.
- Set up for Municipal Court.
- Semi-monthly set-up for City Council and Planning & Zoning Commission meetings.
- Monthly inspection and maintenance of the 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 the water system and inspection of the 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 to improve efficiency.
- Repair plumbing, drywall, paint, and electrical repairs, troubleshoot HVAC, and perform preventative maintenance on all mechanical equipment in the building.

Budget Highlights

- Acct. 6211 – Costs associated with emergency repairs to glycol loop piping in Government Center (\$8,000).
- Acct. 6212 – Costs associated with the Government Center share of contract cleaning services (\$36,000).
- Acct. 9501 – Costs associated with small building improvement projects at the Government Center (\$10,000).
- Acct. 9503 – Costs associated with the replacement of one (1) small heat pump at the Government Center (\$8,000).
- Acct. 9503 – Costs associated with the replacement of two (2) automated external defibrillator (AED) units at the Government Center (\$3,400).

MAINTENANCE OF MUNICIPAL PROPERTY

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	57,444	65,852	51,995	58,145	59,415
5103 Overtime	331	234	500	50	150
5104 Vacation Pay	1,103	-	-	-	-
5105 Longevity Pay	1,344	672	-	-	-
5109 Provision for Salary Adj.	-	-	2,525	-	2,260
5230 Hospital & Medical Insurance	10,878	12,731	19,565	16,978	18,723
5233 Dental Insurance	490	492	694	693	728
5234 Group Life Insurance	197	197	226	227	248
5235 Accidental Death & Dismem.	21	19	20	20	22
5236 Disability Insurance	164	85	82	165	181
5240 Social Security Contribution	4,234	4,648	4,200	4,000	4,240
5241 Pension Contribution	6,129	6,714	7,231	7,140	8,530
5243 Worker's Compensation Ins.	2,880	4,299	4,994	4,947	3,198
Total Personnel Services	85,215	95,943	92,032	92,365	97,695
OPERATING EXPENSES:					
6202 Technical & Personal Services	-	3,850	-	-	-
6211 Equipment Maintenance	24,162	23,878	25,700	25,700	20,000
6212 Building & Ground Maint.	43,362	83,330	69,150	69,150	70,750
6250 Electricity	57,292	60,684	62,000	60,000	62,000
6252 Natural Gas	6,797	8,204	9,570	9,570	9,570
6253 Telephone	296	289	730	730	730
6254 Water & Sewer	12,454	15,430	19,000	12,700	16,700
6261 Education & Training	-	-	400	400	400
6271 Medical	-	18	100	100	100
7301 Chemicals & Cleaning	-	20	-	-	-
7302 Small Tools	-	511	400	500	500
7304 General Supplies	2,120	4,325	6,000	5,000	5,000
7308 Wearing Apparel & Linen	649	728	626	626	626
Total Operating Expense	147,132	201,267	193,676	184,476	186,376
CAPITAL OUTLAY:					
9501 Buildings & Improvements	-	-	10,000	10,000	10,000
9503 Equipment	4,674	799	8,000	8,000	8,000
Total Capital Outlay	4,674	799	18,000	18,000	18,000
TOTAL MAINTENANCE OF MUNICIPAL PROPERTY	237,021	298,009	303,708	294,841	302,071

MAINTENANCE OF MUNICIPAL PROPERTY
CAPITAL OUTLAY DETAIL

<u>Capital Outlay Detail</u>	<u>Annual</u>
9501 Building Improvements	
Misc.	10,000
Total Account 9501	<u>10,000</u>
9503 Equipment	
Small Heat Pump HVAC Units	8,000
AED Replacement (2)	-
Total Account 9503	<u>8,000</u>
TOTAL CAPITAL OUTLAY	<u>18,000</u>

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POLICE - ALL DIVISIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	3,606,368	3,972,183	4,184,970	4,441,177	4,449,180
5102 Salaries, Temporary Empl.	38,339	59,700	75,820	62,508	77,328
5103 Overtime	81,669	97,046	95,000	80,550	85,000
5104 Vacation Pay	9,651	11,154	21,900	21,900	21,900
5105 Longevity Pay	17,396	14,013	17,472	12,428	15,552
5106 Holiday Pay	116,699	109,926	137,640	142,848	149,420
5107 Uniform Allowance	9,888	11,365	13,632	13,632	13,632
5109 Provision for Salary Adj.	-	81,932	250,195	-	259,597
5230 Hospital & Medical Insurance	539,036	546,170	607,421	591,404	658,630
5231 Self Insured Medical Benefits	6,000	5,600	5,600	5,600	5,600
5233 Dental Insurance	22,763	20,789	23,940	22,813	22,989
5234 Group Life Insurance	12,217	14,217	16,862	16,966	18,455
5235 Accidental Death & Dismem.	1,309	1,370	1,535	1,492	1,617
5236 Disability Insurance	9,389	9,650	12,202	10,925	12,426
5240 Social Security Contribution	286,869	323,196	355,000	353,100	377,200
5241 Pension Contribution	356,609	390,427	986,108	986,000	880,290
5243 Worker's Compensation Ins.	136,267	192,861	224,022	221,913	297,500
Total Personnel Services	5,250,469	5,865,199	7,029,319	6,985,256	7,346,316
OPERATING EXPENSES:					
6202 Technical & Personal Services	596,959	704,648	741,796	656,223	673,478
6203 Professional Services	13,816	20,928	18,145	16,527	26,749
6210 Vehicle Maintenance	49,139	54,039	46,350	46,862	42,240
6211 Equipment Maintenance	4,373	2,194	5,100	4,770	5,000
6213 Office Equipment Maint.	19,678	23,945	25,777	24,687	12,134
6253 Telephone	14,650	14,494	22,020	17,891	14,272
6260 Advertising	399	(245)	1,200	900	700
6261 Education & Training	16,347	12,634	20,445	19,230	21,200
6262 Dues, Memberships & Subsc.	4,463	4,894	6,705	5,503	5,905
6264 In Town Meetings	2,739	1,723	2,460	2,360	2,410
6265 Travel & Conferences	6,252	6,235	18,085	14,584	15,960
6271 Medical	13,131	10,991	14,225	12,905	9,500
7301 Chemicals & Cleaning	764	200	1,250	1,250	1,750
7302 Small Tools	2,268	4,116	6,680	7,451	6,150
7304 General Supplies	4,387	5,707	8,350	7,936	11,439
7306 Memorials & Plaques	701	380	2,200	2,075	3,350
7307 Gasoline & Mileage	103,455	81,603	102,650	102,500	102,500
7308 Wearing Apparel & Linen	46,128	75,521	63,106	60,685	56,745
7310 Snow Removal Supplies	-	724	1,000	1,000	1,000
7313 Range Supplies	13,734	10,027	15,340	18,307	14,850
7314 Crime Prevention	3,074	3,976	5,000	5,000	5,350
7316 Opioids Settlement Funds	-	5,463	-	25,515	8,100
Total Operating Expense	916,456	1,044,198	1,127,884	1,054,162	1,040,782

POLICE - ALL DIVISIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
CAPITAL OUTLAY:					
9501 Buildings & Improvements	-	-	250	-	250
9502 Vehicles	-	241,216	558,120	656,015	137,700
9503 Equipment	87,243	55,174	70,087	63,110	70,840
9504 Office Equipment	5,048	1,131	6,490	6,525	1,850
9505 Office Machines	-	-	-	-	-
Total Capital Outlay	92,292	297,521	634,947	725,650	210,640
TOTAL POLICE DEPARTMENT	6,259,217	7,206,918	8,792,151	8,765,068	8,597,738

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, two (2) Community Relations and Crime Prevention Officers, and a police officer assigned full-time to the St. Louis County and Municipal Police Academy as an instructor. The salary and direct benefits of the Police Academy Instructor are reimbursed by St. Louis County. 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 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 including submission, storage, packaging, laboratory examinations and transfers, and disposal through court-ordered destruction, as well as collection and disposal of prescription drug take-back supplies.
- 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 per 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 per 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.
- In June 2023, the Police Department successfully transitioned to a new Computer-Aided Dispatch (CAD) system from Motorola. This transition resulted in a decrease in Global Software (CAD Restricted Licenses and RMS Per Concurrent Session). The department no longer requires the older (Mreach CAD Mobile Access and the CAD Mobile Access) and mobile functionalities have been entirely removed. A small number of restricted Global CAD licenses are still maintained to allow records clerks to access historical data from the previous system.

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.
- 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. 5101 – Full-time salaries include one (1) full-time Police Officer position assigned to instruct at the St. Louis County and Municipal Police Academy; salary and fringe benefits are reimbursed by St. Louis County.
- Acct. 6203 – Increase due to new expenses for grooming, veterinary services, and kenneling for a Community Resource/Comfort Dog (\$1,950).
- Acct. 6203 – Increase due to outsourcing pre-employment background services for applicants (\$2,400).
- Acct. 6213 – Transfer of expenses associated with a Computer Aided Dispatch software to Acct. 6202 (\$15,084).
- Acct. 6213 – Increase in annual maintenance fees for evidence software (\$7,875).
- Acct. 7304 – Increase due to new expenses associated with food and supplies for a Community Resource/Comfort Dog (\$3,000).
- Acct. 7314 – Increase due to a new communitywide paper shredding event (\$700).
- Acct. 7314 – Increase in DARE program supply costs to provide instruction for an additional school (\$1,000).
- Acct. 9503 – Decrease due to one-time purchase of refrigerator and icemaker for employee breakroom in FY 2024 (-\$4,000).

POLICE - ADMINISTRATION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	493,376	668,131	741,955	880,697	885,850
5102 Salaries, Temporary Empl.	38,339	59,700	75,820	62,508	77,328
5103 Overtime	71	4,998	5,000	2,550	5,000
5104 Vacation Pay	2,373	2,473	5,300	5,300	5,300
5105 Longevity Pay	5,564	5,089	5,568	5,088	5,088
5106 Holiday Pay	-	2,340	6,140	7,023	9,300
5107 Uniform Allowance	2,400	3,450	3,600	3,600	3,600
5109 Provision for Salary Adj.	-	13,494	50,410	-	55,193
5120 Employee Referral Bonus	-	3,600	-	-	-
5230 Hospital & Medical Insurance	79,952	98,601	107,030	128,125	136,805
5231 Self Insured Medical Benefits	600	600	600	600	600
5233 Dental Insurance	3,575	3,722	4,250	4,644	4,751
5234 Group Life Insurance	1,675	2,338	3,028	3,069	3,630
5235 Accidental Death & Dismem.	179	225	268	280	319
5236 Disability Insurance	1,384	1,718	1,987	2,307	2,627
5240 Social Security Contribution	39,944	56,333	65,000	68,100	72,200
5241 Pension Contribution	55,409	79,677	204,749	204,700	162,780
5243 Worker's Compensation	18,519	24,494	28,451	28,183	47,804
Total Personnel Services	743,359	1,030,982	1,309,156	1,406,774	1,478,175
OPERATING EXPENSES:					
6202 Technical & Personal Services	586,301	693,439	729,904	644,999	664,448
6203 Professional Services	6,454	12,107	5,440	4,940	8,416
6210 Vehicle Maintenance	2,852	2,381	3,450	3,450	3,450
6211 Equipment Maintenance	-	310	850	850	850
6213 Office Equipment Maint.	16,198	16,178	25,437	24,445	11,874
6253 Telephone	12,222	12,762	15,084	14,112	12,322
6260 Advertising	399	(245)	1,200	900	700
6261 Education & Training	5,001	4,799	10,075	9,725	10,275
6262 Dues, Memberships & Subsc.	2,325	3,090	3,695	3,695	3,720
6264 In Town Meetings	2,484	1,723	2,360	2,360	2,410
6265 Travel & Conferences	2,947	3,843	10,535	9,744	7,960
6271 Medical	5,552	6,434	5,125	3,825	5,000
7302 Small Tools	546	359	900	900	600
7304 General Supplies	1,266	1,806	3,000	2,586	6,039
7306 Memorials & Plaques	701	380	2,200	2,075	3,350
7307 Gasoline & Mileage	4,119	3,335	4,000	4,000	4,000
7308 Wearing Apparel & Linen	3,906	5,665	6,781	6,685	6,655
7310 Snow Removal Supplies	-	724	1,000	1,000	1,000
7314 Crime Prevention	-	3,976	5,000	5,000	5,350
Total Operating Expense	653,271	768,366	836,036	745,291	758,419

POLICE - ADMINISTRATION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
CAPITAL OUTLAY:					
9501 Buildings & Improvements	-	-	250	-	250
9502 Vehicles	-	-	-	-	-
9503 Equipment	2,114	1,215	6,000	6,768	2,800
9504 Office Equipment	354	247	500	500	500
9505 Office Machines	-	-	-	-	-
Total Capital Outlay	2,468	1,462	6,750	7,268	3,550
TOTAL POLICE ADMINISTRATIVE DIVISION	1,399,098	1,800,810	2,151,942	2,159,333	2,240,144

**POLICE - ADMINISTRATION
CAPITAL OUTLAY DETAIL**

<u>Capital Outlay Detail</u>	<u>Annual</u>
9501 Buildings and Improvements	
Parking and Building Signs	250
Total Account 9501	<u>250</u>
9503 Equipment	
Vehicle Upfittings for Admin Car	2,800
Total Account 9502	<u>2,800</u>
9504 Office Equipment	
2 Replacement Chairs	500
Total Account 9504	<u>500</u>
9505 Office Equipment	
(Nothing Budgeted)	0
Total Account 9505	<u>0</u>
TOTAL CAPITAL OUTLAYS	<u><u>3,050</u></u>

POLICE DEPARTMENT – INVESTIGATIONS BUREAU

Mission Statement

The mission of the Investigations Bureau is to investigate, deter, and 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 can conduct covert surveillance operations.

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Total Case Assignments	427	444	433	435
Percentage of Clearance Rate for Cases Assigned	43%	46.4%	45.5%	45%
Percentage of Part I Clearance Rate (violent crimes)	68%	70%	68%	69%
Total Arrests	70	65	72	69
Property Value Recovery	\$849,442	\$2,065,245*	\$960,000	\$900,000
Percentage of Property Value Recovery	48%	90.7%	67%	68%

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

During FY23, detectives were assigned to assist with Major Case Squad homicide investigations in Breckenridge Hills, Pagedale, North Count Co-Op, and Clayton. Detectives also investigated and solved several shots-fired calls, assaults, theft reports, ATM heists, ID thefts, burglaries, 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 new detectives are provided training to prepare them for their new role in the bureau, including classroom courses and on-the-job training from peers and various experiences.
- 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.

Budget Highlights

- Acct. 6203 – Costs associated with software used in the recovery of stolen property and analyzing cell phone data; contract pricing includes a staggered three-year price increase (\$5,818).
- Acct. 6203 – Increase due to new Facial Recognition Artificial Intelligence (AI) Software (\$1,750).
- Acct. 6203 – Increase in court service fees for paying for information received from vendors via subpoena (\$1,000).
- Acct. 6253 – Decrease in cell phone services due to overestimation of costs in FY 2024.

POLICE - INVESTIGATIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	499,913	467,177	587,980	592,410	615,810
5103 Overtime	21,323	30,992	25,000	30,000	30,000
5104 Vacation Pay	-	2,977	-	-	-
5105 Longevity Pay	2,504	2,024	2,112	2,052	672
5106 Holiday Pay	18,760	15,146	21,000	20,025	21,620
5107 Uniform Allowance	5,438	5,564	7,632	7,632	7,632
5109 Provision for Salary Adj.	-	8,147	26,925	-	26,960
5230 Hospital & Medical Insurance	42,227	64,231	91,634	104,141	112,920
5231 Self Insured Medical Benefits	2,400	1,200	1,200	1,200	1,200
5233 Dental Insurance	2,344	2,855	4,748	4,506	3,692
5234 Group Life Insurance	1,711	1,752	1,984	2,694	2,591
5235 Accidental Death & Dismem.	183	165	218	198	227
5236 Disability Insurance	1,426	1,314	1,541	1,645	1,890
5240 Social Security Contribution	41,400	39,595	50,000	49,000	52,000
5241 Pension Contribution	52,712	52,088	153,856	153,800	127,720
5243 Worker's Compensation	14,837	26,145	30,369	30,083	43,246
Total Personnel Services	707,180	721,370	1,006,199	999,386	1,048,180
OPERATING EXPENSES:					
6202 Technical & Personal Services	4,065	4,532	4,842	4,174	1,870
6203 Professional Services	6,991	8,207	10,955	11,045	16,583
6210 Vehicle Maintenance	2,269	1,906	2,900	2,900	2,400
6213 Office Equipment Maint.	3,151	7,584	-	-	-
6253 Telephone	900	820	2,552	386	1,610
6261 Education & Training	5,185	1,050	3,295	3,295	3,295
6262 Dues, Memberships & Subsc.	1,590	1,085	1,340	975	1,100
6264 In Town Meetings	255	-	-	-	-
6265 Travel & Conferences	1,301	455	1,500	722	1,500
7301 Chemicals & Cleaning	-	200	250	250	750
7302 Small Tools	217	102	300	300	300
7304 General Supplies	1,845	1,890	2,600	2,600	2,700
7307 Gasoline & Mileage	3,577	4,091	3,500	3,500	3,500
7308 Wearing Apparel & Linen	42	1,314	1,800	1,800	1,840
7313 Range Supplies	750	-	-	-	-
7314 Crime Prevention Supplies	3,074	-	-	-	-
Total Operating Expense	35,211	33,238	35,834	31,947	37,448
CAPITAL OUTLAY:					
9502 Vehicles	-	-	5,154	5,154	2,700
9503 Equipment	-	-	-	-	-
9504 Office Equipment	-	482	5,490	5,525	850
Total Capital Outlay	-	482	10,644	10,679	3,550
TOTAL POLICE INVESTIGATIONS DIVISION	742,391	755,090	1,052,677	1,042,012	1,089,178

**POLICE - INVESTIGATIONS
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail		Annual
9501 Buildings and Improvements		
(Nothing Budgeted)		-
Total Account 9501		-
9502 Vehicles		
Light/Siren Package for Existing Detective Vehicle		2,700
Total Account 9502		2,700
9503 Equipment		
(Nothing Budgeted)		-
Total Account 9503		-
9504 Office Equipment		
SMETA Mini Fridge with Lock		350
Office Chairs (Replacement) - 2		500
Total Account 9504		850
TOTAL CAPITAL OUTLAY		3,550

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. There are four patrol squads, each supervised by a team of two (2) Sergeants with each sergeant team responsible for five (5) Patrol Officers. Supplemental staffing in the Patrol Division consists of a K9 Officer, two (2) Traffic Safety Officers, and two (2) layover officers, and two (2) Impact Unit 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, if required, 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

Service Standards	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Average Response Time (Priority I)	4:19 min.	4:50 min.	4:20 min.	4:19 min.
Average Response Time (Priority II)	4:33 min.	5:00 min.	4:45 min.	4:40 min.
Crime Rate ¹	25.2	23.8	23.8	23.7
Total Crimes Reported²	908	1,051	1,060	1,086
Total Maintenance and Preventative Expenditures per Vehicle	\$1,402	\$1,374	\$1,400	\$1,450
Total Vehicle Maintenance Expenditures per Mile Driven	\$0.07	\$0.09	\$0.09	\$0.09
Arrests	500	572	580	600
Total Arrests Per Officer ³	12.8	16.3	16.4	16.5
Traffic Citations	2,653	3,531	3,500	3,500
Total Citations per Officer ⁴	76	100	90	90
Total DWI Arrests	84	83	83	85
Total DWI Arrests per Officer ⁵	2.4	2.3	2.3	2.4
Citizen Police Academy Sessions	2	2	2	2
Crash Reports	1,032	1,106	1,100	1,100
Total Calls for Service	16,540	16,576	16,700	16,800
Total Reports Taken	2,051	2,259	2,300	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).

¹ Offenses per 1,000 population (FY 2020 population estimate of 18,834).

² CCPD uses the NIBRS model when classifying reported crimes.

³ Calculated using the number of staff authorized to patrol and investigative functions. The actual number of officers assigned to that function varied throughout the FY.

⁴ Calculated using the number of staff authorized to the patrol function. The actual number of officers assigned to that function varied throughout the FY.

⁵ Calculated using the number of staff 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 24-hours per day.
- Continue improving patrol availability through full staffing of five (5) patrol sectors.
- Operate patrol vehicles safely and responsibly in all aspects of the job, including pursuit and emergency response 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 victims of domestic violence.
- Submit the Annual Vehicle Stops Report to the Attorney General by March 1st.
- 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, which prepares personnel in proper tactics for 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.

Benchmarking/Budgetary Savings

- The police department receives annual Opioid Settlement Funds. These funds will be allocated towards expenses related to:
 - DARE Conference Expenses and Supplies
 - Narcan Replacement
 - DRE Conference Expenses

Previously, these expenses were covered by the Administrative, Patrol, and Public Safety budgets. Now, they will be funded through the Opioid Settlement Funds allocated within the Patrol division budget.

- The sale of one of the department's two motorcycles resulted in a reduction in expenses for motorcycle vehicle maintenance (6210), gasoline (7307), and motorcycle helmets and uniforms (7308).

Budget Highlights

- Acct. 6210 – Decrease due to removal of motorcycles from the fleet and applicable repairs/preventative maintenance costs (-\$2,100).
- Acct. 6265 – Increase due to sending two (2) officers to Women’s Leadership training in FY 2025. (\$2,000).
- Acct. 7316 – Transfer of drug-recognition training and supplies related to Opioid Settlement expenditures to Police-Administration (\$2,200) and Public Safety (\$1,000).
- Acct. 9502 – One (1) Hybrid Ford Interceptor Utility Patrol Vehicle (\$53,000) and one (1) Ford F-150 Police Responder Patrol (\$53,000); new equipment (\$23,000); and changeover over services for the two (2) aforementioned vehicles (\$6,000).
- Acct. 9503 – New drone with improved night-searching capabilities (\$16,000).
- Acct. 9503 – Electronic speed trailer (\$13,000).
- Acct. 9503 – New Bolawrap Restraint Devices for supervisors (\$3,600).
- Acct. 9503 – Replacement of nine (9) ballistic vests to replace those due to expire and newly hired officers (\$7,875).
- Acct. 9503 – Replacement of one (1) radar unit (\$3,100); cost may be reimbursable through grant funding.
- Acct. 9503 – Replacement of nine (9) tasers with 4-year extended warranties (\$16,740).
- Acct. 9503 – Replacement of one (1) speed trailer (\$13,000); cost may be reimbursable if with grant funding.
- Acct. 9503 – New Traffic Counter (\$3,800).
- Acct. 9503 – Replacement of ten (10) duty holsters (\$1,200).
- 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).
- Acct. 9503 – Replacement of nine (9) tasers with 4-year extended warranties (\$16,740).

POLICE - PATROL

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	2,613,079	2,836,875	2,855,035	2,968,070	2,947,520
5103 Overtime	60,275	61,055	65,000	48,000	50,000
5104 Vacation Pay	7,278	5,704	16,600	16,600	16,600
5105 Longevity Pay	9,328	6,900	9,792	5,288	9,792
5106 Holiday Pay	97,939	92,439	110,500	115,800	118,500
5107 Uniform Allowance	2,050	2,352	2,400	2,400	2,400
5109 Provision for Salary Adj.	-	60,292	172,860	-	177,444
5230 Hospital & Medical Insurance	416,857	383,339	408,757	359,138	408,905
5231 Self Insured Medical Benefits	3,000	3,800	3,800	3,800	3,800
5233 Dental Insurance	16,844	14,212	14,942	13,663	14,546
5234 Group Life Insurance	8,830	10,128	11,850	11,203	12,234
5235 Accidental Death & Dismem.	946	980	1,049	1,014	1,071
5236 Disability Insurance	6,579	6,618	8,674	6,973	7,909
5240 Social Security Contribution	205,525	227,268	240,000	236,000	253,000
5241 Pension Contribution	248,488	258,663	627,503	627,500	589,790
5243 Worker's Compensation	102,911	142,223	165,202	163,647	206,450
Total Personnel Services	3,799,929	4,112,847	4,713,964	4,579,096	4,819,961
OPERATING EXPENSES:					
6202 Technical and Personal Services	6,594	6,676	7,050	7,050	7,160
6203 Professional Services	371	614	1,750	542	1,750
6210 Vehicle Maintenance	44,018	49,752	40,000	40,512	36,390
6211 Equipment Maintenance	4,373	1,884	4,250	3,920	4,150
6213 Office Equipment Maintenance	330	183	340	242	260
6253 Telephone	1,527	912	4,384	3,393	340
6261 Education & Training	6,161	6,785	7,075	6,210	7,630
6262 Dues, Memberships & Subsc.	548	719	1,670	833	1,085
6264 In Town Meetings	-	-	100	-	-
6265 Travel & Conferences	2,004	1,937	6,050	4,118	6,500
6271 Medical	7,579	4,557	9,100	9,080	4,500
7301 Chemicals & Cleaning	764	-	1,000	1,000	1,000
7302 Small Tools	1,505	3,655	5,480	6,251	5,250
7304 General Supplies	1,277	2,011	2,750	2,750	2,700
7307 Gasoline & Mileage	95,759	74,177	95,150	95,000	95,000
7308 Wearing Apparel & Linen	42,180	68,542	54,525	52,200	48,250
7313 Range Supplies	12,984	10,027	15,340	18,307	14,850
7316 Opioids Settlement Funds	-	5,463	-	25,515	8,100
Total Operating Expense	227,974	237,894	256,014	276,924	244,915
CAPITAL OUTLAY:					
9501 Buildings & Improvements	-	-	-	-	-
9502 Vehicles	-	241,216	552,966	650,861	135,000
9503 Equipment	85,129	53,959	64,087	56,342	68,040
9504 Office Equipment	4,694	402	500	500	500
Total Capital Outlay	89,824	295,577	617,553	707,703	203,540
TOTAL PATROL DIVISION	4,117,727	4,646,318	5,587,531	5,563,723	5,268,416

**POLICE - PATROL
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail	Annual
9502 Vehicles	
Ford F-150 Police Responder Patrol Vehicle (1)	53,000
Hybrid Ford Interceptor Utility Patrol Vehicle (1)	53,000
Vehicle Changeover for New Vehicles (2)	6,000
Vehicle Equipment for New Vehicles (2)	23,000
Total Account 9502	135,000
9503 Equipment	
Bolawrap Restraint	3,600
Digital Camera Sergeant's Car-Crime Scene Backup	650
Evidence Storage Bags-Bank Bags	650
Male and Female Ballistic Vests (9)	7,875
Personal Gun Safe for Home Use (7)	525
Portable Breath Test Unit (Reimburse by Blue Print Grant)	400
Radar Units(Reimbursed by Grant)	3,500
Replacement Duty Holsters (10)	1,200
Speed Trailer	13,000
Tasers and Four Year Extended Warranties (9)	16,740
Traffic Cones (ANSI Compliant Cones)	600
UAV Upgraded Patrol UAV with Night Vision	16,000
Zebra Mobile Ticket Printers Cradles and Installation (4)	3,300
Total Account 9503	68,040
9504 Office Equipment	
Office Chairs (Replacement) - 2	500
Total Account 9504	500
TOTAL CAPITAL OUTLAY	203,540

PUBLIC WORKS - ALL DIVISIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	826,728	1,007,129	1,088,907	1,126,880	1,166,185
5102 Salaries, Temporary Empl.	12,558	9,370	34,944	19,992	41,600
5103 Overtime	29,670	18,460	34,000	22,500	29,000
5104 Vacation Pay	2,408	5,019	5,375	5,375	5,375
5105 Longevity Pay	3,221	2,282	2,381	2,381	2,381
5109 Provision for Salary Adj.	-	19,900	65,090	-	70,269
5110 Auto Allowance	4,200	4,025	4,200	4,200	4,200
5230 Hospital & Medical Insurance	138,866	157,373	190,718	186,078	208,615
5231 Self Insured Medical Benefits	1,680	2,355	2,380	2,380	2,380
5233 Dental Insurance	5,804	6,266	6,710	6,939	7,733
5234 Group Life Insurance	2,822	3,672	4,450	4,261	4,777
5235 Accidental Death & Dismem.	302	357	394	374	439
5236 Disability Insurance	1,811	1,821	2,872	2,781	3,448
5240 Social Security Contribution	64,444	78,302	93,000	87,000	92,350
5241 Pension Contribution	74,985	74,409	140,027	165,080	173,460
5243 Worker's Compensation Ins.	33,288	55,493	64,459	63,852	81,784
Total Personnel Services	1,202,789	1,446,233	1,739,907	1,700,073	1,893,996
OPERATING EXPENSES:					
6202 Technical & Personal Services	9,354	97,550	80,600	80,600	86,000
6203 Professional Services	50,031	11,669	24,600	12,700	28,000
6207 Temporary Personnel Services	127,400	88,580	109,000	100,000	109,000
6210 Vehicle Maintenance	34,215	32,737	47,400	47,400	47,900
6211 Equipment Maintenance	76,533	99,726	90,600	92,570	81,900
6212 Building & Ground Maint.	222,656	259,079	281,720	272,320	275,700
6213 Office Equipment Maint.	3,930	3,948	3,800	3,800	4,100
6214 Refuse Collections	800,800	839,793	871,555	839,000	871,500
6216 Larviciding	2,584	1,705	3,400	3,400	3,400
6224 Tappemeyer House.	20,245	9,588	15,000	15,000	17,440
6247 Dog Park Expenses	1,225	1,225	3,225	3,225	4,725
6250 Electricity	27,988	29,715	31,950	30,600	30,600
6251 Street Lighting	119,158	126,064	120,000	125,000	150,000
6252 Natural Gas	7,575	7,948	8,300	8,300	8,360
6253 Telephone	4,264	5,180	7,962	6,762	7,122
6254 Water & Sewer	63,718	103,582	79,000	105,000	129,000
6260 Advertising	475	161	200	200	200
6261 Education & Training	892	2,724	11,480	7,250	12,020
6262 Dues, Memberships & Subsc.	215	574	1,130	1,130	1,130
6264 In Town Meetings	-	25	120	120	120
6265 Travel & Conferences	2,587	1,768	4,165	4,625	5,995
6266 Equipment Rental	5,723	9,555	7,100	8,600	8,600
6271 Medical	213	731	800	800	2,300
7301 Chemicals & Cleaning	971	2,748	3,200	2,800	2,900
7302 Small Tools	5,688	5,915	6,200	6,250	8,400
7303 Horticultural Supplies	28,400	15,342	28,000	28,000	32,550
7304 General Supplies	2,549	3,018	3,700	2,500	3,700

PUBLIC WORKS - ALL DIVISIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
OPERATING EXPENSES (CONT'D):					
7305 Street and Sidewalk Maint.	22,043	38,525	32,500	35,000	35,000
7307 Gasoline & Mileage	53,451	55,738	57,900	54,600	57,500
7308 Wearing Apparel & Linen	17,209	18,454	17,610	17,150	18,290
7310 Snow Removal Supplies	63,158	113,904	122,500	98,808	107,500
7311 Street Signs	14,297	16,602	20,000	20,000	20,000
7318 Small Storm Water Projects	1,395	1,491	-	188	-
Total Operating Expense	1,790,942	2,005,364	2,094,717	2,033,698	2,170,952
CAPITAL OUTLAY:					
9503 Equipment	14,477	18,335	17,000	12,500	30,500
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	14,477	18,335	17,000	12,500	30,500
TOTAL PUBLIC WORKS	3,008,208	3,469,932	3,851,624	3,746,271	4,095,448

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 Engineers¹, two (2) Project Manager-Engineering², an Administrative Support Supervisor³ and an Administrative Support Associate.

¹One (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.

²One (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.

³One (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.
- Manage the Stormwater Cost-share program.
- Manage the Solar Street Light Cost-share program

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Number of Open Engineering and Construction Projects (includes all capital, Parks-Stormwater Tax Fund)	34	35	34	27
Dollar Amount of Grants Awarded ¹	\$0	\$1,505,000	\$2,208,000	\$1,300,000
Average Hours of Training per Employee, All Department Divisions	22	25	27	24
Total Number of Workman's Compensation Claims, All Department Divisions	2	2	8	4
Total Days of Missed Work Due to On-The-Job Injuries, All Department Divisions	55.63	34.81	6.25	32.25
Dollar Amount of Spending Through Cooperative Purchasing, All Divisions (i.e., vehicles, salt, micro-surfacing)	\$352,000	\$333,281	\$781,220	\$521,258

¹Grant funding approved for project application during Fiscal Year specified.

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.
- Administer Stormwater Management Plan and evaluate new stormwater concerns.
- 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. 6203 – Increase GIS Consulting Services for additional layers on the city's GIS Mapping System (\$5,000).
- Acct. 6203 – Increase due to additional licensing necessary for Appia project management software to communicate with MoDOT regarding road grant projects (\$11,000).
- Acct. 6203 – Cost includes design consultant fees for small projects (\$10,000).
- Acct. 6211 – Cost includes funding for traffic signal locates (\$17,500) and maintenance (\$17,500).
- Acct. 6253 – Increase due to the purchase of three (3) smartphones per the replacement schedule (\$1,290).
- Acct. 9503 – New lease of a GIS data collection mobile unit (\$3,800).

PUBLIC WORKS ADMINISTRATION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	285,603	306,121	366,982	355,800	388,300
5103 Overtime	1,127	2,256	1,000	1,000	1,000
5104 Vacation Pay	2,408	5,019	5,375	5,375	5,375
5105 Longevity Pay	2,381	2,282	2,381	2,381	2,381
5109 Provision for Salary Adj.	-	5,210	20,320	-	20,179
5110 Auto allowance	4,200	4,025	4,200	4,200	4,200
5230 Hospital & Medical Insurance	26,101	29,771	44,372	38,525	47,905
5231 Self-insured Medical Benefits	480	755	780	780	780
5233 Dental Insurance	1,095	1,336	1,462	1,479	1,782
5234 Group Life Insurance	891	1,129	1,432	1,305	1,555
5235 Accidental Death & Dismem.	96	111	130	115	137
5236 Disability Insurance	685	530	750	626	939
5240 Social Security Contribution	22,174	24,455	30,000	27,200	28,850
5241 Pension Contribution	25,590	25,768	39,996	62,300	57,100
5243 Worker's Compensation	10,963	3,530	4,100	4,061	5,639
Total Personnel Services	383,793	412,298	523,280	505,147	566,122
OPERATING EXPENSES:					
6202 Technical & Personal Services	5,786	5,954	9,000	9,000	9,000
6203 Professional Services	7,726	11,669	24,600	12,700	28,000
6211 Equipment Maintenance	42,213	45,078	45,000	44,170	35,000
6213 Office Equipment Maint.	3,930	3,948	3,500	3,500	3,500
6253 Telephone	1,333	1,790	3,122	2,522	2,522
6260 Advertising	475	161	200	200	200
6261 Education & Training	773	500	1,000	1,000	1,000
6262 Dues, Memberships & Subsc.	215	574	1,130	1,130	1,130
6264 In Town Meetings	-	25	120	120	120
6265 Travel & Conferences	2,587	-	2,290	2,750	2,490
7302 Small Tools	80	70	200	250	200
7304 General Supplies	465	730	200	200	200
7307 Gasoline & Mileage	301	303	300	300	2,500
7308 Wearing Apparel & Linen	437	1,345	1,960	1,500	2,320
Total Operating Expense	66,320	72,147	92,622	79,342	88,182
CAPITAL OUTLAY:					
9503 Equipment	-	-	-	-	3,500
Total Capital Outlay	-	-	-	-	3,500
TOTAL PUBLIC WORKS ADMINISTRATION	450,114	484,445	615,902	584,489	657,804

**PUBLIC WORKS - ADMINISTRATION
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail

Annual

9503 Equipment

Trimble GIS/Support Equipment/Programs

Total Account 9503

3,500

3,500

TOTAL CAPITAL OUTLAY

3,500

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 *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.

**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 and leaf/limb collection 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

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
FLEET				
Average Age, Heavy-Duty Vehicles (>19,500 GVW)	9.7	9	9.9	10
Average Miles Driven, Heavy-Duty Vehicles	3,600	3,250	1,750	2,500
Average Age, Medium-Duty Vehicles (10,000-19,500 GVW)	6	7	7.3	7
Average Miles Driven, Medium-Duty Vehicles	2,236	2,450	1,878	2,800
Average Age, Light Vehicles (<10,000 GVW)	5.5	5.5	8.8	7
Average Miles Driven, Light-Duty Vehicles	3,117	2,850	3,500	3,750
Total Fleet Maintenance Expenditures, In-House (Parts and Supplies only)	\$30,000	\$ 20,735	\$ 41,000	\$41,000
Total Fleet Maintenance Expenditures, (Contracted)	\$0	\$0	\$590	\$1,000
Percentage of Contracted-Out Fleet Maintenance	0%	0%	2.0%	3.0%

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
STREETS/SIDEWALKS				
Expenditures (In-House), Road Rehabilitation, Per Lane Mile	\$167	\$167	\$175	\$222
Expenditures, Road Rehabilitation (Contracted)	\$1,848,000	\$3,234,000	\$2,747,000	\$3,536,000
Expenditures, Sidewalk Rehabilitation (Contracted)	\$146,000	\$ 256,000	\$ 181,000	\$210,000
Expenditures, (Contracted) Road Rehabilitation, Per Lane Mile	\$10,270	\$18,480	\$15,697	\$20,205
Paved Lane Miles Assessed as Being Satisfactory or Better	133	137	138	139
Percentage of Streets with Pavement Index of Rating 65 or Higher (By Square Yard Area)	73%	73%	74%	74%
SNOW & ICE REMOVAL				
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	8.0	16	9.3	16
Total Number of Lane Miles Treated for Snow/Ice Control	3,134	2,500	2,567	3,000
LEAF & LIMB PICK-UP				
Number of Verified Leaf Misses	3	2	2	2
Number of Verified Limb Misses	2	2	2	2
Number of Dead Animal Pick-Ups (In-House)	30	32	40	35
Number of Signs Fixed, Repairs or Replaced	236	278	150	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 daily.
- Provide at least four (4) leaf collections¹ per residence each year for a total of approximately 19,600 pickups citywide.
- Provide an average of seventeen (17) collections¹ of limbs per residence each year for a total of approximately 83,300 pickups citywide.
- Repair asphalt roads in preparation for annual microsurface application.

¹A minimum of three (3) leaf collections per household in fall and one (1) per household in spring. Limb collection runs continuously from mid-March through mid-October with one (1) mid-winter collection in January. Collection estimates are 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 an 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 – Costs associated with part-time seasonal maintenance workers necessary during peak service months to transport contracted seasonal workers to various job sites within the city (\$34,944).
- Acct. 6202 – Costs associated with contracted leaf collection services to provide additional leaf collection during peak fall leaf season (\$61,600).
- Acct. 6207 – Costs associated with contracted temporary workers to supplement full-time staff with leaf collection and chipping services (\$75,000).
- Acct. 6210 – Vehicle maintenance repair cost-shared between Streets (75%) and Parks (25%) (\$38,400).
- Acct. 6251 – Increase due to the new Solar Street Light Share Program (\$20,000).
- Acct. 6271 – Increase due to replacement of an automated external defibrillator (AED) machine (\$1,700).
- Acct. 7303 – Increase due to replacement of deceased shrubs in landscape at the Government Center (\$4,000).
- Acct. 9503 – Increase due to replacement of parking lot light at Public Works Maintenance Facility with LED fixtures (\$5,000).

- Acct. 9503 – Increase due to new irrigation controller at Olive Boulevard/Interstate 270 (\$11,500).
- Acct. 9503 – Increase due to plow replacement (\$10,000).

STREET MAINTENANCE

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	372,323	483,319	474,580	510,030	515,735
5102 Salaries, Temporary Empl.	12,558	9,370	34,944	19,992	41,600
5103 Overtime	20,672	12,094	25,000	14,000	20,000
5105 Longevity Pay	624	-	-	-	-
5109 Provision for Salary Adj.	-	9,754	28,765	-	34,393
5230 Hospital & Medical Insurance	72,553	74,938	81,301	94,626	103,575
5231 Self Insured Medical Benefits	1,200	1,600	1,600	1,600	1,600
5233 Dental Insurance	3,362	3,609	3,792	4,009	4,194
5234 Group Life Insurance	1,390	1,758	2,004	1,966	2,143
5235 Accidental Death & Dismem.	149	170	175	160	188
5236 Disability Insurance	889	881	1,466	1,336	1,563
5240 Social Security Contribution	29,659	37,714	43,000	39,000	41,400
5241 Pension Contribution	33,024	35,494	70,231	72,990	78,010
5243 Worker's Compensation	16,932	41,300	47,973	47,522	57,284
Total Personnel Services	565,335	712,001	814,831	807,231	901,685
OPERATING EXPENSES:					
6202 Technical & Personal Services	1,068	88,991	69,100	69,100	74,000
6203 Professional Services	42,305	-	-	-	-
6207 Temporary Personnel Services	99,750	66,435	75,000	74,000	75,000
6210 Vehicle Maintenance	26,093	25,070	38,400	38,400	38,400
6211 Equipment Maintenance	27,609	47,226	38,400	38,400	38,400
6212 Buildings & Grounds Maint.	154,161	172,577	185,000	185,000	186,380
6213 Office Equipment Maint.	-	-	300	300	600
6250 Electricity	13,045	13,998	14,100	14,100	14,100
6251 Street Lighting	119,158	126,064	120,000	125,000	150,000
6252 Natural Gas	4,508	3,974	4,900	4,900	4,900
6253 Telephone	2,482	2,695	3,870	3,270	3,270
6254 Water and Sewer	56,811	98,740	71,000	65,000	71,000
6261 Education & Training	119	1,518	9,500	5,500	10,000
6265 Travel & Conferences	-	1,768	1,875	1,875	1,975
6266 Equipment Rental	2,724	5,040	5,100	5,100	5,100
6271 Medical	107	548	600	600	2,100
7301 Chemicals & Cleaning	107	781	700	800	900
7302 Small Tools	4,362	4,376	4,500	4,500	5,500
7303 Horticulture Supplies	20,835	7,408	18,000	18,000	22,000
7304 General Supplies	961	1,389	2,200	1,000	2,200
7305 Street & Sidewalk Maint.	22,043	38,525	32,500	35,000	35,000
7307 Gasoline & Mileage	45,840	48,549	50,000	40,000	40,000
7308 Wearing Apparel & Linen	12,537	12,918	11,500	11,500	11,500
7310 Snow Removal Supplies	63,158	113,904	122,500	98,808	107,500
7311 Street Signs	14,297	16,602	20,000	20,000	20,000
7318 Small Storm Water Projects	1,395	1,491	-	188	-
Total Operating Expenses	735,475	900,587	899,045	860,341	919,825

STREET MAINTENANCE

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
CAPITAL OUTLAY:					
9501 Building and Improvements	-	-	-	-	-
9503 Equipment	10,822	11,619	12,000	9,500	21,500
Total Capital Outlay	10,822	11,619	12,000	9,500	21,500
TOTAL STREET MAINTENANCE	1,311,632	1,624,207	1,725,876	1,677,072	1,843,010

STREET MAINTENANCE
CAPITAL OUTLAY DETAIL

9503 Equipment	
IRR Controller for Olive/270 (2)	11,500
Plow Replacement #218	10,000
Total Account 9503	21,500
9505 Office Equipment	
(Nothing Budgeted)	-
Total Account 9505	-
TOTAL CAPITAL OUTLAY	21,500

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 weekly. The city provides for the collection of all refuse and recyclable materials from single-family residences and participating condominiums.

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
External Survey, Percentage of Residents Rating Overall Satisfaction with Refuse Collection as Very Satisfied and Satisfied ¹	N/A	88%	N/A	N/A
All Recycling (tons)	1,584	1,364	1,475	1,550
All Trash (tons)	3,911	3,633	3,750	3,750
All Yard Waste (cubic yards), contracted	2,326	2,207	2,250	2,300
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%	11.7%	11.7%	11.6%

¹Triennial 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 collections at 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 a 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

- Acct. 6214 – Costs associated with providing curbside trash and recycling services to single-family property residents and dumpster service to multi-family condominium buildings, includes a potential 4% increase (\$871,500). The City's 5-year contract is expiring and request proposals for these services will occur in FY 2025.

HEALTH AND ENVIRONMENT

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
OPERATING EXPENSES:					
6214 Refuse Collections	800,800	839,793	871,555	839,000	871,500
6215 Weed Cutting/Tree Removal	-	-	-	-	-
6216 Larviciding	2,584	1,705	3,400	3,400	3,400
6253 Telephone	-	-	-	-	-
7302 Small Tools	-	-	-	-	-
Total Operating Expenses	803,384	841,498	874,955	842,400	874,900
CAPITAL OUTLAY:					
9502 Vehicles			-	-	-
9503 Equipment	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-
TOTAL HEALTH & WELFARE	803,384	841,498	874,955	842,400	874,900

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 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 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/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 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Number of Trees Planted/Removed (in-house) ¹	12	24	31	70
Number of Trees Planted/Removed (contracted) ¹	194	35	88	30
Total Percent of Trees and Shrubs Planted/Removed (in-house) ¹	18%	18 %	30%	35%
Number of City Trees in Inventory (includes parks, rights-of-ways, streets) ¹	7,659	7,115	7,037	7,100
Percentage of Public Land Maintained (in-house)	18%	18%	15%	15%
Cost to Maintain Parks (per acre)	\$4,785	\$ 5,471	\$ 6,445	\$6,922

¹*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. 6207 – Increase due to increase in the hourly rate for temporary laborers; expenses are shared between Streets (75%) and Parks (25%) to provide additional labor force and leaf and limb services (\$34,000).
- Acct. 6210 – Vehicle maintenance expenses are cost-shared between Streets (75%) and Parks (25%) budgets (\$9,500).
- Acct. 6211 – Equipment maintenance expenses cost-shared between Streets (75%) and Parks (25%) budgets (\$7,200).
- Acct. 6212 – Costs associated with mowing contract services for parks (\$47,200).
- Acct. 6224 – Costs associated with maintenance and repairs at the Tappmeyer House in Millennium Park (\$15,000).
- Acct. 6250 – Increase in electricity in anticipation of costs associated with winterizing additional park bathrooms (\$16,500).
- Acct. 6254 – Increase in water usage for spray pad at Millennium Park (\$50,000).
- Acct. 7307 – Gasoline and propane expenses cost-shared between Streets (75%) and Parks (25%) budgets (\$7,600).
- Acct. 9503 – Replacement of irrigation controllers (\$2,500).
- Acct. 9503 – Replacement of flail mower quick connect and controls (\$2,500).

PARKS MAINTENANCE

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	168,802	217,689	247,345	261,050	262,150
5103 Overtime	7,871	4,110	8,000	7,500	8,000
5105 Longevity Pay	216	-	-	-	-
5109 Provision for Salary Adj.	-	4,936	16,005	-	15,697
5230 Hospital & Medical Insurance	40,213	52,664	65,045	52,927	57,135
5233 Dental Insurance	1,348	1,321	1,456	1,451	1,757
5234 Group Life Insurance	540	785	1,014	990	1,079
5235 Accidental Death & Dismem.	58	76	89	99	114
5236 Disability Insurance	236	410	656	819	946
5240 Social Security Contribution	12,611	16,133	20,000	20,800	22,100
5241 Pension Contribution	16,371	13,147	29,800	29,790	38,350
5243 Worker's Compensation	5,393	10,663	12,386	12,269	18,861
Total Personnel Services	253,660	321,934	401,796	387,695	426,189
OPERATING EXPENSES:					
6202 Technical & Personal Services	2,500	2,605	2,500	2,500	3,000
6207 Temporary Personnel Services	27,650	22,145	34,000	26,000	34,000
6210 Vehicle Maintenance	8,122	7,667	9,000	9,000	9,500
6211 Equipment Maintenance	6,711	7,422	7,200	10,000	8,500
6212 Building & Ground Maint.	68,495	86,502	96,720	87,320	89,320
6224 Tappemeyer House Maint.	20,245	9,588	15,000	15,000	17,440
6247 Dog Park Expenses	1,225	1,225	3,225	3,225	4,725
6250 Electricity	14,943	15,717	17,850	16,500	16,500
6252 Natural Gas	3,067	3,974	3,400	3,400	3,460
6253 Telephone	449	695	970	970	1,330
6254 Water & Sewer	6,907	4,842	8,000	40,000	58,000
6261 Education and Training	-	706	980	750	1,020
6265 Travel & Conferences	-	-	-	-	1,530
6266 Equipment Rental	2,999	4,515	2,000	3,500	3,500
6271 Medical	107	183	200	200	200
7301 Chemicals & Cleaning	864	1,967	2,500	2,000	2,000
7302 Small Tools	1,246	1,469	1,500	1,500	2,700
7303 Horticultural Supplies	7,565	7,934	10,000	10,000	10,550
7304 General Supplies	1,123	899	1,300	1,300	1,300
7307 Gasoline & Mileage	7,309	6,886	7,600	14,300	15,000
7308 Wearing Apparel & Linen	4,236	4,191	4,150	4,150	4,470
Total Operating Expense	185,763	191,132	228,095	251,615	288,045
CAPITAL OUTLAY:					
9503 Equipment	3,654	6,716	5,000	3,000	5,500
Total Capital Outlay	3,654	6,716	5,000	3,000	5,500
TOTAL PARK MAINTENANCE	443,078	519,782	634,891	642,310	719,734

**PARKS MAINTENANCE
CAPITAL OUTLAY DETAIL**

9503 Equipment

Irrigation Controllers (10)

Tilt Trailer

Total Account 9503

TOTAL CAPITAL OUTLAY

Annual

2,500

3,000

5,500

5,500

COMMUNITY DEVELOPMENT-ALL DIVISIONS

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	817,071	781,042	772,615	824,412	862,305
5102 Salaries, Temporary Empl.	22,638	37,422	39,682	13,056	8,270
5103 Overtime	1,574	1,921	3,000	600	600
5105 Longevity Pay	4,224	3,806	3,168	3,088	1,248
5109 Provision for Salary Adj.	-	15,429	55,780	-	47,949
5110 Auto Allowance	3,600	3,450	3,600	3,600	3,600
5230 Hospital & Medical Insurance	100,398	88,330	101,904	90,350	105,480
5231 Self Insured Medical Benefits	1,400	2,025	2,050	2,050	2,050
5233 Dental Insurance	5,479	4,098	4,418	4,046	4,191
5234 Group Life Insurance	2,546	2,716	3,187	3,064	3,494
5235 Accidental Death & Dismem.	274	263	279	269	306
5236 Disability Insurance	1,610	1,979	2,324	2,077	2,482
5240 Social Security Contribution	63,317	63,481	66,500	63,100	68,000
5241 Pension Contribution	74,378	81,438	132,740	132,660	126,675
5243 Worker's Compensation Ins.	29,483	28,551	33,165	32,853	39,615
Total Personnel Services	1,127,992	1,119,622	1,224,412	1,175,225	1,276,265
OPERATING EXPENSES:					
6202 Technical & Personal Services	3,343	17,896	6,000	6,500	6,500
6203 Professional Services	6,125	15,070	19,000	30,000	21,000
6204 Planning & Design Services	-	-	30,000	125,000	75,000
6213 Office Equipment Maint.	-	112	2,000	-	-
6215 Weed Cutting/Tree Removal	6,013	8,893	6,000	6,000	6,000
6253 Telephone	6,510	5,798	8,475	7,455	7,395
6260 Advertising	954	2,094	2,000	2,000	2,000
6261 Education & Training	3,407	1,838	3,990	3,990	3,990
6262 Dues, Memberships & Subsc.	1,554	1,424	2,685	2,714	2,640
6264 In Town Meetings	310	438	900	600	900
6265 Travel & Conferences	7,115	5,907	12,700	8,600	10,500
7302 Small Tools	550	177	900	700	900
7304 General Supplies	7,223	6,099	7,500	7,500	8,900
7307 Gasoline & Mileage	11,106	11,840	12,600	10,100	12,100
7308 Wearing Apparel & Linen	1,181	1,056	1,550	1,550	1,750
Total Operating Expense	55,390	78,642	116,300	212,709	159,575
CAPITAL OUTLAY:					
9504 Office Equipment	333	-	1,050	500	850
Total Capital Outlay	333	-	1,050	500	850
TOTAL COMMUNITY DEVELOPMENT	1,183,715	1,198,264	1,341,762	1,388,434	1,436,690

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 (BOA), and the Arts and 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, perspectives, 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 within the predetermined schedule.
- Ensure agendas and reports shall be professional, technically accurate, per city policies, and distributed to the various committees as necessary.
- Prepare meeting minutes by the next packet deadline and provide follow-up communications to applicants the same week.

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025*
Planning Applications Reviewed	29	51	40	45
Sign Permit Applications Reviewed	87	68	120	85
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, the review is completed, and a 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 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 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 the applicability of potential development proposals.
- Review, analyze, and propose changes, additions, and modifications 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 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 the Economic Development Committee to further the City's economic development efforts as requested.
- Review and improve intra-office communication and review processes to reduce errors and improve customer response times.

Budget Highlights

- Acct. 5102 – Increase in monthly pay for P&Z Chair, and per session pay for P&Z commissioners and BOA members in FY 2025.
- Acct. 6204 – Decrease in planning services due to one-time costs associated with the review of the development financing proposal for Olia Village in FY 2024 (\$125,000); fees are reimbursable pursuant under the approved funding agreement.

COMMUNITY DEVELOPMENT - PLANNING DIVISION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	211,634	207,089	208,340	250,212	277,205
5102 Salaries, Temporary Empl.	5,805	7,425	7,650	7,650	8,270
5103 Overtime	525	1,023	1,000	300	300
5109 Provision for Salary Adj.	-	4,161	13,545	-	15,972
5110 Auto Allowance	3,600	3,450	3,600	3,600	3,600
5230 Hospital & Medical Insurance	26,673	21,432	23,486	29,681	39,350
5231 Self-insured Medical Benefits	-	275	300	300	300
5233 Dental Insurance	1,300	821	878	1,113	1,466
5234 Group Life Insurance	695	745	855	955	1,153
5235 Accidental Death & Dismem.	75	72	75	84	101
5236 Disability Insurance	410	498	623	612	742
5240 Social Security Contribution	16,328	16,749	17,500	19,100	20,600
5241 Pension Contribution	12,467	15,489	32,887	32,880	40,995
5243 Worker's Compensation Ins.	9,767	436	507	502	818
Total Personnel Services	289,277	279,665	311,246	346,989	410,872
OPERATING EXPENSES:					
6202 Technical & Personal Services	3,343	17,896	6,000	6,500	6,500
6203 Professional Services	5,000	15,070	19,000	30,000	21,000
6204 Planning & Design Services	-	-	30,000	125,000	75,000
6253 Telephone	296	292	800	600	600
6260 Advertising	954	2,094	2,000	2,000	2,000
6261 Education & Training	940	1,455	1,450	1,450	1,450
6262 Dues, Memberships & Subsc.	844	844	1,360	1,684	1,610
6264 In Town Meetings	177	438	500	500	500
6265 Travel & Conferences	5,236	2,675	6,800	6,800	4,600
7302 Small Tools	27	-	100	100	100
7304 General Supplies	255	1,532	500	500	1,500
7307 Gasoline & Mileage	-	-	100	100	100
7308 Wearing Apparel and Linen	-	-	200	200	200
Total Operating Expense	17,072	42,296	68,810	175,434	115,160
CAPITAL OUTLAY:					
9504 Office Equipment	-	-	700	500	500
Total Capital Outlay	-	-	700	500	500
TOTAL PLANNING DEPARTMENT	306,350	321,961	380,756	522,923	526,532

COMMUNITY DEVELOPMENT - PLANNING DIVISION
CAPITAL OUTLAY DETAIL

Capital Outlay Detail	Annual
9504 Office Equipment	
Misc. (Shelves, Chairs, etc)	500
Total Account 9504	500
TOTAL CAPITAL OUTLAY	500

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 nine (9) full-time employees including a Chief Building Official, two (2) Plans Examiners, three (3) Building Inspectors, one (1) Code Enforcement Officer, and two (2) Administrative Services Associates. 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, additions and detached garages.
- 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

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
External Survey, Percentage of Residents Rating Overall Satisfaction with Permit Services as Very Satisfied or Satisfied	N/A	47%	95%	95%
Percentage of Residential Building Plans Reviewed within Five (5) Days ¹	80%	90%	95%	95%
Percentage of Commercial Building Plans Reviewed within 10 Days ²	84%	90%	95%	95%
Building Permits Issued	1,617	1,426	1,200	1,250
Apartment Re-Occupancy Permits Issued	1,020	1,073	1,050	1,050

Other Permits Issued	301	314	315	315
Permits Issued per Full-Time Building Staff	243	272	240	240
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 ³	\$28,819,642	\$25,637,614	\$13,000,000	\$20,000,000
Value of Commercial Building Permits Issued ³ (FY23)	\$131,403,681	\$124,341,522	\$50,000,000	\$125,000,000

¹ 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.

² Based on nine (9) full-time employees.

³ Value of construction cost estimated based upon doubling the first six (6) months of FY 2023.

Percentage (%) of Recovered Building Code Enforcement Costs

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	5-Year Average	Projected FY 2024	Estimated FY 2025
Total Revenue ¹	\$718,894	\$761,230	\$1,144,164	\$1,475,120	\$918,174	\$1,003,516	\$916,425	\$757,800
Total Expenditures ²	\$1,040,877	\$1,094,354	\$1,050,765	\$846,366	\$845,961	\$975,665	\$820,631	\$861,923
-Loss/Gain	-\$321,983	-\$333,124	\$93,399	\$628,754	\$72,213	\$27,852	\$95,795	-\$104,123
% of Recovered Costs ³	69%	70%	109%	174%	109%	103%	112%	88%

¹ The 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.

² 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 FY 2024 and \$108K for FY 2025). Dollar amounts are from fiscal year expenditure statements. FY 2021-FY 2023 percentage of recovered cost experienced a sharp increase because of the record years for building permit revenues. FY 2022 Pension Expenditures decreased by more than \$150K as a result of re-allocating costs to the Interdepartmental Division.

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

Service Standards

- Intake and process applications for building permits, demolition permits, certificate of occupancy, fence permits, and excavation permits per 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 monthly.
- Ensure staff attend necessary professional training seminars consistently in preparation for 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 the 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.

Budget Highlights

- Revenues – Over the past five (5) fiscal years, the Building Division has recovered an average of 103% of its building code enforcement costs.

- In late FY 2024, the Building Department contracted with The Davenport Group to utilize their LAMA permitting software which will improve efficiencies by accommodating online plan submittals, digital plan review, immediate inspection results, and more.
- Acct. 7304 – Increase due to purchase of 2021 code books and supplies in anticipation of 2021 code adoption by mid FY 2025.

COMMUNITY DEVELOPMENT - BUILDING DIVISION

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	605,437	573,953	564,275	574,200	585,100
5102 Salaries, Temporary Empl.	16,833	29,997	32,032	5,406	-
5103 Overtime	1,050	898	2,000	300	300
5104 Vacation Pay	-	3,672	-	-	-
5105 Longevity Pay	4,224	3,806	3,168	3,088	1,248
5109 Provision for Salary Adj.	-	11,268	42,235	-	31,977
5230 Hospital & Medical Insurance	73,725	66,898	78,418	60,669	66,130
5231 Self-insured Medical Benefits	1,400	1,750	1,750	1,750	1,750
5233 Dental Insurance	4,178	3,277	3,540	2,933	2,725
5234 Group Life Insurance	1,851	1,971	2,332	2,109	2,341
5235 Accidental Death & Dismem.	199	191	204	185	205
5236 Disability Insurance	1,201	1,481	1,701	1,465	1,740
5240 Social Security Contribution	46,989	46,732	49,000	44,000	47,400
5241 Pension Contribution	61,911	65,949	99,853	99,780	85,680
5243 Worker's Compensation	19,717	28,115	32,658	32,351	38,797
Total Personnel Services	838,715	839,957	913,166	828,236	865,393
OPERATING EXPENSES:					
6203 Professional Services	1,125	-	-	-	-
6213 Office Equipment Maint.	-	112	2,000	-	-
6215 Weed Cutting and Tree Removal	6,013	8,893	6,000	6,000	6,000
6253 Telephone	6,213	5,506	7,675	6,855	6,795
6261 Education & Training	2,467	383	2,540	2,540	2,540
6262 Dues, Memberships & Subsc.	710	580	1,325	1,030	1,030
6264 In Town Meetings	133	-	400	100	400
6265 Travel & Conferences	1,879	3,232	5,900	1,800	5,900
7302 Small Tools	523	177	800	600	800
7304 General Supplies	6,968	4,567	7,000	7,000	7,400
7307 Gasoline & Mileage	11,106	11,840	12,500	10,000	12,000
7308 Wearing Apparel & Linen	1,181	1,056	1,350	1,350	1,550
Total Operating Expense	38,318	36,346	47,490	37,275	44,415
CAPITAL OUTLAY:					
9504 Office Equipment	333	-	350	-	350
Total Capital Outlay	333	-	350	-	350
TOTAL BUILDING DEPARTMENT	877,366	876,303	961,006	865,511	910,158

COMMUNITY DEVELOPMENT-BUILDING DIVISION
CAPITAL OUTLAY DETAIL

Capital Outlay Detail	Annual
9504 Office Equipment	
Chair	350
TOTAL ACCOUNT 9504	350
TOTAL CAPITAL OUTLAY	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.

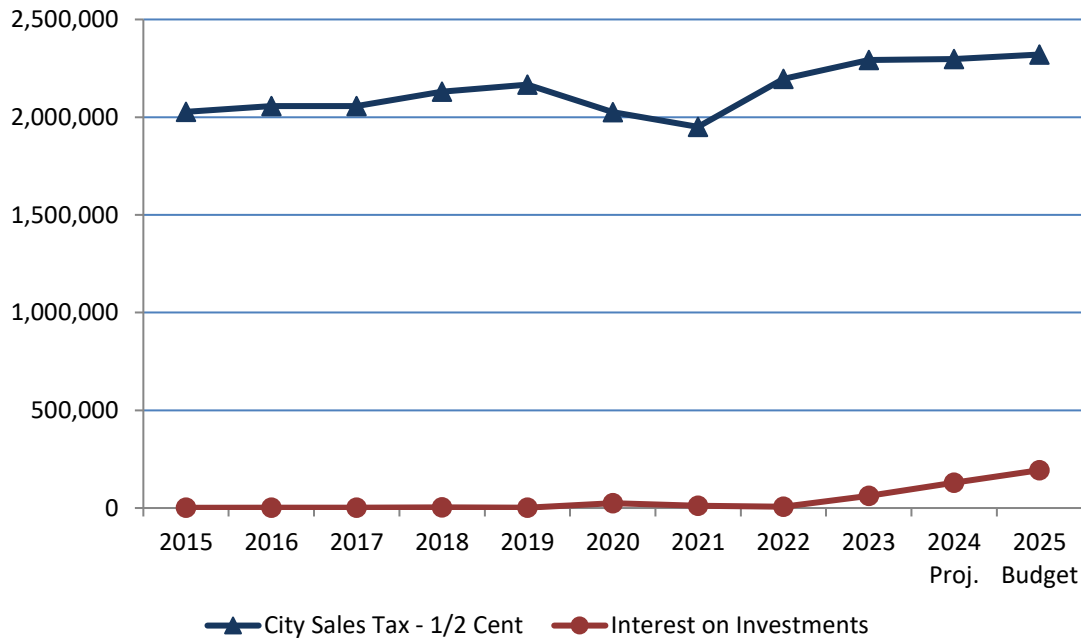
**CAPITAL IMPROVEMENT FUND
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES
FOR FISCAL YEAR ENDING JUNE 30, 2025
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2024
AND ACTUAL TOTALS FOR FY 2022 & FY 2023**

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Estimated FY 2025	% Change to Projected FY 2024
Revenues:						
Intergovernmental Revenue	2,694,347	3,781,098	5,624,964	4,861,742	6,041,947	24.28%
Other Revenues	228,793	87,676	18,997	151,002	213,643	41.48%
Total Operating Revenues	2,923,140	3,868,774	5,643,961	5,012,744	6,255,589	10.84%
Other Financing Sources:						
Transfers From General Fund	400,000	400,000	2,070,535	2,139,305	500,000	-76.63%
Bond Proceeds	-	-	-	-	-	0.00%
Total Other Financing Sources	400,000	400,000	2,070,535	2,139,305	500,000	
Total Operating Revenues and Other Financing Sources	3,323,140	4,268,774	7,714,496	7,152,049	6,755,589	-5.54%
Expenditures:						
Personnel	93,634	138,621	163,104	165,081	180,226	9.17%
Operations	-	169	-	-	-	0.00%
Building & Improvements	99,705	38,317	498,153	346,000	240,000	-30.64%
Park Development Projects	123,483	299,693	3,027,867	3,024,043	30,500	-98.99%
Street Overlay/Repair	2,171,189	2,616,837	6,097,538	5,734,928	5,382,300	-6.15%
Capital Equipment	267,982	355,125	1,106,845	1,102,294	400,258	-63.69%
Total Expenditures	2,755,993	3,448,759	10,893,505	10,372,346	6,233,284	-39.90%
Other Financing Uses:						
Transfer Out to General Fund	-	-	-	-	-	
Total Other Financing Uses	-	-	-	-	-	
REVENUES AND OTHER FINANCING USES OVER (UNDER) EXPENDITURES	567,147	820,014	(3,179,008)	(3,220,297)	522,305	
FUND BALANCE - BEGINNING OF YEAR	2,052,950	2,620,097	1,764,727	3,440,111	219,814	
FUND BALANCE - END OF YEAR	2,620,097	3,440,111	(1,414,281)	219,814	742,119	

CAPITAL IMPROVEMENTS FUND
COMPARISON OF FISCAL YEAR 2025 ESTIMATED REVENUE WITH 2024 BUDGETED AND PROJECTED
AND ACTUAL REVENUES FOR FISCAL YEARS 2022 AND 2023

	Actual Revenues FY 2022	Actual Revenues FY 2023	Budgeted Revenues FY 2024	Projected Revenues FY 2024	Estimated Revenues FY 2025
INTERGOVERNMENTAL REVENUE:					
4301 City Sales Tax - 1/2 Cent	2,195,653	2,291,905	2,470,850	2,297,611	2,320,587
4737 Other Agency Funding	498,694	1,489,193	3,154,114	2,564,131	3,721,360
Total Intergovernmental Revenue	2,694,347	3,781,098	5,624,964	4,861,742	6,041,947
OTHER REVENUES:					
4703 Gain (loss) on Investments	-	-	-	-	-
4704 Interest on Investments	6,166	63,112	8,997	129,095	193,643
4730 Reimbursements	177,803	7,563	-	907	-
4729 Misc. Revenues	41,724	-	-	-	-
4771 Proceeds-Sales of Fixed Asset	3,100	17,000	10,000	21,000	20,000
Total Other Revenues	228,793	87,676	18,997	151,002	213,643
Total Current Year's Revenue	2,923,140	3,868,774	5,643,961	5,012,744	6,255,589
4901 Transfers From Other Funds	400,000	400,000	2,070,535	2,139,305	500,000
Total Intergovernmental Funding	400,000	400,000	2,070,535	2,139,305	500,000
TOTAL REVENUES	3,323,140	4,268,774	7,714,496	7,152,049	6,755,589

Sales Tax, Interest on Investments



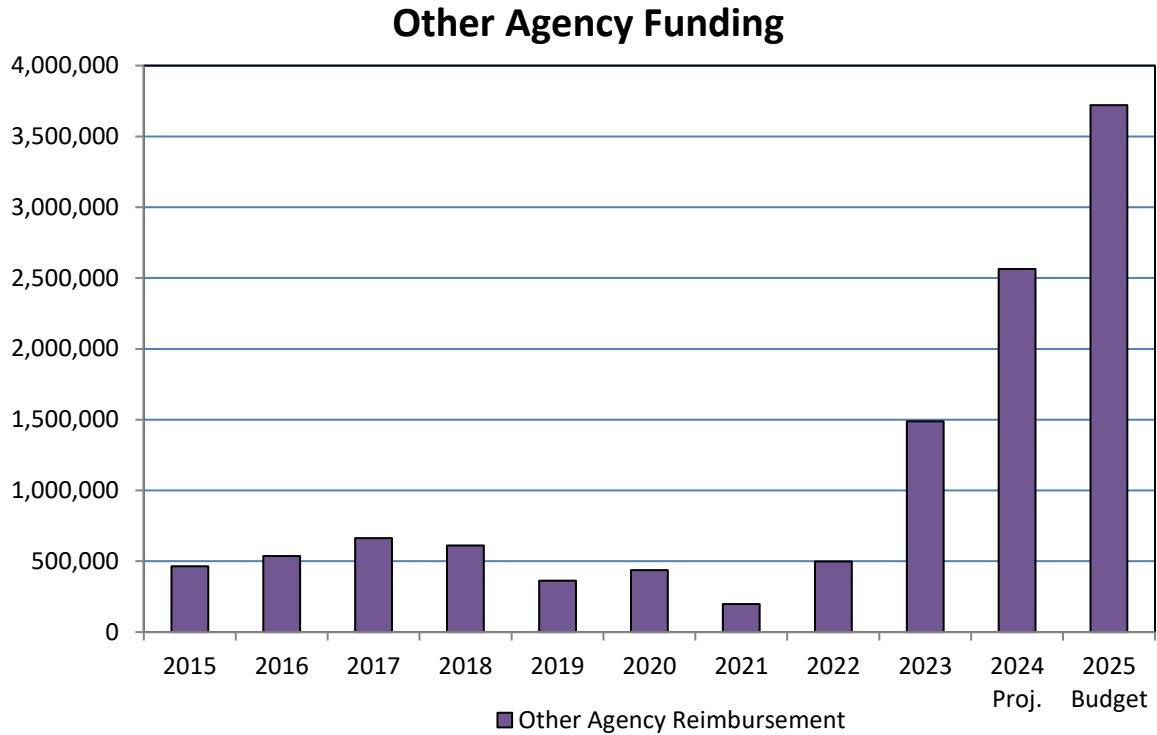
City Sales Tax - 1/2 Cent

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 2024 budget reflects a .25% increase over FY 2023. FY 2025 budget reflects a 1% increase over FY 2024.

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 2024 revenue is estimated at \$129,095. FY 2025 revenue is estimated to increase to \$193,643 (.5%), as a result of an increase in interest rates.

Fiscal Year	City Sales Tax - 1/2 Cent	Interest on Investments
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	2,291,905	63,112
2024 Proj.	2,297,611	129,095
2025 Budget	2,320,587	193,643



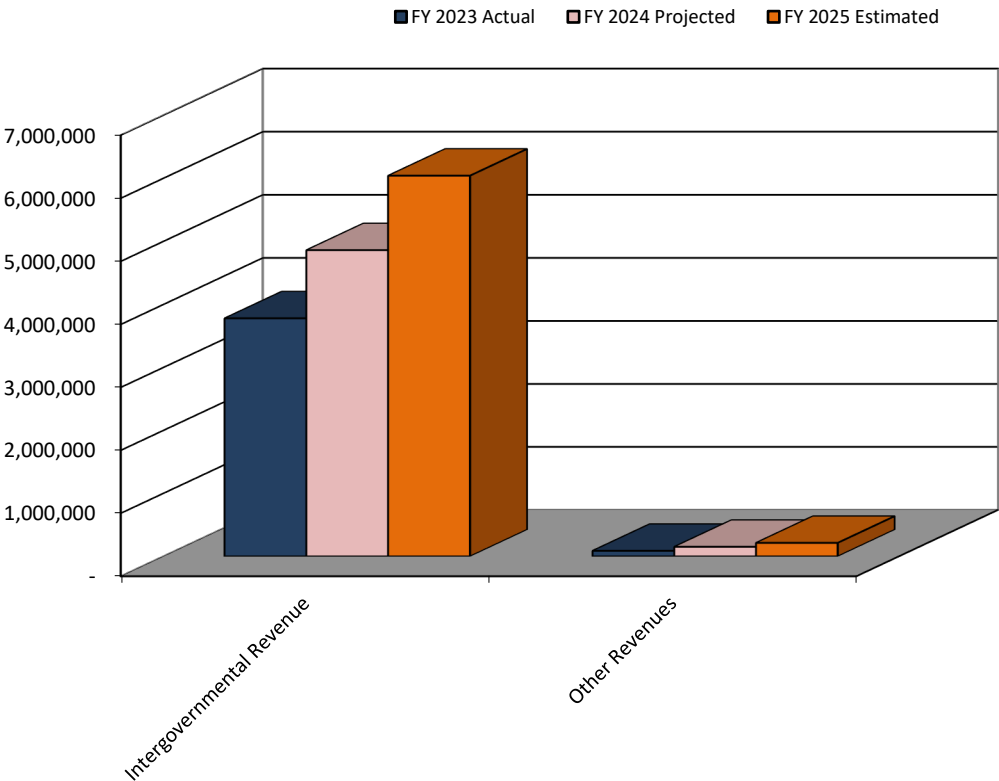
Other Agency Reimbursement

As per Administrative policy, the City shares with other agencies or third parties the costs associated with completion of projects. FY 2025 revenue is estimated at \$3,721,360 and involves the following projects and other participating agencies:

New Ballas Improvements Phase I	\$904,000
Craig Road Improvements	\$960,000
ADA Improvements	\$20,000
Lindbergh-Old Olive Intersection Improvements	\$1,809,360
Olive Median Enhancement Stock	\$20,000
New Ballas Sidewalk	\$8,000
	\$3,721,360

Fiscal Year	Other Agency Reimbursement
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	1,489,193
2024 Proj.	2,564,131
2025 Budget	3,721,360

Capital Improvement Fund Revenues

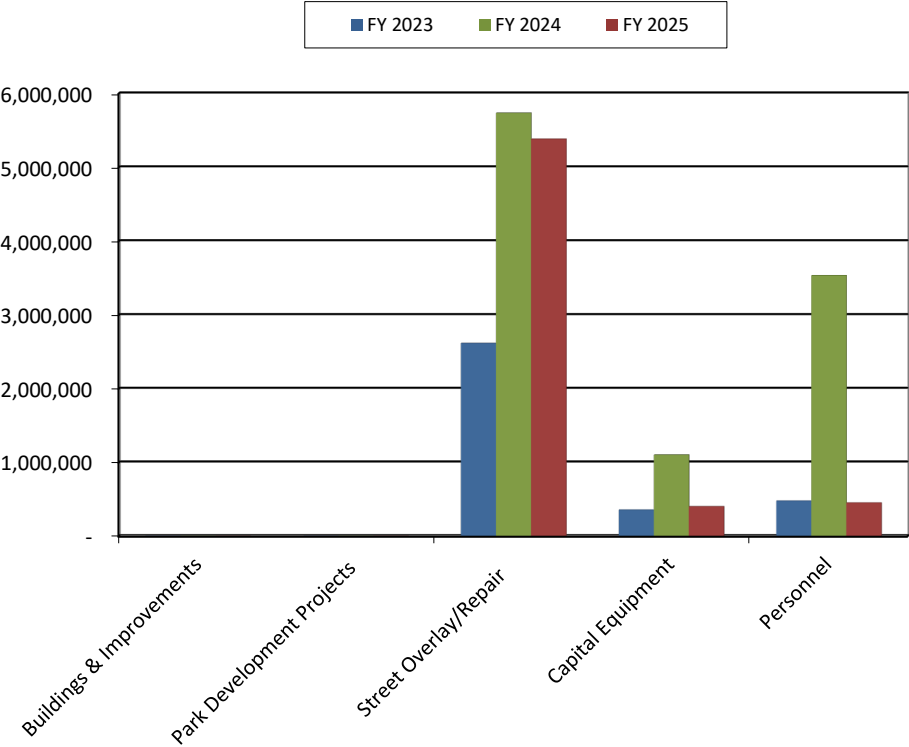


FY 2023 Actual, FY 2024 Projected & FY 2025 Estimated

	FY 2023 Actual	FY 2024 Projected	FY 2025 Estimated
Intergovernmental Revenue	3,781,098	4,861,742	6,041,947
Other Revenues	87,676	151,002	213,643
Total Revenue Sources	<u>\$ 3,868,774</u>	<u>\$ 5,012,744</u>	<u>\$ 6,255,589</u>

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Capital Improvement Fund Expenditures



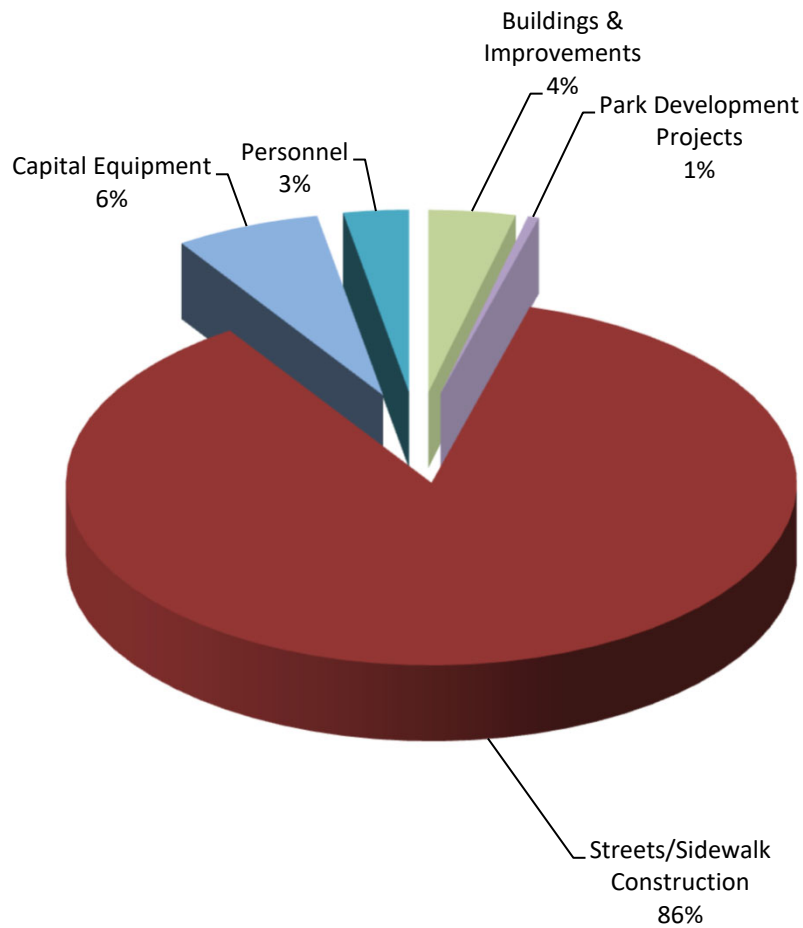
FY 2023 Actual, FY 2024 Projected & FY 2025 Estimated

	FY 2023 Actual	FY 2024 Projected	FY 2025 Estimated
Buildings & Improvements	169	-	-
Park Development Projects	-	-	-
Street Overlay/Repair	2,616,837	5,734,928	5,382,300
Capital Equipment	355,125	1,102,294	400,258
Personnel	476,630	3,535,124	450,726
Total Expenditures	\$ 3,448,761	\$ 10,372,346	\$ 6,233,284

**CAPITAL IMPROVEMENT FUND
SUMMARY OF APPROPRIATIONS FOR FISCAL YEAR 2025**

Category	Capital Expenditures
Buildings & Improvements	240,000
Park Development Projects	30,500
Streets/Sidewalk Construction	5,382,300
Capital Equipment	400,258
Personnel	180,226
Total	6,233,284

Summary of Expenditures



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

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025	% of Total CIP
CAPITAL OUTLAY:						
5101 Salaries, Permanent Empl.	69,953	108,359	115,010	124,006	124,345	1.99%
5103 Overtime	-	-	100	100	100	0.00%
5109 Provision for Salary Adj.	-	2,300	7,905	-	8,482	0.14%
5230 Hospital & Medical Insurance	6,264	6,404	7,017	6,950	7,575	0.12%
5231 Self Insured Medical Benefits	600	650	900	900	900	0.01%
5233 Dental Insurance	250	223	238	238	250	0.00%
5234 Group Life Insurance	235	391	473	475	517	0.01%
5235 Accidental Death & Dismem.	25	38	55	42	46	0.00%
5236 Disability Insurance	196	217	326	346	377	0.01%
5240 Social Security Contribution	5,312	8,429	8,371	9,425	10,000	0.16%
5241 Pension Contribution	5,430	6,376	16,629	16,576	18,350	0.29%
5243 Worker's Compensation	5,370	5,234	6,080	6,023	9,284	0.15%
7307 Gasoline & Mileage	-	169	-	-	-	0.00%
9501 Government Facilities	99,705	38,317	498,153	346,000	240,000	3.85%
9506 Parks and Recreational Facilities	123,483	299,693	3,027,867	3,024,043	30,500	0.49%
9510 Streets and Sidewalks	2,171,189	2,616,837	6,097,538	5,734,928	5,382,300	86.35%
9516 Capital Equipment	267,982	355,125	1,106,845	1,102,294	400,258	6.42%
TOTAL CAPITAL OUTLAYS	2,755,995	3,448,761	10,893,506	10,372,346	6,233,284	100%

**CAPITAL IMPROVEMENTS FUND
ESTIMATED FY 2025 CAPITAL OUTLAY PROJECTS**

9501 Buildings & Improvements

EV Charging Stations at Police Station & Government Center (Grant Match)	100,000
Government Center Renovations	30,000
PW Settlement Study	35,000
PW Garage Parking Lot Repairs	75,000
Total Account 9501	<u>240,000</u>

9506 Park Development Projects

Dielmann Recreation Complex Improvements	30,500
Total Account 9506	<u>30,500</u>

9510 Street & Sidewalk Improvements

Streets & Sidewalks Maintenance Program	1,442,300
Craig Road Improvements (STP Grant)	1,315,000
Fernview Sidewalk (Grant Match)	230,000
Ladue Road Improvements-Phase 1 (Design & STP Grant)	175,000
Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant Match)	2,045,000
Mason Road Pedestrian Signal	25,000
New Ballas Sidewalk Phase 3 (TAP Grant)	10,000
N New Ballas Road Improvements - Phase 2 (STP Grant)	50,000
Olive Median Enhancement Stock	20,000
Olive-270 Overpass Cleaning and Painting	20,000
Olive-Lindbergh Interchange Enhancements	50,000
Total Account 9510	<u>5,382,300</u>

9516 Capital Equipment

3/4 Ton Dump Truck	68,600
Electric Truck (PW Engineering)	52,000
Leaf Vacuum	104,800
2 Ton Dump Truck with Plow	174,858
Total Account 9516	<u>400,258</u>

Administration

Project Manager	0
Total Account 9516	<u>0</u>

TOTAL CAPITAL IMPROVEMENTS FUND

\$ 6,053,058

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEARS 2025-2029



CAPITAL FUND

PARKS AND STORMWATER FUND

BUILDING PROJECT BOND FUND

Adopted by the City Council of the City of Creve Coeur through Resolution No. 1715 on April 8, 2024.

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.

Prior to 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 prior to City Council review, approval, and adoption. A public hearing is held each spring (typically in April) by the City Council to review the final draft of the CIP in March or April, 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.

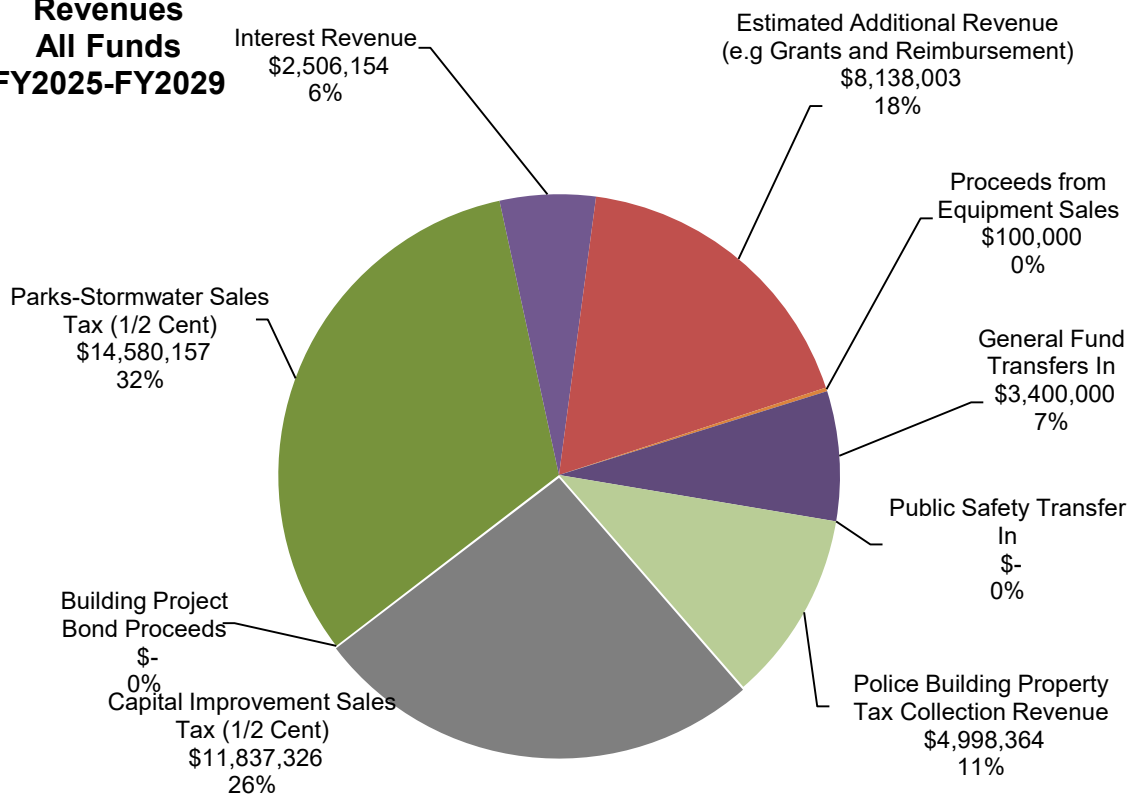
Funds in the CIP

There will be three funds that contribute to the FY2025-FY2029 CIP. These funds are:

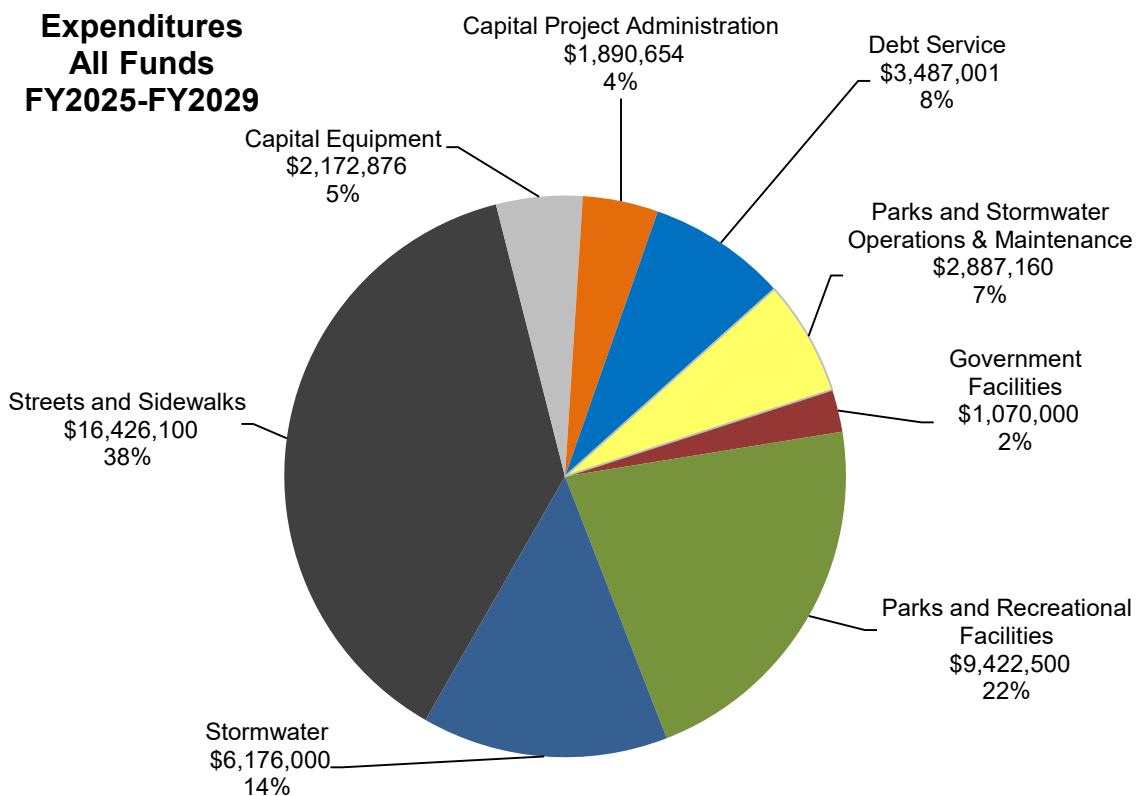
1. Capital Fund. This fund is financed by a half-cent capital improvement sales tax, which is supplemented by annual transfers from the General Fund and project-specific grants.
 - Total Capital Fund revenues: \$22.4 million
 - Total Capital Fund expenditures: \$21.5 million
2. Parks and Stormwater Fund. 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 Tax Fund revenues: \$17.8 million
 - Total Parks-Stormwater Tax Fund expenditures: \$18.3 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 FY2025-FY2029 CIP is related to the fund's debt service.
 - Total Building Project Bond Fund revenues: \$5.4 million
 - Total Building Project Bond Fund expenditures: \$3.7 million

Combined, these three funds have a projected revenue of \$45.6 million and projected expenditures of \$43.5 million for the FY2025-FY2029 CIP. The charts below break down these revenues and expenditures into the general categories that are found in the CIP.

**Revenues
All Funds
FY2025-FY2029**



**Expenditures
All Funds
FY2025-FY2029**



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 FY2025-FY2029 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 FY2024 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: FY2025-FY2029 CIP Spreadsheets

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 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. All funding sources combined, including interest revenue and other proceeds, are projected to generate \$22.4 million over the FY2025-FY2029 CIP.

Half-Cent Capital Improvement Sales Tax. Projected sales tax revenues are approximately \$11.8 million for the FY2025-FY2029 CIP, which averages out to approximately \$2.37 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 projections in the FY2025-FY2029 CIP include an estimated 1% increase each year, which will return the sales tax revenues to the FY2020 level by FY2025.

Grants and Outside Funding. Federal grants for roadway projects and accessibility improvements will provide approximately \$6.1 million over the FY2025-FY2029 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

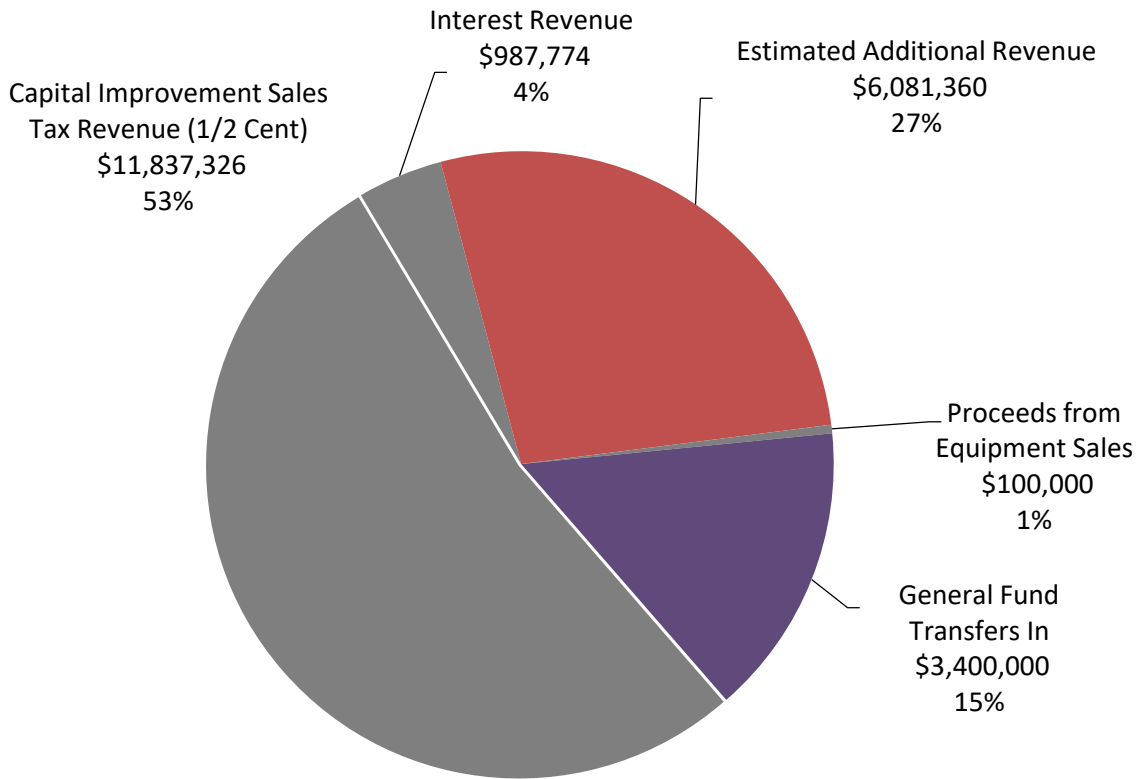
the phases of the project are planned to occur. The full cost of the project and the associated grant funding will be programmed into the CIP upon notification of award of the grant.

Transfers from the General Fund. The total transfer from the General Fund to the Capital Fund over the proposed FY2025-FY2029 CIP is \$3.4 million.

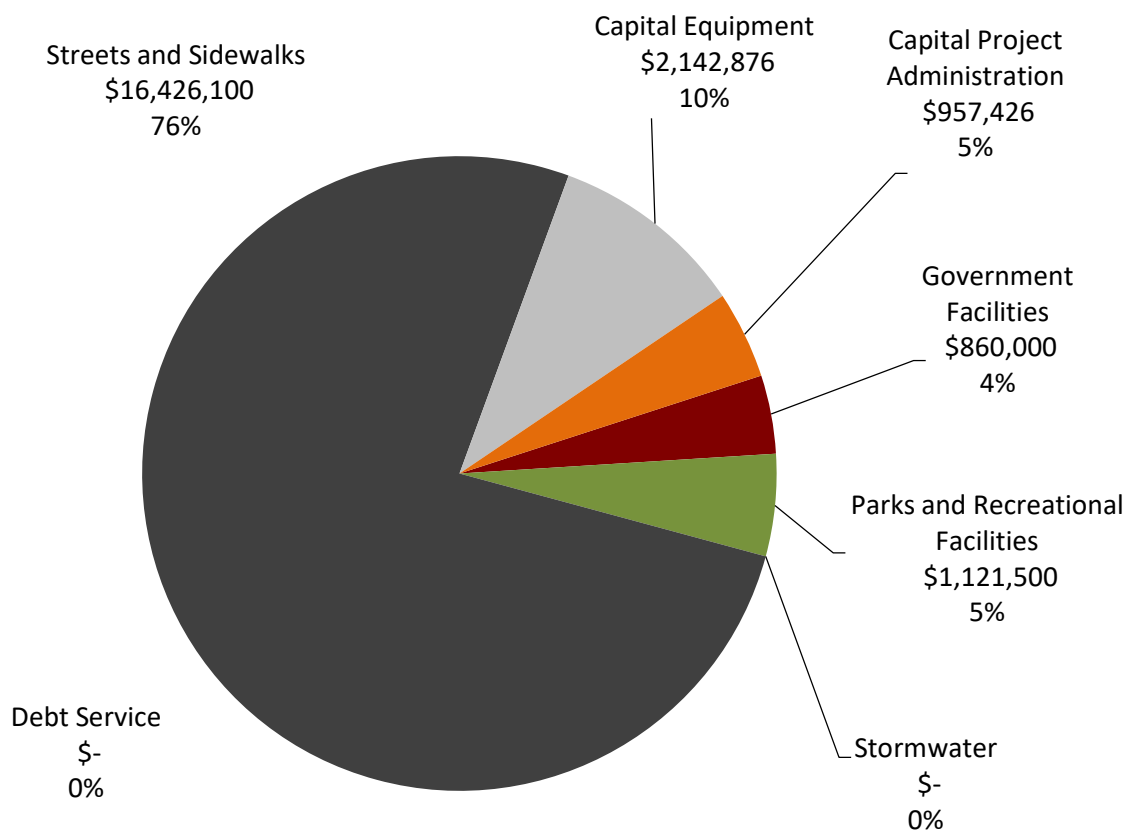
A transfer from the General Fund to the Capital Fund is proposed for each fiscal year in the proposed CIP. Annual General Fund transfers to the Capital Fund have been increased from \$400,000 to \$500,000, based on the transportation-oriented revenue sources of the General Fund which include the County road and bridge tax revenues. FY2028 also includes an additional transfer of \$900,000 to be used for the roofing improvements to the Ice Arena and the Public Works Service Center.

Capital Fund Expenditures

Capital expenditures from the Capital Fund are projected to be approximately \$21.5 million over the proposed FY2025-FY2029 CIP, with a maximum annual expenditure of \$6.9 million in FY2026. Details about these expenditures can be found in the project summary sheets that follow.



FY2025-FY2029 CAPITAL FUND REVENUES



FY2025-FY2029 CAPITAL FUND EXPENDITURES

GOVERNMENT CENTER RENOVATIONS

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$113,128	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0

Project Description:

Proposed projects in FY2025 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 FY2025 will include continued lighting efficiencies that will help to lower energy cost and provide a well lite environment for various meetings and work areas. Construction of a training room that can also be used as a conference room, to provide improve learning and working conditions for staff.

Operating Budget Impact:

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

Comments:

None

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 25,000
Land Acquisition	\$ 0
Construction	\$ 125,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025 – FY2029)	\$ 150,000

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

Summary	Amount
Total Expenditures	\$ 150,000
Total Funding	\$
City's Contribution (FY2025 – FY2029)	\$ 150,000

EV CHARGING STATIONS AT THE POLICE DEPARTMENT AND GOVERNMENT CENTER

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$100,000	\$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. Currently the Ameren Missouri program grant only covers public facing EV charging stations. Therefore, it is anticipated that EV charging station(s) at the Police Department would be installed at a later date, but the electrical underground infrastructure would be installed as part of the Government Center project.

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 charged 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 (green house gases) emissions.

Operating Budget Impact:

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

Comments:

None

EV CHARGING STATIONS AT THE POLICE DEPARTMENT AND GOVERNMENT CENTER

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 115,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 115,000

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ 0
Outside Funding Source	\$ 15,000
American Rescue Plan Act (ARPA)	\$ 0
Total Funding	\$ 15,000

Summary	Amount
Total Expenditures	\$ 115,000
Total Funding	\$ (15,000)
City's Contribution	\$ 100,000

PUBLIC WORKS GARAGE PARKING LOT REPAIRS

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$75,000	\$0	\$0	\$0	\$0	\$0

Project Description:

Sections of the Public Works Garage parking lot were installed many years ago and have experienced a high volume of traffic due to the nature of the operations required. The project proposes to repair failing asphalt and concrete sections of the parking lot to allow for the safe operation of equipment and vehicles.

Existing Conditions:

The parking lot has excessive potholing and cracking of the original asphalt and concrete pavements at numerous locations which will be rehabilitated as part of this project.

Justification: *Condition of Existing Facility & Operating Efficiency*

The Public Works garage houses Public Works equipment and is where City-owned equipment is repaired and maintained. The parking lot is vital in keeping the Public Works fleet on the streets to serve the community. Repairing the lot now will keep City-owned equipment from damage and possibly prevent further damage to the base layer of the lot in the future that may be even more costly to repair.

Operating Budget Impact:

Repairing the lot now will keep City-owned equipment from damage and possibly prevent further damage to the base layer of the lot in the future that may be even more costly to repair.

Comments:

None

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 75,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 75,000

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

Summary	Amount
Total Expenditures	\$ 75,000
Total Funding	\$
City's Contribution	\$ 75,000

PUBLIC WORKS SETTLEMENT STUDY

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$35,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The Public Works building has experienced differential settlement over the years. A consultant has been retained in the past to conduct settlement studies at various locations within the building. The project will have the consultant to perform detailed surveys at multiple locations throughout the building to monitor the cracks in the walls, facades and other locations. The survey will occur over an eighteen to twenty-four month timeframe. The consultant will also recommend stabilization methods as/if necessary for the building.

Existing Conditions:

The Public Works building has experienced settlement in the past mainly due to the building being constructed on a fill site. Repairs to the building have been previously made due to the settlement experienced. A settlement study has been performed previously at the Public Works building and this project will be a continuation of the previous studies.

Justification: *Protection & Conservation*

New cracks are forming in the block walls at the maintenance facility. In addition, older cracks are widening causing loose blocks to fall from the walls. Safety of workers and the building structural integrity are our concerns.

Operating Budget Impact:

None

Comments:

None

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 35,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 35,000

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

Summary	Amount
Total Expenditures	\$ 35,000
Total Funding	\$
City's Contribution	\$ 35,000

PARK OR DIELMANN COMPLEX IMPROVEMENTS (GRANT MATCH)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$30,500	\$30,500	\$0	\$30,500	\$0	\$0

Project Description:

Funds listed in this account represent the City's anticipated matching funds for projects funded through Municipal Park Grants. To remain competitive, the City can only apply for Municipal Park Grants every other year. The FY2024 grant was used to assist with the costs for the Dielmann Recreation Complex including the refrigerant switchover and mechanical equipment replacement.

Existing Conditions:

Many aspects of the City's ice arena, golf course, and parks (including tennis courts, playgrounds, walking paths, pavilions, and other amenities) require maintenance, improvements, or replacement.

Justification: *Availability of Outside Funding; Condition of Ex. Facility; Others Depend Upon the Project*

By budgeting for the local match, a grant application can be completed without searching for available funds or making amendments to the program. Available grants may help to address any number of CIP criteria including, but not limited to, improving condition of existing facilities, operating efficiency, beautification, and protection and conservation of the park system or historical landmarks. These projects are supported by the needs assessments of the Dielmann Recreation Complex (FY2014) and Golf Course (FY2016) and the Parks and Recreation Master Plan (FY2019-FY2020).

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 current maximum amount of funding that the City is eligible for through the Municipal Park Grant program is currently \$525,000 per project. These grants are competitive, and the City's contribution to the project affects the project application score and likelihood of a funding award. The City plans to provide a 6% grant match for its projects in order to maximize the number of points related to the City's contribution, which would make the grant match about \$30,500 for a project that receives the maximum grant funding.

PARK OR DIELMANN COMPLEX IMPROVEMENTS (GRANT MATCH) CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 30,500
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025)	\$ 30,500

Funding Type	Amount
Community Development Block Grant (CDBG)	\$ 0
Municipal Park Grant	\$ TBD
Outside Funding Source	\$ 0
American Rescue Plan Act (ARPA)	\$ 0
Total Funding (FY2025)	\$ 0

Summary	Amount
Total Expenditures	\$ 30,500
Total Funding	\$ (TBD)
City's Contribution (FY2025)	\$ 30,500

STREET AND SIDEWALK MAINTENANCE PROGRAM

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$3,549,000	\$1,442,300	\$1,463,900	\$1,485,900	\$1,508,200	\$1,530,800	\$0

Project Description:

The project includes concrete pavement replacement, asphalt pavement resurfacing, asphalt pavement maintenance, micro surfacing, 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.

STREET AND SIDEWALK MAINTENANCE PROGRAM

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 30,000
Land Acquisition	\$ 0
Construction	\$ 1,412,300
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025)	\$ 1,442,300

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)	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 1,442,300
Total Funding	\$ 0
City's Contribution (FY2025)	\$ 1,442,300

FERNVIEW SIDEWALK PROJECT**PHASE 1 – OLIVE TO GALLAGHER (DESIGN & TAP GRANT)**

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$187,724	\$230,000	\$645,000	\$0	\$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 FY2025 and FY2026 represents the City's matching funding for design, easement acquisition, and construction for a federal Transportation Alternatives Program (TAP) grant. The TAP grant application was approved and will cover 80% of the right-of-way and construction cost in FY2025 & FY2026.

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 FY2025 and FY2026.

FERNVIEW SIDEWALK PROJECT**PHASE 1 – OLIVE TO GALLAGHER (DESIGN & TAP GRANT)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 187,724
Land Acquisition	\$ 230,000
Construction (TAP Grant)	\$ 645,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 1,062,724

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 700,000
State Cost-Share Program	\$ 0
Outside Funding Source:()	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 1,062,724
Total Funding	\$ (700,000)
City's Contribution	\$ 362,724

NEW BALLAS SIDEWALK EXTENSION**PHASE 3 – (FEDERAL TAP GRANT)**

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$67,037	\$10,000	\$550,000	\$0	\$0	\$0	\$0

Project Description:

This project involves relocating a retaining wall and underground utilities to accommodate a new sidewalk along the west side of North New Ballas Road between Magna Carta Drive and Rocky Drive. Constructing this sidewalk will connect two sections of sidewalk to create a continuous pedestrian path along the west side of New Ballas from Conway Road to Old Ballas Road. The City was awarded a federal grant for this project through the Transportation Alternatives Program (TAP), but a water main relocation will be required which caused the project to exceed the City's budget. In FY2024, the City reapplied and was approved for a TAP grant for this project, with funding to cover 80% of the right-of-way and construction cost in FY2025 & FY2026.

Existing Conditions:

No sidewalk currently exists at this site, but pedestrians commonly use the small grass strip nonetheless. The property's retaining wall has been a barrier to constructing a sidewalk here.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding; Resident Request*

Completion of this sidewalk will provide a more suitable pedestrian route for those wishing to walk north along the west side of New Ballas Road.

Operating Budget Impact:

No significant maintenance is anticipated in the near future. The new retaining wall will be located outside of the right of way and will be maintained by the property owner.

Comments:

This project will complete the sidewalk improvements envisioned in a sidewalk concept study from 2008. The conceptual plans from that study provided the basis of the design for a portion of the Ladue Road Sidewalk Project in 2013 and for the New Ballas sidewalk improvements between Ladue Road and De Smet Jesuit High School in 2019.

Funding shown for "prior years" includes a preliminary design and preparation of easement documents that were completed to coordinate with the property owners and to prepare for the grant application.

NEW BALLAS SIDEWALK EXTENSION**PHASE 3 – (FEDERAL TAP GRANT)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 77,037
Land Acquisition	\$ 0
Construction	\$ 550,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 627,037

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 448,000
State Cost-Share Program	\$ 0
Outside Funding Source	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 627,037
Total Funding	\$ (448,000)
City's Contribution	\$ 179,037

LINDBERGH-OLD OLIVE INTERSECTION

(STATE COST-SHARE/STP GRANT)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$553,935	\$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.

LINDBERGH-OLD OLIVE INTERSECTION**(STATE COST-SHARE/STP GRANT)****CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 233,935
Land Acquisition	\$ 320,000
Construction	\$ 1,870,000
Equipment	\$ 0
Other (Construction Inspections)	\$ 175,000
Total Expenditures	\$ 2,598,935

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 934,360
Federal Transportation Alternative Program Grant	\$ TBD
State Cost-Share Program	\$ 1,024,395
Outside Funding Source	\$ 0
Total Funding	\$ 1,958,755

Summary	Amount
Total Expenditures	\$ 2,598,935
Total Funding	\$ (1,958,755)
City's Contribution	\$ 640,180

OLIVE-LINDBERGH INTERCHANGE & OLIVE ENHANCEMENTS

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$302,250	\$50,000	\$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 FY2025 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 FY2025, the design plans for landscaping will be done. The City will hire a consultant to complete the required engineering design.

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.

OLIVE-LINDBERGH INTERCHANGE & OLIVE ENHANCEMENTS CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 50,000
Equipment	\$ 0
Other (Construction Inspections)	\$ 0
Total Expenditures	\$ 50,000

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ()	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 50,000
Total Funding	\$ 0
City's Contribution	\$ 50,000

OLIVE MEDIAN ENHANCEMENT STOCK

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$59,841	\$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

OLIVE MEDIAN ENHANCEMENT STOCK

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 20,000
Equipment	\$ 0
Other (Construction Inspections)	\$ 0
Total Expenditures (FY2025)	\$ 20,000

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
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 20,000
Total Funding	\$ (20,000)
City's Contribution (FY2025)	\$ 0

CRAIG ROAD IMPROVEMENTS (STP GRANT)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$179,800	\$1,315,000	\$0	\$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.

CRAIG ROAD IMPROVEMENTS (STP GRANT)

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 179,800
Land Acquisition	\$ 75,000
Construction	\$ 1,240,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 1,589,800

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 960,000
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source	\$ 0
Total Funding	\$ 960,000

Summary	Amount
Total Expenditures	\$ 1,589,800
Total Funding	\$ (960,000)
City's Contribution	\$ 629,800

NEW BALLAS IMPROVEMENTS**PHASE 2 – S NEW BALLAS (DESIGN AND STP GRANT)**

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$150,000	\$50,000	\$1,275,000	\$0	\$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. The City has been awarded a federal Surface Transportation Program (STP) grant for this project. The grant will reimburse the City for 80% of the right-of-way and construction costs in FY2025 & FY2026.

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.

NEW BALLAS IMPROVEMENTS**PHASE 2 – S NEW BALLAS (DESIGN AND STP GRANT)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 150,000
Land Acquisition	\$ 50,000
Construction	\$ 1,275,000
Equipment	\$ 0
Other ()	\$ 0
Total Expenditures	\$ 1,475,000

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 1,060,000
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source ()	\$ 0
Total Funding	\$ 1,060,000

Summary	Amount
Total Expenditures	\$ 1,475,000
Total Funding	\$ (1,060,000)
City's Contribution	\$ 415,000

LADUE ROAD IMPROVEMENTS PHASE 1

(DESIGN & STP GRANT)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$175,000	\$25,000	\$480,000	\$0	\$0	\$0

Project Description:

This project will include pavement resurfacing and sidewalk accessibility improvements along Ladue Road, from Emerson Road to Ladue Estates Drive and would be the first of two phases of work to repave Ladue Road. Staff applied for a federal grant for this project in FY2024. If successful, construction would be in FY2027. The grant match shown above includes 100% of the design costs (FY2025) 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 for the work.

Existing Conditions:

Ladue Road's pavement is fifteen years old and is beginning to show its age. Multiple utility projects and failing repairs from the previous paving project have given Ladue Road an uneven ride.

Justification: *Public Safety; Condition of Existing Facility; Availability of Outside Funding*

Ladue Road serves approximately 10,000 vehicles per day and is one of the City's most-traveled streets. Preservation of the Ladue Road pavement should be a high priority for the City. According to the proposed plan, construction of this project would take place when the pavement is 16-17 years old. At that age, Ladue Road will likely need pavement resurfacing.

Operating Budget Impact:

A newer road surface will require few (if any) repairs by the City's staff.

Comments:

None

LADUE ROAD IMPROVEMENTS PHASE 1**PHASE 1 (DESIGN & STP GRANT)**

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 175,000
Land Acquisition	\$ 25,000
Construction	\$ 480,000
Equipment	\$ 0
Other ()	\$ 0
Total Expenditures	\$ 680,000

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ TBD
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source:()	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 680,000
Total Funding	\$ (TBD)
City's Contribution	\$ 680,000

OLIVE-270 OVERPASS CLEANING & PAINTING

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$20,000	\$200,000	\$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

OLIVE 270 OVERPASS CLEANING & PAINTING

Expenditure Type	Amount
Planning, Design, and Engineering (FY2025)	\$ 20,000
Land Acquisition	\$ 0
Construction	\$ 200,000
Equipment	\$ 0
Other ()	\$ 0
Total Expenditures	\$ 220,000

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source:()	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 220,000
Total Funding	\$ 0
City's Contribution	\$ 220,000

MASON ROAD PEDESTRIAN SIGNAL

Estimated Annual Costs

Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$25,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The project will include the installation of a solar powered pedestrian signal (rectangular rapid flashing beacons {RRFB}) on Mason Road near the walking path entrance for Millennium Park. With Millennium Park renovations being completed in the spring of 2025, an increase in pedestrians crossing Mason Road at this location is anticipated. Also, construction of the Duever Estates subdivision on the West side of Mason Road near this location has started and an increase of pedestrian activity is anticipated from the new homes. This project will provide a sidewalk link section to the newly construction public sidewalk along the Duever Estates frontage along Mason Road.

Existing Conditions:

Mason Road is a two-lane roadway section at this location with one travel lane in each direction. There are sidewalks generally on both sides of the road. The existing midblock crossing has pavement markings and signage at the roadway edges.

Justification: *Community Demand; Public Safety*

The solar powered RRFB at this location will provide an increase in visibility for pedestrians using this crossing, will enhance safety at this location and will increase the percentage of motorists yielding for pedestrians using the crosswalk.

Operating Budget Impact:

None

Comments:.

None

MASON ROAD PEDESTRIAN SIGNAL

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 25,000
Equipment	\$ 0
Other ()	\$ 0
Total Expenditures	\$ 25,000

Funding Type	Amount
Federal Surface Transportation Program Grant	\$ 0
Federal Transportation Alternative Program Grant	\$ 0
State Cost-Share Program	\$ 0
Outside Funding Source:	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 25,000
Total Funding	\$
City's Contribution	\$ 25,000

PUBLIC WORKS CAPITAL EQUIPMENT

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$831,915	\$400,258	\$433,151	\$428,288	\$435,586	\$445,593	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.

PUBLIC WORKS CAPITAL EQUIPMENT**CONTINUED****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	\$ 174,858.00	2011 Two-ton Dump Truck
3/4-ton Pickup Truck (Asphalt flat bed)	\$ 68,600.00	2013 3/4 Ton Pickup Truck
Leaf Vacuum (20 CY; Diesel Powered)	\$ 104,800.00	2013 Leaf Vacuum (Diesel Powered)
Electric Pickup Truck (PW Engineering)	\$ 52,000.00	New to Fleet
	<u>\$ 400,258.00</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	\$ 178,355.00	2011 Two-ton Dump Truck
One-ton Dump Truck	\$ 81,600.00	2013 One-ton Dump Truck
Skid Steer	\$ 66,300.00	2012 Skid Steer
Leaf Vacuum (20 CY; Diesel Powered)	\$ 106,896.00	2014 Leaf Vacuum (Diesel Powered)
	<u>\$ 433,151.00</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	\$ 181,922.00	2012 Two-ton Dump Truck
One-ton Dump Truck	\$ 83,232.00	2015 One-ton Dump Truck
Electric Pickup Truck (PW Engineering)	\$ 54,100.00	2006 3/4-ton Project Manager Truck
Leaf Vacuum (20 CY; Diesel Powered)	\$ 109,034.00	2015 Leaf Vacuum (Diesel Powered)
	<u>\$ 428,288.00</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	\$ 158,558.00	2015 Two-ton Dump Truck
Back Hoe	\$ 150,000.00	2008 John Deere 410J
3/4-ton Pickup Truck (Service Body)	\$ 76,090.00	2015 3/4-ton Pickup (Sign Truck)
4 - Mobile Column Lifts for Large Trucks	\$ 50,938.00	New to Fleet Maintenance
	<u>\$ 435,586.00</u>	

FY2029 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	\$ 189,272.00	2016 Two-ton Dump Truck
One-ton Dump Truck	\$ 86,595.00	2016 One-ton Dump Truck
Electric Pickup Truck (PW Engineering)	\$ 56,287.00	2012 Colorado - Project Manager Truck
Leaf Vacuum (20 CY; Diesel Powered)	\$ 113,439.00	2016 Leaf Vacuum (Diesel Powered)
	<u>\$ 445,593.00</u>	

PUBLIC WORKS CAPITAL EQUIPMENT

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 2,142,876
Other	\$ 0
Total Expenditures (FY2025–FY2029)	\$ 2,142,876

Funding Type	Amount
Outside Funding Source ()	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 2,142,876
Total Funding	\$ 0
City's Contribution (FY2025–FY2029)	\$ 2,142,876

PROJECT MANAGEMENT

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$165,081	\$180,226	\$185,700	\$191,300	\$197,100	\$203,100	TBD

Project Description:

This line item includes the costs associated with the full-time salary and benefits for three Public Works staff members to help oversee the design and construction of projects outlined in the Capital Improvement Program. One Public Works staff member will be 100% funded through the Capital Fund, one Public Works staff member will be 100% funded through the Parks and Stormwater Fund, and one Public Works staff member 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

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 957,426
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY25-FY29)	\$ 957,426

Funding Type	Amount
Outside Funding Source	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 957,426
Total Funding	\$ 0
City's Contribution (FY25-FY29)	\$ 957,426

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. All the funding sources, including interest revenue, are projected to generate approximately \$17.8 million over the FY2025-FY2029 CIP.

Half-Cent Parks and Stormwater Sales Tax. The projected sales tax revenues are approximately \$14.58 million for the FY2025-FY2029 CIP, which averages out to approximately \$2.92 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 year. This funding source will be shared with the Capital Fund and will be identified in the proper fund as projects are identified.
- *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. In addition, there is also University City MSD OMCI District, which is a relatively small geographic area north of Olive Boulevard and east of North Lindbergh Boulevard. University City OMCI District is the watershed drainage district that generally flows into/through University City, but also flows into other municipalities including Creve Coeur. The City plans to seek approximately \$1.3 million in reimbursement from this program over the five-year CIP.

Parks and Stormwater Fund Expenditures

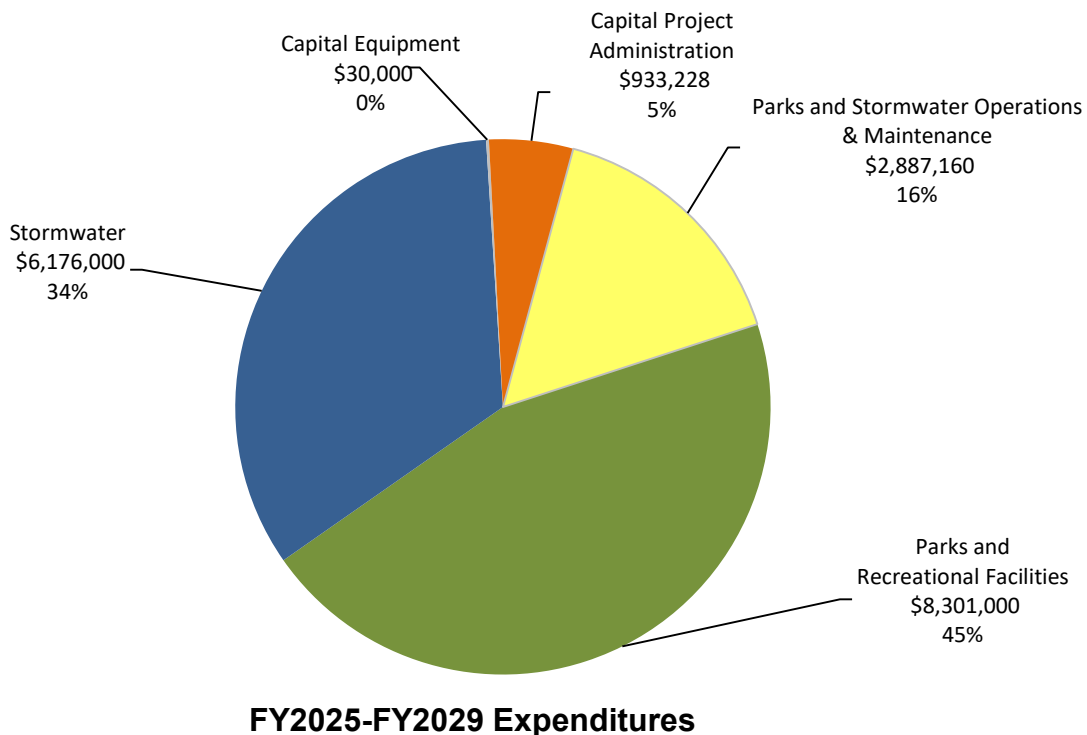
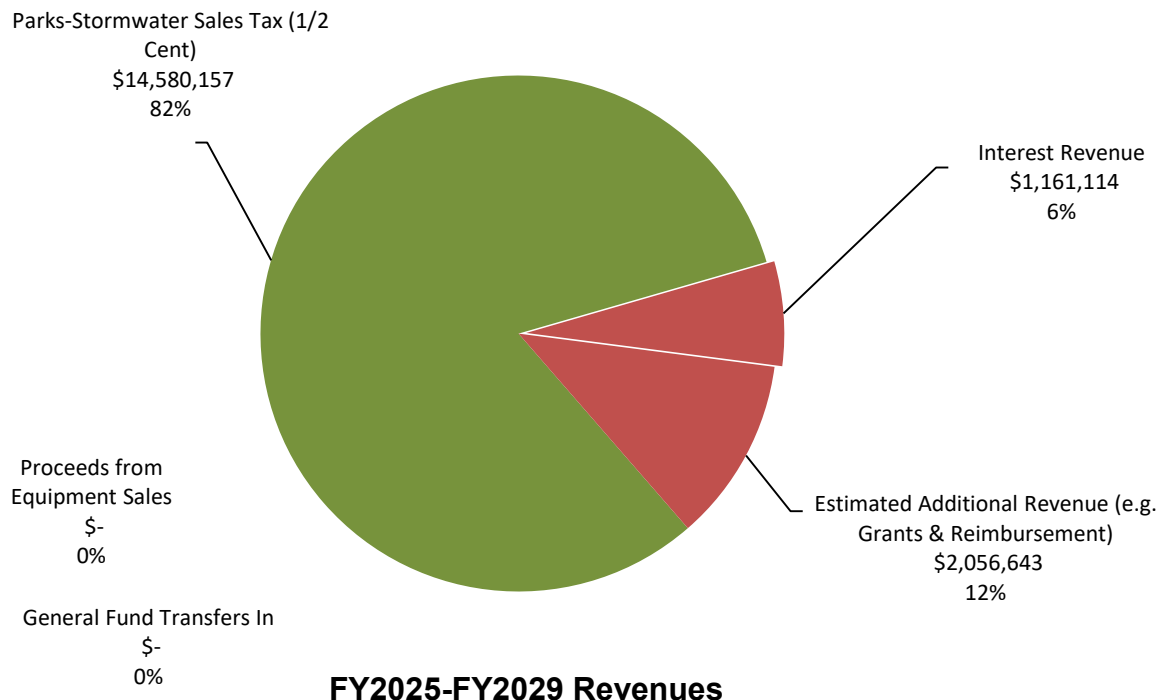
This sales tax revenue does not have a designated division of how it will be spent, but the City Council can decide to set the allocation amounts or to evaluate the division of funds through each CIP process. The proposed five-year CIP includes the following allocation of the sales tax revenue:

- | | |
|---|-----|
| • Parks Projects | 48% |
| • Stormwater Projects | 31% |
| • Capital Project Administration | 5% |
| • Parks and Stormwater Operations & Maintenance | 16% |

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 through the Parks-Stormwater Tax Fund. Projects involving this property are included in the Capital Fund.

Summaries of the projected revenues and expenditures 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.



HISTORIC BUILDING REHABILITATION AND PRESERVATION

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$69,030	\$55,000	\$25,000	\$80,000	\$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 FY2025, the focus will be on repairing interior window sills, interior issue, lighting and removal of the exterior chair lift at Tappmeyer. Future funding years could be combined to allow for a larger project, such as Tappmeyer House exterior painting.

Existing Conditions:

The interior of the Tappmeyer House has a few conditions that need attention in the coming year. They include repairs to the interior wall from water damage, repair and reconditioning of a few interior window sills, repaint of the front porch flooring, lighting needs on 2nd floor, and the removal of the exterior ADA chair lift and repair of the railing as the same location.

Justification: *Condition of Existing Facility; Protection and Conservation*

Like any of the City's buildings and facilities, the 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 this building.

Comments:

None

HISTORIC BUILDING REHABILITATION AND PRESERVATION**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 210,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025-FY2029)	\$ 210,000

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

Summary	Amount
Total Expenditures	\$ 210,000
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 210,000

PARK FURNITURE REPLACEMENT

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	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 within the City's park network.

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

Sharp edges and other hazards can develop on park furniture during the aging process and from normal wear and tear. 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

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 100,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025-FY2029)	\$ 100,000

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

Summary	Amount
Total Expenditures	\$ 100,000
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 100,000

VENABLE PARK IMPROVEMENTS**PHASE 1: TRAIL, BRIDGE, TENNIS COURTS, & SPLASH PAD**

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$514,270	\$2,200,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The exact scope of this project has not yet been determined, but it will 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 with post-tension concrete 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. Additionally, 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:

None

VENABLE PARK IMPROVEMENTS**PHASE 1: TRAIL, BRIDGE, TENNIS COURTS, & SPLASH PAD****CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 514,270
Land Acquisition	\$ 0
Construction	\$ 2,200,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 2,714,270

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

Summary	Amount
Total Expenditures	\$ 2,714,270
Total Funding	\$ 0
City's Contribution	\$ 2,714,270

LAKE SCHOOL PARK RENOVATIONS

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$55,710	\$11,000	\$75,000	\$675,000	\$2,600,000	\$0	\$0

Project Description:

This project involves the design and construction of numerous renovations at Lake School Park. The project plan is to replace the existing tennis courts with post-tensioned concrete courts, construct new pickleball courts, construct a playground area, renovations to restroom facilities and associated work items.

Existing Conditions:

The current tennis courts are nearly 20 years old and are nearing the end of their life expectancy. Existing restroom facilities are likewise 20 years old and in need of updates to allow access year-round by visitors.

Justification: *Condition of Existing Facilities; Community Demand*

One of the primary user requests in the Parks and Recreation Master Plan was to offer year-round restroom facilities in the parks and update of tennis facilities with pickleball. Existing courts will be good candidates for replacement in 5 to 7 years, and will reduce the maintenance associate with older facilities to keep them open for public use.

Operating Budget Impact:

The main impact to the operating budget will involve additional electrical cost for lighting both the tennis and pickleball courts. We will see a reduction in staff maintenance labor hours to address cracking and tennis court related issues.

Comments:

The renovation project is in the concept design phase and public meetings will be held to review concept plans for the project.

LAKE SCHOOL PARK RENOVATIONS

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 130,710
Land Acquisition	\$ 0
Construction	\$ 3,286,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 3,416,710

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

Summary	Amount
Total Expenditures	\$ 3,416,710
Total Funding	\$ 0
City's Contribution	\$ 3,416,710

VENABLE PARK MEMORIAL (HDR FOUNDATION GRANT)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$75,000	\$225,000	\$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

VENABLE PARK MEMORIAL (HDR FOUNDATION GRANT)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 75,000
Land Acquisition	\$ 0
Construction	\$ 225,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 300,000

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

Summary	Amount
Total Expenditures	\$ 300,000
Total Funding	\$ 0
City's Contribution	\$ 300,000

MILLENNIUM PARK – PARKING LOT SOLAR LIGHTING

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$25,000	\$0	\$0	\$0	\$0	\$0

Project Description:

This project involves the placement of solar powered street lighting to Millennium Park parking lot. In 2024 the Creve Coeur City Council approved a new “Solar Powered Street Light Cost-Share Program”, which offered residents a more cost-effective way to have street lights installed in neighborhoods. Installation of the lighting in the park will provide residents an opportunity to see the effectiveness of the lights and provide support for the program.

Existing Conditions:

Current lighting at the Millennium Parking lot is non-existent, with only residual lighting available from the nearby BJC rear parking lot.

Justification: *Public Safety; Beautification*

The lack of lighting in the Millennium Parking lot poses some safety issues for visitors to the park, both walking in the lot and driving. The Creve Coeur Police Department is planning on upgrading the camera system in the park and the additional lighting will provide improved security to protect visitors and the park amenities.

Operating Budget Impact:

None

Comments:

None

MILLENNIUM PARK – PARKING LOT SOLAR LIGHTING

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 25,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 25,000

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

Summary	Amount
Total Expenditures	\$ 25,000
Total Funding	\$ 0
City's Contribution	\$ 25,000

LAKE DREDGING – CONWAY PARK & GOLF COURSE

(DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$450,000	\$0	\$300,000	\$0	\$0	TBD

Project Description:

Over time, the lakes at Conway Park and the Golf Courses have received a large volume of sediment. As a result, the lakes have become shallower. At Conway Park, the depth of the lake is no longer deep enough for a fountain to be able to properly function. At the Golf Course, sediment buildup contributes to foul smells that distract golfers. At both lakes, additional suspended solids have a negative impact on water quality.

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. Conway Park Lake is planned to be dredged in FY2025, and the Golf Course lakes is planned to be dredged in FY2027. Both project locations may include the installation of a forebay to settle out suspended solids, which will extend the amount of time before the lakes will likely need to be dredged again.

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 by slightly increasing the available storage volume. 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 help 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

LAKE DREDGING – CONWAY PARK & GOLF COURSE**(DESIGN & CONSTRUCTION)****CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 90,000
Land Acquisition	\$ 0
Construction	\$ 660,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 750,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ TBD
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ TBD

Summary	Amount
Total Expenditures	\$ 750,000
Total Funding	\$ TBD
City's Contribution	\$ 750,000

STORMWATER MANAGEMENT COST-SHARE PROGRAM

(GRANT PROGRAM)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	TBD

Project Description:

The Stormwater Management Cost-Share Program will help individual homeowners and homeowner associations solve stormwater issues that are unlikely to be addressed by a City-funded project or receive funding from existing programs such as the Deer Creek Watershed Rainscaping Program and the MSD Rainscaping Small Grants Program.

Existing Conditions:

Individual homeowners and homeowner associations have asked the City for assistance in solving stormwater issues. Homeowner associations report delaying maintenance because of high costs. Properly maintaining detention basins helps ensure that the basins are detaining the intended volume; flows are flowing from the basin as designed; and stormwater is being managed more effectively. Some basins receive and manage flows from other neighborhoods and nearby roadways. These basins, in particular, serve the greater public good by reducing flood risks and helping protect streambanks from erosion.

The City's Watershed Management Plan identified more than one hundred possible public projects, and more than fifty reported issues were classified as private homeowner issues. Private issues include yard flooding and erosion. While private issues will not be solved with a publicly-funded solution, the Stormwater Management Cost-Share Program will help these homeowners control stormwater.

Justification: *Community Demand; Public Safety; and Protection & Conservation*

Homeowners and homeowner associations have asked the City for assistance in solving stormwater issues. Managing stormwater helps improve public safety by reducing flood risks. Keeping more water longer onsite keeps stormwater from roadways and neighboring sites and flowing too quickly into streams and creeks. Too much water flowing too quickly into roadways can create driving safety issues. Better controlling the amount and rate at which water enters creeks during the peak of storm events helps prevent erosion.

Operating Budget Impact:

The City has no anticipated ongoing operating budget expenses with this cost-share program.

Comments:

None

STORMWATER MANAGEMENT COST-SHARE PROGRAM**(GRANT PROGRAM)****CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other (five-year program cost)	\$ 300,000
Total Expenditures (FY2025- FY2029)	\$ 300,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 300,000
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 300,000

WOODBIDGE MANOR & MASON FOREST DRIVE (DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$190,000	\$0	\$0	\$0	\$0	TBD

Project Description:

Woodbridge Manor and Mason Forest Drive were identified as possible public projects under the City's most recent Watershed Management Plan. With the Prioritization Ranking System, the Watershed Management Plan ranked each possible project by assigning a score based on the severity of the issues, benefits, and estimated costs. Woodbridge Manor and Mason Forest Drive were among the plan's highest scoring possible projects.

Combining two project locations into one project will provide a better opportunity for potential cost-savings in both the engineering design and construction phases.

Woodbridge Manor is experiencing street and structural flooding in part from offsite flows. This project will provide an overland flow path for flows coming from beyond the site and direct the water to an existing onsite detention basin. Mason Forest experiences street, structural, and yard flooding. With this project, a swale will be constructed to direct flows to an existing stormwater inlet that will be modified under this project to improve performance.

Existing Conditions:

Both sites are subject to street, structural, and yard flooding.

Justification: *Community Demand; Public Safety*

The Stormwater Committee is in favor of projects that address structural and roadway flooding being an early priority of the City's Stormwater Program. Prioritization Ranking Scores support this strategy as potential projects with structural and roadway flooding score highly.

Structural and roadway flooding are public safety and public health risks. Addressing these types of issues helps protect the public and reduces the City's risk exposure.

Operating Budget Impact:

This project has no anticipated impact on the City's Operating Budget.

Comments:

None

WOODBIDGE MANOR & MASON FOREST DRIVE**(DESIGN & CONSTRUCTION)****CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 115,000
Land Acquisition	\$ 0
Construction	\$ 75,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 190,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 190,000
Total Funding	\$ 0
City's Contribution	\$ 190,000

FERNPARK DRIVE & WARRINGTON SQUARE (DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$427,000	\$0	\$0	\$0	\$0	TBD

Project Description:

Fernpark Drive and Warrington Square were identified as possible public projects under the City's most recent Watershed Management Plan. With the Prioritization Ranking System, the Watershed Management Plan ranked each possible project by assigning a score based on the severity of the issues, benefits, and estimated costs. Fernpark Drive and Warrington Square were among the plan's highest scoring possible projects.

Combining two project locations into one project will provide a better opportunity for potential cost-savings in both the engineering design and construction phases.

This project will address basement and yard flooding at Fernpark Drive by constructing a swale, curb, and inlet to direct flows to an existing stormwater inlet. Properties and yards on the south side of Warrington Square are experiencing yard and structural flooding. To alleviate the issues, this project will likely install swales that will take flows to existing stormwater inlets.

Existing Conditions:

Both sites are subject to street, structural, and yard flooding.

Justification: *Community Demand; Public Safety*

The Stormwater Committee is in favor of projects that address structural and roadway flooding being an early priority of the City's Stormwater Program. Prioritization Ranking Scores support this strategy as potential projects with structural and roadway flooding score highly.

Structural flooding is a public safety and public health risk. Addressing this issue will help to improve public health and safety.

Operating Budget Impact:

This project has no anticipated impact on the City's Operating Budget.

Comments:

None

FERNPARK DRIVE & WARRINGTON SQUARE

(DESIGN & CONSTRUCTION)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 131,000
Land Acquisition	\$ 0
Construction	\$ 296,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 427,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 427,000
Total Funding	\$ 0
City's Contribution	\$ 427,000

BEAVER DRIVE CROSSING

(DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$174,000	\$345,000	\$0	\$0	\$0	TBD

Project Description:

This project will address the public safety risks of the failing existing rusting corrugated metal roadway culvert; protect the creek by repairing rusted gabion rock baskets; and address structural flooding and erosion issues at nearby homes.

When the roadway culvert is replaced, the roadway will be raised to provide additional cover over the culvert pipe. This will improve public safety by improving the strength of the roadway. To alleviate stormwater issues, a storm sewer inlet and pipes, berm, swale, and curbing will be installed.

Existing Conditions:

The existing corrugated metal pipe is rusted and failing. The roadway above the culvert is cracking and the depth of cover over the pipe is less than recommended. Downstream of the culvert, gabion rock baskets are also failing. Homes near the culvert are experiencing structural flooding and erosion.

The roadway culvert is under the only roadway access to the four homes on Beaver Drive. Failure of the roadway would prevent any roadway access to the homes east of the culvert.

Justification: *Public Safety; Condition of Existing Facility; Community Demand; Protection & Conservation*

This project will reduce the risk of a roadway collapse by replacing a failing roadway culvert. Given the deteriorated condition of the culvert and the poor condition of the cover above the pipe, this project will protect the public from harm and reduce the City's risk exposure.

The Stormwater Committee is in favor of projects that address structural and roadway flooding being an early priority of the City's Stormwater Program. Prioritization Ranking Scores support this strategy as potential projects with structural and roadway flooding score highly.

Replacing the failing gabion rock baskets will help stabilize the creek banks, which protects an environmental asset.

Operating Budget Impact:

Roadway culverts should be regularly inspected.

Comments:

None

BEAVER DRIVE CROSSING

(DESIGN & CONSTRUCTION)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 174,000
Land Acquisition	\$ 0
Construction	\$ 345,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 519,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 345,000
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 345,000

Summary	Amount
Total Expenditures	\$ 519,000
Total Funding	\$ 345,000
City's Contribution	\$ 174,000

SONA LANE & BELLINGTON LANE (DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$160,000	\$445,000	\$0	\$0	\$0	TBD

Project Description:

This project will address structural flooding and yard erosion for the homes on the west side of Sona Lane. The project will also work towards solving basement and yard flooding at 252 Bellington Lane.

For the homes on Sona Lane, the project will install berms and swales between the homes on Sona Lane and Bellington Lane. The swales will convey flows to a new stormwater pipe and inlet system that will also be constructed as part of this project. At the home on Bellington Lane, a berm and swale with an underdrain will be installed. This system will carry flows to the street and west of the home.

Combining project locations into one project will provide a better opportunity for potential cost-savings in both the engineering design and construction phases.

Existing Conditions:

Homes along the west side of Sona Lane receive large volumes of flow from the east side of Deaver Lane. Flows are eroding yards and flooding homes.

Justification: *Community Demand; Public Safety*

The Stormwater Committee is in favor of structural and roadway flooding being an early priority of the City's Stormwater Program. Prioritization Ranking Scores support this strategy as potential projects with structural and roadway flooding score highly.

Structural and roadway flooding are public safety and public health risks. Addressing these types of issues helps protect the public and reduces the City's risk exposure.

Operating Budget Impact:

This project has no anticipated impact on the City's Operating Budget. After construction, it is likely that the stormwater conveyance system will be dedicated to MSD.

Comments:

None

SONA LANE & BELLINGTON LANE

(DESIGN & CONSTRUCTION)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 160,000
Land Acquisition	\$ 0
Construction	\$ 445,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 605,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 445,000
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 445,000

Summary	Amount
Total Expenditures	\$ 605,000
Total Funding	\$ TBD
City's Contribution	\$ 160,000

DRAIN REPLACEMENTS – WEST RUE DE LA BANQUE & BELLERIVE MANOR

(DESIGN & CONSTRUCTION)

Estimated Annual Costs						
Prior Years	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$70,000	\$0	\$0	\$0	\$0	TBD

Project Description:

The roadway trench drain near 920 Bellerive Manor Drive is failing. Stormwater inlets near 11939 West Rue De La Banque are also failing. This project will replace the City-owned roadway trench drain and stormwater inlets. Like past trench drain replacement projects, this project will use standard details, and engineering design will likely not be needed.

Existing Conditions:

The roadway trench drain at Bellerive Manor Drive is in becoming unstable. The grates are sinking and the concrete slab approach shows signs of cracking. Similarly, the stormwater inlets along West Rue De La Banque are in need of replacement. The metal inlets are sinking and the surrounding concrete is in poor condition.

Justification: *Condition of Existing Facilities; Public Safety*

The City has an obligation to keep its roadway stormwater assets in good repair. Replacing the roadway trench drain and inlets will improve public safety and make the driving experience of the roadways smoother.

Operating Budget Impact:

The roadway trench drain and inlets will require inspections and maintenance.

Comments:

None

DRAIN REPLACEMENTS – WEST RUE DE LA BANQUE & BELLERIVE MANOR (DESIGN & CONSTRUCTION)

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 70,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 70,000

Funding Type	Amount
MSD Operation Maintenance Construction Improvement (OMCI) District	\$ 0
DNR Section 319 Grant	\$ 0
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 70,000
Total Funding	\$ 0
City's Contribution	\$ 70,000

GRANT FUNDING CONSULTANT RESEARCH FOR STORMWATER PROJECTS

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$25,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This line item includes the costs associated with hiring a professional consultant to research opportunities for Local, State and Federal grants that might be available to possibly help fund design and/or construction of some of the projects listed in the prioritization list contained in most recent version of the Watershed Management Plan (WMP). It is anticipated that the consultant will be able to identify numerous grants that will assist with funding and ultimately completion of numerous projects detailed in the WMP. In addition, the professional consultant might assist City Staff with making grant application submissions.

Existing Conditions:

The City's Department of Public Works typically manages the research for and submission for grants for roadway and sidewalk projects. With the newly completed WMP, it is anticipated that numerous additional grant opportunities will arise and having a professional consultant research and identify such grants will provide the best opportunity for the City to secure such grants.

Justification: *Operating Efficiency*

The responsible and effective administration of the City's parks and stormwater projects requires significant staff time. Projects often have similar schedules, and multiple projects often require immediate attention at the same time. The professional consultant costs provided for in this item will be important to identify and hopefully secure as many grants as practical for future stormwater improvement projects detailed in the WMP.

Operating Budget Impact:

None

Comments:

None

GRANT FUNDING CONSULTANT RESEARCH FOR STORMWATER PROJECTS

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 25,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025-FY2029)	\$ 25,000

Funding Type	Amount
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 25,000
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 25,000

VIDEO INSPECTION BALLAS STORM SEWER (OLIVE TO CONWAY) AND VIDEO OF ROADWAY CULVERTS

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$75,000	\$0	\$0	\$0	\$0	TBD

Project Description:

This line item includes the costs associated with hiring a contractor to perform a video inspection of the entire storm sewer system along New Ballas Road from Conway Road to Olive Boulevard. Currently the City owns and maintains this storm sewer system. This video inspection includes a complete analysis of the interior condition of the storm sewers along with a corresponding report of the condition of the entire system. Once the work is completed, City Staff will meet with MSD with the ultimate goal of having MSD take over ownership and maintenance of the storm sewer system along New Ballas Road.

This item also includes the costs associated with hiring a contractor to perform a video inspection of the critical roadway culvert crossing major roadways throughout the City. Currently the City owns and maintains the majority of these culvert crossings. The video inspection will assist in evaluation for future repairs and/or replacements of roadway culverts that could be in a poor structural condition. The video inspection should allow the City to proactively plan for these improvements moving forward.

Existing Conditions:

None of these storm sewers or roadway culverts have been video inspected in well over a decade. The existing structural conditions of these underground sewers is not known.

Justification: *Operating Efficiency*

Video inspection of the storm sewers on New Ballas Road along with video inspection of the roadway culverts crossing major streets will allow the City to proactively plan, design and budget for repairs and replacements that might be necessary.

Operating Budget Impact:

If MSD accepts the New Ballas Road storm sewer system, there would be a savings since future repairs of this system by the City would not be necessary.

Comments:

None

VIDEO INSPECTION BALLAS STORM SEWER (OLIVE TO CONWAY) AND VIDEO OF ROADWAY CULVERTS

CONTINUED

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 75,000
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025-FY2029)	\$ 75,000

Funding Type	Amount
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 75,000
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 75,000

PARKS CAPITAL EQUIPMENT

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$33,271	\$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

PARKS CAPITAL EQUIPMENT**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 30,000
Other	\$ 0
Total Expenditures	\$ 30,000

Funding Type	Amount
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 30,000
Total Funding	\$ 0
City's Contribution	\$ 30,000

PROJECT MANAGEMENT

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$160,968	\$175,728	\$181,000	\$186,500	\$192,100	\$197,900	TBD

Project Description:

This line item includes the costs associated with the full-time salary and benefits for three Public Works staff members to help oversee the design and construction of projects outlined in the Capital Improvement Program. One Public Works staff member will be 100% funded through the Capital Fund, one Public Works staff member will be 100% funded through the Parks and Stormwater Fund, and one Public Works staff member 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

PROJECT MANAGEMENT**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 933,228
Land Acquisition	\$ 0
Construction	\$ 0
Equipment	\$ 0
Other	\$ 0
Total Expenditures (FY2025-FY2029)	\$ 933,228

Funding Type	Amount
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 933,228
Total Funding	\$ 0
City's Contribution (FY2025-FY2029)	\$ 933,228

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.

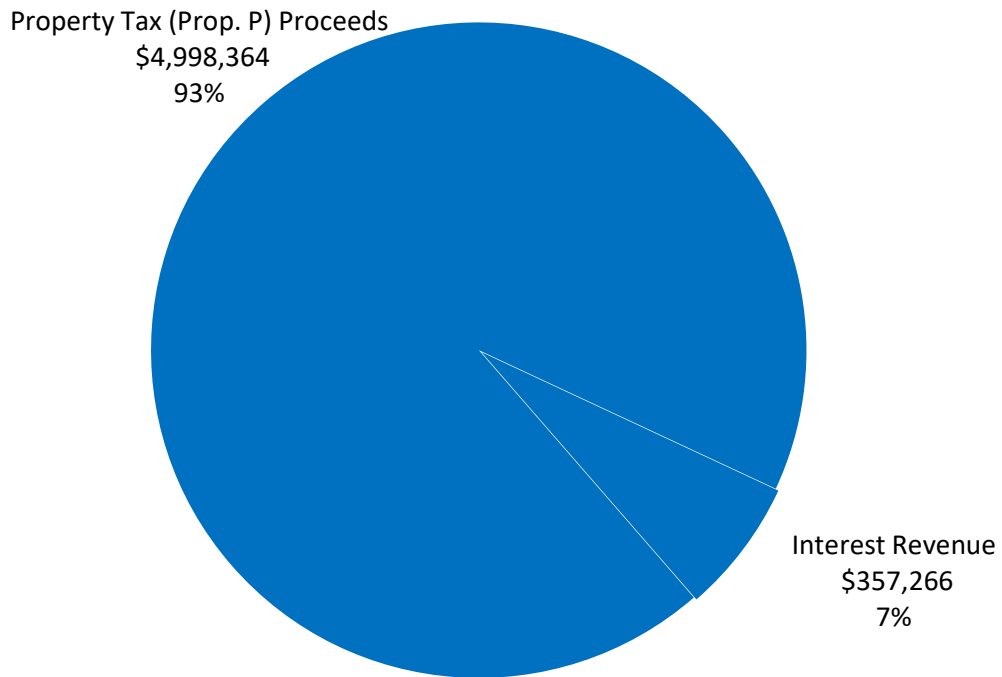
Now that the police building project is complete, the remaining balance of this fund will be allocated to safety, security, and accessibility improvements to the Creve Coeur Government Center and the Police Station. Planning and design for the renovation of the Government Center are identified as a project in the Capital Fund. The renovations of the Government Center are tentatively planned for FY2030 or FY2031. Future Capital Improvement Programs will program the contribution from the Building Project Bond Fund for the Government Center project.

Debt Service

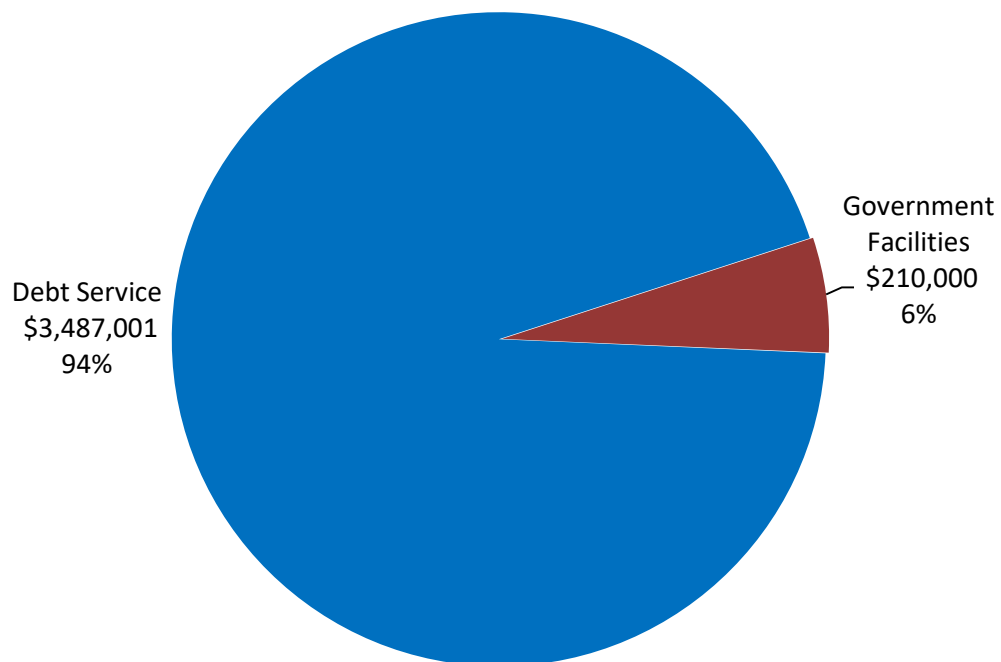
Most of the remaining revenues and expenses for the Building Project Bond Fund involve the debt service for the bonds. The debt service for the Building Project Bond Fund will be paid through a 20-year real estate and personal property tax levy, which is anticipated to sunset in 2037.

The property tax that funds the debt service was reduced by approximately 25% in FY2022 and is proposed to remain at this level 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.



FY2025-FY2029 BUILDING PROJECT BOND FUND REVENUES



FY2025-FY2029 BUILDING PROJECT BOND FUND EXPENSES

POLICE PARKING LOT SECURITY FENCE

Estimated Annual Costs						
Prior Year	FY2025	FY2026	FY2027	FY2028	FY2029	Future
\$0	\$210,000	\$0	\$0	\$0	\$0	\$0

Project Description:

The Police Department's vehicle fleet parking lot is located on the east side of the Police Building. Access to this lot is controlled along the driveways with vehicle security barriers, but the lot is otherwise open for pedestrians to enter. This project would construct a fence and automated gates to secure this parking lot.

Existing Conditions:

The parking lot for the City's police vehicles currently limits vehicular access through the use of vehicle security barriers at both entrances to the area. A pedestrian, however, would have only minimal restrictions from entering this parking lot.

Justification: *Public Safety*

The City's police vehicles need to be located in a secure area so that they are most likely to be available to respond to calls for service and emergencies. Although there are not specific CALEA requirements for the proposed fence, there are generally accepted practices in the field of security and emergency management that fencing, barriers, and other "target hardening" methods should be used to protect critical facilities, including police departments, emergency operation centers, and jails – all of which are functions of the Creve Coeur police building.

Operating Budget Impact:

The proposed gates would require electricity to operate, but the additional cost to the City is expected to be negligible.

Comments:

None.

POLICE PARKING LOT SECURITY FENCE**CONTINUED**

Expenditure Type	Amount
Planning, Design, and Engineering	\$ 0
Land Acquisition	\$ 0
Construction	\$ 210,000
Equipment	\$ 0
Other	\$ 0
Total Expenditures	\$ 210,000

Funding Type	Amount
Outside Funding	\$ 0
Total Funding	\$ 0

Summary	Amount
Total Expenditures	\$ 210,000
Total Funding	\$ 0
City's Contribution	\$ 210,000

FY 2025 Capital Fund Projects*

Government Center Renovations

FY 2025 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.

EV Charging Stations at the Police Station & Government Center

FY 2025 Capital Expenses: \$100,000

Operating Budget Impact: None

The project will involve the design, planning and construction of electronic Vehicle (EV) charging stations at the Government Center. This project is eligible for rebates (as available) under an Ameren Missouri program that covers up to half the cost of EV charging station equipment and installation.

Public Works Garage Parking Lot Improvements

FY 2025 Capital Expenses: \$75,000

Operating Budget Impact: None

This project involves removal and replacement of sections of the parking lot that have excessive potholing and cracking. New asphalt and concrete pavement will be installed.

Public Works Settlement Study

FY 2025 Capital Expenses: \$35,000

Operating Budget Impact: None

This project involves hiring a consultant to perform detailed surveys at multiple locations within the building. The project will have the consultant monitor the cracks in the walls, facades and other locations. The survey will occur over a two-year period. Consultant will provide stabilization recommendations as/if necessary for the building.

Park or Dielmann Complex Improvements

FY 2025 Capital Expenses: \$30,500

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.

Street and Sidewalk Maintenance Program

FY 2025 Capital Expenses: \$1,442,300

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.

Fernview Sidewalk Concept Plan – Phase 1

FY 2025 Capital Expenses: \$230,000

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 with matching funding through a federal Transportation Alternative Program (TAP) grant.

FY 2025 Capital Fund Projects (Continued)**Lindbergh-Old Olive Intersection Reconstruction*

FY 2025 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 2025 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.

Olive-Lindbergh Interchange & Olive Enhancements

FY 2025 Capital Expenses: \$50,000

Operating Budget Impact: Increase

The project calls for hiring a landscape architect to provide design services for this interchange (mainly the southeast quadrant) and also along Olive Blvd. throughout most of the City. Some sections might be concept plans that can be developed further as plan progress. The cost to construct any landscape improvements will not be known until after the design is completed.

Olive Median Enhancement Stock

FY 2025 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 2025 Capital Expenses: \$1,315,000

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 2025 Capital Expenses: \$50,000

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.

FY 2025 Capital Fund Projects (Continued)*

Ladue Road Improvements – Phase 1

FY 2025 Capital Expenses: \$175,000

Operating Budget Impact: Decrease

The project includes pavement resurfacing, concrete curb and sidewalk replacement, and accessibility improvements along Ladue Road. The City applied for a TAP grant in January of 2024 and should know if the grant application was successful by October of 2024. Road resurfacing and sidewalk reconstruction would reduce future maintenance costs.

Olive-270 Overpass Cleaning & Painting

FY 2025 Capital Expenses: \$20,000

Operating Budget Impact: None

In FY2025, this project will include the design of improvements that could be made. Improvements could involve nighttime cleaning and/or repainting of the exterior (i.e., facing Interstate 270) faces of the Olive Boulevard bridge over Interstate 270. Any improvements would be done in FY2026 or later. The project has no impact on the operating budget.

Mason Road Pedestrian Signal

FY 2025 Capital Expenses: \$25,000

Operating Budget Impact: None

This project will include the installation of a solar powered pedestrian signal (rectangular rapid flashing beacons {RRFB}) on Mason Road near the walking path entrance for Millennium Park. With Millennium Park renovations being completed in the spring of 2025, an increase in pedestrians crossing Mason Road at this location is anticipated.

Public Works Capital Equipment

FY 2025 Capital Expenses: \$400,258

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.

Capital Project Administration - Project Manager

FY 2025 Capital Expenses: \$180,226

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 2025 Capital Expenses: \$55,000

Operating Budget Impact: Decrease

This project involves repairs and improvements to the Tappmeyer House. Improvements anticipated are window sills, interior issues, lighting and other upgrades. Improvements to historic buildings will help minimize more costly maintenance needs in the future if repairs are postponed further.

Park Furniture Replacement

FY 2025 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.

Venable Park Improvements - Phase 1

FY 2025 Capital Expenses: \$2,200,000

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.

Lake School Park Renovations

FY 2025 Capital Expenses: \$11,000

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, pickleball courts, playground area and other improvements. For FY 2025, work will focus on concept plans.

Venable Park Memorial

FY 2025 Capital Expenses: \$225,000

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.

Millennium Park Parking Lot Solar Lighting

FY 2025 Capital Expenses: \$ 25,000

Operating Budget Impact: None

This project involves the placement of solar powered street lighting to Millennium Park parking lot. In 2024 the Creve Coeur City Council approved a new "Solar Powered Street Light Cost-Share Program", which offered residents a more cost-effective way to have street lights installed in neighborhoods. Installation of the lighting in the park will provide residents an opportunity to see the effectiveness of the lights and provide support for the program.

Parks-Stormwater Tax Fund Projects* (Continued...)

Lake Dredging - Conway Park and Golf Course

FY 2025 Capital Expenses: \$450,000

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.

Stormwater Management Cost Share Program

FY 2025 Capital Expenses: \$120,000

Operating Budget Impact: None

This City-funded grant program will help homeowner associations and individual homeowners install and maintain stormwater management best practices. For homeowner associations, up to 50% of eligible costs up to a maximum of \$20,000 per project will be reimbursed. The total budget allocated to homeowner associations is \$40,000 per fiscal year. For individual homeowners, \$20,000 per fiscal year has been allocated to reimburse up to four homeowners 50% of eligible costs up to \$4,000 per project. This program is funded by the Parks-Stormwater Tax and will not impact the operating budget.

Woodbridge Manor & Mason Forest Drive

FY 2025 Capital Expenses: \$190,000

Operating Budget Impact: None

Residents at Woodbridge Manor have been experiencing structural and roadway flooding. This project seeks to reduce flooding risks by establishing an overland flow path to and from the existing detention basin. The project will also address structural, roadway, and yard flooding at Mason Forest Drive and Hibler Woods Court. The concept design calls for the construction of a swale and installing a manhole with an inlet over an existing stormwater sewer. This project is funded by the Parks-Stormwater Tax and will not impact the operating budget.

Fernpark Drive & Warington Square

FY 2025 Capital Expenses: \$427,000

Operating Budget Impact: None

This project aims to reduce structural and yard flooding risks at Fernpark Drive. Flows will be piped to the street, and a new curb and inlet will convey flows to the existing system. The project will also do work to address structural and yard flooding risks faced by the residents on the south side of Warington Square. Flows will be better managed with swales and by expanding the exiting stormwater system. This program is funded by the Parks-Stormwater Tax and will not impact the operating budget.

Parks-Stormwater Tax Fund Projects* (Continued...)

Beaver Drive Crossing (Deer Creek OMCI)

FY 2025 Capital Expenses: \$174,000

Operating Budget Impact: None

The roadway culvert under Braver Drive is in poor condition and at risk of failing. The roadway above the culvert is cracking. Downstream of the culvert, sections of the gabion walls along the left descending bank are failing. Structural flooding has been reported at 27 Beaver Drive, and yard erosion is evident at 41 Beaver Drive. This project will design an engineering solution to reduce public safety risks, address streambank issues, and reduce structural flooding and yard erosion risks.

This project includes only the design phase. In the design phase, a plan set and associated bid documents will be created. The intent is to advertise the bid for construction in FY2026. The design phase of this project will have no impact on the operating budget.

Sona Lane (Deer Creek OMCI) and Bellington Lane

FY 2025 Capital Expenses: \$160,000

Operating Budget Impact: None

Runoff from the properties on the east side of Deaver Lane is causing structural flooding and erosion for homes on the west side of Sona Lane. The design phase of this project will develop engineering solutions to convey flows around the homes on Sona Lane to reduce the risks of flooding and erosion.

This project includes only the design phase. In the design phase, a plan set and associated bid documents will be created. The intent is to advertise the bid for construction in FY2026. The design phase of this project will have no impact on the operating budget.

Drain Replacement – West Rue De La Banque & Bellerive Manor

FY 2025 Capital Expenses: \$70,000

Operating Budget Impact: Small decrease

The roadway trench drain near 920 Bellerive Manor Drive is failing. Stormwater inlets near 11939 West Rue De La Banque are also failing. This project will replace the City-owned roadway trench drain and stormwater inlets. This construction project is funded by the Parks-Stormwater Tax.

Grant Funding Consultant Research for Stormwater Projects

FY 2025 Capital Expenses: \$25,000

Operating Budget Impact: None

This project involves costs for a professional consultant to research opportunities for Local, State and Federal grants that might be available to possibly help fund design and/or construction of stormwater projects. In addition, the professional consultant might assist City Staff with making grant application submissions. This is a professional services project and will have no impact on the operating budget.

Parks-Stormwater Tax Fund Projects* (Continued...)

Video Inspection Ballas Storm Sewer & Video of Roadway Culverts

FY 2025 Capital Expenses: \$75,000

Operating Budget Impact: Possible decrease

With this project, a contractor will be hired to perform a video inspection of the entire storm sewer system along New Ballas Road from Conway Road to Olive Boulevard. Currently, the City owns and maintains this storm sewer system. This video inspection includes a complete analysis of the interior condition of the storm sewers along with a corresponding report of the condition of the entire system. After the work is completed, City Staff will meet with MSD with the ultimate goal of having MSD take ownership and maintenance of the storm sewer system along New Ballas Road. MSD taking ownership of the system would have a positive impact on the operating budget as the City would no longer be responsible for maintenance costs.

Capital Project Administration - Project Manager

FY 2025 Capital Expenses: \$175,728

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 is 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 2025 Capital Expenses: \$210,000

Operating Budget Impact: None

Project involves the Installation of a security fence around 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 2025-2029 in the budget document.*

CAPITAL FUND

9501 GOVERNMENT FACILITIES		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
01	Accessibility Improvements (CDBG)	-	-	-	-	-	-	-	-	-
02	Government Center Renovations	20,000	38,317	30,000	15,000	30,000	30,000	30,000	30,000	30,000
04	Salt Dome Roof Repairs (Insurance Claim)	400,000	-	60,000	41,000	-	-	-	-	-
06	Government Center Roof Repairs (Insurance Claim)	-	-	255,653	250,000	-	-	-	-	-
07	Demo of 1030 N Lindbergh Blvd Building	-	-	40,000	40,000	-	-	-	-	-
08	Roofing for Public Works Garage	-	-	-	-	100,000	500,000	-	-	-
09	EY Charging Stations at the Police Station and Government Center (Grant Match)	-	-	112,500	-	75,000	-	-	-	-
10	Public Works Garage Parking Lot Repairs	-	-	-	-	35,000	-	-	-	-
11	Public Works Settlement Study	-	-	-	-	-	-	-	-	-
Subtotal (Government Facilities) % of Total Capital Fund Outlay		420,000 8%	38,317 1%	498,153 5%	346,000 3%	240,000 4%	530,000 8%	30,000 1%	30,000 1%	30,000 1%

9506 PARKS AND RECREATIONAL FACILITIES		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
02	Park or Dierlmann Complex Improvements (Grant Match)	30,500	-	-	-	30,500	30,500	-	30,500	-
14	Ice Arena Refrigerant Switchover (Municipal & ARPA Grant)	100,000	170,423	2,412,970	2,534,553	-	-	-	-	-
16	Dierlmann Recreation Complex HVAC Replacement - Phase 2 (Dierlmann East)	110,000	6,853	127,259	124,769	-	-	-	-	-
17	Dierlmann Recreation Complex Roof Drainage	30,000	42,962	93,000	108,334	-	-	-	-	-
18	Ice Arena Flooring Replacement	-	-	200,000	104,215	-	-	-	-	-
21	Ice Arena Dehumidification System Repair (ARPA)	-	-	68,704	68,704	-	-	-	-	-
23	Dierlmann Complex Concessions Area Renovation (Planning & Design)	30,000	-	-	15,500	-	-	-	-	-
24	Dierlmann Recreation Complex Fire Alarm Repair (Insurance Claim)	-	9,007	-	-	-	-	-	-	-
25	Golf Course Perimeter Fencing Replacement	-	-	40,000	17,968	-	-	-	-	-
26	Golf Course Maintenance Bridge	-	-	-	-	-	-	-	-	-
27	Dierlmann Structural Repairs	-	-	20,000	20,000	-	20,000	20,000	20,000	20,000
28	Accessibility Improvements (CDBG)	-	-	20,000	-	-	400,000	-	-	-
29	Roofing for Ice Arena (Insurance Claim)	-	-	-	-	-	-	-	-	-
30	Dierlmann Compressor Repairs (ARPA)	-	70,448	30,000	30,000	-	-	-	-	-
32	Golf Course Maintenance Building Replacement (Planning)	-	-	-	-	-	-	-	-	-
33	Golf Course Irrigation System Replacement (Municipal Park Grant)	-	-	-	-	-	-	-	-	-
Subtotal (Parks and Recreational Facilities) % of Total Capital Fund Outlay		300,500 6%	299,693 9%	3,011,933 29%	3,024,043 29%	30,500 0%	1,000,500 15%	20,000 1%	50,500 2%	20,000 1%

9510 STREETS AND SIDEWALKS		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
01	Street and Sidewalk Maintenance Program	1,400,000	699,304	2,732,527	3,549,000	1,442,300	1,463,900	1,485,900	1,508,200	1,530,800
02	Street Reconstruction/Rehabilitation	300,000	419,240	300,000	-	-	300,000	-	300,000	300,000
04	Fernview Sidewalk - Phase 1 Olive to Gallagher (Design & TAP Grant)	-	5,092	50,000	120,000	230,000	645,000	-	-	-
05	New Ballas Median Plantings	-	-	50,000	40,000	-	-	-	-	-
09	Mosley Road Improvement Project (STP Grant)	-	1,124,717	-	-	-	-	-	-	-
10	N Ballas Road Improvements - Phase 1 - Olive to Craig (STP Grant)	1,136,600	153,816	-	1,161,000	-	-	-	-	-
11	N Ballas Sidewalk - Phase 3 (TAP Grant)	210,000	4,688	29,751	50,000	10,000	550,000	-	-	-
12	Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant)	460,000	122,177	2,045,500	345,000	2,045,000	-	-	-	-
13	Olive-Lindbergh Interchange & Olive Enhancements	-	-	30,000	-	50,000	-	-	-	-
14	Pavement Condition Ratings Update	-	27,962	-	-	-	-	-	-	-
15	Olive Median Enhancement Stock	-	59,841	20,000	59,841	20,000	20,000	20,000	20,000	20,000
16	Craig Road Improvements (STP Grant)	150,000	-	225,600	225,600	1,315,000	-	-	-	-
17	N Ballas Road Improvements - Phase 2 S. New Ballas (Design & STP Grant)	-	-	150,000	150,000	50,000	1,275,000	-	-	-
18	N Ballas Road Improvements - Phase 3 - Ladue to Magna C (Design & STP Grant)	-	-	-	-	-	150,000	20,000	250,000	-
19	N Ballas Road Improvements - Phase 4 - Magna C to Olive (Design & STP Grant)	-	-	-	-	-	-	125,000	25,000	250,000
20	Ladue Road Improvements - Phase 1 (Design & STP Grant)	-	-	-	-	175,000	25,000	480,000	-	-
21	Olive-270 Overpass Cleaning & Painting	-	-	80,000	-	20,000	200,000	-	-	-
22	Old Olive Sidewalk Extension (Design & Construct)	-	-	34,159	34,487	-	-	-	-	-
23	Fernview Sidewalk - Phase 2 Gallagher to LeHavre (Design & TAP Grant)	-	-	-	-	-	80,000	-	-	-
24	Mason Road Pedestrian Signal	-	-	-	-	25,000	-	-	-	-
Subtotal (Streets and Sidewalks) % of Total Capital Fund Outlay		3,656,600 73%	2,616,837 76%	5,747,537 55%	5,734,928 55%	5,382,300 86%	4,708,900 69%	2,130,900 76%	2,103,200 75%	2,100,800 75%

9516 CAPITAL EQUIPMENT		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
01 Public Works Capital Equipment		331,000	223,029	814,265	831,915	400,258	433,151	428,288	435,586	445,593
02 Golf Course Capital Equipment		-	1,270	55,000	52,000	-	-	-	-	-
03 Police Department Capital Equipment		42,000	71,714	-	-	-	-	-	-	-
06 Permitting Software		70,000	42,112	114,537	59,858	-	-	-	-	-
07 Meeting Management Software		20,000	17,000	-	-	-	-	-	-	-
09 Capital Equipment Back Order		-	-	123,042	123,042	-	-	-	-	-
10 Olympia Zamboni Repair		-	-	-	35,479	-	-	-	-	-
Subtotal (Capital Equipment)		463,000	355,125	1,106,844	1,102,294	400,258	433,151	428,288	435,586	445,593
	% of Total Capital Fund Outlay	9%	10%	11%	11%	6%	6%	15%	15%	16%
CAPITAL PROJECT ADMINISTRATION										
01 Project Management		145,258	138,789	163,104	165,081	180,226	185,700	191,300	197,100	203,100
Subtotal (Administration)		145,258	138,789	163,104	165,081	180,226	185,700	191,300	197,100	203,100
	% of Total Capital Fund Outlay	3%	4%	2%	2%	3%	3%	7%	7%	7%
TOTAL CAPITAL FUND OUTLAY										
		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
		4,985,358	3,448,761	10,527,571	10,372,346	6,233,284	6,858,251	2,800,488	2,816,386	2,799,493
9514 DEBT SERVICE										
		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
		-	-	-	-	-	-	-	-	-
N/A		-	-	-	-	-	-	-	-	-
Subtotal		-	-	-	-	-	-	-	-	-
	% of Total Year End Figures	0%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL YEAR END FIGURES										
		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
	(Capital Outlay & Debt Service)	4,985,358	3,448,761	10,527,571	10,372,346	6,233,284	6,858,251	2,800,488	2,816,386	2,799,493

CAPITAL FUND REVENUES		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)		2,620,094	2,620,094	1,764,724	3,432,544	212,247	734,554	75,675	399,953	733,981
Estimated Capital Improvement Sales Tax Revenue (Half-Cent Sales Tax)		2,206,608	2,291,905	2,470,850	2,297,611	2,320,587	2,343,793	2,367,231	2,390,903	2,414,812
Estimated Interest Revenue		2,150	63,112	8,997	129,095	193,643	195,579	197,535	199,511	201,506
Estimated Additional Revenue (Grants, Reimbursement, and Other)		1,448,346	1,489,193	5,561,190	4,304,344	3,721,360	2,240,000	40,000	40,000	40,000
Proceeds from Equipment Sales		10,000	17,000	10,000	21,000	20,000	20,000	20,000	20,000	20,000
General Fund Transfers In		800,000	400,000	400,000	400,000	500,000	1,400,000	500,000	500,000	500,000
Total Revenues & General Fund Transfers In - Capital Fund		4,467,104	4,261,210	8,451,037	7,152,050	6,755,590	6,199,372	3,124,766	3,150,414	3,176,318
Total Anticipated Year End Expenditures		4,985,358	3,448,761	10,527,571	10,372,346	6,233,284	6,858,251	2,800,488	2,816,386	2,799,493
Ending Fund Balance (Cash Basis) - Capital Fund		2,101,840	3,432,544	(311,810)	212,247	734,554	75,675	399,953	733,981	1,110,806
ESTIMATED ADDITIONAL REVENUE (FUNDING SOURCES)		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
ADA Improvements (Community Development Block Grant)		20,000	-	20,000	-	20,000	20,000	20,000	20,000	20,000
Mosley Road Improvements - North Phase (STP Grant)		705,306	680,014	-	-	-	-	-	-	-
New Ballas Improvements - Phase 1 (STP Grant)		144,000	56,048	816,000	-	904,000	-	-	-	-
Lindbergh-Old Olive Intersection (State Cost-Share Program)		95,200	93,021	875,050	56,374	875,000	-	-	-	-
Lindbergh-Old Olive Intersection (STP Grant)		229,840	-	934,360	-	934,360	-	-	-	-
New Ballas Sidewalk - Phase 3 (TAP Grant)		4,000	-	-	-	8,000	440,000	-	-	-
Ice Arena Refrigerant Switchover (Municipal Park Grant)		-	-	-	525,000	-	-	-	-	-
Craig Road Improvements (STP Grant)		-	-	80,000	-	960,000	-	-	-	-
Olive TOD Closeout		250,000	-	-	115,000	-	-	-	-	-
Misc.		-	-	-	63,134	-	-	-	-	-
Olive Median Enhancement Stock (Insurance Proceeds)		-	-	20,000	59,841	20,000	20,000	20,000	20,000	20,000
Ice Arena Refrigerant Switchover & dehumidification (ARPA)		-	141,480	1,670,535	1,830,879	-	-	-	-	-
Deilmann Compressor Repairs (ARPA)		-	99,390	-	-	-	-	-	-	-
Street and Sidewalk Maintenance Program (ARPA)		-	419,240	-	-	-	-	-	-	-
Golf Course Irrigation System Replacement (Municipal Park Grant possible \$500,000)		-	-	1,145,245	1,145,245	-	-	-	-	-
New Ballas Improvements - Phase 2 (STP Grant)		-	-	-	-	1,060,000	-	-	-	-
Fernview Sidewalk - Phase 1 (TAP Grant)		-	-	-	-	700,000	-	-	-	-
Missouri American Water Concrete Reimbursement		-	-	-	-	-	-	-	-	-
Subtotal		1,448,346	1,489,193	5,561,190	4,304,344	3,721,360	2,240,000	40,000	40,000	40,000

PARKS AND STORMWATER FUND

9501 GOVERNMENT FACILITIES		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
Subtotal (Government Facilities)										
% of Total Parks-Stormwater Tax Fund Outlay		0%	0%	0%	0%	0%	0%	0%	0%	0%
9506 PARKS AND RECREATIONAL FACILITIES		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
03 Historic Building Rehabilitation and Preservation		25,000	12,490	100,000	22,030	55,000	25,000	80,000	25,000	25,000
04 Conway Park Cabins Relocation		75,000	65,012	-	-	-	-	-	-	-
05 Park Restroom Renovations		40,000	22,088	120,000	152,927	-	-	-	-	-
06 Park Path Improvements (Municipal Park Grant)		-	168,952	-	-	-	-	25,000	-	-
09 Park Parking Lot Sealing		-	-	-	-	20,000	20,000	20,000	20,000	20,000
10 Park Furniture Replacement		-	-	20,000	-	-	25,000	-	-	-
11 Malcolm Terrace Park Trail Improvements		-	22,459	-	-	-	-	-	-	-
14 Millennium Park Improvements - Phase 1		1,590,000	56,655	2,300,000	2,575,460	-	-	-	-	-
15 Millennium Park Improvements - Phase 2 - Trails & Ridgemoor Forest Connection		100,000	-	-	-	-	-	-	110,000	850,000
17 Venable Park Improvements - Phase 1 - Trail, Bridge, Tennis Courts & Splash pad		-	-	125,000	514,270	2,200,000	-	-	-	-
18 Conway Park Parking Lot Expansion (Design)		-	133,597	-	20,500	-	-	-	-	-
19 Playground Safety Surface Replacement (Conway 2026 & MTP 2029)		-	-	-	-	-	125,000	-	-	200,000
21 Millennium Park - Phase 3 - Park Entrance & Parking Lot Improvements		30,000	30,710	9,000	8,552	11,000	75,000	675,000	70,000	400,000
22 Lake School Park Renovations		-	-	33,750	45,750	225,000	300,000	-	2,600,000	-
24 Venable Park Memorial (HDR Foundation Grant)		-	-	288,500	75,000	-	-	-	-	-
25 Malcolm Terrace Park Pavilion Replacement		-	-	-	-	-	-	-	-	75,000
26 Millennium Park - Parking Lot Solar Lighting		-	-	-	-	25,000	-	-	-	-
Subtotal (Parks and Recreational Facilities)		1,860,000	511,962	2,996,250	3,414,469	2,536,000	570,000	800,000	2,825,000	1,570,000
% of Total Parks and Stormwater Fund Outlay		67%	42%	66%	72%	57%	32%	36%	64%	60%

9509 STORMWATER		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
01 Watershed Management Plan		448,026	158,393	289,633	225,000	-	-	-	-	-
04 Hibler Roadside Drainage		25,000	58,853	339,000	493,309	-	-	-	-	-
05 Alden Lane Drain Replacement (Deer Creek OMC)		20,000	20,630	67,000	97,557	-	-	-	-	-
06 Ballas Culvert Erosion Rehabilitation (Deer Creek OMC)		50,000	76,686	380,000	281,643	-	-	-	-	-
07 Golf Course Pond Aeration		25,000	12,350	64,000	69,034	-	-	-	-	-
08 Hibler Woods Drain Replacement		20,000	26,800	30,000	33	-	-	-	-	-
09 Stormwater Concept Plans (Design)		175,000	-	150,000	-	450,000	-	300,000	-	-
11 Lake Dredging - Conway Park & Golf Course		-	241,656	40,000	-	-	-	-	-	-
12 Millennium Park Detention Emergency Repair		-	-	-	-	-	-	-	-	-
13 Stormwater Management Cost-Share Program		-	-	-	-	120,000	60,000	60,000	60,000	60,000
14 Woodbridge Manor & Mason Forest Drive		-	-	-	-	190,000	-	-	-	-
15 Fernpark Drive & Warrington Square		-	-	-	-	427,000	-	-	-	-
16 Beaver Drive Crossing (Deer Creek OMC)		-	-	-	-	174,000	345,000	-	-	-
17 Sona Lane (Deer Creek OMC) & Bellington Lane		-	-	-	-	160,000	445,000	885,000	810,000	600,000
18 Stormwater Projects from Watershed Management Plan		-	-	-	-	-	-	-	500,000	200,000
19 Deer Creek OMC Construction Projects		-	-	-	-	-	160,000	-	-	-
20 Various Projects - University City (OMC)		-	-	-	-	70,000	-	-	-	-
21 Drain Replacements - West Rue De La Banque & Bellerive Manor		-	-	-	-	25,000	-	-	-	-
22 Grant Funding Consultant Research for Stormwater Projects		-	-	-	-	75,000	-	-	-	-
23 Video Inspection Ballas storm sewer (Olive to Conway) Video of Roadway Culverts		-	-	-	-	-	-	-	-	-
Subtotal (Stormwater)		763,026	595,369	1,359,633	1,166,576	1,691,000	1,010,000	1,245,000	1,370,000	860,000
% of Total Parks and Stormwater Fund Outlay		28%	48%	30%	24%	38%	57%	56%	31%	33%

9510 STREETS AND SIDEWALKS		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
Subtotal (Streets and Sidewalks)		-	-	-	-	-	-	-	-	-

		% Total Parks-Stormwater Tax Fund Outlay		0%		0%		0%		0%		0%	
9516 CAPITAL EQUIPMENT		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED			
01 Parks Capital Equipment		30,000	-	30,000	30,000	30,000	-	-	-	-			
Subtotal (Capital Equipment)		30,000	-	30,000	30,000	30,000	-	-	-	-			
% of Total Parks and Stormwater Fund Outlay		1%	0%	1%	1%	1%	0%	0%	0%	0%			
CAPITAL PROJECT ADMINISTRATION		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED			
01 Project Management		120,896	121,624	137,795	160,968	175,728	181,000	186,500	192,100	197,900			
Subtotal (Administration)		120,896	121,624	137,795	160,968	175,728	181,000	186,500	192,100	197,900			
% of Total Parks and Stormwater Fund Outlay		4%	10%	3%	3%	4%	10%	8%	4%	8%			
CAPITAL OUTLAY SUMMARY		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED			
Total Parks-Stormwater Tax Fund Outlay		2,773,922	1,228,955	4,523,678	4,772,033	4,432,728	1,761,000	2,231,500	4,387,100	2,627,900			
% of Total Annual Expenses		85%	71%	89%	89%	89%	75%	79%	88%	82%			
OPERATIONS AND MAINTENANCE		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED			
Transfer Out - General Fund (Parks and Stormwater Operations and Maintenance)		492,198	492,198	582,434	582,434	565,998	571,658	577,375	583,149	588,980			
Subtotal		492,198	492,198	582,434	582,434	565,998	571,658	577,375	583,149	588,980			
% of Total Annual Expenses		15%	29%	11%	11%	11%	25%	21%	12%	18%			
9514 DEBT SERVICE		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED			
N/A		-	-	-	-	-	-	-	-	-			
Subtotal		-	-	-	-	-	-	-	-	-			
% of Total Annual Expenses		0%	0%	0%	0%	0%	0%	0%	0%	0%			

TOTAL ANNUAL EXPENSES (Capital Outlay, Transfers Out, and Debt Service)		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED
		3,266,120	1,721,153	5,106,112	5,354,467	4,998,726	2,332,658	2,808,875	4,970,249	3,216,880
PARKS AND STORMWATER FUND REVENUES										
Beginning Fund Balance (estimated Cash Basis as of July 1)		2,988,692	2,988,692	4,106,102	4,138,823	2,278,049	646,881	1,590,998	2,720,066	1,429,239
Estimated Parks-Stormwater Tax Revenue (Half-Cent Sales Tax)		2,485,601	2,685,791	2,970,411	2,829,991	2,888,291	2,886,874	2,915,743	2,944,900	2,974,349
Estimated Interest Revenue		100	93,435	25,049	151,750	227,624	229,901	232,200	234,522	236,867
Estimated Additional Revenue (Grants, Reimbursement, and Other)		140,000	92,059	215,000	511,952	281,643	160,000	790,000	500,000	325,000
Capital Fund Transfers In		-	-	-	-	-	-	-	-	-
General Fund Transfers In		-	-	-	-	-	-	-	-	-
Proceeds from Equipment Sales		-	-	-	-	-	-	-	-	-
Total Revenues & Transfers In - Parks and Stormwater Fund		2,625,701	2,871,285	3,210,460	3,493,693	3,367,558	3,276,775	3,937,943	3,679,422	3,636,216
Total Anticipated Year End Expenditures		3,266,120	1,721,153	5,106,112	5,354,467	4,998,726	2,332,658	2,808,875	4,970,249	3,216,880
Ending Fund Balance (Cash Basis) - Parks and Stormwater Fund		2,348,273	4,138,823	2,210,450	2,278,049	646,881	1,590,998	2,720,066	1,429,239	1,748,575
ESTIMATED ADDITIONAL REVENUE (FUNDING SOURCES)										
ADA Improvements (Community Development Block Grant)		-	-	-	-	-	-	-	-	-
Stormwater Improvements (Deer Creek OMCI)		680,034	-	65,000	61,952	281,643	-	790,000	500,000	200,000
Park Path Improvements (Municipal Park Grant)		-	91,959	-	-	-	-	-	-	-
Venable Park Memorial (HDR Foundation Grant)		-	-	100,000	100,000	-	-	-	-	-
Venable Park Memorial (Private Donations)		-	100	50,000	50,000	-	-	-	-	-
Venable Park Master Plan (HDR Foundation Grant)		-	-	-	300,000	-	-	-	-	-
Various Projects - (University City OMCI)		-	-	-	-	-	160,000	-	-	125,000
Annual Total		680,034	92,059	215,000	511,952	281,643	160,000	790,000	500,000	325,000

BUILDING PROJECT BOND FUND (PROP P)

BUILDING PROJECT BOND FUND REVENUES										
	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED	
Beginning Fund Balance (estimated Cash Basis as of July 1)	1,123,984	1,123,984	1,159,121	1,159,121	1,209,466	1,050,314	1,101,671	1,153,542	1,205,931	
Estimated Bond Proceeds	-	-	-	-	-	-	-	-	-	
Estimated Interest Revenue	850	35,137	33,000	50,345	50,848	51,357	51,871	52,389	52,913	
Reimbursement from Smoke Evacuation System Settlement Transfers In	-	-	-	-	-	-	-	-	-	
Total Revenues & Transfers In	850	35,137	33,000	50,345	50,848	51,357	51,871	52,389	52,913	
9501 BUILDING DESIGN AND CONSTRUCTION										
	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED	
01 Police Building Professional Services	-	-	-	-	-	-	-	-	-	
02 Police Building Site Work and Building Constructor	-	-	-	-	-	-	-	-	-	
03 Government Center Accessibility & Security Improvements	-	-	-	-	-	-	-	-	-	
04 Government Center Electrical Switchgear Replacement	-	-	-	-	-	-	-	-	-	
05 Government Center Renovations	-	-	-	-	210,000	-	-	-	-	
06 Police Parking Lot Security Fence Transfers Out	-	-	80,000	-	-	-	-	-	-	
Total Anticipated Year End Expenditures & Transfers	-	-	80,000	-	210,000	-	-	-	-	
Ending Fund Balance (Cash Basis) - Building Project Bond Fund	1,124,834	1,159,121	1,112,121	1,209,466	1,050,314	1,101,671	1,153,542	1,205,931	1,258,844	
9514 DEBT SERVICE										
DEBT SERVICE (PROP P) REVENUES	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	FY2029 PROJECTED	
Beginning Fund Balance (estimated Cash Basis as of July 1)	817,964	817,964	462,792	462,792	740,984	1,028,466	1,344,778	1,662,647	2,008,392	
Estimated Property Tax Collection Revenue	670,000	939,484	964,600	964,600	964,600	993,538	993,538	1,023,344	1,023,344	
Estimated Interest Revenue	500	13,014	9,500	19,000	19,190	19,382	19,576	19,771	19,969	
Total Anticipated Revenues	670,500	952,493	974,100	983,600	983,790	1,012,920	1,013,114	1,043,115	1,043,313	
DEBT SERVICE (PROP P) EXPENSES										
Estimated Expenditures										
Estimated Interest Expenses	600,320	598,999	320	320	320	320	320	320	320	
Estimated Principal Expenses	247,657	238,672	215,588	215,588	205,988	191,288	179,925	167,050	151,150	
	470,000	470,000	480,000	480,000	490,000	505,000	515,000	530,000	550,000	
Total Anticipated Expenditures	1,317,977	1,307,671	695,908	695,908	696,308	696,608	695,245	697,370	701,470	
Ending Cash Balance - Debt Service	170,487	462,792	740,984	750,484	1,028,466	1,344,778	1,662,647	2,008,392	2,350,235	

9501 GOVERNMENT FACILITIES ACCOUNT SUMMARY									
CAPITAL FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
01 Accessibility Improvements (CDBG)	20,000	-	-	-	30,000	30,000	30,000	30,000	
02 Government Center Renovations	400,000	38,317	30,000	15,000	-	-	-	-	
04 Salt Dome Roof Repairs (Insurance Claim)	-	-	60,000	41,000	-	-	-	-	
06 Government Center Roof Repairs (Insurance Claim)	-	-	255,653	250,000	-	-	-	-	
07 Demo of 1030 N Lindbergh Blvd Building	-	-	40,000	40,000	-	-	-	-	
08 Roofing for Public Works Garage	-	-	-	-	-	500,000	-	-	
09 EV Charging Stations at the Police Station and Government Center (Grant Match)	-	-	112,500	-	100,000	-	-	-	
10 Public Works Garage Parking Lot Repairs	-	-	-	-	75,000	-	-	-	
11 Public Works Settlement Study	-	-	-	-	35,000	-	-	-	
Subtotal - Government Facilities Expenses - Capital Fund	420,000	38,317	498,153	346,000	240,000	530,000	30,000	30,000	
PARKS AND STORMWATER FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
Subtotal - Government Facilities Expenses - Parks and Stormwater Fund	-	-	-	-	-	-	-	-	
BUILDING PROJECT BOND FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
01 Police Building Professional Services	-	-	-	-	-	-	-	-	
02 Police Building Site Work and Building Construction	-	-	-	-	-	-	-	-	
03 Government Center Accessibility & Security Improvements	-	-	-	-	-	-	-	-	
04 Government Center Electrical Switchgear Replacement	-	-	-	-	-	-	-	-	
05 Government Center Renovations	-	-	-	-	-	-	-	-	
06 Police Parking Lot Security Fence	-	-	80,000	-	210,000	-	-	-	
Transfers Out	-	-	-	-	-	-	-	-	
Subtotal - Government Facilities Expenses - Building Project Bond Fund	-	-	80,000	-	210,000	-	-	-	
TOTAL CAPITAL EXPENSES (ALL FUNDS)	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
GOVERNMENT FACILITIES	\$ 420,000	\$ 38,317	\$ 578,153	\$ 346,000	\$ 450,000	\$ 530,000	\$ 30,000	\$ 30,000	
Total Capital Expenses - Government Facilities	\$ 420,000	\$ 38,317	\$ 578,153	\$ 346,000	\$ 450,000	\$ 530,000	\$ 30,000	\$ 30,000	

APPENDIX A FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

9506 PARKS AND RECREATIONAL FACILITIES ACCOUNT SUMMARY

CAPITAL FUND	FY2023 ACTUAL	FY2023 PROJECTED	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
02 Park or Dielmann Complex Improvements (Grant Match)	30,500	-	-	2,534,553	30,500	30,500	-	30,500
14 Ice Arena Refrigerant Switchover (Municipal & ARPA Grant)	100,000	170,423	2,412,970	-	-	-	-	-
16 Dielmann Recreation Complex HVAC Replacement - Phase 2 (Dielmann East)	110,000	6,853	127,259	124,769	-	-	-	-
17 Dielmann Recreation Complex Roof Drainage	30,000	42,962	93,000	108,334	-	-	-	-
18 Ice Arena Flooring Replacement	-	-	200,000	104,215	-	-	-	-
21 Ice Arena Dehumidification System Repair (ARPA)	-	-	68,704	68,704	-	-	-	-
23 Dielmann Complex Concessions Area Renovation (Planning & Design)	30,000	9,007	-	15,500	-	-	-	-
24 Dielmann Recreation Complex Fire Alarm Repair (Insurance Claim)	-	-	40,000	17,968	-	-	-	-
25 Golf Course Perimeter Fencing Replacement	-	-	-	-	-	-	-	-
26 Golf Course Maintenance Bridge	-	-	-	-	-	-	-	-
27 Dielmann Structural Repairs	-	-	20,000	20,000	-	20,000	20,000	20,000
28 Accessibility Improvements (ODBG)	-	-	20,000	-	-	400,000	-	-
29 Roofing for Ice Arena (Insurance Claim)	-	-	-	-	-	-	-	-
30 Dielmann Compressor Repairs (ARPA)	-	70,448	-	-	-	-	-	-
32 Golf Course Maintenance Building Replacement (Planning)	-	-	-	-	-	-	-	-
33 Golf Course Irrigation System Replacement (Municipal Park Grant)	-	-	30,000	30,000	-	550,000	-	-
Subtotal - Parks and Recreational Facilities Expenses - Capital Fund	300,500	299,693	3,011,933	3,024,043	30,500	1,000,500	20,000	50,500

PARKS AND STORMWATER FUND	FY2023 ACTUAL	FY2023 PROJECTED	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
03 Historic Building Rehabilitation and Preservation	25,000	12,490	100,000	22,030	55,000	25,000	80,000	25,000
04 Conway Park Cabins Relocation	75,000	65,012	-	-	-	-	-	-
05 Park Restroom Renovations	40,000	22,088	120,000	152,927	-	-	-	-
06 Park Path Improvements (Municipal Park Grant)	-	168,952	-	-	-	-	-	-
09 Park Parking Lot Sealing	-	-	-	-	-	-	25,000	-
10 Park Furniture Replacement	-	-	20,000	-	20,000	20,000	20,000	20,000
11 Malcolm Terrace Park Trail Improvements	-	22,459	-	-	-	25,000	-	-
14 Millennium Park Improvements - Phase 1	1,590,000	56,655	2,300,000	2,575,460	-	-	-	-
15 Millennium Park Improvements - Phase 2 - Trails & Ridgemoor Forest Connection	100,000	-	-	-	-	-	-	110,000
17 Venable Park Improvements - Phase 1 - Trail, Bridge, Tennis Courts & Splash pad	-	-	125,000	514,270	2,200,000	-	-	-
18 Conway Park Parking Lot Expansion (Design)	-	-	-	20,500	-	-	-	-
19 Playground Safety Surface Replacement (Conway 2026 & MTP 2029)	-	133,597	-	-	-	125,000	-	-
21 Millennium Park - Phase 3 - Park Entrance & Parking Lot Improvements	-	-	-	-	-	-	-	-
22 Lake School Park Renovations	30,000	30,710	9,000	8,552	11,000	75,000	675,000	70,000
23 39N Greenway Connection to Centennial Trail	-	-	33,750	45,750	-	300,000	-	2,600,000
24 Venable Park Memorial (HDR Foundation Grant)	-	-	288,500	75,000	225,000	-	-	-
25 Malcolm Terrace Park Pavilion Replacement	-	-	-	-	-	-	-	-
26 Millennium Park - Parking Lot Solar Lighting	-	-	-	-	25,000	-	-	-
Subtotal - Parks and Rec. Facilities Expenses - Parks and Stormwater Fund	1,860,000	511,962	2,996,250	3,414,489	2,536,000	570,000	800,000	2,825,000

BUILDING PROJECT BOND FUND	FY2023 ACTUAL	FY2023 PROJECTED	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Subtotal - Parks and Rec. Facilities Expenses - Building Project Bond Fund	-	-	-	-	-	-	-	-

TOTAL CAPITAL EXPENSES (ALL FUNDS)	FY2023 ACTUAL	FY2023 PROJECTED	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
PARKS AND RECREATIONAL FACILITIES	\$ 2,160,500	\$ 811,656	\$ 6,008,183	\$ 6,438,532	\$ 2,566,500	\$ 1,570,500	\$ 820,000	\$ 2,875,500
Total Capital Expenses - Parks and Recreational Facilities	\$ 2,160,500	\$ 811,656	\$ 6,008,183	\$ 6,438,532	\$ 2,566,500	\$ 1,570,500	\$ 820,000	\$ 2,875,500

9509 STORMWATER ACCOUNT SUMMARY									
CAPITAL FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
Subtotal - Stormwater Expenses - Capital Fund	-	-	-	-	-	-	-	-	-
PARKS AND STORMWATER FUND									
01 Watershed Management Plan	448,026	158,393	289,633	225,000	-	-	-	-	-
04 Hibler Roadside Drainage	25,000	58,853	339,000	493,309	-	-	-	-	-
05 Alden Lane Drain Replacement (Deer Creek OMCI)	20,000	20,630	67,000	97,557	-	-	-	-	-
06 Ballas Culvert Erosion Rehabilitation (Deer Creek OMCI)	50,000	76,686	380,000	281,643	-	-	-	-	-
07 Golf Course Pond Aeration	25,000	12,350	64,000	69,034	-	-	-	-	-
08 Hibler Woods Drain Replacement	20,000	26,800	30,000	33	-	-	-	-	-
09 Stormwater Concept Plans (Design)	175,000	-	150,000	-	-	-	-	-	-
11 Lake Dredging - Conway Park & Golf Course	-	-	40,000	-	450,000	-	300,000	-	-
12 Millennium Park Detention Emergency Repair	-	241,656	-	-	-	-	-	-	-
13 Stormwater Management Cost-Share Program	-	-	-	-	120,000	60,000	60,000	60,000	60,000
14 Woodbridge Manor & Mason Forest Drive	-	-	-	-	190,000	-	-	-	-
15 Fempark Drive & Warrington Square	-	-	-	-	427,000	-	-	-	-
16 Beaver Drive Crossing (Deer Creek OMCI)	-	-	-	-	174,000	345,000	-	-	-
17 Sona Lane (Deer Creek OMCI) & Bellington Lane	-	-	-	-	160,000	445,000	-	-	-
18 Stormwater Projects from Watershed Management Plan	-	-	-	-	-	-	885,000	810,000	500,000
19 Deer Creek OMCI Construction Projects	-	-	-	-	-	-	-	-	-
20 Various Projects - University City (OMCI)	-	-	-	-	-	-	-	-	-
21 Drain Replacements - West Rue De La Banque & Bellerive Manor	-	-	-	-	70,000	160,000	-	-	-
22 Grant Funding Consultant Research for Stormwater Projects	-	-	-	-	25,000	-	-	-	-
23 Video Inspection Ballas storm sewer (Olive to Conway) Video of Roadway Culvert	-	-	-	-	75,000	-	-	-	-
Subtotal - Stormwater Expenses - Parks and Stormwater Fund	763,026	595,369	1,359,633	1,166,576	1,691,000	1,010,000	1,245,000	1,370,000	
BUILDING PROJECT BOND FUND									
	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
	-	-	-	-	-	-	-	-	-
Subtotal - Stormwater Expenses - Building Project Bond Fund	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES (ALL FUNDS)									
STORMWATER	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
Total Capital Expenses - Stormwater	\$ 763,026	\$ 595,369	\$ 1,359,633	\$ 1,166,576	\$ 1,691,000	\$ 1,010,000	\$ 1,245,000	\$ 1,370,000	

9510 STREETS AND SIDEWALKS ACCOUNT SUMMARY

CAPITAL FUND		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Street and Sidewalk Maintenance Program		1,400,000	699,304	2,732,527	3,549,000	1,442,300	1,463,900	1,485,900	1,508,200
02 Street Reconstruction/Rehabilitation		300,000	419,240	300,000	-	-	300,000	-	300,000
04 Fernview Sidewalk - Phase 1 Olive to Gallagher (Design & TAP Grant)		-	5,092	50,000	120,000	230,000	645,000	-	-
05 New Ballias Median Plantings		-	-	50,000	40,000	-	-	-	-
09 Mosley Road Improvement Project (STP Grant)		-	1,124,717	-	-	-	-	-	-
10 N Ballias Road Improvements - Phase 1 - Olive to Craig (STP Grant)		1,136,600	153,816	-	1,161,000	-	-	-	-
11 N Ballias Sidewalk - Phase 3 (TAP Grant)		210,000	4,688	29,751	50,000	10,000	550,000	-	-
12 Lindbergh-Old Olive Intersection (State Cost-Share; STP Grant)		460,000	122,177	2,045,500	345,000	2,045,000	-	-	-
13 Olive-Lindbergh Interchange & Olive Enhancements		-	-	30,000	-	50,000	-	-	-
14 Pavement Condition Ratings Update		-	27,962	-	-	-	-	-	-
15 Olive Median Enhancement Stock		-	59,841	20,000	59,841	20,000	20,000	20,000	20,000
16 Craig Road Improvements (STP Grant)		150,000	-	225,600	225,600	1,315,000	-	-	-
17 N Ballias Road Improvements - Phase 2 S. New Ballias (Design & STP Grant)		-	-	150,000	150,000	50,000	1,275,000	-	-
18 N Ballias Road Improvements - Phase 3 - Ladue to Magna C (Design & STP Grant)		-	-	-	-	-	150,000	20,000	250,000
19 N Ballias Road Improvements - Phase 4 - Magna C to Olive (Design & STP Grant)		-	-	-	-	-	25,000	125,000	25,000
20 Ladue Road Improvements - Phase 1 (Design & STP Grant)		-	-	-	-	175,000	25,000	480,000	-
21 Olive-270 Overpass Cleaning & Painting		-	-	80,000	-	20,000	200,000	-	-
22 Old Olive Sidewalk Extension (Design & Construct)		-	-	34,159	34,487	-	-	-	-
23 Fernview Sidewalk - Phase 2 Gallagher to LeHavre (Design & TAP Grant)		-	-	-	-	-	80,000	-	-
24 Mason Road Pedestrian Signal		-	-	-	-	25,000	-	-	-
Subtotal - Streets and Sidewalks - Capital Fund		3,656,600	2,616,837	5,747,537	5,734,928	5,382,300	4,708,900	2,130,900	2,103,200
PARKS AND STORMWATER FUND									
		FY2023 BUDGETED		FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
Subtotal - Streets and Sidewalks - Parks and Stormwater Fund		-	-	-	-	-	-	-	-
BUILDING PROJECT BOND FUND									
		FY2023 BUDGETED		FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
Subtotal - Streets and Sidewalks - Building Project Bond Fund		-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES (ALL FUNDS)									
STREETS AND SIDEWALKS		FY2023 BUDGETED		FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Total Capital Expenses - Streets and Sidewalks		\$ 3,656,600	\$ 2,616,837	\$ 5,747,537	\$ 5,734,928	\$ 5,382,300	\$ 4,708,900	\$ 2,130,900	\$ 2,103,200

New or Substantially Modified Projects are in Bold

APPENDIX A FY2025-FY2029 CAPITAL IMPROVEMENT PROGRAM

9516 CAPITAL EQUIPMENT ACCOUNT SUMMARY									
CAPITAL FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
01 Public Works Capital Equipment	331,000	223,029	814,265	831,915	400,258	433,151	428,288	435,586	
02 Golf Course Capital Equipment	-	1,270	55,000	52,000	-	-	-	-	
03 Police Department Capital Equipment	42,000	71,714	-	-	-	-	-	-	
06 Permitting Software	70,000	42,112	114,537	59,858	-	-	-	-	
07 Meeting Management Software	20,000	17,000	-	-	-	-	-	-	
09 Capital Equipment Back Order	-	-	123,042	123,042	-	-	-	-	
10 Olympia Zamboni Repair	-	-	-	35,479	-	-	-	-	
Subtotal - Capital Equipment - Capital Fund	463,000	355,125	1,106,844	1,102,294	400,258	433,151	428,288	435,586	
PARKS AND STORMWATER FUND									
01 Parks Capital Equipment	30,000	-	30,000	30,000	30,000	-	-	-	
Subtotal - Capital Equipment - Parks and Stormwater Fund	30,000	-	30,000	30,000	30,000	-	-	-	
BUILDING PROJECT BOND FUND									
	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
Subtotal - Capital Equipment - Building Project Bond Fund	-	-	-	-	-	-	-	-	
TOTAL CAPITAL EXPENSES (ALL FUNDS)									
CAPITAL EQUIPMENT	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED	
Total Capital Expenses - Capital Equipment	\$ 493,000	\$ 355,125	\$ 1,136,844	\$ 1,132,294	\$ 430,258	\$ 433,151	\$ 428,288	\$ 435,586	

CAPITAL PROJECT ADMINISTRATION ACCOUNT SUMMARY

CAPITAL FUND		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
01 Project Management		145,258	138,789	163,104	165,081	180,226	185,700	191,300	197,100
Subtotal - Capital Project Administration - Capital Fund		145,258	138,789	163,104	165,081	180,226	185,700	191,300	197,100
PARKS AND STORMWATER FUND									
01 Project Management		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
		120,896	121,624	137,795	160,968	175,728	181,000	186,500	192,100
Subtotal - Capital Project Administration - Parks and Stormwater Fund		120,896	121,624	137,795	160,968	175,728	181,000	186,500	192,100
BUILDING PROJECT BOND FUND									
		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
		-	-	-	-	-	-	-	-
Subtotal - Capital Project Administration - Building Project Bond Fund		-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES (ALL FUNDS)									
CAPITAL PROJECT ADMINISTRATION		FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Total Capital Expenses - Capital Project Administration		\$ 266,154	\$ 260,413	\$ 300,899	\$ 326,049	\$ 355,954	\$ 366,700	\$ 377,800	\$ 389,200

CAPITAL IMPROVEMENT PROGRAM SUMMARY

CAPITAL FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Beginning Fund Balance (Estimated Cash Basis as of July 1)	2,620,094	2,620,094	1,764,724	3,432,544	212,247	734,554	75,675	399,953
Total Anticipated Annual Revenues	4,467,104	4,261,210	8,451,037	7,152,050	6,755,590	6,199,372	3,124,766	3,150,414
Total Anticipated Debt Service Revenues	(4,985,358)	(3,448,761)	(10,527,571)	(10,372,346)	(6,233,284)	(6,858,251)	(2,800,488)	(2,816,386)
Total Anticipated Debt Service Expenses	-	-	-	-	-	-	-	-
Ending Cash Balance - Capital Fund	2,101,840	3,432,544	(311,810)	212,247	734,554	75,675	399,953	733,981

PARKS-STORMWATER TAX FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Beginning Fund Balance (Estimated Cash Basis as of July 1)	2,988,692	2,988,692	4,106,102	4,138,823	2,278,049	646,881	1,590,998	2,720,066
Total Anticipated Annual Revenues	2,625,701	2,871,285	3,210,460	3,493,693	3,367,558	3,276,775	3,937,943	3,679,422
Total Anticipated Annual Expenses	(3,266,120)	(1,721,153)	(5,106,112)	(5,354,467)	(4,998,726)	(2,332,658)	(2,808,875)	(4,970,249)
Total Anticipated Debt Service Revenues	-	-	-	-	-	-	-	-
Total Anticipated Debt Service Expenses	-	-	-	-	-	-	-	-
Ending Cash Balance - Parks-Stormwater Tax Fund	2,348,273	4,138,823	2,210,450	2,278,049	646,881	1,590,998	2,720,066	1,429,239

BUILDING PROJECT BOND FUND	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Beginning Fund Balance (estimated Cash Basis as of July 1)	1,941,948	1,941,948	1,621,913	1,621,913	1,950,450	2,078,780	2,446,449	2,816,189
Total Anticipated Annual Revenues	850	35,137	33,000	50,345	50,848	51,357	51,871	52,389
Total Anticipated Annual Expenses	-	-	(80,000)	-	(210,000)	-	-	-
Total Anticipated Debt Service (Prop P) Revenues	670,500	952,499	974,100	983,600	983,790	1,012,920	1,013,114	1,043,115
Total Anticipated Debt Service (Prop P) Expenses	(1,317,977)	(1,307,671)	(695,908)	(695,908)	(696,308)	(696,608)	(695,245)	(697,370)
Ending Cash Balance - Building Project Bond Fund	1,295,321	1,621,913	1,853,105	1,959,950	2,078,780	2,446,449	2,816,189	3,214,323

TOTAL COMBINED CAPITAL IMPROVEMENT PROGRAM (CAPITAL, PARKS-STORMWATER, AND BUILDING PROJECT BOND FUNDS)	FY2023 BUDGETED	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 PROJECTED	FY2025 PROJECTED	FY2026 PROJECTED	FY2027 PROJECTED	FY2028 PROJECTED
Total Combined Beginning Fund Balance	7,550,734	7,550,734	7,492,739	9,193,280	4,440,746	3,460,215	4,113,122	5,936,208
Total Combined Revenues & Transfers In	7,764,155	8,120,131	12,668,597	11,679,688	11,157,786	10,540,424	8,127,694	7,925,340
Total Combined Anticipated Year End Expenditures & Transfers	(9,569,455)	(6,477,585)	(16,409,591)	(16,422,721)	(12,138,318)	(9,887,517)	(6,304,608)	(8,484,005)
Ending Fund Balance (Cash Basis) - All Capital Funds	5,745,434	9,193,280	3,751,745	4,450,246	3,460,215	4,113,122	5,936,208	5,377,543

PARKS & STORMWATER FUND
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES
FOR FISCAL YEAR ENDING JUNE 30, 2025
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2024
AND ACTUAL TOTALS FOR FY 2022 & FY 2023

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Estimated FY 2025	% Change to Projected FY 2024
<u>Revenues:</u>						
Intergovernmental Revenue	3,045,352	2,685,791	3,370,412	3,341,943	3,139,934	-6.04%
Other Revenues	4,466	185,494	25,049	151,750	227,624	50.00%
Total Operating Revenues	3,049,818	2,871,285	3,395,461	3,493,692	3,367,558	-3.61%
Transfers From General Fund	749,533	-	-	-	-	
Total Revenues	3,799,351	2,871,285	3,395,461	3,493,692	3,367,558	-3.61%
<u>Expenditures:</u>						
Personnel	42,002	121,455	147,495	160,918	175,678	9.17%
Operating	-	169	-	50	50	0.00%
Park Development Projects	846,524	511,962	3,073,018	3,414,489	2,336,000	-31.59%
Stormwater Projects	28,040	595,369	1,445,644	1,166,576	1,691,000	44.95%
Capital Equipment	-	-	30,000	30,000	30,000	0.00%
Total Expenditures	916,566	1,228,955	4,696,157	4,772,033	4,232,728	-11.30%
<u>Other Financing Uses:</u>						
Transfer Out for P&S Oper. and Maint.	380,000	492,198	582,434	582,434	565,998	-2.82%
Total Other Financing Uses	380,000	492,198	582,434	582,434	565,998	
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	2,502,785	1,150,132	(1,883,130)	(1,860,775)	(1,431,168)	
FUND BALANCE-BEGINNING OF YEAR	485,907	2,988,692	4,074,160	4,138,824	2,278,049	
FUND BALANCE-END OF YEAR	2,988,692	4,138,824	2,191,030	2,278,049	846,881	

PARKS & STORMWATER FUND
COMPARISON OF FISCAL YEAR 2025 ESTIMATED REVENUE WITH 2024 BUDGETED AND PROJECTED
AND ACTUAL REVENUES FOR FISCAL YEARS 2022 AND 2023

	Actual Revenues FY 2022	Actual Revenues FY 2023	Budgeted Revenues FY 2024	Projected Revenues FY 2024	Estimated Revenues FY 2025
INTERGOVERNMENTAL REVENUE:					
4301 City Sales Tax - 1/2 Cent	2,564,852	2,685,791	2,970,412	2,829,991	2,858,291
4737 Other Agency Funding*	480,500	-	400,000	511,952	281,643
Total Intergovernmental Revenue	3,045,352	2,685,791	3,370,412	3,341,943	3,139,934
OTHER REVENUES:					
4703 Gain (loss) on investments	-	-	-	-	-
4704 Interest on Investments	4,466	93,435	25,049	151,750	227,624
4730 Reimbursements	-	91,959	-	-	-
4755 Other Revenues	-	100	-	-	-
4771 Proceeds-Sales of Fixed Asset	-	-	-	-	-
Total Other Revenues	4,466	185,494	25,049	151,750	227,624
Total Current Year's Revenue	3,049,818	2,871,285	3,395,461	3,493,692	3,367,558
4901 Transfers From Other Funds	749,533	-	-	-	-
Total Intergovernmental Funding	749,533	-	-	-	-
TOTAL REVENUES	3,799,351	2,871,285	3,395,461	3,493,692	3,367,558

*Comprised of Deer Creek OMCI (\$281,643)

**PARKS & STORMWATER FUND
SUMMARY OF CAPITAL OUTLAYS BY ACTIVITY**

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
CAPITAL OUTLAY:					
5101 Salaries, Permanent Empl.	33,653	98,604	106,875	113,614	113,955
5103 Overtime	47	915	-	1,300	1,500
5109 Provision for Salary Adj.	-	2,134	5,965	-	7,746
5230 Hospital & Medical Insurance	-	-	2,410	14,145	15,419
5231 Self Insured Medical Benefit	-	600	900	900	900
5233 Dental Insurance	-	373	459	459	481
5234 Group Life Insurance	116	356	473	435	474
5235 Accidental Death & Dismem.	12	34	52	38	42
5236 Disability Insurance	-	103	301	317	346
5240 Social Security Contribution	2,597	7,822	9,000	8,800	9,500
5241 Pension Contribution	205	5,725	15,498	15,400	16,810
5243 Worker's Compensation	5,371	4,788	5,562	5,510	8,505
7307 Gasoline & Mileage	-	169	-	50	50
9506 Parks and Recreational Facilities	846,524	511,962	3,073,018	3,414,489	2,336,000
9509 Stormwater Projects	28,040	595,369	1,445,644	1,166,576	1,691,000
9516 Capital Equipment	-	-	30,000	30,000	30,000
TOTAL CAPITAL OUTLAY	916,566	1,228,955	4,696,157	4,772,033	4,232,728

**PARKS & STORMWATER FUND
ESTIMATED FY 2025 CAPITAL OUTLAY PROJECTS**

Capital Outlay Detail	Annual
9506 Park Development Projects	
Historical Building Rehabilitation and Preservation	55,000
Millennium Park Parking Lot Solar Lighting	25,000
Park Furniture Replacement	20,000
Venable Park Improvements	2,000,000
Lake School Park Renovations	11,000
Venable Park Memorial	225,000
Total Account 9506	<u>2,336,000</u>
9509 Storm Water Projects	
Beaver Drive Crossing (Deer Creek OMCI)	174,000
Consultant Research for Stormwater Projects-Grant	25,000
Drain Replacement-West Rue De La Banque & Bellerive Manor	70,000
Fernpark Drive & Warrington Square	427,000
Lake Dredging - Conway Park & Golf Course	450,000
Sona Lane (Deer Creek OMCI) & Bellington Lane	160,000
Stormwater Management Cost-Share Program	120,000
Video of Ballas Storm Sewer (Olive to Conway)	75,000
Woodbridge Manor & Mason Forest Drive	190,000
Total Account 9509	<u>1,691,000</u>
9516 Capital Equipment	
Used Tractor	30,000
Total Account 9516	<u>30,000</u>
Administration	
Project Manager & Operations	175,728
Total Account 9516	<u>175,728</u>
Total Capital Outlay	<u>\$ 4,232,728</u>

POLICE BUILDING FUND

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025
OPERATING REVENUES					
4704 Interest Revenue	3,185	35,137	33,000	50,345	50,848
4730 Reimbursements			-	-	-
Total Operating Revenues	3,185	35,137	33,000	50,345	50,848
OTHER REVENUES					
4908 Bond Proceeds	-	-	-	-	-
4909 Premium from Bond Proceeds	-	-	-	-	-
Total Other Revenue	-	-	-	-	-
TRANSFERS					
4901 Transfer From Other Funds	-	-	-	-	-
Total Transfers	-	-	-	-	-
TOTAL POLICE BUILDING FUND REV.	3,185	35,137	33,000	50,345	50,848

POLICE BUILDING FUND

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
OPERATING EXPENSES:					
6203 Professional Services	5,000	-	-	-	-
6299 Quality and Control Testing	-	-	-	-	-
9501 Building & Improvement Projects	-	-	80,000	-	210,000
9515 Bond Issuance Costs	-	-	-	-	-
TOTAL POLICE BUILDING FUND OPERATING EXPENDITURES	5,000	-	80,000	-	210,000
 Total Transfers Out	 -	 -	 -	 -	 -
TOTAL POLICE BUILDING FUND EXP. AND TRANSFERS OUT	5,000	-	80,000	-	210,000
 EXCESS OF REV. OVER EXP.	 (1,815)	 35,137	 (47,000)	 50,345	 (159,152)
 FUND BALANCE-BEGINNING OF YEAR	 1,125,798	 1,123,984	 1,156,879	 1,159,121	 1,209,466
FUND BALANCE-END OF YEAR	1,123,984	1,159,121	1,109,879	1,209,466	1,050,314

**POLICE BUILDING FUND
ESTIMATED FY 2025 CAPITAL OUTLAY PROJECTS**

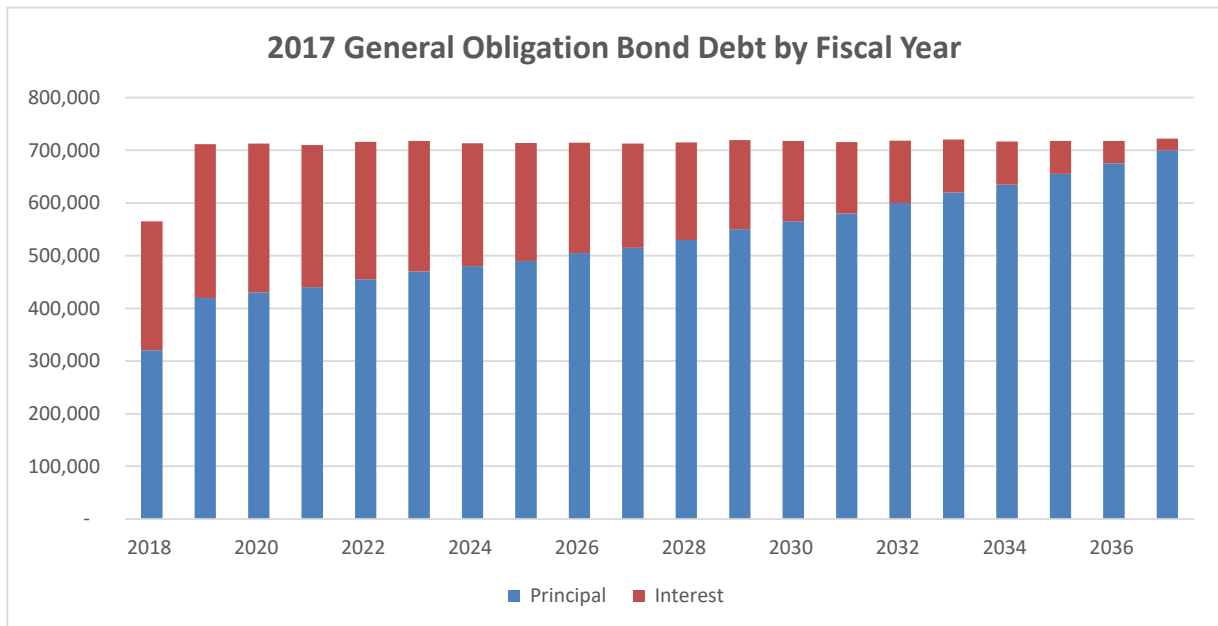
Capital Improvement Projects	
Police Parking Lot Security Fence	210,000
Total Capital Improvement Projects	210,000

DEBT SERVICE FUND

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025
OPERATING REVENUES					
4101 Property Taxes	672,670	802,109	821,500	821,500	821,500
4104 Personal Property Taxes	107,051	137,375	143,100	143,100	143,100
4704 Interest Revenue	2,082	13,014	9,500	19,000	19,190
Total Operating Revenues	781,803	952,499	974,100	983,600	983,790
OTHER REVENUES					
	-	-	-	-	-
Total Other Revenues	-	-	-	-	-
TOTAL OPERATING FUND REVENUES	781,803	952,499	974,100	983,600	983,790

DEBT SERVICE FUND

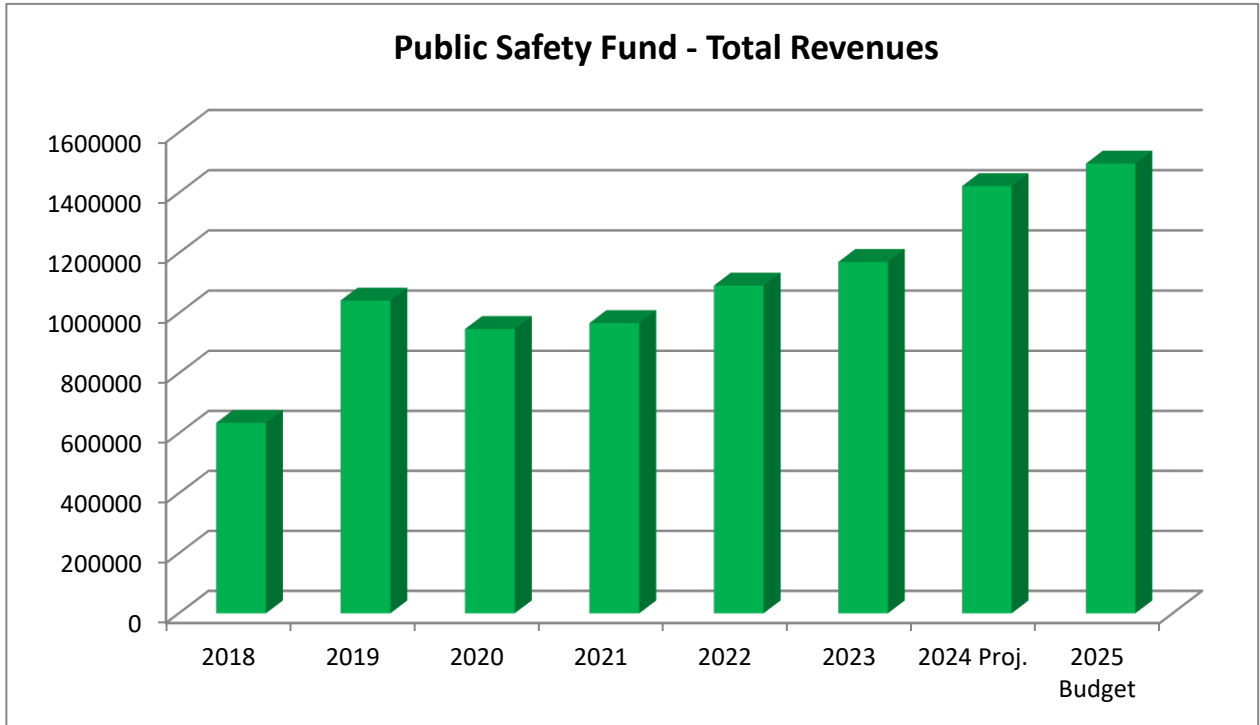
	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
OPERATING EXPENSES:					
6202 Technical & Personal Services	318	598,999	320	320	320
8410 Interest Expenditures	261,306	238,672	215,588	215,588	205,988
9514 Principal Expenditures	455,000	470,000	480,000	480,000	490,000
Total Operating Expenses	716,624	1,307,671	695,908	695,908	696,308
TOTAL DEBT SERVICE FUND EXP.	716,624	1,307,671	695,908	695,908	696,308
EXCESS OF DEBT SERVICE REVENUES OVER EXPENDITURES	65,179	(355,172)	278,192	287,692	287,482
FUND BALANCE-BEGINNING OF YEAR	752,786	817,965	429,692	462,793	750,485
FUND BALANCE-END OF YEAR	817,965	462,793	707,884	750,485	1,037,967



More information about the Bond can be found under Part XII - General Information: Computation of Legal Debt Margin

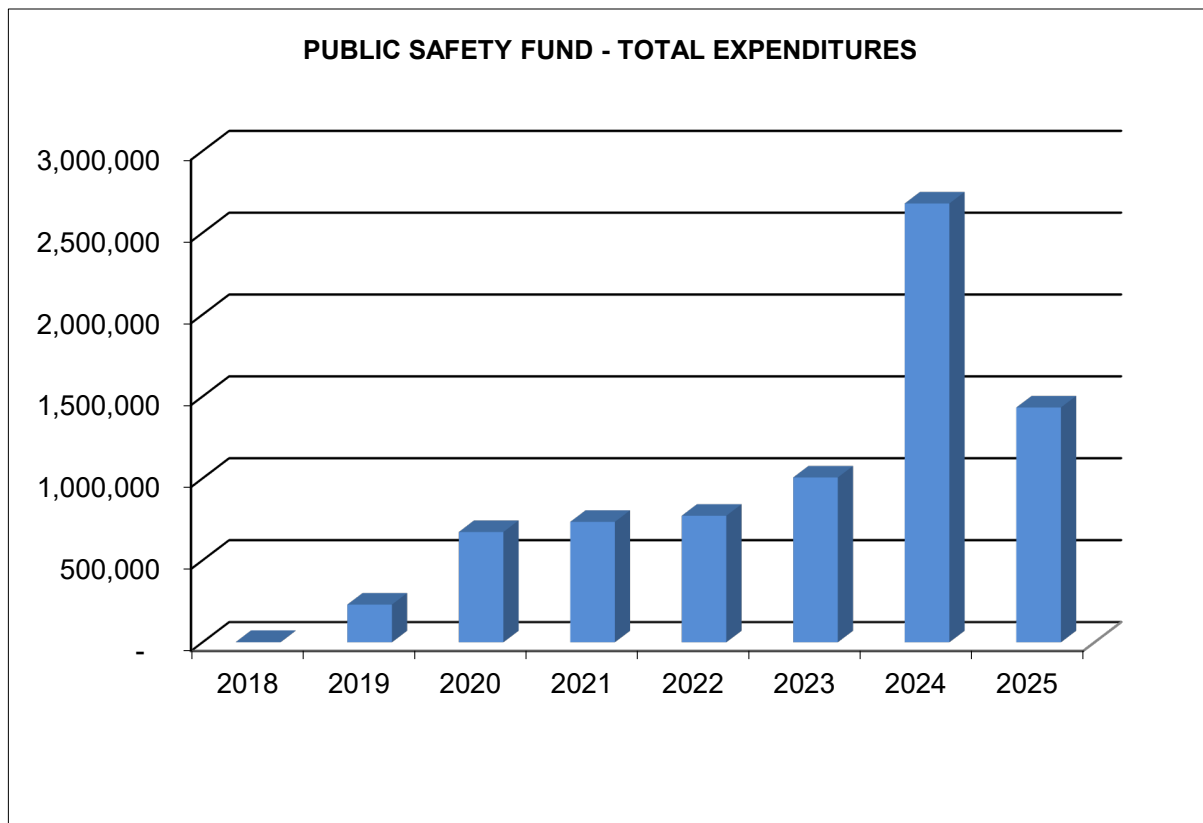
PUBLIC SAFETY FUND - REVENUES

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025
OPERATING REVENUES					
4301 Public Safety Sales Tax	1,091,699	1,170,174	1,235,028	1,422,103	1,496,924
4546 Donations	-	-	-	-	-
4704 Interest	5,425	60,202	30,000	73,594	65,000
4737 Other Agency Funding	-	-	-	-	17,000
Total Operating Revenues	<u>1,097,124</u>	<u>1,230,376</u>	<u>1,265,028</u>	<u>1,495,698</u>	<u>1,578,924</u>
TRANSFERS					
4901 Transfer In From Other Funds	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL PUBLIC SAFETY REVENUES	<u><u>1,097,124</u></u>	<u><u>1,230,376</u></u>	<u><u>1,265,028</u></u>	<u><u>1,495,698</u></u>	<u><u>1,578,924</u></u>



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. FY 2024 revenue is estimated to be \$1,422,103, up 21.5% from FY 2023 as a result of the 3% marijuana sales tax that started October 2023. Revenue is projected to increase 5.3% to \$1,496,924 for FY 2025, mainly due to a full year of the marijuana sales tax.

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	144,209	14.9%
2023	1,170,174	202,952	18.6%
2024 Proj.	1,422,103	251,929	21.5%
2025 Budget	1,496,924	74,821	5.3%



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	1,006,023	233,440	30.2%
2024 Projected	2,680,029	1,674,007	166.4%
2025 Budgeted	1,433,414	(1,246,616)	-46.5%

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 FY 2023 included an increase for Market Equity/Step Program/Probation Completion Bonus (\$128,900) and \$83,521 for a one-time 2% COLA.

FY 2024 An increase of 166.4% occurred in FY 2024 as a result of closing the Legacy Pension Plan and transferring the administration to LAGERS. Prior to closing the Plan, the City changed the Plan to include a Cost of Living Increase (COLA), which cost \$2.4M. The Public Safety Fund covered over \$1.5M of this \$2.4M.

FY 2025 A decrease of 46.5% is projected for FY 2025 as a result of the one-time payment in FY 2024 of over \$1.5M for the COLA. Also included in FY 2025 is an increase of \$117,783 for an increase in the Market Equity/Step Program for the Patrolman, as well as almost a \$100K increase in annual operating expenditures. Half of this increase is due to an increase in capital expenditures.

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 (5/8th) 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 – 20% of sales tax is dedicated to the Police Department pension costs (\$251,845).

Expenses

- Acct. 6211 – Increase due to Flock license plate recognition (LPR) upgrades and maintenance (\$17,500) with expenses partially reimbursable through a grant, and purchase of two (2) new Flock Condor park cameras (\$6,000).
- Acct. 6226 – Increase in Police Building Property Insurance (\$47,845).
- Acct. 6265 – Increase due to attendance for two (2) individuals to attend the CALEA Conference (\$3,000) and Red Dot Pistol Instructor Course (\$2,000).
- Acct. 7313 – Increase due to increase in firing range filters for lead abatement in shooting range (\$6,000).
- Acct. 7332 – Decrease in scheduling/timekeeping software (\$10,525).
- Acct. 9501 – Increase in firing range lead abatement fees (\$15,000).
- Acct. 9502 – Increase due to replacement of administrative vehicle (\$45,000).
- Acct. 9503 – Increase due to purchase of new pistols, sights, holsters, lights, etc. (\$72,000); cost will be offset by the sale of existing firearms.
- Acct. 9503 – Increase due to replacement of ten (10) older model gas masks for Mobile Response Team (\$10,000), and replacement of expiring gas mask canisters (\$3,600).
- Acct. 9503 – Increase due to new Community Resource/Comfort Dog for Crime Prevention (\$11,000).
- Acct. 9503 – Increase due to replacement of five (5) automated external defibrillators (AEDs); existing models are discontinued and out of warranty (\$9,300).

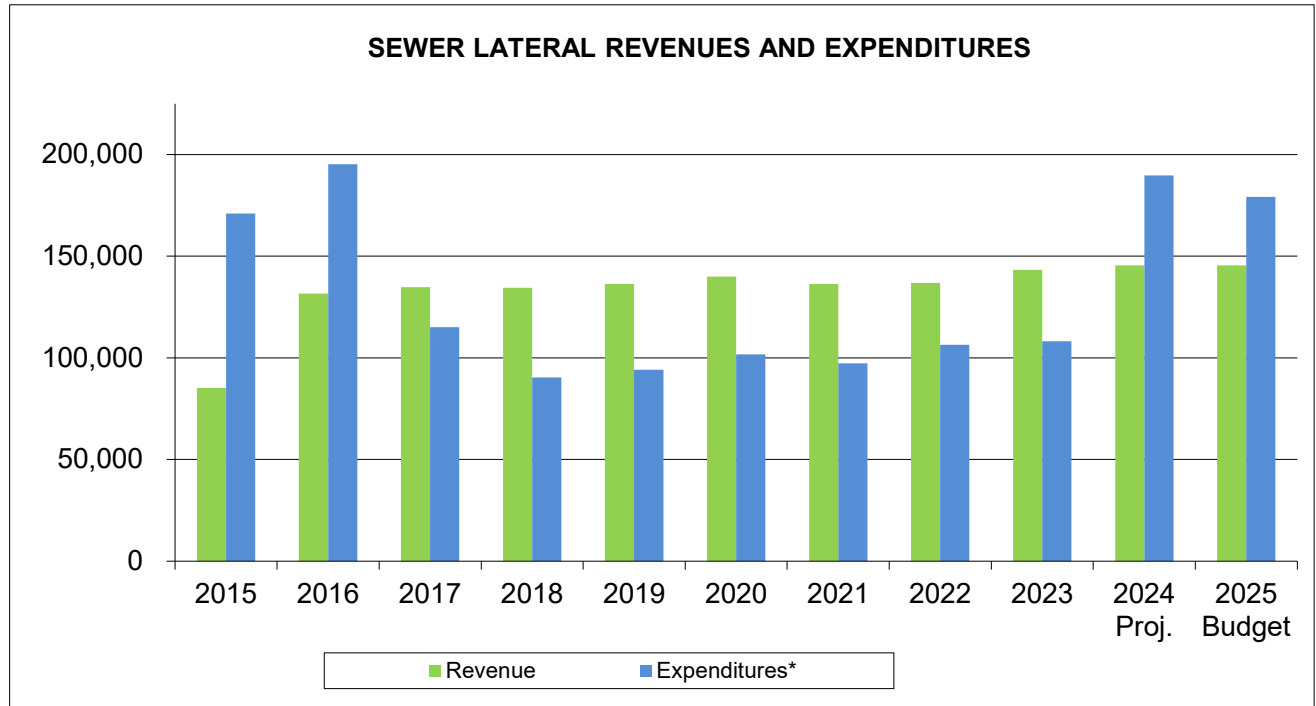
PUBLIC SAFETY FUND - EXPENDITURES

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5241 Pension Contribution	176,335	211,118	1,772,362	1,772,359	-
Total Personnel Services	176,335	211,118	1,772,362	1,772,359	-
OPERATING EXPENSES:					
6203 Professional Services	4,116	5,316	6,666	6,666	2,550
6211 Equipment Maintenance	28,194	24,547	39,490	41,389	52,352
6212 Building and Grounds Main.	34,516	26,458	33,333	32,433	40,933
6213 Office Equipment Maint.	-	367	1,000	1,000	1,000
6226 Property Insurance	33,474	34,038	42,548	41,604	47,845
6250 Electricity	60,836	64,238	64,800	64,800	64,800
6252 Natural Gas	2,181	2,059	2,100	2,100	2,100
6253 Telephone	3,458	3,359	3,360	3,422	3,360
6254 Water and Sewer	7,091	8,437	7,386	7,386	7,386
6255 Cable TV and Internet	2,666	3,029	3,012	3,292	3,132
6260 Advertising	175	50	1,000	-	1,000
6261 Education & Training	28,685	25,476	31,500	31,000	30,820
6264 In Town Meetings	-	-	500	625	700
6265 Travel & Conferences	7,955	6,840	11,250	6,645	12,350
6266 Equipment Rental	64,964	64,964	64,964	64,964	64,964
7302 Small Tools	897	765	1,000	1,000	1,000
7303 Horticultural Supplies	-	214	500	500	500
7304 General Supplies	3,459	6,870	10,500	5,750	8,000
7307 Gasoline & Mileage	1,882	454	2,500	2,500	2,750
7313 Range Supplies	5,458	5,703	7,500	5,500	12,000
7331 Computer Hardware	75,648	4,086	5,000	5,000	7,100
7332 Computer Software	-	35,714	34,500	19,025	14,100
Total Operating Expense	365,655	322,984	374,409	346,601	380,742
CAPITAL OUTLAY:					
9501 Buildings & Improvements	6,910	11,051	14,600	14,600	22,500
9502 Vehicles	-	-	45,000	41,745	45,000
9503 Equipment	13,688	30,054	150,270	133,118	185,350
Total Capital Outlay	20,598	41,105	209,870	189,463	252,850
Other Financing Uses:					
Transfer Out to General Fund	209,995	430,816	\$ 371,606	371,606	\$ 799,822
Transfer Out to Capital Improvements	-	-	-	-	-
Total Other Financing Uses	209,995	430,816	371,606	371,606	799,822
TOTAL PUBLIC SAFETY EXP.	772,583	1,006,023	2,728,247	2,680,029	1,433,414
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES					
	324,541	224,353	(1,463,219)	(1,184,332)	145,511
FUND BALANCE-BEGINNING OF YEAR	1,991,946	2,316,487	2,459,461	2,540,840	1,356,508
FUND BALANCE-END OF YEAR	2,316,487	2,540,840	996,242	1,356,508	1,502,019

**PUBLIC SAFETY FUND
ESTIMATED FY 2025 CAPITAL OUTLAY PROJECTS**

9501 Buildings & Improvements	
Building Upgrades and Repairs	7,500
Firing Range Lead Abatement	15,000
Total Account 9501	<u>22,500</u>
9502 Vehicles	
Replace Admin Vehicle	45,000
	-
	-
Harley Davidson Motorcycle Replacement	-
Total Account 9502	<u>45,000</u>
9503 Equipment	
Backpack Blower	500
Flock LPR Cameras (3 Total with 1 Reimbursed @ 50% thru Grant)	9,450
Kettlebell Weights for Workout Room	800
New Pistols, Sights, Holsters, Lights, Etc.	72,000
Comfort Dog and Handler Training	11,000
Replacement Gas Mask Cannisters	3,600
Replacement Gas Masks - MRT Members	10,000
Replacement of Discontinued AEDs	9,300
Traffic Counter	4,700
Walkie Talkie Replacements	64,000
Total Account 9503	<u>185,350</u>
TOTAL CAPITAL OUTLAY	<u><u>252,850</u></u>

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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
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	\$28	143,267	108,156	35,111	\$285,955	50%
2024 Proj.	\$28	145,500	189,730	(44,230)	\$241,725	70%
2025 Budget	\$28	145,500	179,238	(33,738)	\$207,987	70%

* 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, 2025**

	Actual FY 2022	Actual FY 2023	Budgeted FY 2024	Projected FY 2024	Estimated FY 2025
DISTRICT OPERATING REVENUE:					
4101 Real Property, Current	136,188	135,551	135,500	135,500	135,500
Total Property Taxes	136,188	135,551	135,500	135,500	135,500
OPERATING REVENUES					
4704 Interest Revenue	647	7,716	200	10,000	10,000
Total Operating Revenues	647	7,716	200	10,000	10,000
TOTAL SEWER LATERAL REVENUES	136,836	143,267	135,700	145,500	145,500

**SEWER LATERAL FUND
SUMMARY OF OPERATING EXPENSES BY ACTIVITY
FOR FISCAL YEAR ENDING JUNE 30, 2025**

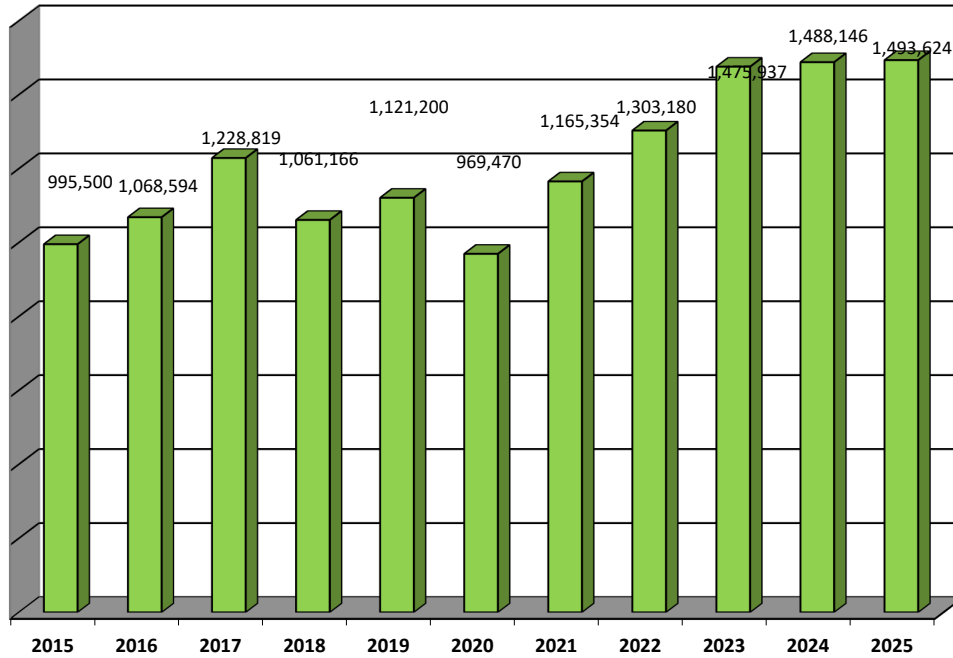
	Actual FY 2022	Actual FY 2023	Budgeted FY 2024	Projected FY 2024	Estimated FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	11,302	12,409	12,390	13,301	13,310
5103 Overtime	195	308	100	150	100
5105 Longevity Pay	115	110	115	115	115
5109 Provision for Salary Adj.	-	248	885	-	940
5231 Self Insured Medical Benefit	120	120	120	120	120
5233 Dental Insurance	50	45	48	48	50
5234 Group Life Insurance	38	45	51	51	56
5235 Accidental Death & Dismem.	4	4	4	4	5
5236 Disability Insurance	32	35	37	38	41
5240 Social Security Contribution	901	1,013	1,000	1,060	1,130
5241 Pension Contribution	1,531	1,664	3,694	3,640	1,970
5243 Worker's Compensation Ins.	-	612	710	703	901
Total Personnel Services*	14,289	16,614	19,154	19,230	18,738
*20% of PW's Project Manager's Salary & Benefits now allocated to Sewer Lateral					
OPERATING EXPENSES:					
6202 Technical & Personal Services	-	-	500	500	500
9315 Sewer Lateral reimbursements	92,176	91,543	100,000	170,000	160,000
Total Operating Expenses	92,176	91,543	100,500	170,500	160,500
TOTAL SEWER LATERAL EXP.	106,465	108,156	119,654	189,730	179,238
EXCESS OF REV. OVER EXP.	30,370	35,111	16,046	(44,230)	(33,738)
FUND BALANCE-BEGINNING OF YEAR	220,473	250,844	279,317	285,954	241,724
FUND BALANCE-END OF YEAR	250,844	285,954	295,363	241,724	207,986

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**MUNICIPAL ENTERPRISE FUND
STATEMENT OF ESTIMATED REVENUE AND EXPENSES
FOR FISCAL YEAR ENDING JUNE 30, 2025
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2024
AND ACTUAL TOTALS FOR FY 2022 & FY 2023**

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Estimated FY 2025	% Change to Projected FY 2024
Revenues:						
Ice Arena	753,305	792,931	784,188	773,112	837,275	8.30%
Golf Course	496,498	620,886	551,563	652,534	595,849	-8.69%
Food Service	53,377	62,120	59,800	62,500	60,500	-3.20%
Total Operating Revenues	1,303,180	1,475,937	1,395,551	1,488,146	1,493,624	0.37%
Utilization of Retained Earnings	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
Total Revenues	1,303,180	1,475,937	1,395,551	1,488,146	1,493,624	0.37%
Expenses:						
Ice Arena	554,938	627,054	657,666	681,717	680,647	-0.16%
Golf Course	582,972	602,078	638,880	653,840	729,935	11.64%
Food Service	49,116	57,740	49,445	54,326	55,337	1.86%
Total Operating Expenses	1,187,026	1,286,872	1,345,991	1,389,883	1,465,919	5.47%
Total Expenses	1,187,026	1,286,872	1,345,991	1,389,883	1,465,919	5.47%
TOTAL REVENUES OVER EXPENSES	116,154	189,065	49,560	98,263	27,705	

MUNICIPAL ENTERPRISE FUND - TOTAL REVENUES



Fiscal Year		Total revenues	Amount of Change	Percent Change
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	195,884	20.2%
2022		1,303,180	137,826	11.8%
2023		1,475,937	172,757	13.3%
2024	Projected	1,488,146	12,208	0.8%
2025	Budgeted	1,493,624	5,479	0.4%

Major causes of change:

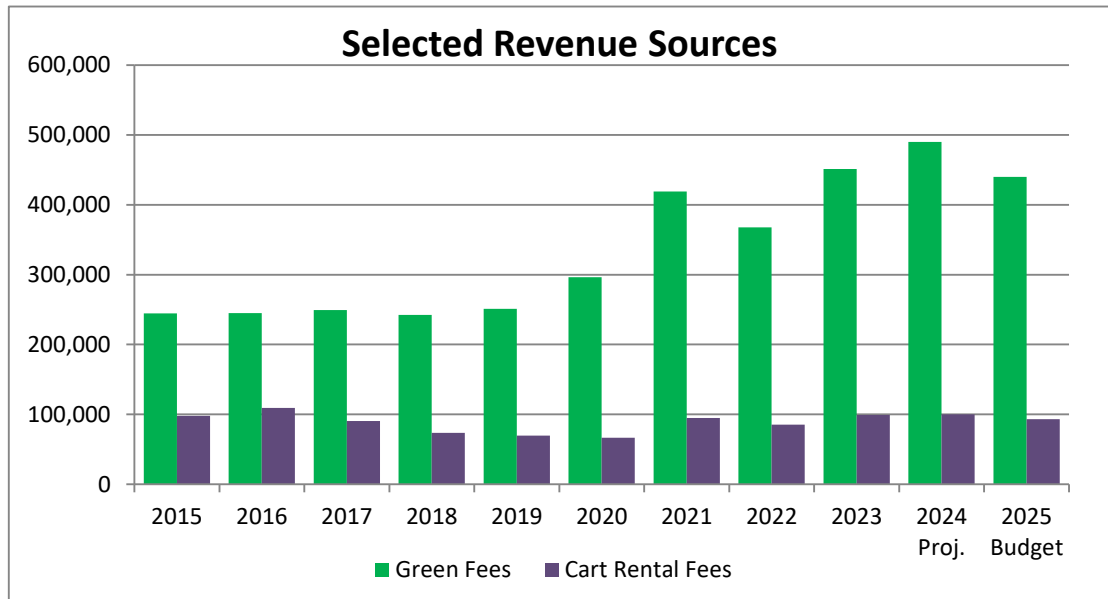
- FY 2015 A decrease of .7% in Revenues occurred in FY 2015. Revenues at the Golf Course and Snack Bar were down, primarily due to decreased usage and a one-time accounting adjustment in FY 2014 for Skating Lessons and Figure Skating Contracts.
- FY 2016 An increase of 7.3% in revenues as a result of 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.

MUNICIPAL ENTERPRISE FUND REVENUES (CONT'D)

- 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 20.2% 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 11.8% 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 13.3% in revenues occurred as a result of record Golf revenues, as well as an increase in Ice and Food revenues.
- FY 2024 Only and overall increase of .8% is expected in FY 2024. While there is an increase in Golf, Ice Revenues are projected to decrease as a result of closing the arena for 1 month while the refrigerant is being replaced.
- FY 2025 An overall increase of .4% in revenues is budgeted for FY 2025. Ice Arena Revenues are expected to increase since it will have a full year of operation, but Golf Revenues are budgeted to return to the normal 5-year average after having a record year.

MUNICIPAL ENTERPRISE FUND
COMPARISON OF FISCAL YEAR 2025 ESTIMATED REVENUE WITH 2024 BUDGETED AND PROJECTED
AND ACTUAL REVENUES FOR FISCAL YEARS 2022 AND 2023

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025	% Change to Projected FY 2024
CHARGES FOR MUNICIPAL FACILITIES:						
Ice Arena:						
4519 Hockey Merchandise	12	136	50	150	50	-66.67%
4520 Admissions	52,526	60,960	49,684	60,000	61,000	1.67%
4521 Youth Hockey Association	174,656	174,551	186,250	178,150	193,000	8.34%
4522 Hockey Contract Rentals	333,840	347,511	359,982	343,000	379,000	10.50%
4523 Skate Rental	9,676	10,238	12,364	13,200	13,200	0.00%
4524 Skate Sharpening	204	6	100	-	-	0.00%
4525 Learn to Skate	55,396	56,765	51,300	51,300	56,000	9.16%
4526 Locker Rental	94	26	25	50	25	-49.49%
4527 Figure Skating Contracts	41,645	41,215	34,280	27,000	34,280	26.96%
4528 Miscellaneous Revenue	440	823	670	670	670	0.00%
4530 Freestyle	31,904	30,353	25,580	26,000	30,000	15.38%
4532 Dielmann Tower Lease Payments	10,805	11,096	11,463	11,463	11,807	3.00%
4533 Instructional Hockey	3,554	5,068	3,070	3,700	3,600	-2.70%
4534 Stick & Puck	12,966	13,769	12,370	13,000	13,900	6.92%
4540 Dielmann West Meeting Room Ren	25,284	32,861	35,000	35,000	30,000	-14.29%
4704 Interest on Investments	304	7,554	2,000	10,429	10,742	3.00%
4730 Reimbursements	-	-	-	-	-	
Total Ice Arena	753,305	792,931	784,188	773,112	837,275	8.30%
Golf Course:						
4500 Green Fees	367,898	451,295	400,000	490,000	440,000	-10.20%
4501 Cart Rental	85,417	99,397	92,000	100,000	93,000	-7.00%
4502 Equipment Rental	610	1,010	700	700	700	0.00%
4506 Misc. Golf Course Revenue	10,964	11,266	11,463	11,518	11,807	2.51%
4509 Merchandise Revenue	17,264	21,439	18,400	18,887	18,600	-1.52%
4541 Dielmann East Meeting Room Rent	14,042	28,926	27,000	21,000	21,000	0.00%
4704 Interest on Investments	304	7,554	2,000	10,429	10,742	3.00%
Total Golf Course	496,498	620,886	551,563	652,534	595,849	-8.69%
Food Service:						
4504 Alcoholic Beverages	26,030	29,656	28,000	35,000	31,000	-11.43%
4505 Sandwiches & Hotdogs	7,659	8,643	9,000	6,000	8,000	33.33%
4507 Coffee, Tea, Soft drinks	13,663	16,724	15,500	16,000	16,000	0.00%
4508 Snacks	6,025	7,097	7,300	5,500	5,500	0.00%
Total Food Service	53,377	62,120	59,800	62,500	60,500	-3.20%
Total Municipal Facilities	1,303,180	1,475,937	1,395,551	1,488,146	1,493,624	0.37%
TOTAL MUNICIPAL ENTERPRISE FUND	1,303,180	1,475,937	1,395,551	1,488,146	1,493,624	



Green Fees

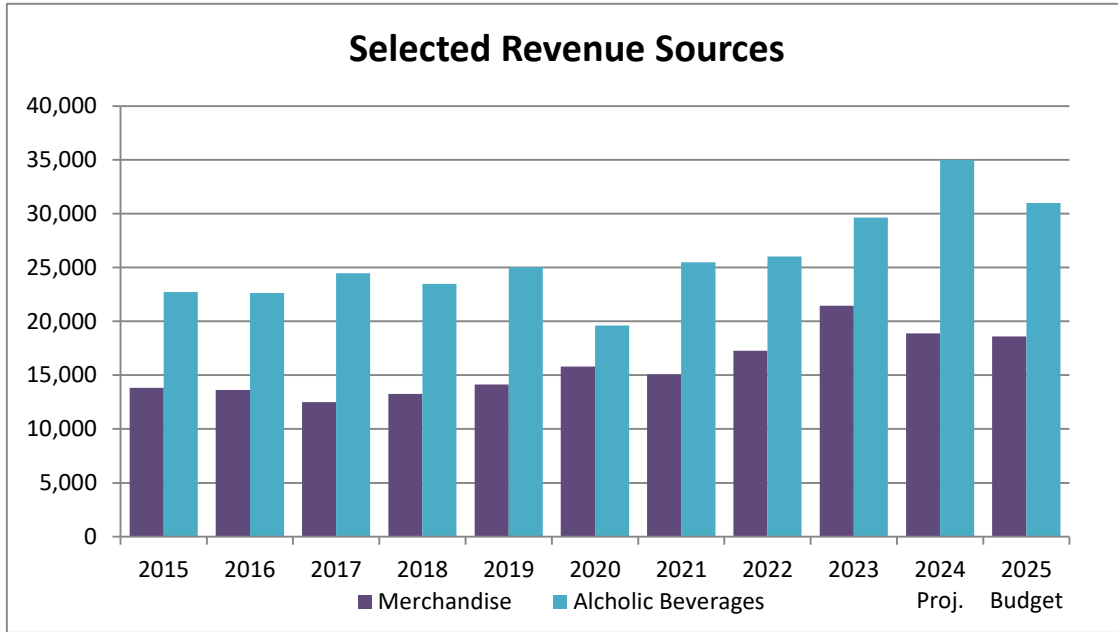
In accordance with City Ordinance, a fee is charged for all users of the Golf Course. The FY 2024 revenue is estimated at \$490,000. Because FY 2024 had a record year, FY 2025 is budgeted with a decrease to \$440,000. The greens fees revenues are based upon projected usage of the course year round. The following fees (in red) were increased March 1, 2024; those rates are now the same every day and not higher on weekends:

	<u>Resident</u>	<u>Non-Resident</u>
Daily	16.00	19.00
Daily, Senior or Junior	15.00	18.00
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 \$9 per player per round. FY 2024 revenue is estimated at \$100,000. The FY 2025 revenue is projected to decrease to \$93,000.

Fiscal Year	Green Fees	Cart Rental Fees
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	451,295	99,397
2024 Proj.	490,000	100,000
2025 Budget	440,000	93,000



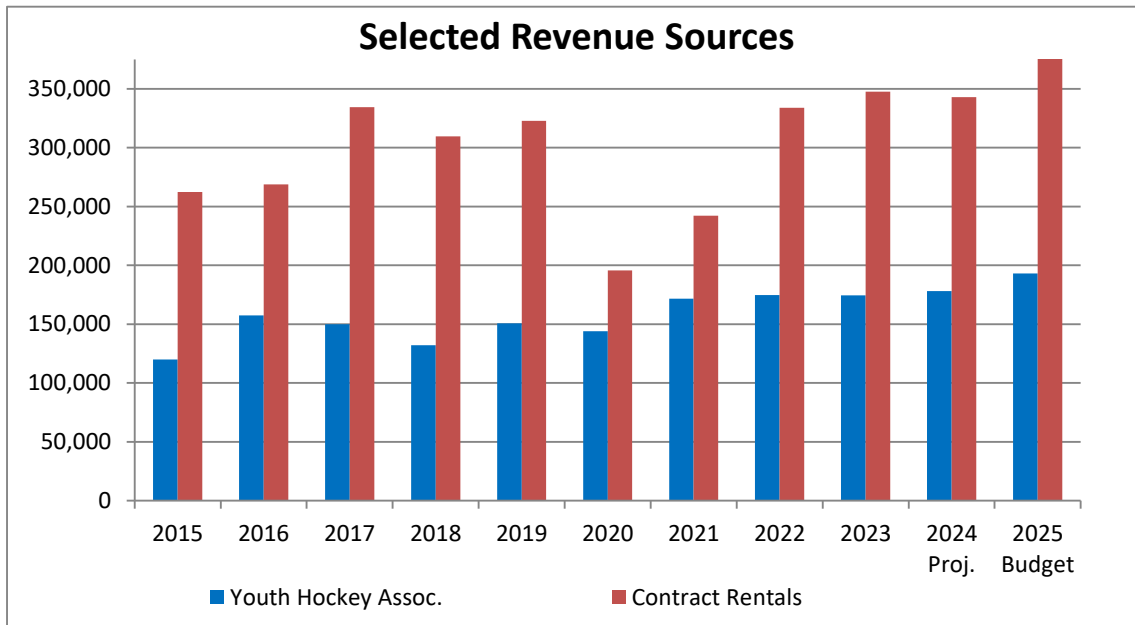
Merchandise

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 2025 revenue is estimated at \$18,600, and represents a slight decrease over the previous fiscal year (\$18,887).

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 2025 revenue is estimated at \$31,000.

Fiscal Year	Merchandise	Alcoholic Beverages
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	21,439	29,656
2024 Proj.	18,887	35,000
2025 Budget	18,600	31,000



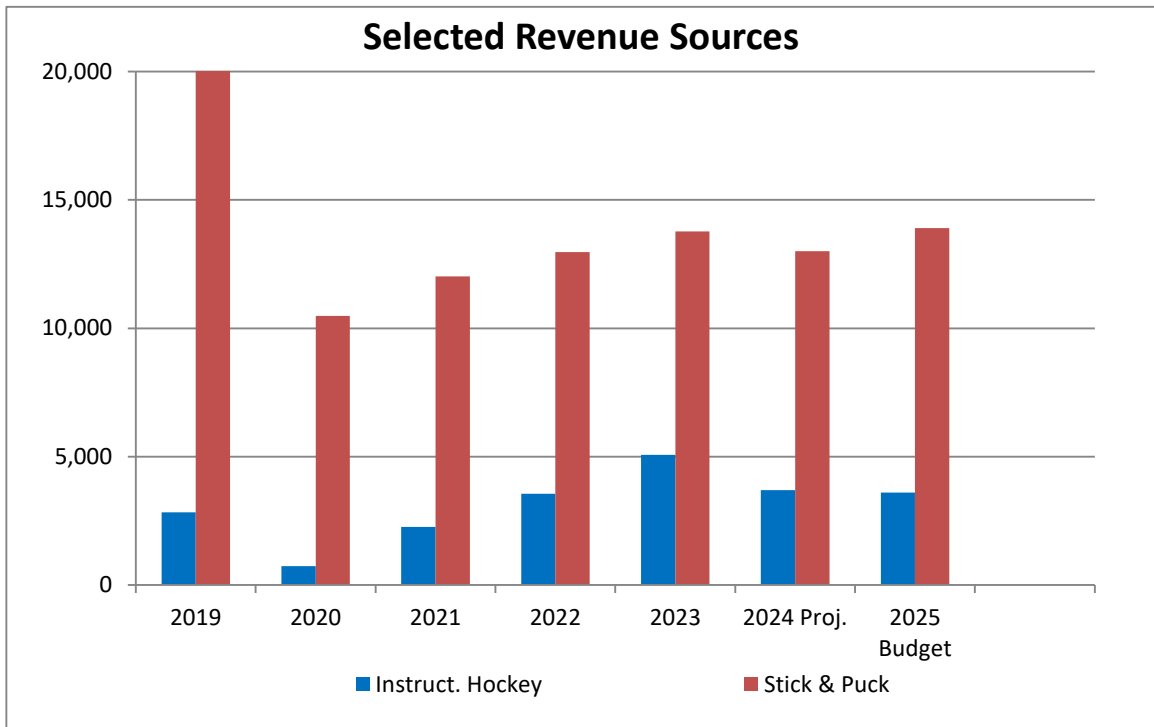
Youth Hockey Association

The Hockey Association pays a user fee for rental of ice time. FY 2024 Ice Rental for the Hockey Association is based upon a rental of 714 hours at an average rate of \$270 per hour. FY 2025 revenue is estimated at \$193,000.

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 2024 revenue is estimated at \$343,000. FY 2025 revenue is based on 1,579 hours of ice time or estimated at \$379,000.

Fiscal Year	Youth Hockey Assoc.	Contract Rentals
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	174,551	347,511
2024 Proj.	178,150	343,000
2025 Budget	193,000	379,000



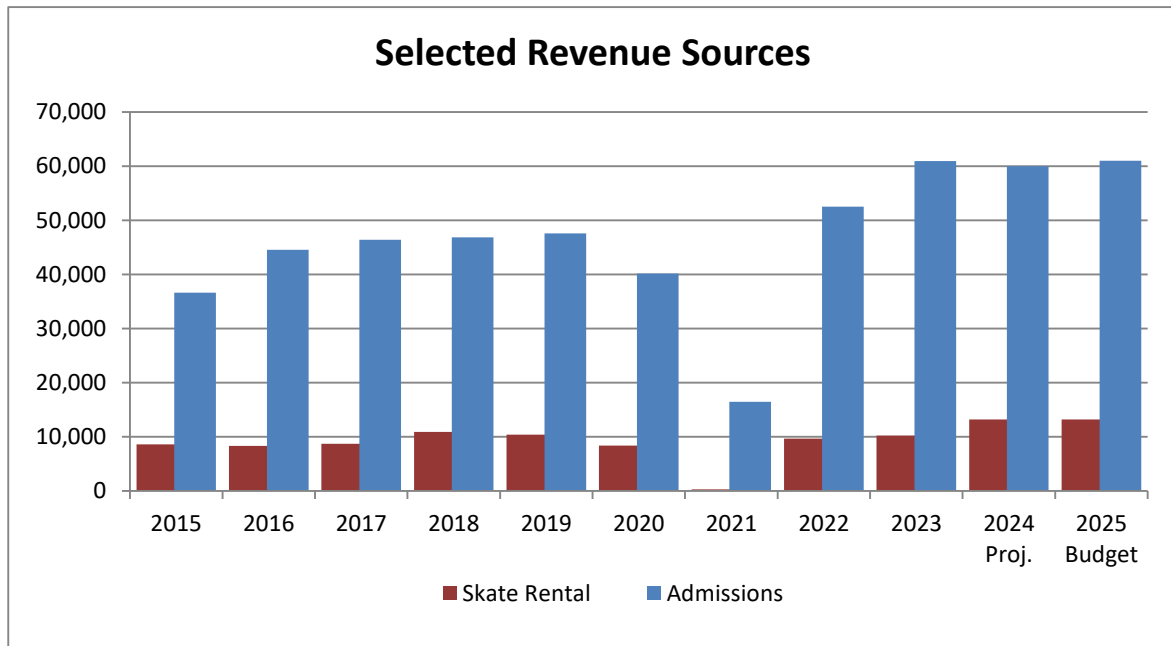
Instructional Hockey

Fees for instructional hockey are \$5 per person per half an hour. FY 2025 revenue is estimated at \$3,600.

Stick & Puck

FY 2025 Revenue for Stick & Puck is estimated at \$7 per person for a total of \$13,900.

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	5,068	13,769
2024 Proj.	3,700	13,000
2025 Budget	3,600	13,900



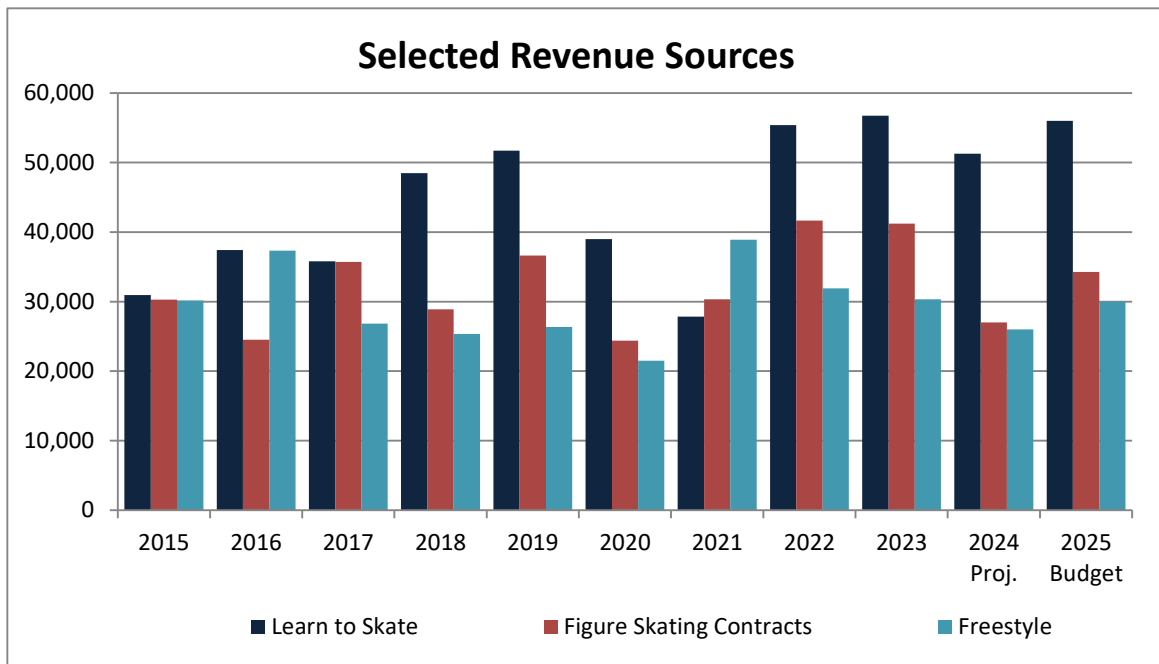
Admissions

In accordance with City Ordinance, a user fee is charged for admission to the Ice Arena to skate. Estimated FY 2024 is projected at \$60,000 down slightly from FY 2023. The FY 2025 admission revenues are estimated to increase to \$61,000.

Skate Rental

In accordance with City Ordinance, a fee is charged for rental of skates. Rental fees are currently \$3 per pair. FY 2024 revenue is estimated at \$13,200. The projected skate rental revenues for FY 2025 are \$13,200.

Fiscal Year	Admissions	Skate Rental
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	60,960	10,238
2024 Proj.	60,000	13,200
2025 Budget	61,000	13,200



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 2024 revenue is estimated at \$51,300. The FY 2025 revenues are estimated to be \$56,000.

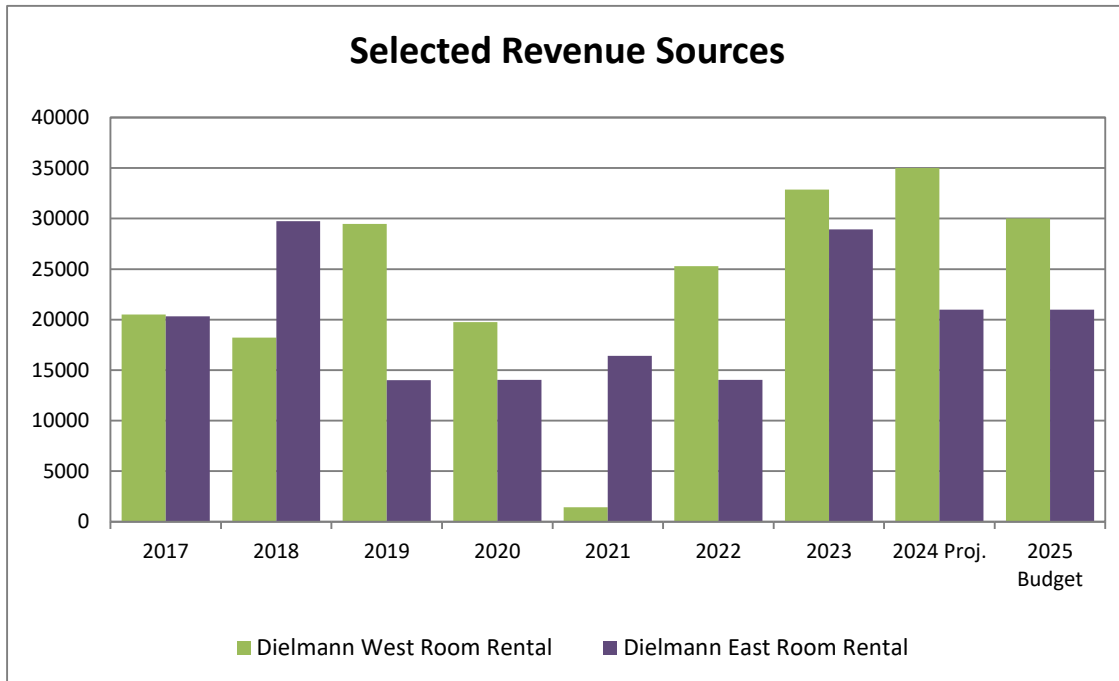
Figure Skating Contracts

In accordance with City Ordinance, a user fee is charged to the Creve Coeur Figure Skating Club. The user fee is \$240 per hour. FY 2025 revenue is estimated at \$34,280.

Freestyle

In accordance with City Ordinance, a \$5 per half hour fee is charged for ice skating. FY 2025 is estimated to be \$30,000.

Fiscal Year	Learn to Skate	Figure Skating Contracts	Freestyle
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	56,765	41,215	30,353
2024 Proj.	51,300	27,000	26,000
2025 Budget	56,000	34,280	30,000



Dielmann West Room Rental

FY 2024 revenue is estimated at \$35,000 up from FY 2023 as a result of an increase in fees. The FY 2025 revenues are estimated to decrease slightly to \$30,000 as a result of a loss of a year-round room renter.

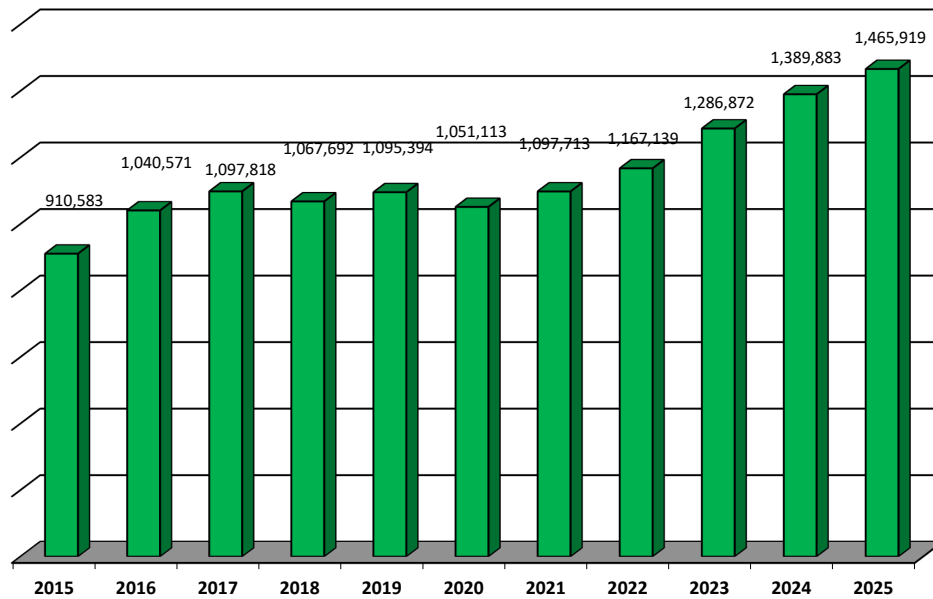
Dielmann East Room Rental

FY 2024 revenue is estimated to be down from FY 2023 to \$21,000 as a result of a loss of three (3) year-round room renters. The FY 2025 revenues are estimated to remain the same at \$21,000.

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	32,861	28,926
2024 Proj.	35,000	21,000
2025 Budget	30,000	21,000

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MUNICIPAL ENTERPRISE FUND - TOTAL EXPENDITURES



Fiscal Year	Total Expenditures	Amount of Change	Percent Change
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	46,600	4.4%
2022	1,167,139	69,426	6.3%
2023	1,286,872	119,733	10.3%
2024	Projected 1,389,883	103,011	8.0%
2025	Budgeted 1,465,919	76,037	5.5%

Factors impacting variances:

- 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.
- 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.

MUNICIPAL ENTERPRISE FUND EXPENDITURES (CONT.)

- 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 4.4%. 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 6.3% 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 10.3% occurred in FY 2023. Personnel costs included a 4% salary increase, as well as a 2% one-time bonus as a result of a high inflation rate in 2022. Benefit expenditures increased 6%.
- FY 2024 An increase of 8% is projected for FY 2024. Personnel costs included a 3% COLA, as well as a 4% Merit. Insurance included a 5% increase.
- FY 2025 An overall increase of 5.5% is budgeted for FY 2025. Personnel costs include a 2% COLA, as well as a 4% Merit. Insurance includes a 7.5% increase. Contractual Services and Commodities are budgeted to decrease 29K. Capital Equipment is budgeted to increase \$48K as a result of capital equipment being moved from the Capital Fund to the Enterprise Fund starting in FY 2025.

CITY OF CREVE COEUR
ALL DEPARTMENTS FOR ENTERPRISE FUND-FY25

ACCOUNT NUMBER AND DESCRIPTION	2023 Actual	2024 Budget	2024 Projected	2025 Request	% Change From Proj.
5101 Salaries, Permanent Empl.	386,966	393,240	406,561	414,040	1.84%
5102 Salaries, Temporary Empl.	165,597	166,990	185,283	175,985	-5.02%
5103 Overtime	1,986	1,500	1,675	1,500	-10.45%
5104 Vacation Pay	3,443	3,000	3,000	3,000	0.00%
5109 Provision for Salary Adj.	7,857	29,020	0	25,723	0.00%
5110 Auto Allowance	2,760	2,880	2,880	2,880	0.00%
5230 Hospital & Medical Insurance	62,954	69,810	68,137	86,899	27.54%
5231 Self-Insured Medical Benefit	500	900	900	900	0.00%
5233 Dental Insurance	2,145	2,212	2,096	2,644	26.15%
5234 Group Life Insurance	1,399	1,614	1,580	1,721	8.92%
5235 Accidental Death & Dismem.	134	141	139	152	9.35%
5236 Disability Insurance	927	1,052	969	1,118	15.38%
5240 Social Security Contribution	42,479	43,601	44,325	47,055	6.16%
5241 Pension Contribution	26,193	53,028	48,050	61,089	27.14%
5243 Worker's Compensation Ins.	18,183	21,122	21,054	18,515	-12.06%
6202 Technical & Personal Services	22,827	28,680	27,944	27,210	-2.63%
6203 Professional Services	19,500	19,500	20,940	20,940	0.00%
6210 Vehicle Maintenance	1,661	3,000	3,000	3,000	0.00%
6211 Equipment Maintenance	32,640	35,815	36,115	38,635	6.98%
6212 Building & Ground Maint.	39,802	41,586	43,086	37,686	-12.53%
6213 Office Equipment Maint.	3,922	4,160	4,281	4,590	7.22%
6220 Liability and Property Insurance	7,712	8,483	9,054	9,960	10.01%
6226 Property Insurance	24,579	30,724	30,041	34,547	15.00%
6250 Electricity	112,551	111,840	116,906	107,984	-7.63%
6252 Natural Gas	26,027	26,000	26,000	28,000	7.69%
6253 Telephone	578	1,460	1,460	660	-54.79%
6254 Water & Sewer	87,247	58,500	80,500	79,700	-0.99%
6255 Cable TV	2,542	2,498	2,898	2,902	0.14%
6260 Advertising	1,370	2,300	2,300	2,100	-8.70%
6261 Education and Training	1,615	854	854	854	0.00%
6262 Dues, Memberships & Subsc.	4,837	3,291	3,326	3,394	2.04%
6264 In Town Meetings	0	50	0	50	0.00%
6265 Travel & Conferences	443	2,500	0	1,500	0.00%
6266 Equipment Rental	1,445	900	900	900	0.00%
6268 Ice Repairs	17,816	15,000	20,000	0	-100.00%
6271 Medical	187	400	400	400	0.00%
7301 Chemicals & Cleaning	6,600	6,200	10,871	10,871	0.00%
7302 Small Tools	969	1,225	1,225	1,225	0.00%
7303 Horticultural Supplies	26,386	25,018	25,018	25,018	0.00%
7304 General Supplies	8,512	6,750	7,545	7,850	4.04%
7307 Gasoline & Mileage	10,849	11,000	12,000	11,500	-4.17%
7308 Wearing Apparel & Linen	2,290	3,610	5,010	4,010	-19.96%
8310 Food For Resale	45,140	34,625	42,400	40,400	-4.72%
8320 Merchandise	12,139	10,660	12,677	11,960	-5.66%
8321 Miscellaneous Supplies	1,589	1,000	1,000	1,000	0.00%
9501 Buildings & Improvements	12,581	13,400	16,131	13,500	-16.31%
9502 Vehicles	0	0	0	0	0.00%
9503 Equipment	26,988	44,652	39,152	90,152	130.26%
9504 Office Equipment	0	200	200	200	0.00%
	1,286,872	1,345,991	1,389,883	1,465,919	5.47%

**MUNICIPAL ENTERPRISE FUND
SUMMARY OF DEPARTMENTAL APPROPRIATIONS
BY MAJOR EXPENDITURE CATEGORY**

Department/Division	Personnel Expenses	Operating Expenses	Capital Outlay	Capital Improvement	Total
Ice Arena	402,142	266,805	11,700	-	680,647
Golf Course Maintenance	275,853	120,179	52,000	-	448,032
Golf Course	156,031	86,720	39,152	-	281,903
Food Service	9,195	45,142	1,000	-	55,337
Total Operations	843,221	518,846	103,852	-	1,465,919
TOTAL OPERATING EXPENSES MUNICIPAL ENTERPRISE FUND	843,221	518,846	103,852	-	1,465,919

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 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 private 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 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Ice Arena Operating Revenues Per Operating Expenditures (i.e., Revenues Per Dollar Spent)	\$1.27	\$1.25	\$1.12	\$1.21
Participants in Public Skating Sessions	7,900	10,664	11,500	11,700
Participants in Figure Skating, Stick & Puck, and Instructional Hockey	8,075	7,703	7,500	7,725
Participants in Learn to Skate Program	600	610	595	650

Service Standards

- Provide the maximum possible use of the Ice Arena while focusing on efficiency, profitability and best ice practices with minimal downtime.
- 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 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.
- Provide training for all workers at the ice arena to control loss and prevent accidents.
- Review and update maintenance standards and records to improve building maintenance and cleanliness, reduce operating expenditures, and maximize revenues.

- Increase customer awareness of the ice arena through in-house literature, phone messaging, and customer service.

Budget Highlights

- Acct. 5102 – Increase in part-time wages to attract new employees and retain current employees in a competitive market.
- Acct. 6268 – Decrease in anticipated ice repairs due to the installation of a new ice system in FY 2024 (-\$20,000).
- Acct. 9501 – Decrease due to several one-time building and maintenance projects conducted in FY 2024.
- Acct. 9503 – Decrease due to several one-time equipment purchases conducted in FY 2024.

ICE ARENA

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	158,928	179,571	173,655	187,881	187,360
5102 Salaries, Temporary Empl.	85,005	87,996	92,215	92,973	98,055
5103 Overtime	535	314	500	350	500
5104 Vacation Pay	-	140	-	-	-
5109 Provision for Salary Adj.	-	3,473	12,305	-	11,975
5110 Auto Allowance	2,880	2,760	2,880	2,880	2,880
5230 Hospital & Medical Insurance	23,558	23,673	27,430	30,880	35,920
5231 Self Insured Medical Benefit	150	500	900	900	900
5233 Dental Insurance	1,394	889	806	1,054	1,224
5234 Group Life Insurance	556	610	713	715	779
5235 Accidental Death & Dismem.	60	58	62	63	69
5236 Disability Insurance	244	313	395	521	568
5240 Social Security Contribution	18,383	19,970	21,000	22,500	23,400
5241 Pension Contribution	9,474	10,460	26,106	26,030	27,900
5243 Worker's Compensation Ins.	5,022	11,964	13,897	13,897	10,612
Total Personnel Services	306,187	342,690	372,864	380,644	402,142
OPERATING EXPENSES:					
6202 Technical & Personal Services	6,201	4,524	5,500	6,000	6,000
6203 Professional Services	11,987	19,500	19,500	20,940	20,940
6211 Equipment Maintenance	26,150	21,897	27,015	24,515	28,035
6212 Building & Ground Maint.	17,540	26,237	17,536	17,536	18,686
6213 Office Equipment Maint.	852	3,215	3,320	3,441	3,750
6220 Liability and Property Insurance	7,524	3,772	4,149	4,332	4,765
6226 Property Insurance	8,369	21,888	27,361	26,753	30,766
6250 Electricity	87,740	89,402	88,560	93,000	83,700
6252 Natural Gas	19,194	18,219	19,000	19,000	21,000
6253 Telephone	296	289	730	730	360
6254 Water & Sewer	16,991	19,952	19,000	24,000	25,000
6255 Cable TV	1,109	1,779	1,600	2,000	2,004
6260 Advertising	800	185	350	350	350
6261 Education and Training	-	1,345	400	400	400
6262 Dues, Memberships & Subsc.	1,311	1,822	1,381	1,381	1,449
6265 Travel & Conferences	-	443	2,500	-	1,500
6266 Equipment Rental	-	700	-	-	-
6268 Ice Repairs	21,155	17,816	15,000	20,000	-
6271 Medical	558	103	300	300	300
7301 Chemicals & Cleaning	1,955	5,455	5,000	9,000	9,000
7302 Small Tools	427	369	500	500	500
7304 General Supplies	1,007	1,496	1,000	795	1,000
7307 Gasoline & Mileage	5,242	3,831	5,000	4,500	5,000
7308 Wearing Apparel & Linen	1,952	1,259	2,300	2,300	2,300
Total Operating Expenses	238,360	265,499	267,002	281,773	266,805
CAPITAL OUTLAY:					
9501 Buildings & Improvements	2,672	10,135	9,100	14,600	10,500
9503 Equipment	7,720	8,729	8,700	4,700	1,200
9504 Office Equipment	-	-	-	-	-
Total Capital Outlay	10,392	18,864	17,800	19,300	11,700
TOTAL ICE ARENA	554,938	627,054	657,666	681,717	680,647

**ICE ARENA
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail	Annual
9501 Building and Improvements	
DRC Landscape Supplies	500
Emergency Exit Plan Signs	3,000
Painting Ice Rink Locker Room Walls	4,000
Wood Fence Replacement - Materials Only	3,000
Total Account 9501	10,500
9503 Equipment	
Hockey Goals	1,200
Total Account 9503	1,200
Total Capital Outlay	11,700

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 systems, 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 regularly. Construction activities are undertaken 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 the 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 the safety of patrons.
- Install drain pipes in fairways for better playability during inclement weather.
- Continue to complete projects in the spirit of Audubon Certification for the course.

Budget Highlights

- Acct. 6254 – Increase due to rising cost of water for irrigation and drought conditions (\$47,000).
- Acct. 6250 – Increase due to new pond aerators being installed in #5 pond (\$4,284).
- Acct. 6253 – Decrease due to one-time purchase of phone for the Superintendent per the City's replacement schedule in FY 2024 (\$300).
- Acct. 9503 – Increase due to one-time purchase of new greens mower (\$52,000).

GOLF COURSE - MAINTENANCE

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	138,087	147,775	148,305	158,465	161,280
5102 Salaries, Temporary Empl.	19,453	15,324	22,950	20,010	21,350
5103 Overtime	705	1,595	1,000	1,275	1,000
5104 Vacation Pay	-	562			
5109 Provision for Salary Adj.	-	2,959	11,525	-	11,564
5230 Hospital & Medical Insurance	29,372	28,480	30,035	32,624	35,561
5233 Dental Insurance	956	812	885	885	927
5234 Group Life Insurance	460	533	608	615	670
5235 Accidental Death & Dismem.	49	52	53	54	59
5236 Disability Insurance	370	414	443	448	489
5240 Social Security Contribution	11,580	12,404	13,101	12,625	13,600
5241 Pension Contribution	10,902	10,932	21,325	21,320	23,850
5243 Worker's Compensation Ins.	5,063	3,643	4,232	4,192	5,503
Total Personnel Services	216,995	225,483	254,462	252,513	275,853
OPERATING EXPENSES:					
6202 Technical & Personal Services	1,610	400	250	250	530
6210 Vehicle Maintenance	858	1,051	1,500	1,500	1,500
6211 Equipment Maintenance	6,185	10,449	8,000	11,000	10,000
6212 Building & Ground Maint.	13,276	13,480	23,350	24,850	18,300
6220 Liability and Property Insurance	-	1,916	2,108	2,348	2,583
6226 Property Insurance	-	437	547	535	615
6250 Electricity	2,037	3,421	3,780	3,906	4,284
6253 Telephone	296	289	730	730	300
6254 Water & Sewer	24,116	64,501	35,000	49,000	47,000
6261 Education and Training	425	270	354	354	354
6262 Dues, Memberships & Subsc.	1,017	1,215	1,250	1,285	1,285
6266 Equipment Rental	195	-	100	100	100
6271 Medical	94	85	100	100	100
7301 Chemicals & Cleaning	286	301	400	400	400
7302 Small Tools	591	573	600	600	600
7303 Horticultural Supplies	23,389	26,386	25,018	25,018	25,018
7307 Gasoline & Mileage	5,652	7,018	6,000	7,500	6,500
7308 Wearing Apparel & Linen	699	532	710	710	710
Total Operating Expense	80,727	132,323	109,797	130,186	120,179
CAPITAL OUTLAY:					
9501 Buildings & Improvements	19,173	2,446	3,300	1,031	-
9503 Equipment	-	4,656	-		52,000
Total Capital Outlay	19,173	7,103	3,300	1,031	52,000
TOTAL GOLF COURSE	316,895	364,909	367,559	383,730	448,032

GOLF COURSE - MAINTENANCE
CAPITAL OUTLAY DETAIL

Capital Outlay Detail	Annual
9501 Building and Improvements	
Boring and Conduit for Future Irrigation Pumphouse	-
Total Account 9501	-
9502 Vehicles	
(Nothing Budgeted)	-
Total Account 9502	-
9503 Equipment	
Golf Course Greens Mower	52,000
Total Account 9503	52,000
Total Capital Outlay	52,000

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 professionals. The check-in desk also provides general merchandise from gloves to golf balls. Special events may be arranged for groups of all sizes including tournaments and "Glow Golf" events. The course is also home to a 9-hole foot golf course available for special events. Food service is available to complement any group outings.

Service, Performance and Workload Levels

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Operating Rev Per Operating Exp (Revenues per Dollar Spent) ¹	\$.87	\$1.08	\$.98	\$.80
Rounds Played	25,421	30,780	31,000	30,890
Number Resident Rounds	6,406	5,700	6,000	5,850
Program Participants (Camps, Leagues)	222	275	246	225
Group Outings Held (Corporate/Private)	29	27	22	20
Website Visits (Sessions) ²	24,500	27,000	28,000	27,500
Website Bookings ²	3,824	12,000	12,500	12,250
Website Visits to Bookings, Conversion ²	15.6%	44.4%	44.6%	44.5%
Overall Customer Ratings (1-5) ²	4.3	4.4	4.5	4.5
Revenue Per Available Tee Time ²	\$4.25	\$5.50	\$5.60	\$5.70
Weather, Days 90+ degrees ²	70	37	50	44
Total Number of playable days ²	217	239	240	239
Total Precipitation (inches) ²	49	31	35	30

¹Includes all expenditures for Golf Pro Shop and Golf Maintenance.

²Information provided by GolfNow.

Service Standards

- Provide outstanding personal service to our customers including ongoing training in guest service, point of sales, effective golf cart tee sheet management, merchandising, leagues, and corporate and private golf outings:
 - Guest service training involves a 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.
- 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.
- Standard of play is an average of 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, high school golf teams, soccer teams, and families all have an opportunity to play golf at Creve Coeur Golf Course.

Objectives

- Continue to maintain and best utilize databases, 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.
- 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 businesses 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

- Acct. 5102 – Decrease in part-time staff utilization anticipated in FY 2025 due to unpredicted warm weather resulting in more golf rounds during the offseason in FY 2024.
- Acct. 6202 – Decrease in credit card fees due to the aforementioned increase in rounds played during the offseason in FY 2024 (\$15,000).
- Acct. 9501 – Increase due to replacement of men's locker room countertop (\$2,500).
- Acct. 9503 – Increase due to the one-time purchase of outside deck fans and PA system for tee box #1 (\$2,000).

GOLF COURSE-PRO SHOP

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5101 Salaries, Permanent Empl.	67,162	59,621	71,280	60,215	65,400
5102 Salaries, Temporary Empl.	44,036	54,381	44,625	66,300	48,300
5103 Overtime	-	78	-	50	-
5104 Vacation Pay	1,270	2,741	3,000	3,000	3,000
5109 Provision for Salary Adj.	-	1,426	5,190	-	2,184
5230 Hospital & Medical Insurance	12,047	10,801	12,345	4,633	15,418
5233 Dental Insurance	558	445	521	157	493
5234 Group Life Insurance	223	257	293	250	272
5235 Accidental Death & Dismem.	24	25	26	22	24
5236 Disability Insurance	185	200	214	-	61
5240 Social Security Contribution	8,302	9,521	9,000	8,800	9,500
5241 Pension Contribution	5,093	4,801	5,597	700	9,339
5243 Worker's Compensation Ins.	1,007	2,266	2,632	2,607	2,040
Total Personnel Services	139,907	146,559	154,723	146,734	156,031
OPERATING EXPENSES:					
6202 Technical & Personal Services	20,964	17,442	22,235	20,999	19,985
6210 Vehicle Maintenance	14,509	610	1,500	1,500	1,500
6211 Equipment Maintenance	-	-	200	200	200
6212 Building & Ground Maint.	43	85	-	-	-
6213 Office Equipment Maint.	767	707	840	840	840
6220 Liability and Property Insurance	7,524	1,952	2,147	2,276	2,504
6226 Property Insurance	8,369	1,905	2,381	2,328	2,677
6250 Electricity	19,947	19,728	19,500	20,000	20,000
6252 Natural Gas	7,980	7,808	7,000	7,000	7,000
6254 Water & Sewer	2,252	2,794	4,500	7,500	7,700
6255 Cable TV	519	763	898	898	898
6260 Advertising	660	1,185	1,950	1,950	1,750
6262 Dues, Memberships & Subsc.	550	1,800	660	660	660
6264 In Town Meetings	-	-	50	-	50
6266 Equipment Rental	690	745	800	800	800
7301 Chemicals & Cleaning	-	-	200	871	871
7302 Small Tools	106	27	75	75	75
7304 General Supplies	7,704	7,016	5,450	6,350	6,450
7308 Wearing Apparel & Linen	300	300	400	1,800	800
8320 Merchandise	9,399	12,139	10,660	12,677	11,960
Total Operating Expense	102,281	77,007	81,446	88,724	86,720
CAPITAL OUTLAY:					
9501 Buildings & Improvements	-	-	1,000	500	3,000
9503 Equipment	23,890	13,603	33,952	33,952	35,952
9504 Office Equipment	-	-	200	200	200
Total Capital Outlay	23,890	13,603	35,152	34,652	39,152
TOTAL GOLF COURSE	266,077	237,170	271,321	270,110	281,903

**GOLF COURSE - PRO SHOP
CAPITAL OUTLAY DETAIL**

Capital Outlay Detail	Annual
9501 Buildings & Improvements	
Locker Room Counter Top Replacement Project	3,000
Total Account 9501	<u>3,000</u>
9503 Equipment	
Deck Fans	1,200
Foot Golf Equipment	200
Golf Cart Lease	32,040
Misc. Items for Cart Storage	200
PA System for Tee Box #1	2,000
Pull Carts	312
Total Account 9503	<u>35,952</u>
9504 Office Equipment	
Misc.	200
Total Account 9504	<u>200</u>
Total Capital Outlay	<u><u>39,152</u></u>

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 concession services, bbq items and snacks, as well as catering for special events.

Performance and Workload Measures

	FY 2022	FY 2023	Projected FY 2024	Estimated FY 2025
Operating Revenues Per Operating Expenditures (Revenue per Dollar Spent)	\$1.08	\$1.08	\$1.15	\$1.09

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 sales/revenue by closely monitoring price of product and sale price.

Objectives

- Offer grab-n-go items consistently during the golf season and standard concession services during ice rink demand.
- Establish and maintain sound inventory control and purchasing policies, provide for rotation of stock to ensure high-quality food service, schedule trained personnel to ensure quality customer service, and perform 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 the sale of alcoholic beverages.

Budget Highlights

- Acct. 5102 – Increase due to raising part-time wages to recruit new staff and retain current staff members, as well as offer more concession stand open hours.

FOOD SERVICES

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025
PERSONNEL SERVICES:					
5102 Salaries, Temporary Empl.	5,185	7,897	7,200	6,000	8,280
5240 Social Security Contribution	417	585	500	400	555
5243 Worker's Compensation Ins.	269	310	361	358	360
Total Personnel Services	5,870	8,792	8,061	6,758	9,195
OPERATING EXPENSES:					
6202 Technical & Personal Services	445	461	695	695	695
6211 Equipment Maintenance	1,420	294	600	400	400
6212 Building & Ground Maint.	10	-	700	700	700
6220 Liability and Property Insurance	-	72	79	98	108
6226 Property Insurance	-	348	435	425	489
6261 Education and Training	-	-	100	100	100
7301 Chemicals & Cleaning	573	844	600	600	600
7302 Small Tools	14	-	50	50	50
7304 General Supplies	235	-	300	400	400
7308 Wearing Apparel & Linen	100	200	200	200	200
8310 Food For Resale	39,293	45,140	34,625	42,400	40,400
8321 Miscellaneous Supplies	1,156	1,589	1,000	1,000	1,000
Total Operating Expense	43,245	48,948	39,384	47,068	45,142
CAPITAL OUTLAY:					
9503 Equipment	-	-	2,000	500	1,000
Total Capital Outlay	-	-	2,000	500	1,000
TOTAL FOOD SERVICES	49,116	57,740	49,445	54,326	55,337

FOOD SERVICE CAPITAL OUTLAY DETAIL

Capital Outlay Detail	Annual
9503 Equipment	
Misc.	1,000
Total Account 9503	1,000
Total Capital Outlay	1,000

**MUNICIPAL ENTERPRISE
ANNUAL SURPLUS/DEFICIT BY DEPARTMENT
2015-2025**

YEAR	2015*			2016*			2017*			2018*		
DEPT	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)
**ICE	562,286	449,047	113,238	615,392	518,700	96,692	787,584	562,035	225,550	620,484	497,863	122,621
**GOLF	378,840	418,922	(40,082)	397,348	473,966	(76,618)	383,155	487,583	(104,428)	383,923	514,336	(130,414)
FOOD	52,497	40,597	11,900	55,854	49,922	5,932	58,080	48,201	9,879	56,759	54,843	1,916
Total	993,622	908,567	85,056	1,068,593	1,042,587	26,006	1,228,819	1,097,818	131,001	1,061,166	1,067,043	(5,877)
	-6.00%	2.94%		7.55%	14.75%		14.99%	5.30%		-13.64%	-2.80%	

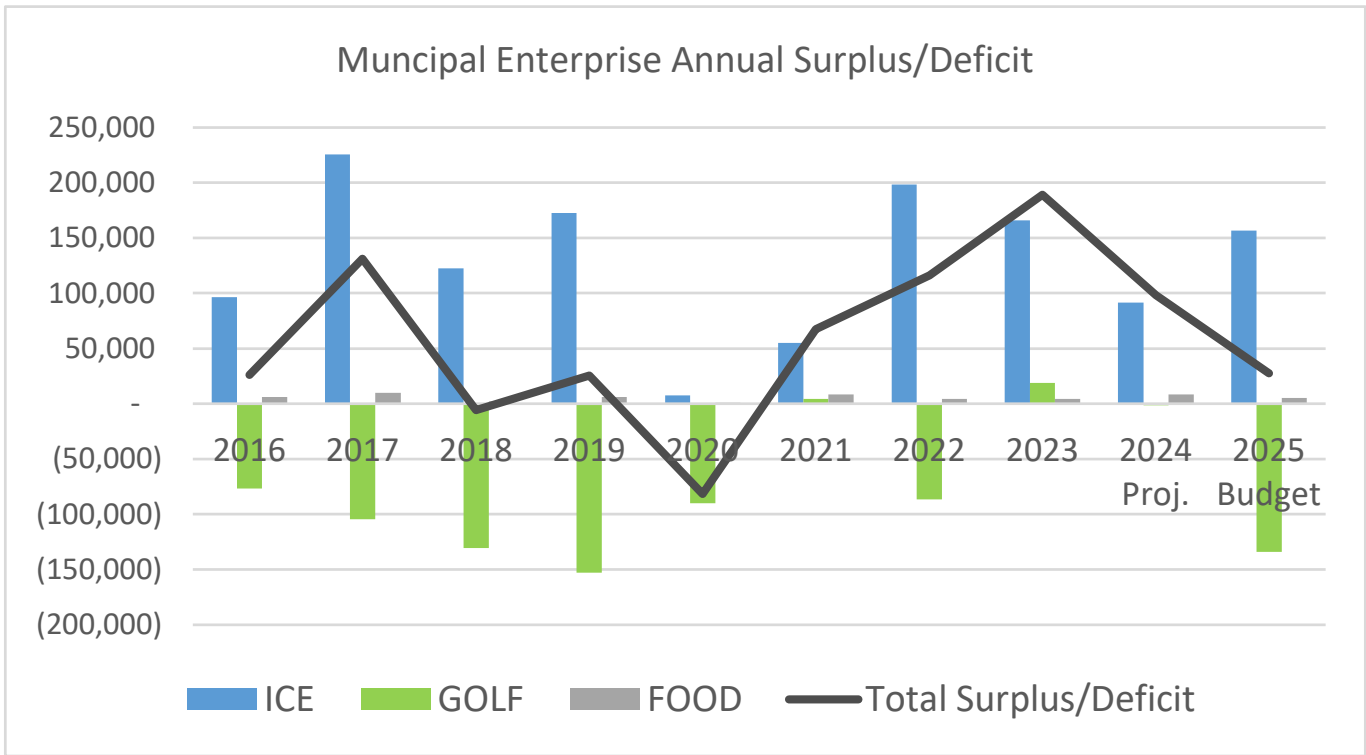
YEAR	2019*			2020*			2021*			2022*		
DEPT	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)
**ICE	703,384	530,670	172,714	516,501	508,741	7,760	567,754	512,869	54,885	753,305	554,938	198,367
**GOLF	359,463	512,278	(152,815)	405,928	496,116	(90,188)	557,297	552,801	4,496	496,498	582,972	(86,474)
FOOD	58,353	52,445	5,908	47,041	46,255	785	40,303	32,042	8,261	53,377	49,116	4,261
Total	1,121,200	1,095,394	25,806	969,470	1,051,113	(81,642)	1,165,354	1,097,712	67,642	1,303,180	1,187,026	116,155
	5.66%	2.66%		-13.53%	-4.04%		20.21%	4.43%		11.83%	8.14%	

YEAR	2023*			2024 Projected*			2025 Budget*		
DEPT	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)
**ICE	792,931	627,054	165,877	773,112	681,717	91,396	837,275	680,647	156,628
**GOLF	620,886	602,078	18,808	652,534	653,840	(1,306)	595,849	729,935	(134,086)
FOOD	62,120	57,740	4,380	62,500	54,326	8,174	60,500	55,337	5,163
Total	1,475,937	1,286,872	189,065	1,488,146	1,389,883	98,263	1,493,624	1,465,919	27,705
	13.26%	8.41%		0.83%	8.00%		0.37%	5.47%	

YEAR	10 Year Average (2015-2024)			5 Year Average (2020-2024)		
DEPT	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)	OPERATING REVENUES	OPERATING EXPENSES	SURPLUS/ (DEFICIT)
**ICE	669,273	544,363	124,910	680,721	577,064	103,657
**GOLF	463,587	529,489	(65,902)	546,629	577,561	(30,933)
FOOD	54,688	48,549	6,140	53,068	47,896	5,172
Total	1,187,549	1,122,401	65,147	1,280,417	1,202,521	77,896
	4.11%	4.78%		6.52%	4.99%	

* 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

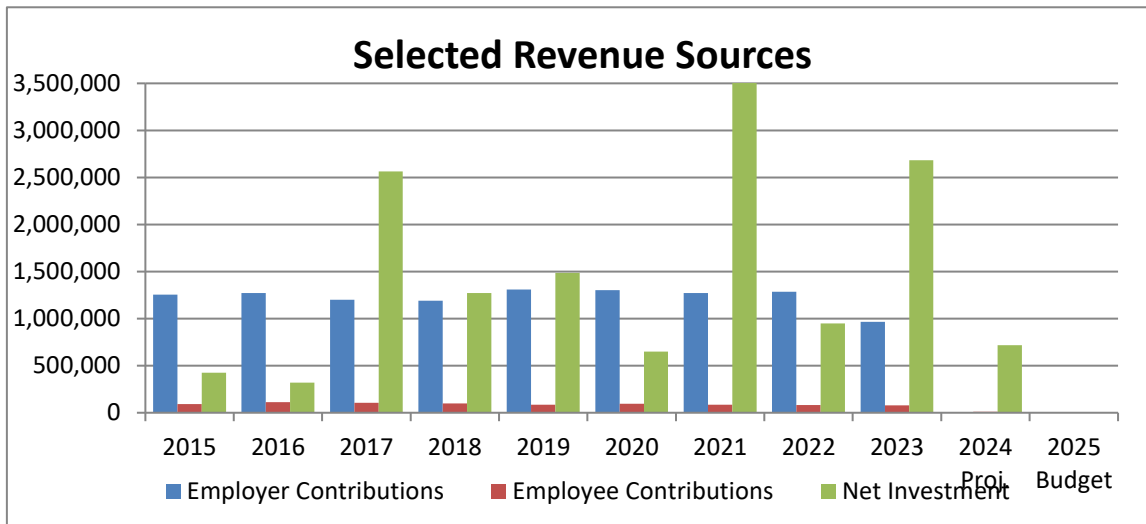
** Depreciation expense is excluded



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CITY EMPLOYEES RETIREMENT FUND
STATEMENT OF ESTIMATED REVENUES AND EXPENDITURES
FOR FISCAL YEAR ENDING JUNE 30, 2025
IN COMPARISON WITH BUDGETED AND PROJECTED TOTALS FOR FY 2024
AND ACTUAL TOTALS FOR FY 2022 & FY 2023

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Estimated FY 2025
<u>Revenues:</u>					
Employer Contributions-Public Safety	176,335	211,118	242,162	-	-
Employer Contributions-General Fund	1,110,782	754,087	820,658	-	-
Employee Contributions	82,726	79,212	78,200	11,892	-
Other Revenues	(3,287,646)	2,682,233	1,743,307	719,021	-
Total Operating Revenues	(1,917,803)	3,726,649	2,884,327	730,913	-
Operating Transfer	-	-	-	-	-
Total Revenues	(1,917,803)	3,726,649	2,884,327	730,913	-
<u>Expenditures:</u>					
Professional Services	23,824	19,709	30,096,725	30,078,719	-
Investment Manager Fees	59,700	59,134	59,000	30,171	-
Employee Benefits Expense	2,057,704	2,161,318	2,220,000	1,147,877	-
Total Expenditures	2,141,228	2,240,161	32,375,725	31,256,767	-
TOTAL REV. OVER (UNDER) EXP.	(4,059,031)	1,486,488	(29,491,398)	(30,525,854)	-
****Closed Plan January 2024					



Employer Contributions

The City closed and transferred the administration of City's Legacy Defined Benefit Retirement Plan in January 2024. Therefore, there are no more Employer Contributions.

Employee Contributions

The City closed and transferred the administration of City's Legacy Defined Benefit Retirement Plan in January 2024. Therefore, there are no more Employee Contributions.

Net Investment Incr/Decr

The City closed and transferred the administration of City's Legacy Defined Benefit Retirement Plan in January 2024. Therefore, there are no more Investment Income.

Fiscal Year	Employer Contributions	Employee Contributions	Net Investment
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	948,322
2023	965,205	79,212	2,682,233
2024 Proj.	0	11,892	719,021
2025 Budget	0	-	0

CITY EMPLOYEES RETIREMENT FUND
COMPARISON OF FISCAL YEAR 2025 ESTIMATED REVENUE WITH 2024 BUDGETED AND PROJECTED
AND ACTUAL REVENUES FOR FISCAL YEARS 2022 AND 2023

	Actual Revenue FY 2022	Actual Revenue FY 2023	Budgeted Revenue FY 2024	Projected Revenue FY 2024	Estimated Revenue FY 2025	
INTERGOVERNMENTAL REVENUES:						
4307 Employer Contrib.-Public Safety	176,335	211,118	242,162	-	-	1
4308 Employer Contrib.-General Fund	1,110,782	754,087	820,658	-	-	1
	<u>1,287,117</u>	<u>965,205</u>	<u>1,062,820</u>	<u>-</u>	<u>-</u>	
Total Intergovernmental Revenue	1,287,117	965,205	1,062,820	-	-	
OTHER REVENUES:						
4309 Employee Contributions	82,726	79,212	78,200	11,892	-	
4704 Investment Income-Other	865,596	922,617	800,000	219,688	-	2
4709 Unrealized Gains	(4,153,242)	1,759,616	943,307	499,333	-	2
	<u>(3,204,920)</u>	<u>2,761,445</u>	<u>1,821,507</u>	<u>730,913</u>	<u>-</u>	
Total Other Revenues	(3,204,920)	2,761,445	1,821,507	730,913	-	
Operating Transfers In	-	-	-	-	-	
Total Current Year's Total Current Year's Revenues	<u>(1,917,803)</u>	<u>3,726,649</u>	<u>2,884,327</u>	<u>730,913</u>	<u>-</u>	
TOTAL CITY EMPLOYEES RETIREMENT FUND	<u>(1,917,803)</u>	<u>3,726,649</u>	<u>2,884,327</u>	<u>730,913</u>	<u>-</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**

	Actual Expenditures FY 2022	Actual Expenditures FY 2023	Budgeted Expenditures FY 2024	Projected Expenditures FY 2024	Estimated Expenditures FY 2025	
6203 Professional Services	23,824	19,709	30,096,725	30,078,719	-	
6205 Investment Manager Fees	59,700	59,134	59,000	30,171	-	
6206 Employee Benefits Expense	2,057,704	2,161,318	2,220,000	1,147,877	-	
TOTAL BENEFITS AND OPERATING EXPENDITURES	2,141,228	2,240,161	32,375,725	31,256,767	-	
EXCESS OF REV. OVER EXP.	(4,059,031)	1,486,488	(29,491,398)	(30,525,854)	-	
FUND BALANCE-BEGINNING OF YEAR	33,098,402	29,039,364	29,055,119	30,525,854	0	
FUND BALANCE-END OF YEAR	29,039,364	30,525,854	(436,279)	0	0	****

****Closed Plan January 2024

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 area's 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, 2022, the estimated population of the city is 18,565 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 four times a month, both virtually and in-person.

Area

Square Miles	10.28
Acres	6,573
Housing Units ¹	8,988
Persons Per Square Mile ¹	1,833
Persons Per Acre	2.87

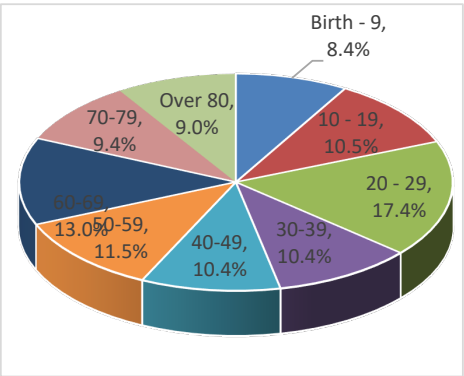
Population Growth

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
2022	18,565

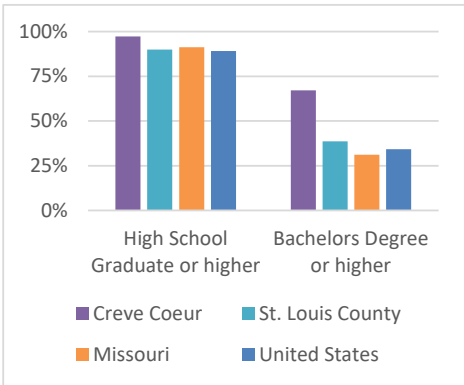
General Information and Statistical Data (Cont'd)

Median Household Income ¹	115,120
Median Age (years) ¹	44.3

Age of Residents¹



Education¹



Occupation²

Management, business, science, and arts occupations	64.0%
Sales and office occupations	17.0%
Service occupations	12.0%
Production, transportation, and material moving occupations	3.0%
Natural resources, construction, and maintenance occupations	3.0%
Other	1.0%

Ethnicity¹

Caucasian	73.5%
African-American	10.0%
American Indian and Alaskan Native	0.1%
Asian	10.8%
Other	3.9%
Other	1.7%

Housing¹

Owner Occupied	62.8%
Renter Occupied	37.2%

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
Total Miles of Streets	116.6

Police Protection

Commissioned	50
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 Use²

Residential	57%
Commercial	16%
Light Industrial	3%
Institutional	16%
Parks	8%

Largest Employers (number of employees)³

Mercy Hospital St. Louis	6,158
Bayer	3,800
SSM Health Care Corporation	1,217
Barnes West County Hospital	848
London Stock Exchange Group	391
Plaza Motor Company	359
The Climate Corporation	311
Midwest Series of Lockton Companies LLC	254
Commerce Bank	225
Hicuity Health Inc.	221

Number of City of Creve Coeur Authorized Full-Time Employees	109.0
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¹ Per U.S. Census Bureau, Census, 2018-2022 (5-Year Estimate)

² Per Creve Coeur Planning Department, 2023

³ Per 2023 Comprehensive Annual Financial Report (Creve Coeur Finance Department 2023 Business Licenses)

CITY OF CREVE COEUR, MISSOURI
COMPUTATION OF LEGAL DEBT MARGIN
June 30, 2023

Net Assessed Value: as of January 1, 2022	<u>\$ 1,192,729,321</u>
Debt Limit: 10% of Assessed Value	119,272,932
Total Bonded Debt	7,668,588
Less: Assets in Debt Service Fund	<u>(462,793.00)</u>
Total Amount of General Obligation Debt Applicable to Debt Limit	<u>7,205,795</u>
Legal Debt Margin	<u>\$ 112,067,137</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.

FY 2023 included a defeasance of \$575K towards Principal, which reduced 2037 Principal and Interest.

The annual principal and interest requirements to maturity of the General Obligation Bonds as of June 30, 2023 are as follows:

Years Ending June 30,	Principal	Interest	Total
2024	480,000	215,588	695,588
2025	490,000	205,988	695,988
2026	505,000	191,288	696,288
2027	515,000	179,925	694,925
2028	530,000	167,050	697,050
2029	550,000	151,150	701,150
2030	565,000	134,650	699,650
2031	580,000	117,700	697,700
2032	600,000	100,300	700,300
2033	620,000	82,300	702,300
2034	635,000	63,700	698,700
2035	655,000	44,650	699,650
2036	675,000	25,000	700,000
2037	125,000	3,906	128,906
	<u>7,525,000</u>	<u>1,683,194</u>	<u>9,208,194</u>

Source: 2023 Comprehensive Annual Financial Report

CITY OF CREVE COEUR, MISSOURI
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
JUNE 30, 2023

<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	59,790,000	4.11%	2,457,369
Parkway School District	303,365,000	13.32%	40,408,218
Ladue School District	219,040,672	19.72%	43,194,821
Pattonville School District	49,860,000	3.58%	1,784,988
Monarch Fire District	8,425,000	4.30%	362,275
West Overland Fire District	2,250,000	9.20%	207,000
Creve Coeur Fire	14,970,000	61.91%	9,267,927
Sub-total	657,700,672		97,682,598
City of Creve Coeur	7,668,588	100.00%	7,668,588
Total Direct and Overlapping Debt	665,369,260		105,351,186

Source: 2023 Comprehensive Annual Financial Report

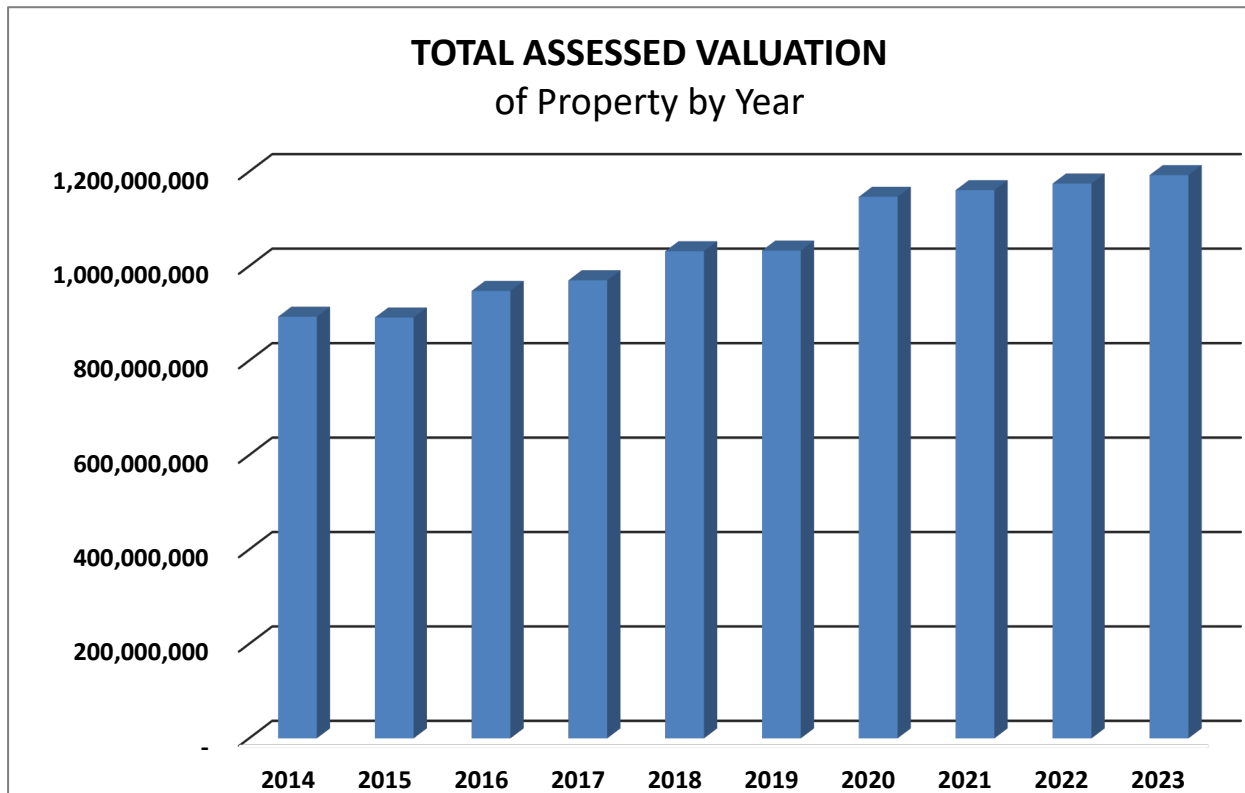
The percentage applicable to the City of Creve Coeur is based on the jurisdiction's assessed value within the boundaries of Creve Coeur.

**CITY OF CREVE COEUR
PRINCIPAL REAL ESTATE TAXPAYERS (1)
JUNE 30, 2023**

Taxpayer	Type of Business	2023 Assessed Valuation	Percent of Total (2)
Bayer Research/Monsanto Company	Regional Headquarters	58,437,350	4.90 %
RNSI City Place Owner LLC	Developers	39,977,410	3.35
Emerson Rd LLC (formerly I & G Direct Real Estate 18, LP)	Developers	24,000,100	2.01
Missouri American Water/St. Louis Co Water	Water Company	12,173,380	1.02
MRES CP6 Holdings LP	Real Estate	10,542,820	0.88
Waterfront Creve Coeur MO LLC (Formerly Cross Creek Multifamily Apartments LP)	Rental Apartments	10,029,510	0.84
Asbury Automotive St. Louis, LLC	Retail auto sales	9,834,550	0.82
Danforth Plant Center	Bio-Research & Developmen	8,046,360	0.67
AVBH VICINO LLC	Rental Apartments	6,950,670	0.58
St. Josephs Convent of Mercy	Religious	6,411,160	0.54
		\$ 186,403,310	15.63 %

(1) Source - 2023 Comprehensive Annual Financial Report

(2) Total assessed value of the City was \$1,192,729,321 as of December 31, 2022



Fiscal Year	Real Property	Personal	Railroad & Utilities	Total
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
2023	1,011,081,620	171,171,210	10,476,491	1,192,729,321

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	Estimated Cost Of Construction	Number Of Permits	Estimated Cost Of Construction						
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			
2023	5,072,530,955	4	39,910,418	9	6,060,000	535	59,163,925	15			

(1) Source - 2023 Comprehensive Annual Financial Report (St. Louis County Assessor)

(2) Source - 2023 Comprehensive Annual Financial Report (City of Creve Coeur Building Department)

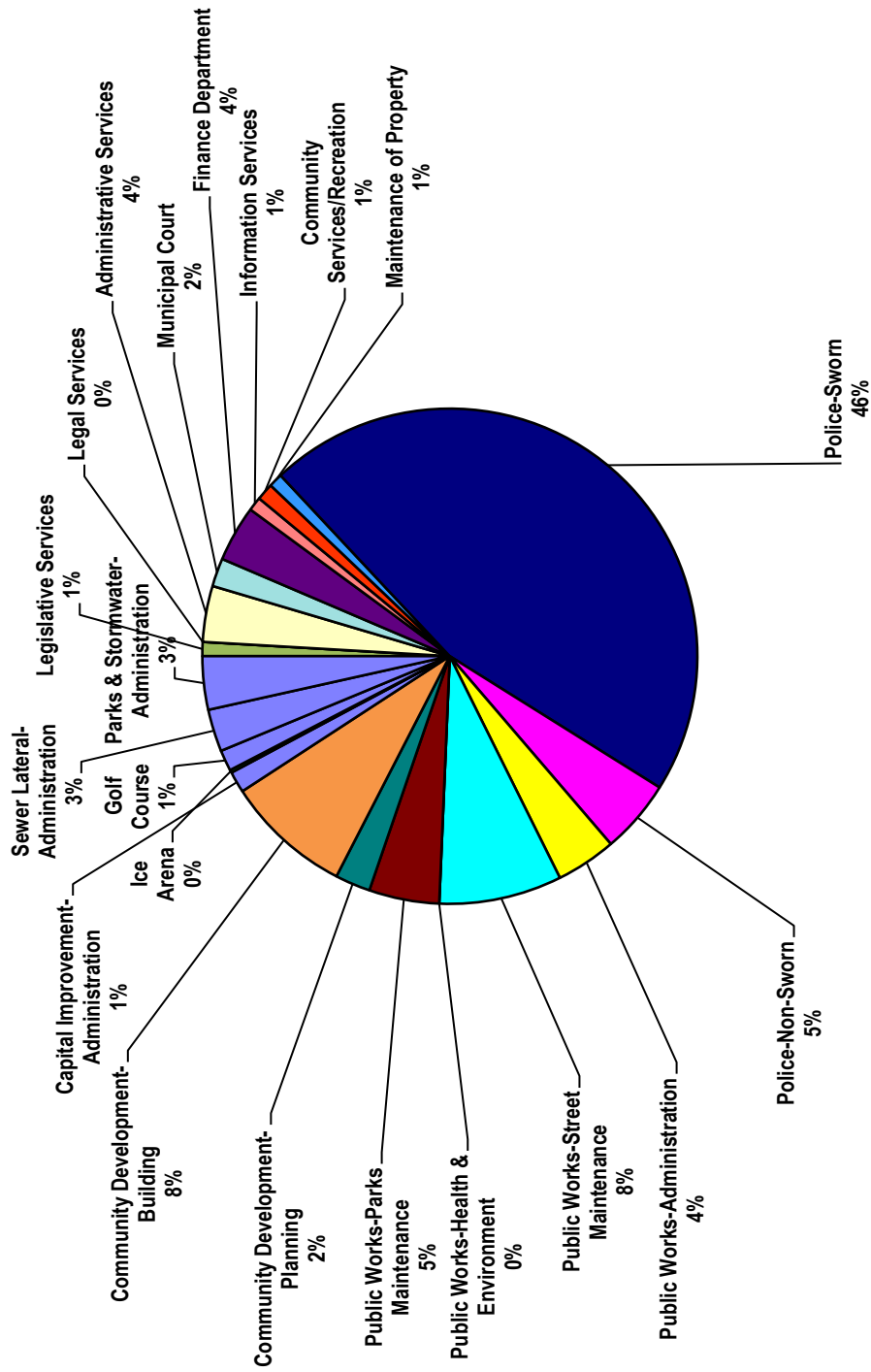
ALL FUNDS
SUMMARY OF FULL-TIME AUTHORIZED PERSONNEL¹
BY DEPARTMENT/FUND

DEPARTMENT/DIVISION	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
<u>GENERAL FUND:</u>					
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	4	4	4	4	4
Information Services	1	1	1	1	1
Community Services/Recreation	1.20	1.20	1.20	1.20	1.20
Maintenance of Property	2.50	1	1	1	1
Police-Sworn	49	49	49	50	50
Police-Non-Sworn	4	5	5	5.25	5.25
Public Works-Administration	3.3	3.3	4.3	4.3	4.3
Public Works-Street Maintenance	9	9	9	8.75	8.75
Public Works-Health & Environment	0	0	0	0	0
Public Works-Parks Maintenance	3.5	4	5	5	5
Community Development-Planning	3.5	3.5	2.5	2.5	2.5
Community Development-Building	10	10	10	9	9
Subtotal ²	98.00	98.00	99.00	99.00	99.00
<u>CAPITAL IMPROVEMENT FUND:</u>					
Capital Improvement-Administration	1	1	1.5	1.5	1.5
Subtotal	1	1	1.5	1.5	1.5
<u>SEWER LATERAL FUND:</u>					
Sewer Lateral-Administration	0.2	0.2	0.2	0.2	0.2
Subtotal ²	0.2	0.2	0.2	0.2	0.2
<u>PARKS & STORMWATER FUND:</u>					
Parks & Stormwater-Administration	0	1	1.5	1.5	1.5
Subtotal	0	1	1.5	1.5	1.5
<u>MUNICIPAL ENTERPRISE FUND:</u>					
Ice Arena	3.00	3.00	3.00	3.00	3.00
Golf Course	3.80	3.80	3.80	3.80	3.80
Subtotal ²	6.80	6.80	6.80	6.80	6.80
TOTAL AUTHORIZED FULL-TIME EMPLOYEES:	106.00	107.00	109.00	109.00	109.00

¹ Temporary/short-term allowances of over-staffing of FTEs may be permitted in situations where known vacancies will be occurring and it is necessary to ensure continuation of City operations.

² 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 2025



**CITY OF CREVE COEUR
FISCAL YEAR 2025
FULL-TIME SALARIES BY GRADE**

GRADE	ANNUAL SALARY			HOURLY RATES*		
	MIN	MID	MAX	MIN	MID	MAX
7	42,500.14	50,980.87	59,461.60	20.4328	24.5100	28.5873
8	45,406.34	54,465.75	63,525.16	21.8300	26.1855	30.5409
9	49,547.05	59,429.46	69,311.86	23.8207	28.5719	33.3230
10	56,015.30	67,196.50	78,377.70	26.9304	32.3060	37.6816
11	62,715.02	75,233.59	87,752.16	30.1515	36.1700	42.1885
11a ¹	66,275.62	76,774.16	87,272.70	31.8633	36.9107	41.9580
12	70,096.28	84,100.11	98,103.94	33.7001	40.4327	47.1654
13	77,233.22	92,645.14	108,057.07	37.1314	44.5409	51.9505
13a ¹	84,176.86	95,636.83	107,096.79	40.4696	45.9792	51.4888
14	82,891.33	99,422.02	115,952.70	39.8516	47.7990	55.7465
14a ¹	94,640.93	106,434.99	118,229.05	45.5004	51.1707	56.8409
15	89,179.55	106,996.17	124,812.79	42.8748	51.4405	60.0062
15a ¹	101,891.75	118,052.36	134,212.97	48.9864	56.7559	64.5255
16	95,892.13	115,052.55	134,212.97	46.1020	55.3137	64.5255
17	103,299.11	123,919.07	144,539.03	49.6630	59.5765	69.4899
18	111,760.56	134,071.52	156,382.48	53.7310	64.4575	75.1839
19a ¹	120,366.12	144,394.95	168,423.79	57.8683	69.4207	80.9730

¹ 11a, 12a, 13a, 14a, 15a and 19a denote commissioned officer salaries based on market pay.

**CITY OF CREVE COEUR
FISCAL YEAR 2025
FULL-TIME POLICE DEPARTMENT SALARIES BY GRADE/STEP¹**

GRADE	STEP	ANNUAL SALARY	HOURLY RATES*
11a	0	66,275.62	31.8633
11a	1	68,595.89	32.9788
11a	2	70,996.51	34.1329
11a	3	73,481.75	35.3278
11a	4	76,052.69	36.5638
11a	5	78,714.69	37.8436
11a	6	81,469.88	39.1682
11a	7	84,321.47	40.5392
11a	8	87,272.70	41.9580
13a	0	84,176.86	40.4696
13a	1	87,123.80	41.8864
13a	2	90,172.51	43.3522
13a	3	93,328.33	44.8694
13a	4	96,595.58	46.4402
13a	5	99,976.36	48.0656
13a	6	103,474.97	49.7476
13a	7	107,096.79	51.4888

*Approximate hourly rates; annual is hourly rate x 2080 hours.

¹ Step pay plans apply to police officer (11a) and police sergeant (13a) positions only.

**CITY OF CREVE COEUR
FISCAL YEAR 2025
FULL-TIME EMPLOYEE CLASSIFICATION PLAN AND PAY RANGES**

GRADE	POSITION TITLE	DEPARTMENT/DIVISION	ANNUAL*	
			Min	Max
7	Building Maintenance Technician Maintenance Worker	Community Services, Ice Arena Golf Course, Ice Arena, Police-Administration, Public Works-Streets, Parks	42,500.14	59,461.60
8	Accounting Associate Administrative Services Associate Court Clerk I Maintenance Worker I Records Associate Support Services Associate	Finance Community Development-Building, Public Works- Administration, Recreation Administrative Services-Municipal Court Building Maintenance, Golf Course, Public Works- Streets, Parks Police-Administration Police-Administration	45,406.34	63,525.16
9	Code Enforcement Officer Court Clerk II Executive Assistant to Chief of Police Maintenance Worker II Payroll Associate Police Academy Recruit Recreation Supervisor	Community Development-Building Administrative Services-Municipal Court Police-Administration Building Maintenance, Public Works-Streets, Parks, Golf Course Finance Police-Patrol Community Services, Ice Arena	49,547.05	69,311.86
10	Administrative Services Supervisor Foreman I Golf Course Manager Human Resources Generalist Mechanic Residential Building Inspector	Community Development-Planning, Public Works- Administration Public Works-Parks, Streets Golf Course Administrative Services Police-Administration, Public Works-Streets Community Development-Building	56,015.30	78,377.70
11	Building Inspector City Planner Golf Maintenance Superintendent Plans Examiner Public Information Officer & Project Manager-Engineering	Community Development-Building Community Development-Planning Golf Course Community Development-Building Administrative Services Public Work-Administration	62,715.02	87,752.16

**CITY OF CREVE COEUR
FISCAL YEAR 2025
FULL-TIME EMPLOYEE CLASSIFICATION PLAN AND PAY RANGES**

GRADE	POSITION TITLE	DEPARTMENT/DIVISION	ANNUAL*	
			Min	Max
11a Step	Police Officer Police Officer-Detective Police Officer-Special Assignment	Police-Patrol Police-Investigations Police-Administration, Patrol	66,275.62	87,272.70
12	City Clerk Court Administrator Finance Manager Information Systems Coordinator	Legislative Administrative Services-Municipal Court Finance Finance-Information Systems	70,096.28	98,103.94
13	Chief Building Official Civil Engineer Operations Superintendent	Community Development-Building Public Works-Administration Public Works-Parks, Streets	77,233.22	108,057.07
13a Step	Sergeant Sergeant-Administrative Sergeant-CALEA	Police-Patrol, Investigations Police-Administration Police-Administration	84,176.86	107,096.79
14	<i>Currently Vacant</i>		82,891.33	115,952.70
14a	Lieutenant Lieutenant-Professional Standards	Police-Administration, Patrol Police-Administration	94,640.93	118,229.05
15	Assistant City Administrator Assistant Director of Public Works / City Engineer Director of Recreation	Administrative Services Public Works-Administration Ice Arena, Community Services	89,179.55	124,812.79
15a	Captain	Police-Administration, Investigations, Patrol	101,891.75	134,212.97
16	<i>Currently Vacant</i>		95,892.13	134,212.97
17	Director of Finance Director of Community Development Director of Public Works Director	Finance Community Development-Planning Public Works-Administration	103,299.11	144,539.03
18	<i>Currently Vacant</i>		111,760.56	156,382.48
19a¹	Chief of Police	Police-Administration	120,366.12	168,423.79

*Hourly rate is calculated by dividing annual rate by 2080 hours.

Note: Grades 11a, 12a, 13a, 14a, 15a, and 19a denote commissioned officers generally salaries than grades 11, 12, 13, 15 based on market pay; 11a and 13a are step systems.

**CITY OF CREVE COEUR
FISCAL YEAR 2025
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 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 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 2025 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 2025 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 in 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 2025 is budgeted at 2% of the 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 bonus pay – half 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 in 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. It is calculated using the number of calendar days from the employee's probation-completion merit increase to July 1.

For example, if 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 on July 1 is 4.2%, 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*

Except for 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 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 a 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 outlined in the job description.

"Good" performance is defined as a performance that consistently meets the standards outlined 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 outlined 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 in 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 daily.

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:

		MERIT-BASED PAY PLAN	STEP PAY PLAN
Performance Rating Score	Final Evaluation Score	Pay Increase and/or One-Time Merit Bonus	Step Increase and/or Probation Completion Bonus
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 a 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 outlined 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 2025
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 those assigned to the St. Louis County Police and Fire Academy) and consists of nine steps: Step 0 through Step 8 (see Full-Time Salaries by Grade for more information). In FY 2025, 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 2025, 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 are 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 of 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 2025

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 Night Shift 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 increases the diversity of experience of officers working the night shift. In FY 2025, the Police Night Shift Differential Pay is \$1.00 per hour for all officers who work between the hours of 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 the 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 an appearance in court at a time that is outside their shift, they shall receive one (1) hour of pay for that 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 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 to education, physical fitness, and 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 2025

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 (\$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 2025

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 following 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 the 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 at its discretion.

CITY SPOUSAL HEALTH INSURANCE SURCHARGE FY 2025

On and after January 1, 2021, 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 the City Council as part of the annual fiscal budget process. The City Council may amend these provisions by resolution at any time at its discretion. The monthly spousal health insurance surcharge for FY 2025 is \$200.00 per month.

**CITY OF CREVE COEUR
FY 2025 PAY SCHEDULE**

SALARIES OF ELECTED AND APPOINTED OFFICIALS

POSITION TITLE

Mayor	\$750.00	Per Month
City Council	\$400.00	Per Month*
Planning & Zoning Commission Chairperson	\$187.50	Per Month
Planning & Zoning Commission Member	\$56.25	Per Session
Board of Adjustment Member	\$56.25	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

	PER HOUR
GENERAL	
Clerk	\$17.00 - \$25.00
Intern	\$17.00 - \$25.00
MUNICIPAL COURT	
Court Clerk	\$17.00 - \$25.00
FINANCE	
Accountant	\$30.00 - \$45.00
Accounting Clerk	\$17.00 - \$25.00
COMMUNITY DEVELOPMENT	
Planner	\$30.00 - \$45.00
Community Development Clerk	\$17.00 - \$25.00
PUBLIC WORKS	
Seasonal Maintenance Worker	\$17.00 - \$25.00
GOLF COURSE	
Greenskeeper	\$15.00 - \$20.00
Concession Attendant	\$13.80 - \$17.00
Recreation Aide-Golf	\$13.80 - \$17.00
ICE ARENA	
Learn to Skate Instructor	\$18.00 - \$34.00
Learn to Skate Coordinator	\$17.00 - \$28.00
Building Supervisor-Ice	\$16.50 - \$20.50
Custodian-Ice	\$16.00 - \$22.00
Intern	\$17.00 - \$25.00
Receptionist	\$13.80 - \$17.00
Recreation Aide-Ice	\$13.80 - \$17.00
COMMUNITY SERVICES	
Community Center Recreation Monitor	\$14.00 - \$20.00
Intern	\$17.00 - \$25.00
Receptionist	\$13.80 - \$17.00
Recreation Aide-Community Services	\$13.80 - \$17.00
POLICE	
CALEA Accreditation Assistant	\$25.00 - \$35.00
Evidence Custodian	\$25.00 - \$35.00
Administrative Assistant	\$20.00 - \$30.00

**Increasing from \$400.00 to \$500.00 per month May 1, 2025 per Ordinance #5880.*

***Independent contractor*

GENERAL FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS			
LEGISLATIVE SERVICES			
	City Clerk	1	1
		<u>1</u>	<u>1</u>
FULL-TIME POSITIONS			
ADMINISTRATIVE SERVICES			
	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>
FULL-TIME POSITIONS			
ADMINISTRATIVE SERVICES - MUNICIPAL COURT			
	Court Administrator	1	1
	Court Clerk	1	1
		<u>2</u>	<u>2</u>
PART-TIME POSITIONS			
ADMINISTRATIVE SERVICES - MUNICIPAL COURT			
	Clerk	0.51	1.25
		<u>0.51</u>	<u>1.25</u>
FULL-TIME POSITIONS			
FINANCE - ADMINISTRATION			
	Director of Finance	1	1
	Finance Manager	0	1
	Senior Accounting Associate	1	0
	Payroll Associate	1	1
	Accounting Associate	1	1
		<u>4</u>	<u>4</u>
PART-TIME POSITIONS			
FINANCE - ADMINISTRATION			
	Intern	0.23	0.23
	Accounting Clerk	1.00	1.00
		<u>1.23</u>	<u>1.23</u>
FULL-TIME POSITIONS			
FINANCE - MIS OPERATIONS			
	Information Systems Coordinator	1	1
		<u>1</u>	<u>1</u>

GENERAL FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS			
COMMUNITY SERVICES - ADMINISTRATION			
	(2) Director of Recreation	0.2	0.2
	(2) Recreation Supervisor	0.5	0.5
	(2) Administrative Services Associate	0.5	0.5
		<u>1.2</u>	<u>1.2</u>
PART-TIME POSITIONS			
COMMUNITY SERVICES - ADMINISTRATION			
	(2) Receptionist - Comm. Serv./Ice	0.30	0.30
		<u>0.30</u>	<u>0.30</u>
		630	625
		<u>630</u>	<u>625</u>
FULL-TIME POSITIONS			
MAINTENANCE OF MUNICIPAL FACILITIES			
	Building Maintenance Worker II	1	1
		<u>1</u>	<u>1</u>
FULL-TIME POSITIONS			
POLICE - ADMINISTRATION			
	Chief of Police	1	1
	Police Captain-Support Services	1	1
	Police Lieutenant-Professional Standards	1	1
	Police Officer-CPO	2	2
	Police Officer- SLCMPA Instructor (FT Detachment)	1	1
	(3) Maintenance Worker II/Mechanic	0.25	0
	(3) Mechanic	0	0.25
	Executive Assistant to Police Chief	1	1
	Support Services/Fleet Maintenance Associate	1	1
	Records Associate	2	2
	Building Maintenance Worker	1	1
		<u>11.25</u>	<u>11.25</u>
PART-TIME POSITIONS			
POLICE - ADMINISTRATION			
	CALEA Accreditation Assistant	0.7	0.7
	Evidence Custodian	0.7	0.7
		<u>1.4</u>	<u>1.4</u>
		2912	2912
		<u>2912</u>	<u>2912</u>
FULL-TIME POSITIONS			
POLICE - INVESTIGATIONS			
	Police Lieutenant	1	1
	Police Detective	5	5
	Police Officer-SRO	1	1
		<u>7</u>	<u>7</u>

**GENERAL FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS			
POLICE - PATROL			
	Police Captain-Patrol Division Commander	1	1
	Police Lieutenant-Dep. Patrol Division Commander	1	1
	Police Sergeant	8	8
	Police Officer	22	24
	Police Officer-K9	1	1
	Police Officer-TSO	4	2
		<u>37</u>	<u>37</u>
FULL-TIME POSITIONS			
PUBLIC WORKS - ADMINISTRATION			
	Director of Public Works	1	1
	Assistant Director of Public Works/City Engineer	1	1
	⁽⁴⁾ Project Manager-Engineering	0.8	0.8
	⁽⁵⁾ Administrative Services Supervisor	0.5	0.5
	Administrative Services Associate	1	1
		<u>4.3</u>	<u>4.3</u>
FULL-TIME POSITIONS			
PUBLIC WORKS - STREET MAINTENANCE			
	Operations Superintendent	1	1
	Foreman I - Streets	2	2
	Maintenance Worker II	3	3
	⁽³⁾ Maintenance Worker II/Mechanic	0.75	0
	Maintenance Worker I	2	2
	⁽³⁾ Mechanic	0	0.75
		<u>8.75</u>	<u>8.75</u>
PART-TIME POSITIONS			
PUBLIC WORKS - STREETS			
	Seasonal Maintenance Worker	1.0	1.0
		<u>1.0</u>	<u>1.0</u>
		2080	2080
		2080	2080
FULL-TIME POSITIONS			
PUBLIC WORKS - PARKS MAINTENANCE			
	Foreman I - Parks/Arborist	1	1
	Maintenance Worker II	1	1
	Maintenance Worker I	3	3
		<u>5</u>	<u>5</u>
FULL-TIME POSITIONS			
COMMUNITY DEVELOPMENT - PLANNING			
	Director of Community Development	1	1
	City Planner	1	1
	⁽⁴⁾ Administrative Services Supervisor	0.5	0.5
		<u>2.5</u>	<u>2.5</u>

**GENERAL FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS			
COMMUNITY DEVELOPMENT - BUILDING			
	Chief Building Official	1	1
	Plans Examiner	2	2
	Building Inspector	3	3
	Code Enforcement Officer	1	1
	Administrative Support Associate	2	2
		<u>9</u>	<u>9</u>
GENERAL FUND TOTAL FULL-TIME (FTEs)		99.00	99.00
GENERAL FUND TOTAL PART-TIME (FTEs)		4.44	5.18

**CAPITAL IMPROVEMENT FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS ADMINISTRATION			
	(6) Civil Engineer	1.5	1.5
		1.5	1.5
CAPITAL FUND FULL-TIME FTEs		1.5	1.5
CAPITAL FUND PART-TIME FTEs		0	0

**SEWER LATERAL FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS ADMINISTRATION			
	(4) Project Manager-Engineering	0.2	0.2
		0.2	0.2
SEWER LATERAL FUND FULL-TIME FTEs		0.2	0.2
SEWER LATERAL FUND PART-TIME FTEs		0	0

**PARKS AND STORMWATER FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS ADMINISTRATION			
	(b) Civil Engineer	0.5	0.5
	Project Manager-Engineering	1	1
		1.5	1.5
PARKS AND STORMWATER FUND FULL-TIME FTEs		1.5	1.5
PARKS AND STORMWATER FUND PART-TIME FTEs		0	0

**MUNICIPAL ENTERPRISE FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
FULL-TIME POSITIONS			
ICE ARENA			
	(2) Director of Recreation	0.8	0.8
	(2) Recreation Supervisor	0.5	0.5
	(2) Administrative Services Associate	0.5	0.5
	Building Maintenance Technician	1	1
	(7) Maintenance Worker	0.2	0.2
		<u>3</u>	<u>3</u>
PART-TIME POSITIONS			
ICE ARENA			
		HRS	HRS
	Building Supervisor - Ice	1.73	1.83
	Custodian - Ice	0.00	0.00
	Learn to Skate Instructor	0.29	0.26
	Learn to Skate Coordinator	0.04	0.00
	(2) Receptionist-Comm. Serv./Ice	0.30	0.30
	Recreation Aide - Ice	0.38	0.53
		<u>2.75</u>	<u>2.92</u>
		5715	6075
FULL-TIME POSITIONS			
GOLF COURSE - MAINTENANCE			
	Golf Maintenance Superintendent	1	1
	Maintenance Worker II	1	1
	(7) Maintenance Worker	0.8	0.8
		<u>2.80</u>	<u>2.80</u>
PART-TIME POSITIONS			
GOLF COURSE - MAINTENANCE			
		HRS	HRS
	Greenskeeper	0.82	0.67
		<u>0.82</u>	<u>0.67</u>
		1700	1400
FULL-TIME POSITIONS			
GOLF COURSE - PRO SHOP			
	Golf Course Manager	1	1
		<u>1</u>	<u>1</u>
PART-TIME POSITIONS			
GOLF COURSE - PRO SHOP			
		HRS	HRS
	Recreation Aide - Golf	1.68	1.92
		<u>1.68</u>	<u>1.92</u>
		3500	4000
PART-TIME POSITIONS			
GOLF COURSE - FOOD SERVICES			
		HRS	HRS
	Concession Attendant	0.29	0.29
		<u>0.29</u>	<u>0.29</u>
		600	600

**MUNICIPAL ENTERPRISE FUND
DETAIL OF AUTHORIZED FULL-TIME EQUIVALENTS (FTEs)¹
BY DEPARTMENT FY 2025**

DEPARTMENT	POSITION TITLE	FY 2024 AUTHORIZED FTEs	FY 2025 AUTHORIZED FTEs
ENTERPRISE FUND TOTAL FULL-TIME (FTEs)		6.80	6.80
ENTERPRISE FUND TOTAL PART-TIME (FTEs)		5.54	5.80
TOTAL FULL-TIME FTEs (ALL FUNDS)		109.00	109.00
TOTAL PART-TIME FTEs (ALL FUNDS)		9.98	10.98

- Notes:** ⁽¹⁾ Temporary/short-term over-staffing of FTEs may be permitted in situations where known vacancies will be occurring and it is necessary to ensure continuation of City operations.
- ⁽²⁾ Shared between Community Services and Ice Arena
- ⁽³⁾ Shared between Public Works-Streets and Police-Administration
- ⁽⁴⁾ Shared between Public Works-Administration and Sewer Lateral Fund
- ⁽⁵⁾ Shared between Public Works-Administration and Community Development-Planning
- ⁽⁶⁾ Shared between Capital Improvement Fund & Parks & Stormwater Fund
- ⁽⁷⁾ 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.

Bond Defeasance: A financing tool by which outstanding bonds may be retired without a bond redemption.

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.

Enterprise Fund: The City uses Enterprise Funds to account for the operations at the Ice Arena & Municipal Golf Course. The City reports these functions as business-type activities.

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.

Fiduciary Funds: Funds used to account for resources held for the benefit of parties outside the City.

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: A grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. All funds are then divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

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.

GAAP: Generally Accepted Accounting Principles.

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.

Governmental Funds: Funds used to account for the same functions reported as governmental activities in the government-wide financial statements, but with the focus being narrower. These funds focus on near-term inflows and outflows of expendable resources, as well as on balances of expendable resources available at the end of the fiscal year.

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.

Proprietary Funds: These funds provide the same type of information as the government-wide statements, only in more detail. The Enterprise Funds are considered Proprietary Funds.

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.

FY 2025 Proposed Budget

Joint Work Session
City Council & Finance Committee
April 24, 2024



FY25 Annual Budget Overview

- Proposed budget provides resources for meeting high expectations of the community
- City continues to be financially strong
 - AAA Bond Rating
 - General Fund Revenues increased 8% between FY21 and FY23 as a result of \$5M from CARES & ARPA

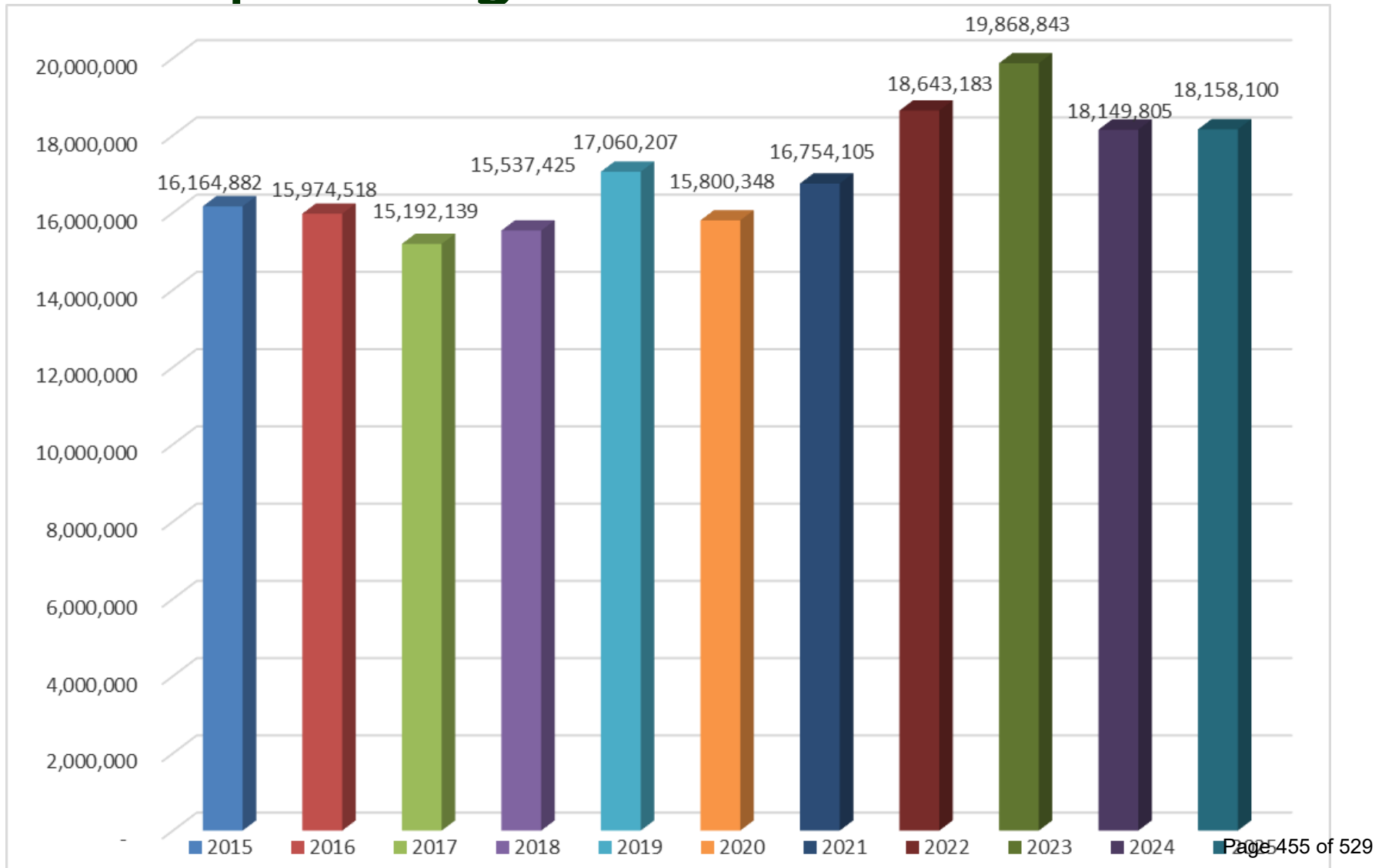
FY25 Annual Budget Overview

- General Fund revenues increased an average of 1.1% over 10 years until FY23, but sales and utility taxes have increased significantly over last 2 years
- General Fund unassigned balance of \$13.8M, or 77.9% of annual expenditures after:
 - Increase in facilities reserves from \$3M to \$7M
 - Increase in street reserves from \$1M to \$2M

FY25 Annual Budget Overview

- Expenditure growth average of 2.2% over 10 years
- Personnel Costs have increased significantly over last two years
 - Several long-standing vacancies have been filled
 - Larger salary increases to maintain market competitiveness

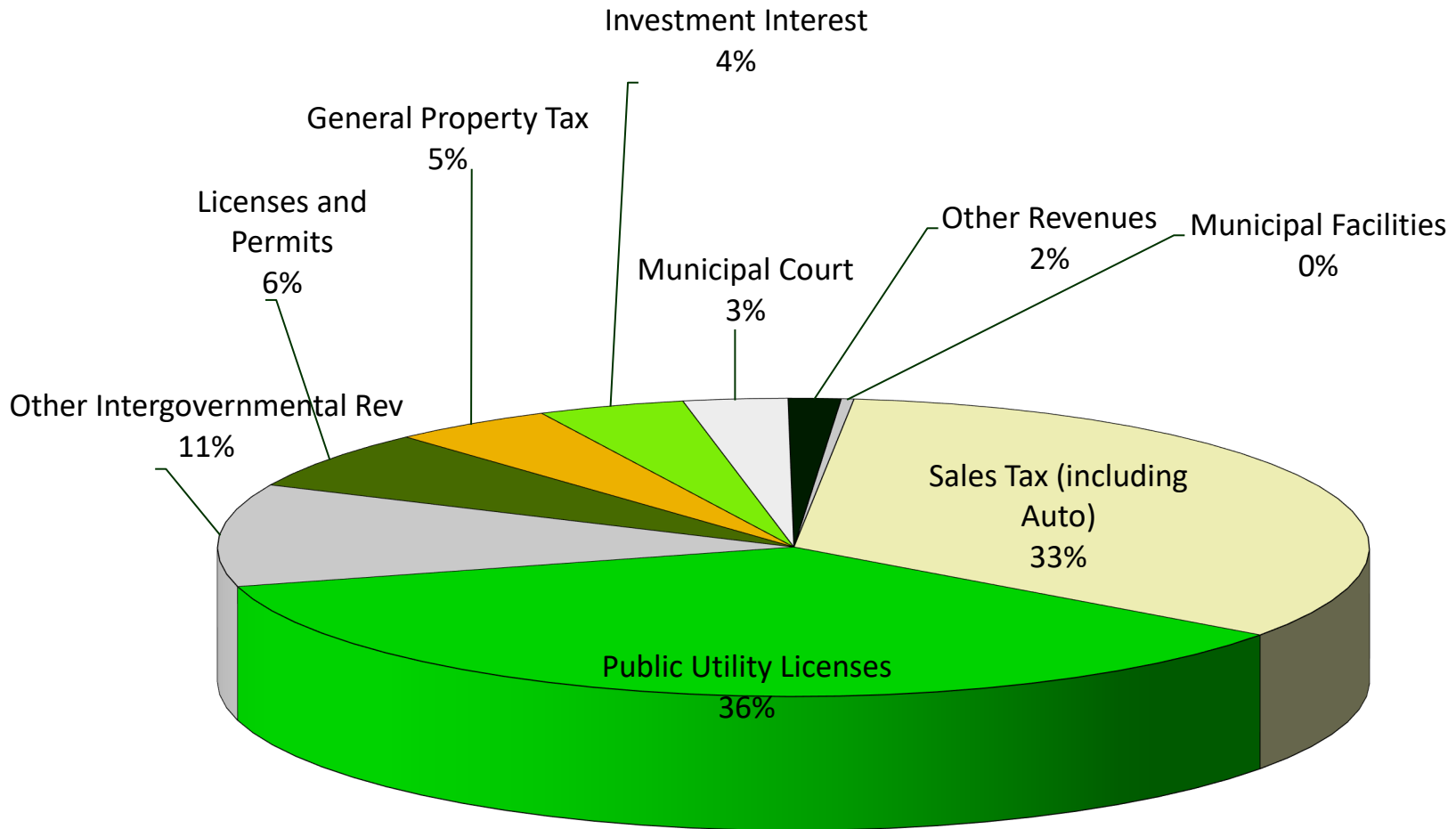
General Fund 10 Year Operating Revenue Trend



FY25 General Fund Revenues

Sales Tax (including Auto)	\$6,055,864
Public Utility Tax	\$6,485,293
Other Intergovernmental Rev	\$2,017,749
Licenses and Permits	\$1,160,319
General Property Tax	\$824,867
Investment Interest	\$750,000
Municipal Court	\$532,270
Other Revenues	\$267,739
Municipal Facilities	\$64,000
Total	\$18,158,100

General Fund Revenues by Class



General Fund Revenues

- Sales Tax: Average increase 6.71% since FY21;
 - Projected increase of 1% in FY25

- Utility Tax: Average increase 6.13% since FY21
 - Projected increase of 1% in FY25, except Phone decrease 2%, so net increase only .6%

- Building Permits
 - Projected decrease of 5.5% in FY25, based on 5-year avg.

General Fund Revenues

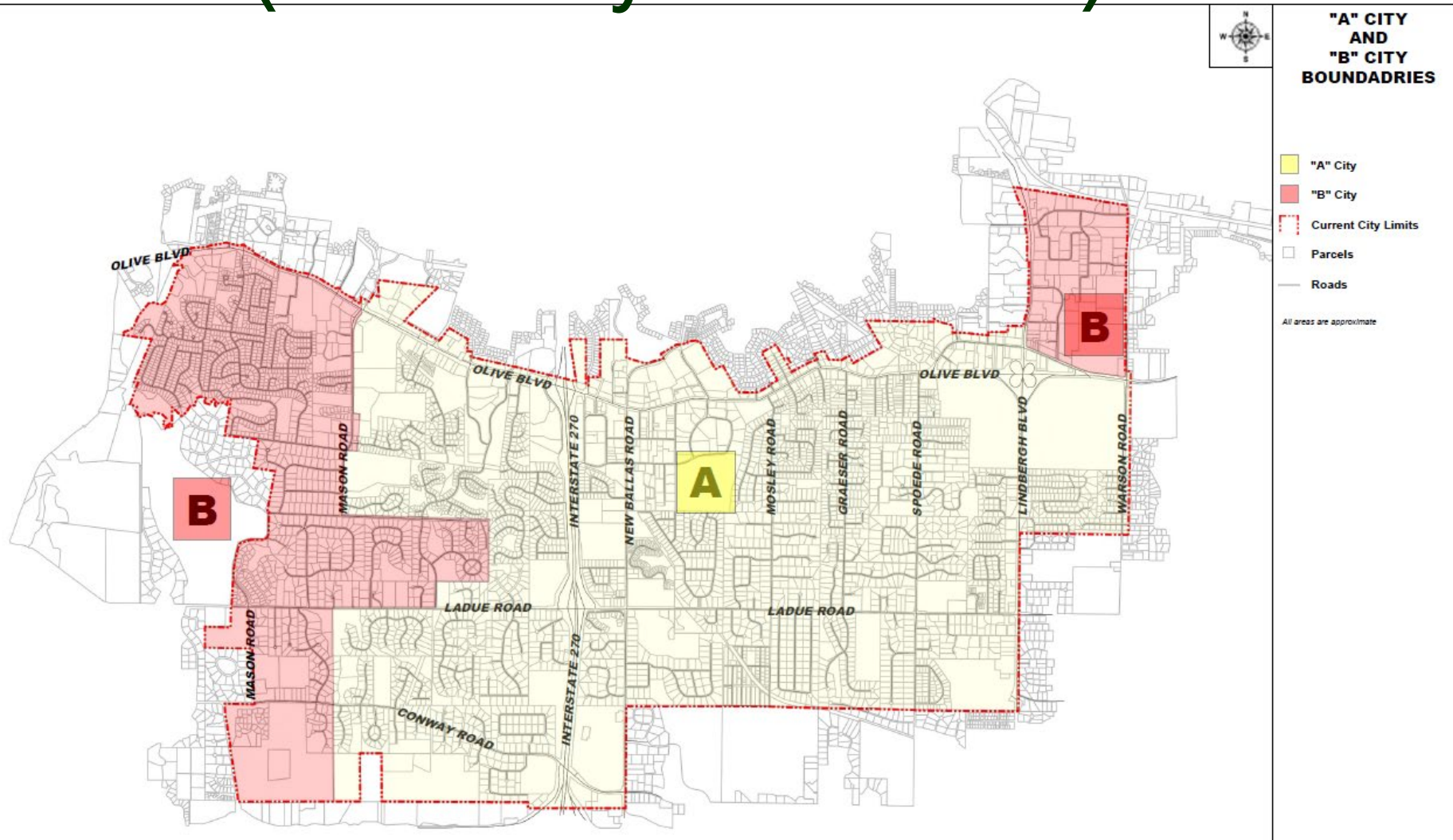
■ Real Estate Tax:

- Projected increase of 1% in FY25
- Amount of increase is limited to rate of inflation and any new construction
- Real estate taxes comprise less than 5% of city's General Fund Revenues
- Tax rate is projected to remain at \$.067 for residential and from \$.080 for commercial per \$100 AV due to a non-reassessment year

General Fund Revenues

- Sales Tax Sharing
 - 1993 Legislation requires sharing by “A Point of Sale” cities based on sliding scale formula
 - Annexed Areas - “B Pool” – Shared County-wide based on population
 - Creve Coeur includes both “A” and “B” Areas
 - “A” City - \$5.7M less \$1M sharing
 - “B” City - \$1.1M

General Fund Revenues (A & B City Boundaries)





Property Tax Rate

Assessed Value: Res 0%; Personal Property 0%

Tax Year	<u>2023</u>	<u>2024</u>	<u>\$ Change</u>
<u>Real property</u>			
Market value	500,000	500,000	
Tax rate	0.067	0.067	
Real Estate Tax	\$63.65	\$63.65	\$0.00
<u>Personal property</u>			
Market value	30,000	30,000	
Tax rate	0.000	0.000	
Personal Property Tax	\$0.00	\$0.00	\$0.00
<u>Debt Service Levy</u>			
Police Building & Renovations	0.082	0.082	
Debt Service Levy on Res.	\$77.90	\$77.90	\$0.00
Debt Service Levy on PP	\$8.12	\$8.12	\$0.00
<u>Sewer lateral assessment</u>			
Per Home	<u>\$28</u>	<u>\$28</u>	<u>\$0</u>
<u>Net tax effect</u>	<u>\$177.67</u>	<u>\$177.67</u>	<u>\$0.00</u>

FY25 Revenue Outlook

- Overall General Fund Revenues are Flat from FY24 at \$18M
- Utility Taxes are flat at \$6.5M from FY24 as a result of phone decreasing 2% from FY24
- Intergovernmental Revenues (including sales tax) is projected to increase \$163K or 2% from FY24 (due to 10% increase in Gasoline Tax)
- Licenses & Permits are projected to decrease \$153K or 11.6% due to Building Permits coming off record years & returning to normal 5-year trend



FY25 General Fund Transfers

- **Transfer In from Public Safety Fund: \$799,822**
 - PD moved to 12-hour shift in FY19; Market equity and Step Plan pay adjustments in FY22, FY23 and FY25; now includes 20% of Sales Tax (used to be expense in PS, but now Transfer In to GF to cover PD Pension Costs)
- **Transfer in from Park & Stormwater Fund: \$565,988**
 - Represents 20% of P&S Sales Tax revenues to supplement park and stormwater operations/maintenance
- **Transfer out to Capital Improvement Fund: \$500,000**
 - A portion of county road & bridge tax revenue, to pay for road improvements – increased by \$100K

General Fund Reserves

FY25 Projected Ending Balance - \$22.9M

- City Policy – Reserve shall be no less than 33% of annual expenditures
- A portion of city's fund balance is proposed for dedication to future specific purposes:
 - \$7M dedicated for future facility needs
 - \$1M added each year going forward until FY28
 - \$2M dedicated to future street improvements (up \$1M)

FY25 Projected Unassigned Ending Balance - \$13.8M
or 77.9%

General Fund Expenditures By Category

	FY24 Estimated	FY25 Projected	% Change
Personnel Services	\$12,515,988	\$12,685,089	1.4%
Operating Expenses	\$4,613,633	\$4,806,360	4.2%
Capital Outlay	\$758,150	\$260,990	(65.6%)
TOTAL	\$17,887,771	\$17,752,440	(.76)%

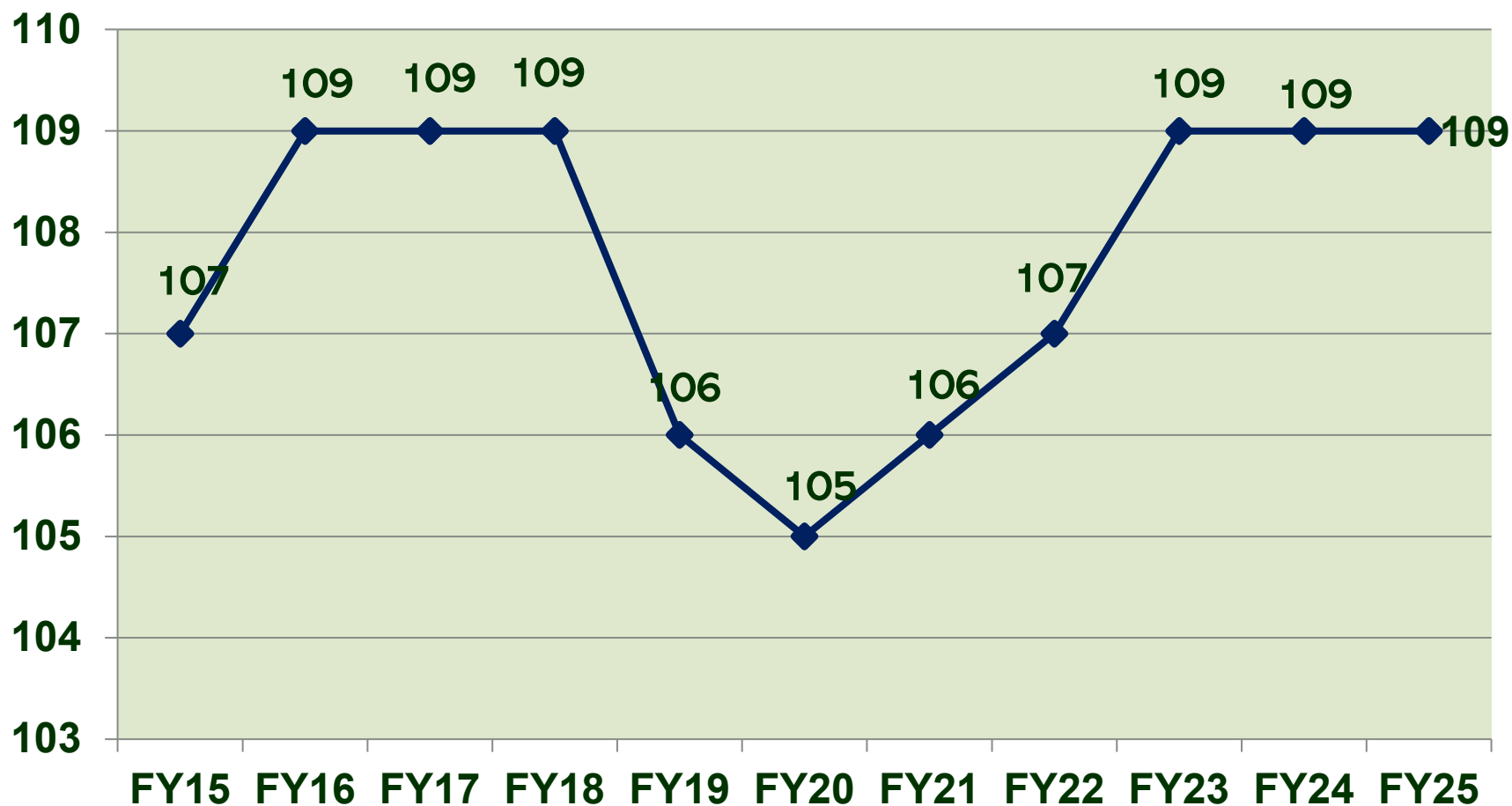


General Fund Personnel FY25

- 2% Increase in Minimum & Maximum Salary Ranges & Market Equity for all Merit-Based Positions & 3.5% Increase for all Step-Based Grades (\$232,278)
- 4% Merit Increase for Merit-Based employees & 3.5% Increase for all Step-Based employees (\$257,800)
- Full-time staffing remains at 109

10-Year Staffing Levels

FULL-TIME PERSONNEL



Local Gov't Employees Retirement System (LAGERS)

- In FY24, City moved remaining Legacy Plan employees (23) to LAGERS
- Upgraded LAGERS plan
- Provided a COLA to current retirees
 - (One-time cost \$2.4M)
- Transferred Legacy Plan admin to LAGERS
- City has no further obligation to Legacy Plan;
 - Most recent annual Legacy Plan cost was \$1.2M

Local Gov't Employees Retirement System (LAGERS)

- FY25 City contribution is \$1,458,034 up from \$1,209,408 reflecting a full year in LAGERS and full staffing
- Employees contribute 4% of salary to LAGERS (\$468,318)

St. Louis Area Insurance Trust (SLAIT)



- Self-insured pool - 27 member cities/agencies
- Worker's compensation, general liability and health;
- Funds for each segment of the pool are legally separate
- Worker's Compensation
 - FY25 includes a 5% increase in the rate
 - Rate Mod went from 1.03 to 1.32 (additional 28%)
- Liability – FY25 includes a 10% increase

SLAIT Health Insurance

- Health Insurance Premium + 7.5% for FY25 – \$97K
- 15 year avg increase: 4.5%
- Total City Cost FY25 - \$1,417,250
- Employee contribution - \$290,578
- Spousal Surcharge (\$200/month) – 6 active employees & 3 retirees
 - estimated savings - \$125K annually

General Fund Operating Expenditures

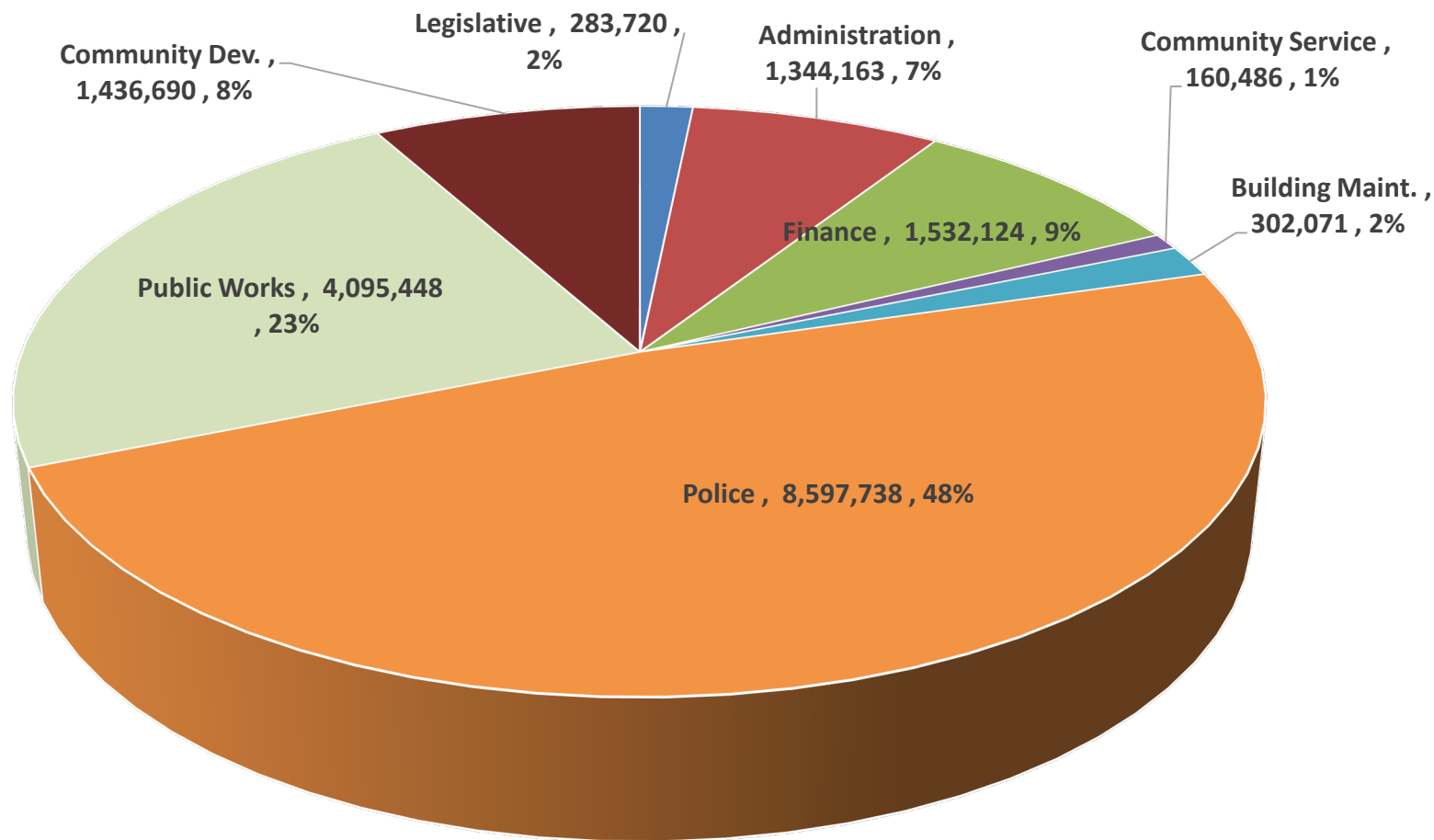


- Overall increase of 4.2% to \$4.8M
- Trash & recycling service for single family homes and condos (\$871,500)
 - 18.1% of General Fund non-personnel costs
 - 4% budgeted increase in FY25 (\$32,500)
 - Current contract expires June 30, 2025

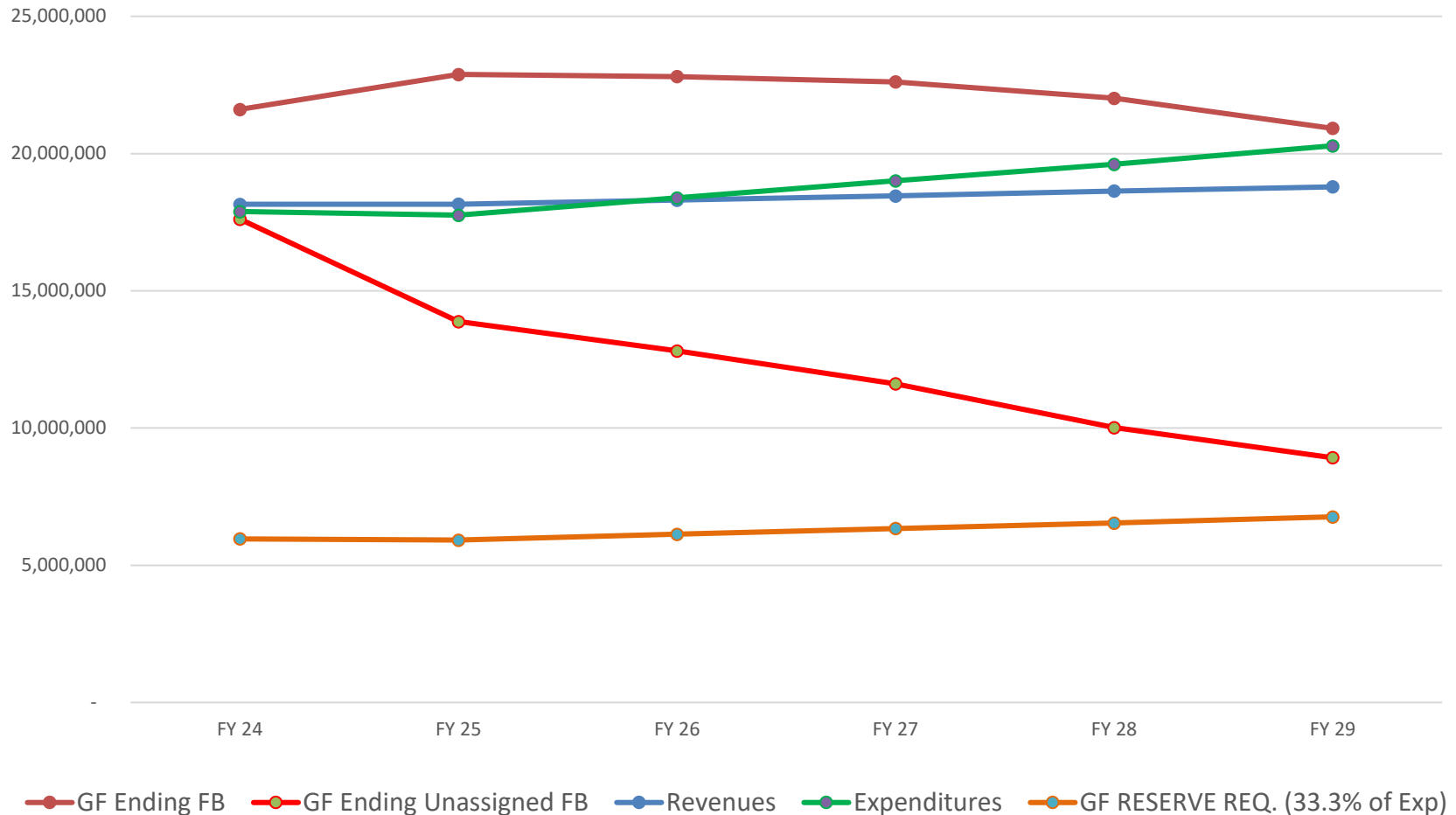
General Fund Capital Outlay

- ❑ Decrease of 65.6% in FY25 to \$260,990
- ❑ Police:
 - ❑ Fewer police vehicles (3) to be purchased in FY25, due in part to:
 - ❑ FY23 Vehicles weren't received until FY24
 - ❑ FY24 included 2 vehicles that were totalled in vehicle crashes, requiring replacement ahead of schedule

General Fund Expenditures By Department



General Fund 5 Year Projections



General Fund 5 YR Projections

(FY24-26)



	FY 2024		FY 2025		FY 2026
Revenues	18,149,805		18,158,100		18,307,021
Expenditures	-17,887,771		-17,752,440		-18,386,085
Revenue over (under) Expenditures	262,034		405,661		-79,064
Transfers - In (From Public Safety)	371,606		799,822		832,825
Transfers - In (From Parks & Stormwater)	582,434		565,998		571,658
Transfers - Out (To Enterprise)	0		0		0
Transfers - Out (To Capital/P&S)	-2,139,305		-500,000		-1,400,000
Net Change in Fund Balance	-923,231		1,271,481		-74,581
Fund Balance - Beginning of year	22,533,844		21,610,613		22,882,093
FUND BALANCE - End of the Year	21,610,613		22,882,093		22,807,513
*Less RESERVE GF BAL. FOR CAPITAL CONST.	4,000,000		9,000,000 *		10,000,000
Unassigned Fund Balance	17,610,613		13,882,093		12,807,513

General Fund 5 YR Projections

(FY27-29)



	FY 2027	FY 2028	FY 2029
Revenues	18,460,189	18,635,164	18,787,516
Expenditures	-19,010,965	-19,608,612	-20,280,697
Revenue over (under) Expenditures	-550,776	-973,447	-1,493,182
Transfers - In (From Public Safety)	854,489	876,836	899,891
Transfers - In (From Parks & Stormwater)	577,375	583,149	588,980
Transfers - Out (To Enterprise)	0	0	0
Transfers - Out (To Capital/P&S)	-500,000	-500,000	-500,000
Net Change in Fund Balance	381,087	-13,463	-504,311
Fund Balance - Beginning of year	22,807,513	22,611,225	22,014,614
FUND BALANCE - End of the Year	22,611,225	22,014,614	20,921,324
*Less RESERVE GF BAL. FOR CAPITAL CONST.	11,000,000	12,000,000	12,000,000
Unassigned Fund Balance	11,611,225	10,014,614	8,921,324

Options for Cost Savings / Revenue Enhancements

- 1.25% Use Tax (voter approval) +/- \$500,000
- Trash / Recycling Direct Invoice to Residents - \$400-800,000
- Business License Fee
 - Currently \$30 per 1,000 square feet; Minimum \$40; Maximum \$1,000 per business
 - Rates among lowest in region
 - No changes since 1990
- Gross Receipts Tax – currently 7% for Residential & 8% for Commercial (Authorized up to 10%)

Use Tax (1 of 2)

- Applied on MO transactions purchased from Out-of-State Vendors
 - Replaces sales tax revenue lost to on-line sales
 - Would level the playing field for brick and mortar retailers
 - Applied to the same type of products subject to the traditional Sales Tax....it's only subject to 1 tax, so it's not a double taxation
 - Rate applied at the same rate as the Local Sales Tax Rate – Creve Coeur's current local rate is 1.25

Use Tax (2 of 2)

- Rate is determined based on Point of Delivery, instead of Point of Sale
- Vendor remits to the DOR, who then sends to the City
- State of Missouri Rate is 4.225%
- 53 of 81 St. Louis County Municipalities have it
- May only be implemented with Voter Approval



Capital Improvement Fund (1 of 2)

- Sales Tax Revenues projected to be \$2.3M
- Sales tax subject to 15% county sharing
- Grant funding projected to be \$3.7M
 - New Ballas - \$904K
 - Craig Rd - \$960K
 - Lindbergh-Old Olive Intersection - \$1.8M

Capital Improvement Fund (2 of 2)



- CIP Fund Expenditures for FY 2025:
 - Building & Improvements (\$240,000)
 - Park and Recreational Facilities (\$30,500)
 - Street & Sidewalk Improvements (\$5,382,300)
 - Capital Equipment (\$400,258)
 - Personnel (\$180,226)

Debt Service Fund

- Voters approved \$10.7 million bond issue in 2016 to build a new police station
- \$0.082 tax levy on real estate and property taxes for 20 years – remains same due to defeasance in FY23
- Revenues from tax & interest in FY25: \$983,790
- Expenses from principal & interest in FY25: \$696,308

Police Building Fund

- Expenses in FY25 include:
 - Police Parking Lot Security Fence - \$210K

Public Safety Fund

- Half-cent County-wide public safety sales tax; 5/8ths disbursed to cities on per capita basis
- 3% Sales Tax on Recreational Marijuana effective October 1, 2023
- Sales tax revenues projected at \$1,496,924 in FY25 (5.3% increase).

Public Safety Sales Tax Policy

- Police Operating Costs – 45-55%
 - Compensation/Training
 - FY25 – 48.5%
- Public Safety Capital Expenditures – 15-25%
 - Equipment, park security, etc.
 - FY25 – 16.9%
- Police Bldg Maint. & Operation – 10-20%
 - FY25 – 11.4%
- Police Pension Liability – 15-25%
 - FY25 – 20%

Public Safety Fund

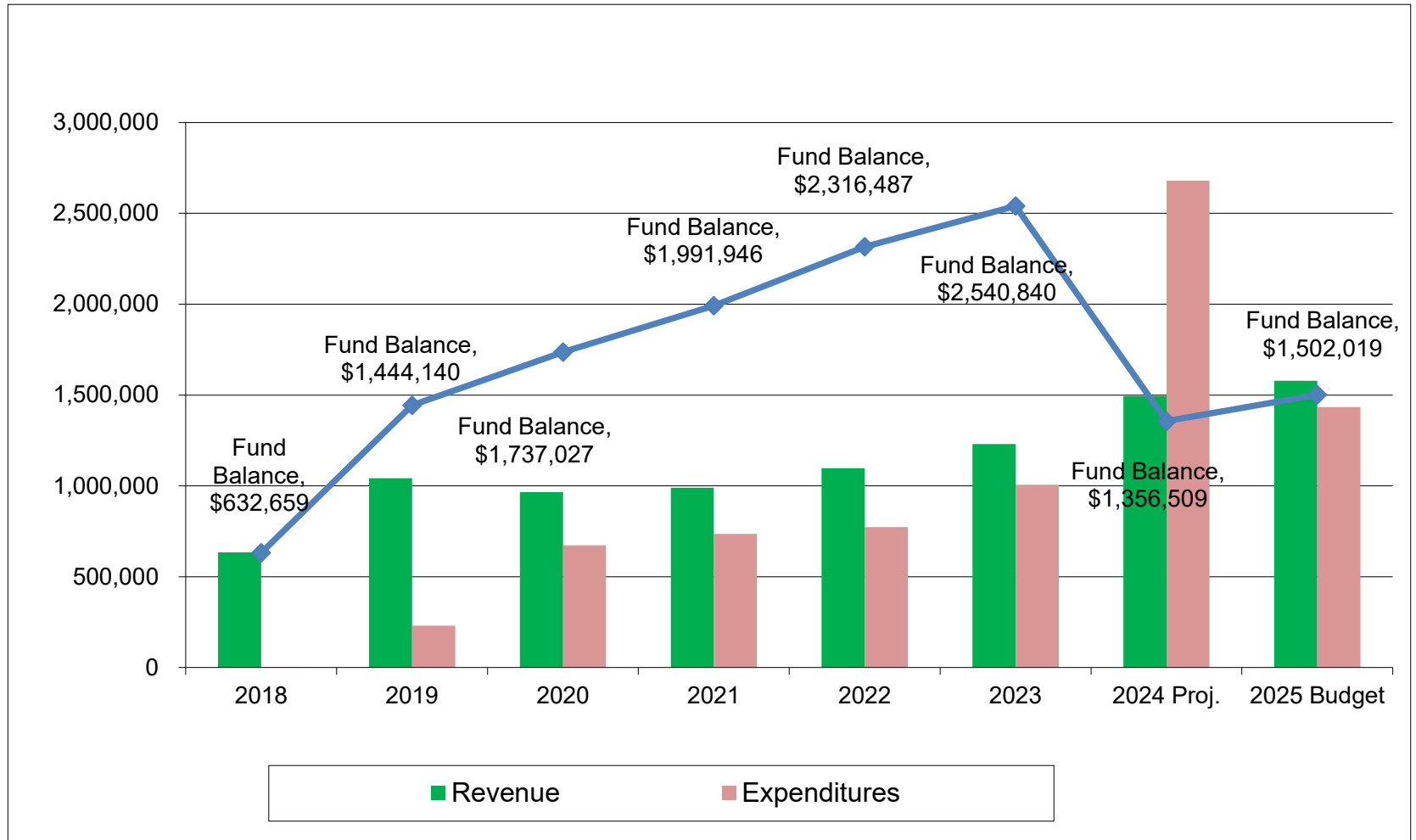
- Expenses in FY24 (\$2,680,029) include \$1.5M for the COLA to the Legacy Pension Plan
- Expenses in FY25 (\$1,433,414) include:
 - Ongoing Personnel Costs to transition from 8 hour shift to 12 hour shift from FY19, Market Equity adjustments in FY22, FY23 & FY25 (\$515,401)
 - 20% of sales tax used for offsetting police legacy retirement plan (\$284,421)
 - Operating & Building Costs (\$380,742)

Public Safety Fund

Capital Expenditures (\$242,850)

- \$72K for Pistols/Holsters
- \$64K for Walkie Talkies
- \$45K for Admin Vehicle
- \$22,500 for Building & Improvements
- \$13,600 for Gas Masks
- \$11K for Comfort Dog

Public Safety Fund



Parks & Stormwater Fund

- Half cent sales tax – adopted by Creve Coeur voters in 2020
- Not subject to county sharing
- Funding from Sales Tax projected to be \$2,858,291 in FY25
- \$749,533 dedicated to future park improvements
 - Proceeds from sale of Fountain Park

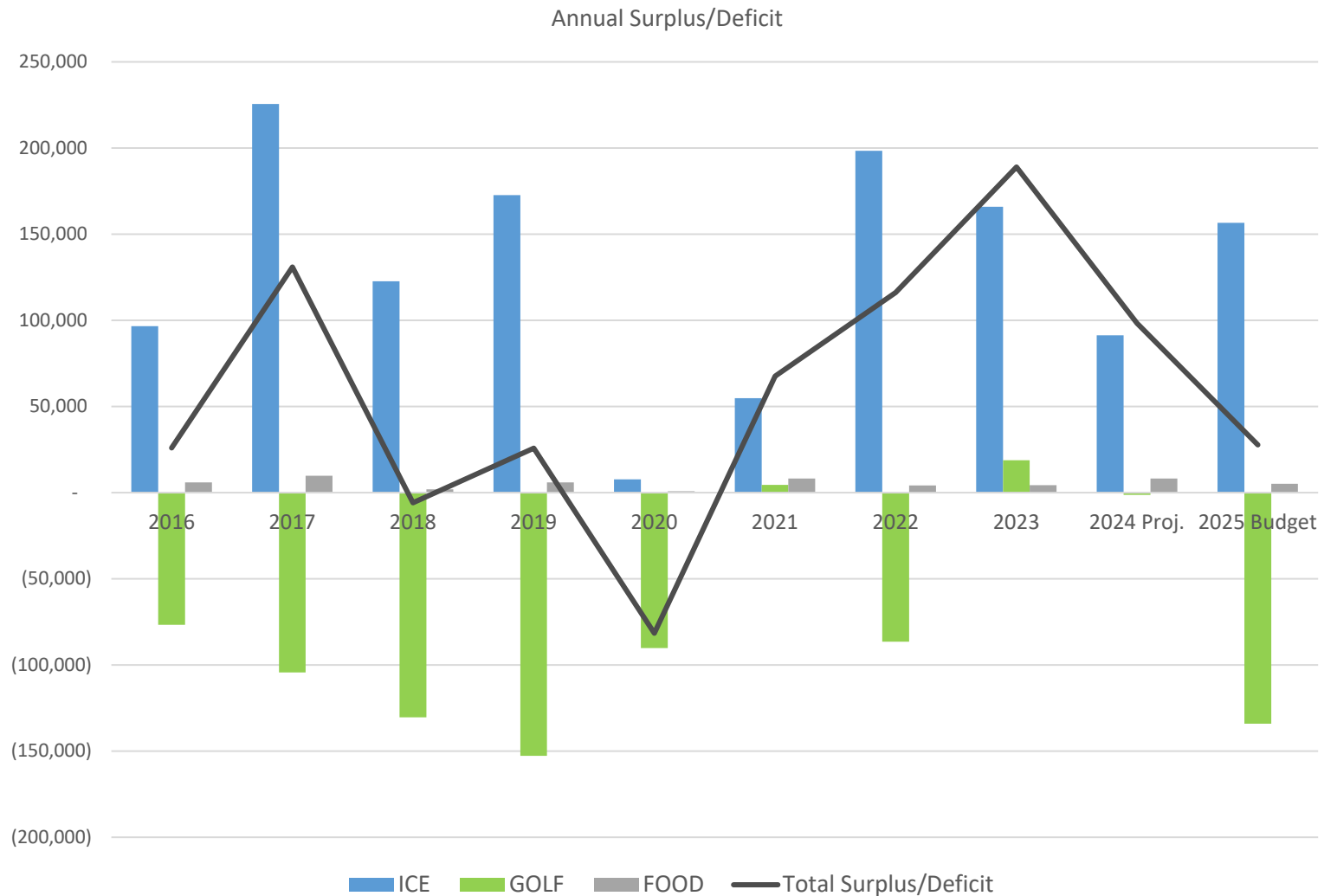
Parks & Stormwater Fund

- Expenses in FY25 (\$4,232,728) include:
 - Park Projects (\$2,336,000)
 - Stormwater Projects (\$1,691,000)
 - Capital Equipment (\$30,000)
 - Project Administration (\$175,728)

Municipal Enterprise Fund

- Golf Course & Ice Arena budgets are accounted for in the Municipal Enterprise Fund (MEF)
- Goal is for MEF to cover all operating costs with user fees.

Enterprise Fund



Municipal Enterprise Fund

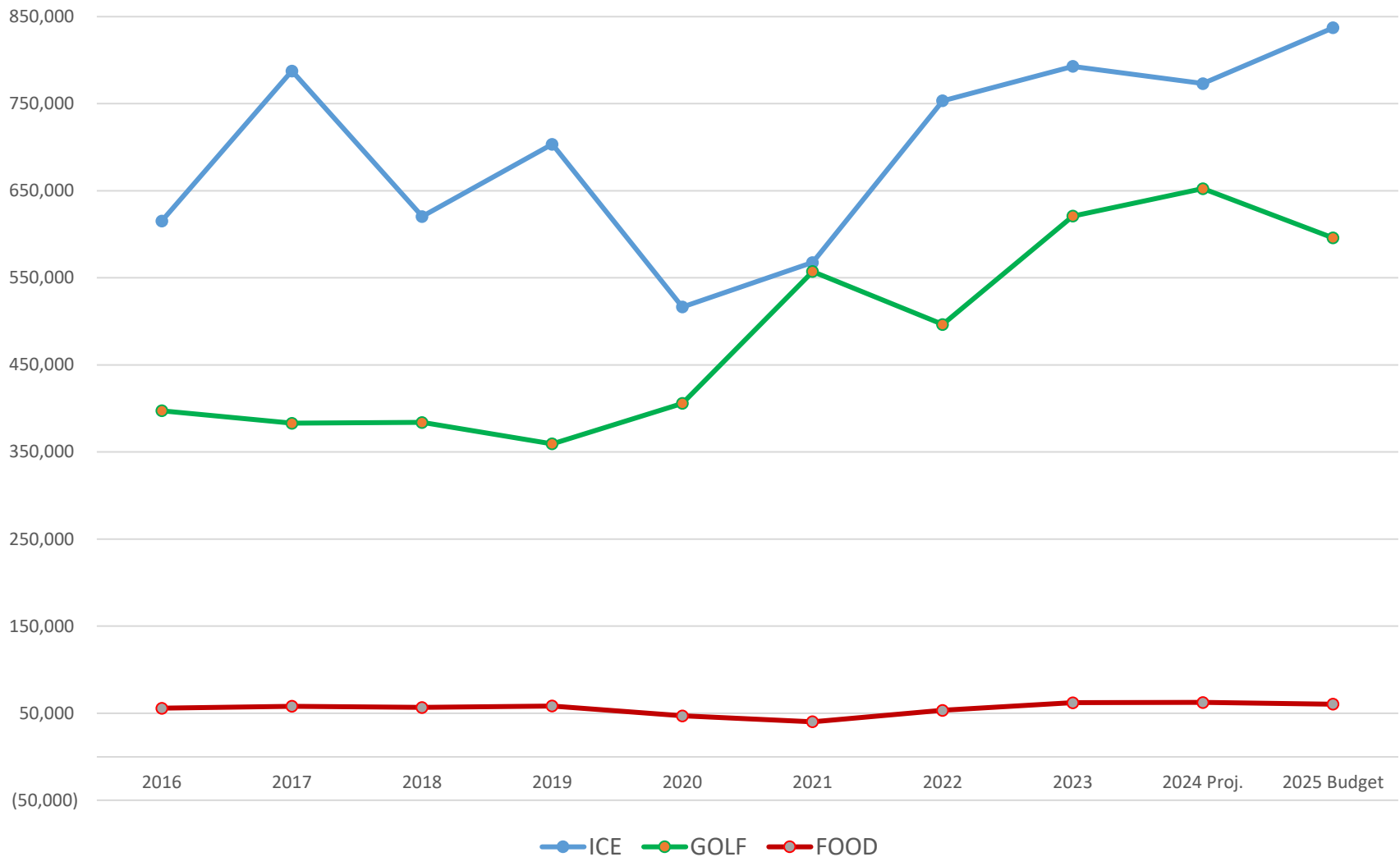
- Financial health of the MEF Continues to Improve due to:
 - Golf Course continues to see higher usage
 - Recent rate increases

- Projected Fund Balance for FY25:
\$515,000
 - No Need for transfers from General Fund
 - MEF funded \$52K capital improvements in FY25 instead of Capital Fund

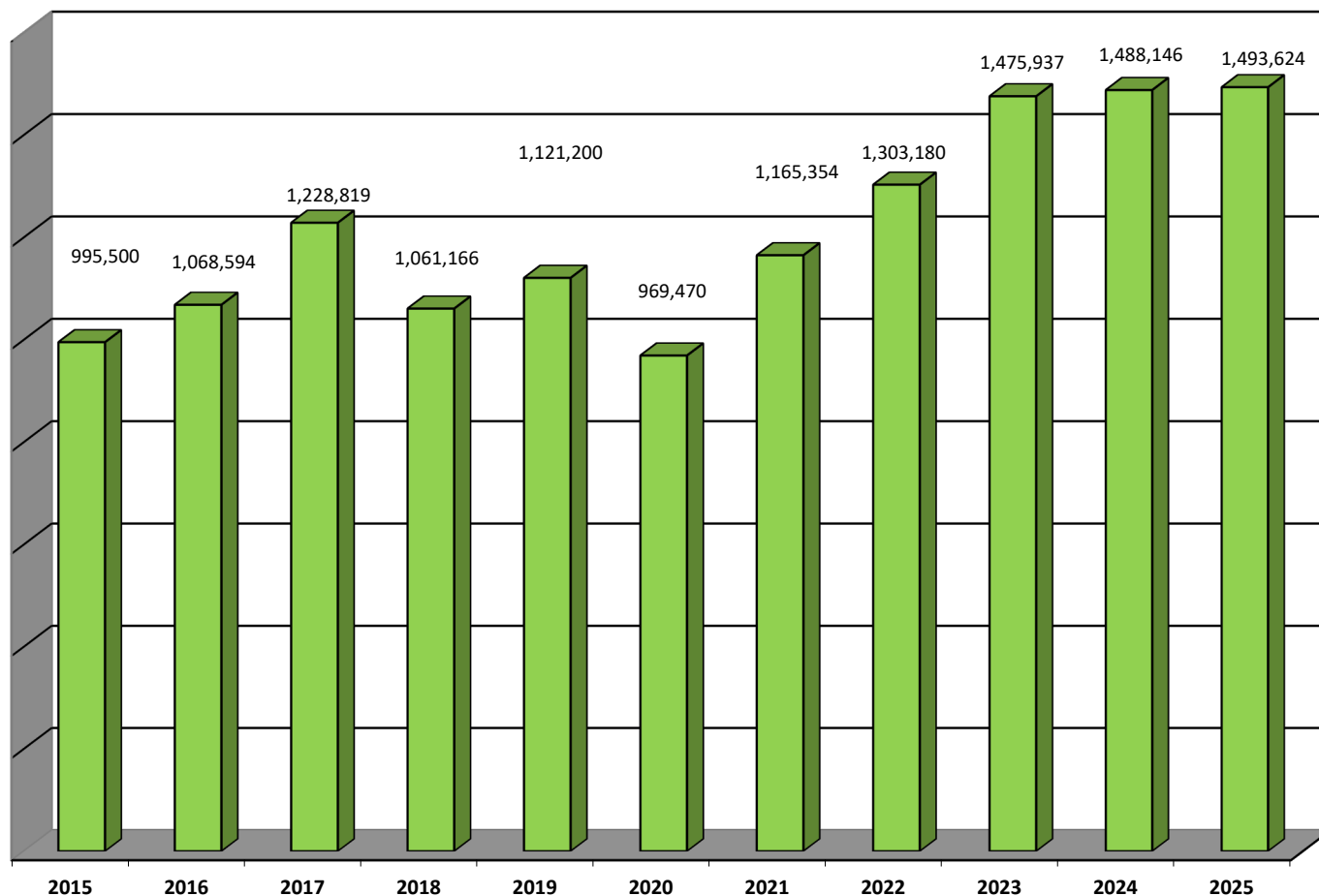
Enterprise Fund FY25

- Overall Operating Revenues estimated to increase .37% to \$1,493,624 for FY25
 - Ice Arena – increase 8.30% to \$837K
 - Golf – decrease 8.69% to \$596K
- Revenues have increased average 4.11% per year over last 10 years

Enterprise Revenue by Division



Enterprise Fund 10 Year Operating Revenue Trend



Enterprise Fund Revenues

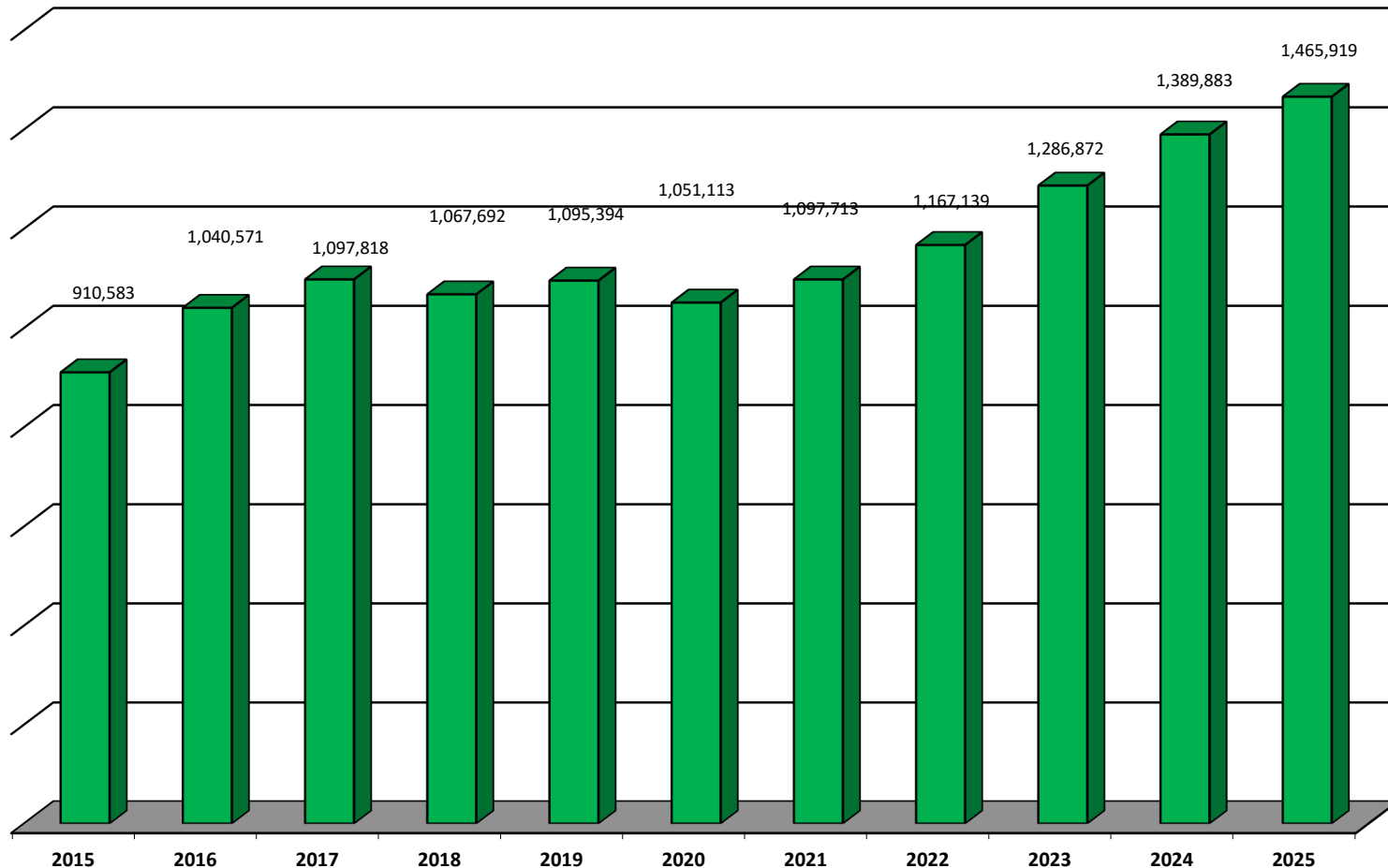
	FY24 Estimate	FY25 Projected	% Change
Ice Arena	\$773,112	\$837,275	8.3%
Food Service	\$62,500	\$60,500	(8.69%)
Golf Course	\$652,534	\$595,849	(3.2%)
Transfer from GF	\$0	\$0	
TOTAL REVENUES	\$1,488,146	\$1,493,624	.37%

Enterprise Fund FY25

- Overall Operating Expenses estimated to increase 5.5% to \$1,465,919
 - Due to Personnel Costs
- Expenditures have increased average 4.78% per year over last 10 years



Enterprise Fund 10 Year Operating Expenditure Trend



Enterprise Fund Expenditures by Category

	FY24 Estimate	FY25 Projected	% Change
Personnel Services	\$786,649	\$843,221	7.2%
Operating Expenses	\$547,751	\$518,846	(5.3%)
Capital Outlay	\$55,483	\$103,852	87.2%
TOTAL EXPENSES	\$1,389,883	\$1,465,919	5.5%

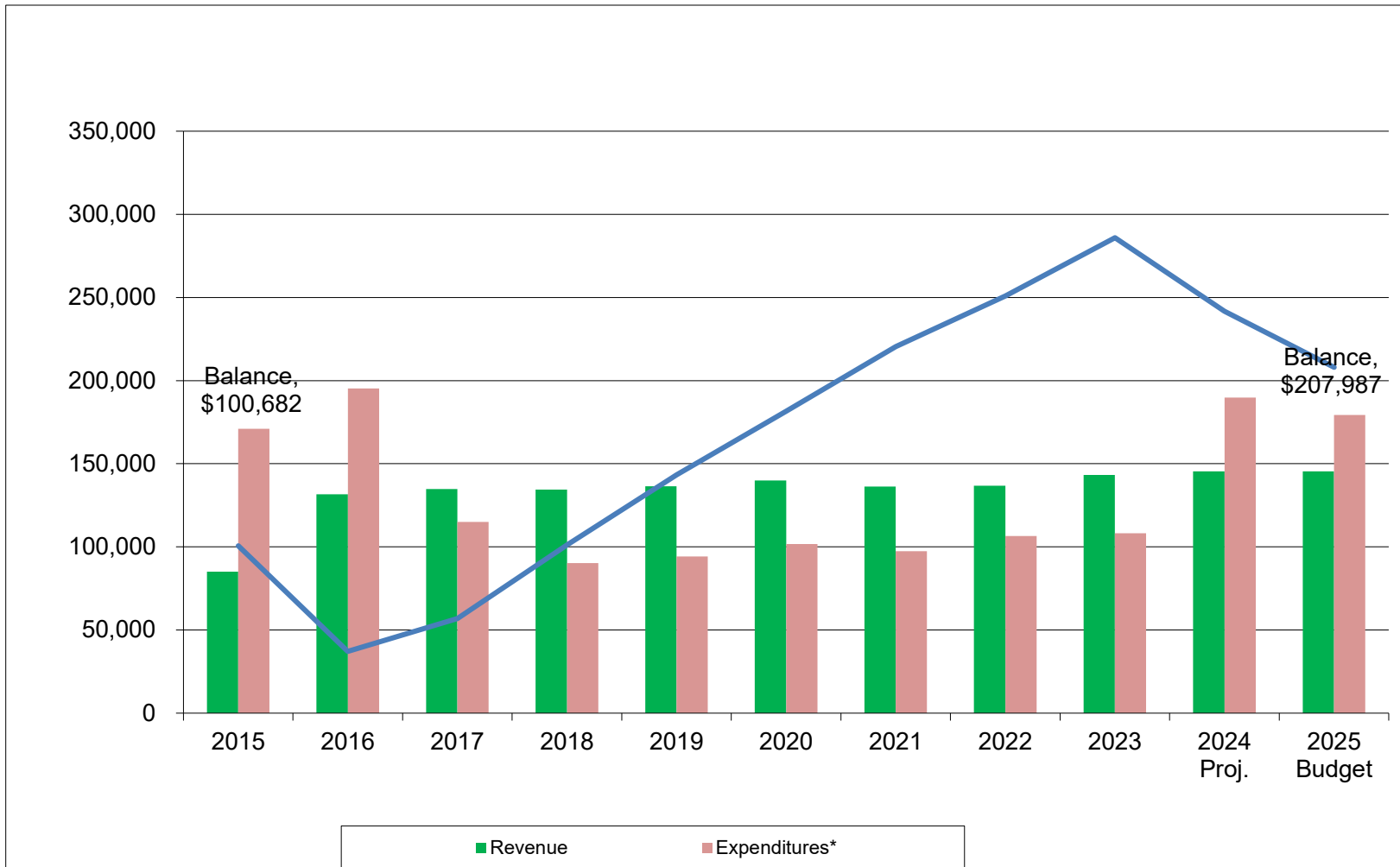
Enterprise Fund Capital Outlay

- Golf Cart Lease (\$32,040)
- Golf Course Greens Mower (\$52,000)
- Ice Arena Building Improvements (\$10,500)

Sewer Lateral Fund

- As of October 1, 2023, provides reimbursement of 70% (up from 50%) or up to \$7,500 for costs associated with broken lateral lines
- Funded by \$28 property tax assessed on all residential property
- FY24 projected operating revenues \$145,500; expenditures \$189,730
- FY25 estimated operating revenues \$145,500; expenditures \$179,238

Sewer Lateral Revenues Expenses & Fund Balance





Questions & Answers

Finance Committee

May 9, 2024

Honorable Mayor and Members of City Council
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141

Dear Mayor Hoffman and City Council,

On April 24, 2024, the Finance Committee attended the Joint Work Session with the City Council. Then the Finance Committee met again on May 7, 2024 to complete the review of the Operating Budget for FY 2024-2025. 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 City Council for adoption. We offer the following comments for your consideration:

1. Revenues. Should there be a reduction in sales tax as a result of the elimination of the food sales tax, the Finance Committee recommends pursuing the Use Tax.

Respectfully,



Betty J. Kagan
Finance Committee Chair



INTEROFFICE MEMORANDUM

Date: May 9, 2024
To: Mayor and City Council
CC: Mark Perkins, City Administrator; Carl Lumley, City Attorney
From: Sharon Stott, Assistant City Administrator
Subject: Recommendations for Benefit Enhancements for FY25 Budget Year and Future Budget Years

Staff proposes benefit enhancements for City Council consideration as part of the FY25 budget planning process and some for future consideration. These enhancements were discussed with the City Council during work sessions held in spring 2023 and postponed due to the complexity of the benefit changes completed in fiscal year 2024 (FY24) described in this memo.

All completed and proposed benefit enhancements support goals as outlined in the City of Creve Coeur Strategic Plan 2023-2025, specifically:

Goal 1. Invest in city services to make them effective and efficient.

Strategy: Retain and attract employees through competitive pay and benefits.

Annual salary adjustments have been included in the FY25 draft budget submitted to City Council on April 19, 2024; however, none of the proposed benefit enhancements have been included pending further discussion and direction from the City Council.

All benefit enhancements already completed and those recommended for consideration are based upon the results of a regional Comprehensive Benefit Survey completed in fall 2022 and a subsequent Employee Benefit Questionnaire completed in early 2023. (See Appendix I. Memo to City Council Comprehensive Benefit Summary 2-22-2023.)

BACKGROUND

The City offers a comprehensive benefits package to employees. The 2022 Comprehensive Benefit Survey showed that the City was competitive with other cities in the St. Louis Metropolitan Area in many areas and also provided examples of where there were opportunities for improvement to help attract and retain employees.

Based on the survey results, several benefit enhancements became action items in the Strategic Plan and were completed during this fiscal year – FY24 (between July 1, 2023-January 1, 2024). Below is a summary of those enhancements:

1. Retirement Benefits

- Enhanced the LAGERS defined benefit plan from LT8(65) to L6 to be more competitive with select cities in LAGERS.
- Provided a COLA for existing retired Legacy Plan members because it had not occurred in 20 years. This includes an annual .5% COLA into the Legacy Plan to ensure the plan incorporated a regular increase with inflation.
- Transitioned Legacy Plan active employees into LAGERS to have a consistent retirement benefit plan for all active employees.
- Transferred administration of closed Legacy Plan to LAGERS to reduce the City's fiduciary risk and associated costs of managing a closed retirement plan.

2. Paid Time Off

- Increased vacation accrual by 20 hours beginning at year 3 of full-time employment (from 80 hours to 100 hours); and increased vacation accrual at year 15 of full-time employment (from 120 hours to 140 hours) to provide more time off earlier in employment.
- Increased sick leave annual accrual only during the first year of full-time employment by 49 hours (from 96 hours to 145 hours) to provide a buffer of paid sick leave balance for new employees. Sick leave is not paid out at any time during employment.
- Added a new deposit of 16 hours of Personal Leave for all new full-time hires at 30 days of service to provide a buffer of paid time off for new hires who had previously waited one year of full-time employment before earning 8 hours.
- Increased annual Personal Leave from 8 hours to 16 hours for all non-probationary employees to be more competitive with cities that offer more paid holidays than the City on average. Personal leave is not paid out at any time during employment.

3. Miscellaneous Group Insurance

- Added retirees as an eligible class to both dental and vision insurances without any City cost-share with coverage terming at age 65 to reward longevity for public service.
- Revisited the quality of dental & vision insurance during the fall 2023 contract renewals to see if there were opportunities for better coverage; however, the Employee Benefits Committee did not recommend any changes because the cost increase to the City and employees outweighed the minor benefit enhancements.

4. Educational and Professional Development

- Increased tuition reimbursement from \$2,500/year to \$3,600/year and book reimbursement from \$200/year to \$400 because the reimbursement had not been increased with rising tuition costs for many years.

PROPOSED FY25 BENEFIT ENHANCEMENTS

The following benefit enhancements were discussed with the City Council last year and postponed for further discussion in a future budget year due to the complexity and resources needed to implement benefit enhancements completed in FY24.

Staff recommends the City Council consider benefit enhancements in FY25, specifically paid Family and Medical Leave Act (FMLA) leave and a fixed monthly cost-share of retiree health insurance. Any associated costs have not been included in the FY25 draft budget.

Paid FMLA Leave

Through attrition and resignation, the City has hired many new employees in recent years who are more often entering into unpaid leave status for various reasons such as the COVID pandemic, the birth of a child, or facing a medical condition or injury. Newer employees have not been with the City long enough to accrue sufficient hours of paid leave when faced with a sudden illness or other medical emergencies. Employees accrue vacation and sick leave for every full pay period worked and it takes 12 months for a new full-time hire to accrue 80 hours of vacation and 145 hours of sick leave.

An employee benefit discussed for several years among staff has been that the City consider offering paid leave for family planning, particularly for employees in the Police Department where recruitment and retention of female police officers continues to be an ongoing challenge.

Results from the regional Comprehensive Benefit Survey 2022 and Employee Benefit Questionnaire 2023 showed:

- A combined 40.8% of cities offer city-paid parental leave or other types of city-paid leave in addition to regular accrued leave or paid time off
 - 27.7% (n=9) of cities offer an average of (5.6 weeks) of city-paid parental leave
 - Creve Coeur does not
 - 13.6% (n=3) of cities offer city-paid short-term disability (STD) insurance
 - Creve Coeur does not, but it does offer a voluntary STD insurance paid 100% by employees who elect the coverage
 - 4.5% (n=1) of cities offer city-paid extended illness leave
 - Creve Coeur does not
 - City of Creve Coeur employees rated Paid Leave/Paid Parental Leave (n=13) as the #2 most-requested benefit enhancement in the Employee Benefit Questionnaire

Currently, the City of Creve Coeur provides unpaid FMLA; however, all employees must utilize accrued paid leave concurrently with FMLA until all paid leave is exhausted, and then unpaid leave applies. While the City does offer a competitive sick leave maximum accrual of 1,056 hours, it takes approximately 10 years of full-time service to reach the maximum assuming no use of sick leave during the decade. The current maximum sick leave accrual most often benefits those employees with more tenure and less so for newer employees. It is worth noting sick leave is not paid out at any time including separation of employment which reduces the City's financial liability.

The City offers a voluntary short-term disability (STD) policy at the employees' expense and is consistent with 86.3% (n=19) of other surveyed cities that do the same. The City's STD policy pays up to 60% of weekly wages up to \$6,000 max up to 90 days. Voluntary STD insurance works well for employees facing an extended illness or medical condition, such as the recovery of the mother following the birth of a child (6 to 8 weeks); however, it does not apply in situations such as bonding with a child for parents, adoption, or to care for a parent or child facing a serious medical condition.

Staff researched the cost of city-paid STD insurance and did not recommend pursuing city-paid STD insurance primarily based on the qualifying event limitations and the ongoing cost to the City (>\$70K/year) which is due even if employees do not need the coverage. Currently, 8.3% (n=13) of employees are enrolled in voluntary STD and the low enrollment may be due to the cost and is based on age and salary.

Directors met in FY23 and FY24 to discuss and propose a reasonable and cost-neutral solution to make the City more comparable with competitors and accommodate employees needing time off in special circumstances, such as the birth of a child, bonding or adoption, or other medical reasons. Staff looked at a variety of options including modifying existing city policies and devising a new benefit similar to other surveyed cities. The consensus was to recommend to the City Council adding 120 hours (approximately 3 weeks) of Paid FMLA Leave. The reasoning included:

- Making the city more comparable with select cities offering similar types of leave
- Addressing employees' #2 request for city-paid Parental Leave (or similar)
- Providing an equitable benefit for all employees that can be used for any FMLA qualifying regardless of life stage, such as the birth of a child and bonding, an employee's illness or medical condition, and an employee's family member's illness or medical condition
- Recommending an amount of time off that is manageable for departments to ensure adequate staffing levels
- Recruiting and retaining employees in a competitive market
- Requiring employees to qualify for Paid FMLA and submitting certification from a healthcare provider before leave can be approved

- **Summary Recommendation to City Council:** Consider adding 120 hours of Paid FMLA
- **Reasoning:** 1) make the City competitive by being one of only two cities offering Paid FMLA Leave; 2) make the City more comparable with select cities who offer paid parental leave; 3) address the #2 employee preferred benefit enhancement (Paid Leave - Parental Leave); 4) support all employees if FMLA applies; 5) assist in recruiting new hires.
- **Cost:** The benefit is generally cost-neutral to the City as salaries for the entire year are already incorporated into the budget. Paid FMLA would not be payable upon separation of employment; department scheduling can be impacted and would occur regardless if FMLA is paid or unpaid; the possibility of overtime pay could apply to ensure department coverage.

Retiree Health Insurance

Retirement benefits, including retiree health insurance, are a key component in attracting and retaining experienced individuals essential to the efficient function of the City's services and operations. Employees must evaluate whether they can afford to retire with the rising cost of health insurance and other living expenses and will often postpone retirement. Paying for health insurance for employees can be particularly challenging during the gap years between retirement eligibility age (age 55 for police; age 60 for all others), and Medicare eligibility (age 65) and Social Security (age 67 or later depending on date of birth). Delaying retirement can increase costs to the City. For example, when employees stay past retirement eligibility, the City pays more in salaries for employees often at their maximum pay in their respective positions, and there is increased exposure to liability for on-the-job injuries and health insurance claims for employees working in physically demanding jobs.

The results from the regional Comprehensive Benefit Survey 2022 and Employee Benefit Questionnaire 2023 showed:

- 90.1% (n=20) of cities allow their employees to maintain health insurance upon retirement
 - Creve Coeur does until the retiree reaches Medicare eligibility, age 65
- 55% (n=11) of cities contribute toward the retiree health premium either by offsetting a percentage or fixed rate toward the premium
 - Creve Coeur no longer subsidizes retiree health insurance for employees hired on or after July 1, 2001
- 22.7% (n=5) of cities subsidize the annual deductible for retirees.
 - Creve Coeur reimburses up to \$1,100 for retiree-only coverage (retiree pays first \$400) and up to \$2,200 for family coverage (retiree pays first \$800).
- City of Creve Coeur employees rated Health/Retiree Health (n=24) as the #3 preferred area of benefit enhancement.

Directors met and discussed reasonable and affordable options for City Council consideration to relieve some of the burden of health insurance costs for retirees on a fixed income. The consensus was to recommend a fixed \$300/month City cost-share which is approximately 41%* of the total retiree-only health insurance coverage (\$732.45/month effective 7/1/24) and would apply to employees hired on or after July 1, 2001. Reasoning included:

- Providing a fixed monthly amount: is not subject to health premium increases, does not increase regardless of coverage tier elected by the retiree, is easy to administer, and could be reviewed by City Council during the annual budget approval process.
- Responding to our employees #3 request for benefit enhancements Health/Retiree Health in the Employee Benefit Questionnaire
- Recognizing employees can choose any LAGERS city to retire from knowing LAGERS is a portable defined benefit retirement plan with 873 member agencies statewide and 67 in the St. Louis Metropolitan Area.
- Making the City more comparable with a majority of select cities offering a cost-share of health insurance premiums.
- Providing an incentive to employees to stay with the City until retirement and share their expertise and historical knowledge with others.
- Incentivizing retirement for employees at the top of their pay grades or in physically demanding jobs with a high risk of injury (i.e., police, public works, building).

Staff gave thoughtful consideration before suggesting City Council revisit a City contribution toward retiree health costs taking into account previous cost-saving measures. For those employees hired before July 1, 2001, the City covers a percentage of retiree health costs (85% for retirees and 80% for dependents), and there are 10 active employees and 17 retirees eligible for this benefit. From FY20 to FY23, the City spent an average of \$144K annually on the closed cost-share retiree health plan. The annual cost is consistently lower than the exposure because many employees continue working past retirement age for many reasons. The costs of the former retiree health plan will continue to decrease annually until the last employee terms off the plan due to Medicare eligibility in 2039.

The City's decision to cease subsidizing retiree health insurance was made after many years of drastic fluctuations in premium rate increases ranging from 4.6% to 26.1% (1997-2009). In 2009, the City joined the St. Louis Area Insurance Trust (SLAIT) for its health, workman's compensation, general police, and auto liability insurances. The SLAIT health insurance pool has 23 member agencies from across the metropolitan area. Since joining SLAIT, the City's health rates have stabilized with an average increase of 4.1% for the past 15 years.

If the City Council decides to implement a fixed monthly rate for retiree health for employees hired on or after July 1, 2001, the cost to the City could increase by approximately \$49K/year in addition to those costs for the old cost-share plan in a worst-case scenario. For example, if a fixed rate cost share had been in place in FY24, it could have cost the City an additional \$24K;

however, the actual cost increase would have been \$0 because none of the eight employees retired from the City who were eligible. It is also reasonable to anticipate cost savings for the City when employees retire and vacancies are generally filled with lower-paid employees.

Another health insurance cost-savings measure was implemented when the City added a Spousal Health Insurance Surcharge Fee effective January 1, 2021. The fee is \$200 per month and applies only when employees and retirees have spouses eligible for health insurance through their employers, but elect to be on the City's insurance instead. The City estimated \$125K in premium savings when the fee was implemented and it is projected to receive approximately \$19K in spousal surcharge fees in FY24.

- **Summary Recommendation to City Council:** Consider a fixed \$300/month City cost-share of retiree-only health premiums for employees hired on or after July 1, 2001.
- **Reasoning:** 1) make the City more comparable with select cities; 2) address the #3 employee preferred benefit enhancement (Health/Retiree Health); and 3) recognize and reward employees who have retired from public service with the City; 4) incentivize highly paid employees or those in high-risk positions to retire.
- **Cost:** The average cost for the next 10 years (2024-2034) could be \$49,000/year; cost estimate to the City is inflated because employees at retirement age are generally at the top of their pay scale and will be replaced by newer employees at salaries closer to 25th percentile; assumes employees retire as soon as eligible, all maintain health insurance with the City, and no spousal health insurance surcharge fees are due.

Future Benefit Enhancement Opportunities

There are other possibilities for benefit enhancement that the City Council may want to revisit for discussion in future budget years. A “\$” denotes there are costs associated with these enhancements, including:

1. **Juneteenth Holiday – \$** Revisit previous City Council discussions to more closely align with federal, state, and some local government (36.4%) holiday schedules that recognize it as a paid holiday.
 - *Note: the recent enhancement to Personal Leave (16 hours) made the city more competitive because Personal Leave could be used to recognize Juneteenth or other holidays not on the city's paid holiday schedule and is not paid out at any time, whereas holiday pay is due to non-exempt commissioned offers if they were employed with the City on the holiday.*
2. **Spousal Health Insurance Surcharge - \$** Consider reducing or removing the surcharge to better align with the 86% of cities that do not have additional fees for spouses who elect city health coverage despite having access to health insurance through their employer.
 - *Note: In 2021 when the surcharge was implemented, the City estimated \$125K in premium savings and receives approximately \$19K in surcharge fees annually.*

3. **Matching Defined Contribution - \$** Consider incentivizing employees to save for their retirement. Retirees who neglect to save for their retirement may experience an income gap between the age of LAGERS retirement eligibility (age 55 commissioned officers; age 60 all others) and social security benefits (age 67+ depending on date of birth).

Should the City Council wish to proceed with the benefit enhancements recommended for FY25, changes to the Personnel Policy and Procedures Manual will be forthcoming for City Council approval in the coming months.

Please let me know if you have any questions.

sms

Attachment: Memo to City Council Comprehensive Benefit Survey Summary 2-22-2023



INTEROFFICE MEMORANDUM

Date: February 22, 2023
To: Mayor and City Council
CC: Mark Perkins, City Administrator; Carl Lumley, City Attorney
From: Sharon Stott, Assistant City Administrator
Subject: Comprehensive Benefit Survey 2022 - Summary

The City of Creve Coeur recently completed a comprehensive benefit survey which was submitted to comparators in the St. Louis Metropolitan Area and surrounding areas in fall 2022. Included herein are highlights of the survey results and staff recommendations for benefit enhancements or new benefits for City Council consideration.

BACKGROUND

Completing a comprehensive benefit survey was in fulfillment of a first-year action item included in the City's Strategic Plan 2023-2025, specifically under:

Goal 1. Invest in city services to make them effective and efficient.

Strategy: Retain and attract employees through competitive pay and benefits.

SURVEY TOOL

The comprehensive benefit survey consisted of more than 150 questions based primarily on existing City of Creve Coeur employee benefits as well as other benefits gaining popularity with employers. The survey was submitted electronically to local municipal and county government human resources and finance professionals and city administrators/managers and included the City of Creve Coeur's responses to the same questions. Comparators were asked to respond to questions based on only those benefits as they apply to new hires (no grandfathered plans). Survey topics included:

- General information
- Group Insurance Plans (health, life, dental, short-term disability, long-term disability, vision, and other ancillary insurances)
- Paid Time Off (vacation, personal, sick, compensatory time, occupational, holidays, bereavement, maternity/paternity/parental, voting, and pandemic)
- Retirement (defined benefit, defined contribution, voluntary 457s)

- Miscellaneous (overtime, flexible work schedules, telecommuting, employee recognition programs, wellness, light duty, tuition reimbursement, leadership team benefits)

SURVEY PARTICIPANTS

Twenty-two (22) agencies were selected to solicit based on comparable size, budget, salary and benefits and/or location and 100% participated. Select cities (n=16) include those cities Creve Coeur staff compares salary ranges and actuals/averages on an annual basis prior to the budget planning process. Select cities include: Ballwin, Brentwood, Chesterfield, Clayton, Des Peres, Frontenac, Kirkwood, Ladue, Maplewood, Maryland Heights, Olivette, Richmond Heights, St. Peters, Town & County, University City and Webster Groves.

Other cities were solicited – most of which are located in St. Charles County – because one-third of our employee population resides there or have left employment to work with one of these other municipalities. Others surveyed included: the cities of Ellisville, Lake Saint Louis, O’Fallon, Mo., St. Charles, Wentzville, and St. Charles County.

SURVEY RESULTS

Survey results were compiled and shared with all respondents in November. In December/January the data was reviewed and a total of nine (9) informational meetings were held with directors (n=3) and employees (n=6) to provide an overview of the City’s benefits and share results. In early February, a questionnaire was submitted to employees seeking feedback on those benefits they were most interested in having enhanced or added.

Overall, the survey results show the City of Creve Coeur is competitive and/or comparable with most surveyed cities in a many employee benefit areas. Following are highlights of key areas of survey results and is not intended to be representative of all 150 questions/responses received.

STRENGTHS

The data shows the City of Creve Coeur offers a comprehensive benefit package and is strong in several benefit areas. More notable strengths include:

- Method of Overtime Pay
 - o Creve Coeur pays overtime to most non-exempt employees for any hours worked outside of normal scheduled daily shift (exemption applies only to golf maintenance staff). Only 36.3% (n=8) reported they pay overtime before required to do so by law and the majority that do (75%; n=6) limit eligibility to snow removal, emergency call out or police operations only.
 - o Additionally, Creve Coeur permits use of paid time off in overtime calculations. The majority (59%; n=13) restrict the use of all or some types of paid leave in overtime calculations.

- Group Insurances
 - *City Cost-Share of Dependent Health Insurance Premiums:* All comparators contribute toward the Employee Only (EE) health premium cost with a combined average paying 90%; Creve Coeur is slightly less at 85%. However, all comparators contribute toward the Dependent (DEP) premium cost with a combined average paying 74%; Creve Coeur pays slightly more at 80%. The majority of Creve Coeur employees are currently enrolled in dependent coverages which represents the highest cost to employees and the City.
 - *Health Insurance Deductibles:* Less than half reported they provide any health insurance deductible reimbursement toward EE Only deductibles (45%; n=10) and even less contribute toward Family deductibles (40.9%; n=9). Combined average pays 75.5%/EE and 73.6%/FAM. Creve Coeur reimburses 73.3% of the cost associated with both EE Only (up to \$1,100) and Family (up to \$2,200/year) deductibles.
 - *Incentive for Waiving Health Insurance:* Only 18.2% (n=4) offer an incentive to waive health insurance with the employer. Creve Coeur provides \$600 if an employee waives health insurance altogether, or if the employee is eligible for dependent care and elects employee only coverage.
 - *Life & Accidental Death & Dismemberment Insurance (AD&D):* Only six (27.2%) reported they offer a life and AD&D city-paid benefit at the level of Creve Coeur which is the equivalent of two times (2x) annual salary up to a max of \$250,000. Only one reported a higher multiplier (4x/6x annual salary); however, the benefit level decreases to 1x annual salary as employees age.
- Paid Time Off
 - *Pay-In-Lieu of Vacation:* Only two cities (9.1%) offer pay in lieu of vacation. Creve Coeur permits employees to convert to pay up to 80 hours annually; subject to eligibility criteria and annual budget appropriations.
 - *Donation of Paid Leave:* Creve Coeur permits employees to donate a combined total of 720 hours of accrued vacation leave or compensatory time to another employee who has exhausted all paid leave and is unable to work due to illness or medical condition. Only 27.3% (n=6) of comparators allow any donation of vacation and even less (23.8%; n=5) allow donation of compensatory time.
 - *Sick Leave Accrual:* All cities that provide sick leave (n=20) offer the same or less than Creve Coeur at 96 hours/annually; however, Creve Coeur is tied for second place with the highest maximum number of hours permitted to accrue at 1,056 hours. Creve Coeur does not pay out sick leave as is the case with most comparators (75%; n=15).
 - *New Hire Use of Accrued Leave:* The majority of comparators (63.6%; n=14) require a 6-month average waiting period from date of hire to be eligible to use

accrued leave. Creve Coeur reduced its waiting period to 30 days from 6 months effective 1/1/2023 and is competitive for doing so.

- o *Personal Holiday Carryover*: 100% of the cities (n=15) that do offer a Personal Holiday prohibit any carryover. Creve Coeur provides 8 hours/year and permits an employee to carryover of up to a max of 40 hours.
 - o *Wellness Incentive*: Only 31.8% (n=7) reported they provide an additional benefit to employees who maintain a healthy lifestyle and not utilize sick leave. Creve Coeur provides an additional 8 hours of vacation to any employee who uses two or fewer sick work days in a calendar year.
- One-Time Merit Bonus
 - o Only 13.6% (n=3) provide any kind of merit-based incentive for employees who are at the maximum of pay grade or step range. Creve Coeur pays 50% of the amount a merit-based employee would have otherwise received had they not reached the maximum range in a one-time lump-sum payment with a successful performance evaluation.
- Independent Financial Advisors
 - o Only 31.8% (n=7) responded they offer any financial assistance to through account representatives associated with their specific voluntary 457 plans and employee assistance plan.
 - o Creve Coeur is one of only two cities providing employee's access to an independent financial advisory company in addition to those available through the City's voluntary 457 plans or the City's employee assistance program at a 50%-50% City/employee cost share.
- Holiday Award
 - o Only four (18.2%) reported having any special recognition of employees at the holidays. Creve Coeur offers \$100 to every full-time employee and \$50 for every eligible part-time employee (350+ hours worked in the prior year).
- Light/Restricted Duty
 - o Most offer some kind of light duty in the event of employee illness or injury (n=21). Of those with a defined policy maximum (n=9), the average number of days permitted is 97.7 calendar days. However, Creve Coeur is competitive in providing up to 270 calendar days (*enhanced from 180 days in FY23*).
- Recruitment Incentive
 - o Only three (13.6%) reported they offer an incentive to employees who refer new employees. Creve Coeur is competitive in doing so and offers the second highest referral incentive at \$600 (*new in FY23*).

COMPARABLES

Below are areas where Creve Coeur is comparable and falls within the average, and/or where there are minimal differences in the benefits offered among cities.

- Carryover of Vacation
 - o All respondents allow and limit carryover with the average carryover being 40 hours more than vacation accrual schedule based on years of service – the same as Creve Coeur’s policy.
- Employee Recognition Program
 - o 59.1% (n=13) offer some kind of employee recognition for employees going above and beyond in their essential job functions. Creve Coeur has several awards for Employee of the Year, Employee of the Quarter, Years of Service Recognition, and Police Department special quarterly recognitions as well as an annual Employee Recognition Luncheon.
- Flexible Work Schedules
 - o 63.6% (n=14) permit some flexibility with work schedules for certain positions with Director/CA approval. Creve Coeur is comparable in allowing some flexibility to the extent possible and only if it is feasible for the position.
- Telecommuting
 - o 59.1% (n=13) permit some positions to telecommute in special circumstances and Director approval. Creve Coeur is comparable in certain situations and only if it is feasible for the position.
- City-Paid Long-Term Disability
 - o 90.9% (n=20) pay 100% of the premium cost for long-term disability and so does Creve Coeur.
- Wellness
 - o Most (n=21) listed some kind of benefit to employees to support physical and mental health. Creve Coeur provided the most comprehensive list of wellness benefits including: contracting with mental health professionals to assist employees, offering a comprehensive Employee Assistance Program, providing employee’s access to recreational programming at resident rates, complimentary golf and ice rink, access to onsite fitness rooms, lunch-n-learns and more.
- Voluntary 457 Plan
 - o 100% (n=22) provide employees access to enroll in tax-deferred voluntary 457 plans with most cities (n=20) not offering any employer match as is the case with Creve Coeur.
- Voluntary Insurance Choices
 - o All cities offered some voluntary insurance choices for employees to choose from and deduct through payroll; most require the employee to pay 100%. Creve Coeur offers several similar insurances which are portable/convertible at a separation of employment (life, dependent life, short-term disability, AD&D, cancer/ICU) and are paid 100% by employees.

OPPORTUNITIES

The City of Creve Coeur is less competitive or less comparable in some benefits areas. Following are key areas City Council may want to consider benefit enhancements or adding new benefits toward the City's goal of making Creve Coeur more competitive and/or responsive to employee requests. Also included are staff suggestions/options gleaned from department head and employee feedback.

RETIREMENT BENEFITS

- Defined Benefit Plans (DB)
 - o 86.3% (n=19) offer a DB plan and 78.9% (n=15) LAGERS members. Creve Coeur is comparable as all employees are in a defined benefit plan: Legacy Defined Benefit Plan for those hired before June 1, 2006 and LAGERS for those hired on or after June 1, 2006.
 - o 100% (n=7) of LAGERS cities that require an employee contribution (4%) are in higher plans than Creve Coeur which requires a 4% employee contribution.
 - o Of all the benefit plan choices offered by LAGERS, Creve Coeur's plan – LT8(65) – falls within the middle range. However, Creve Coeur's plan is on the lower-end of plans offered by comparator cities.
 - o 60% (n=9) of LAGERS cities selected a final average salary based on 36 months; whereas Creve Coeur bases both DB plans on 60 months.
 - o 94.7% (n=18) of cities with a defined benefit plan (LAGERS or other) provide periodic cost of living adjustments (COLAs) to retirees. Retirees in LAGERS are eligible for annual COLAs; whereas, those in the Legacy Plan have had one COLA in the past 20+ years.
 - *Benefit Enhancement/New Benefit Option: consider enhancements to the LAGERS retirement plan and transition current employees in the Legacy Plan into LAGERS. An analysis of the costs associated with defined benefit plan enhancement is currently under review by staff.*
 - *Benefit Enhancement Option: consider a COLA for retirees in the Legacy Plan. There are costs associated with a COLA which is under review by staff.*
- Matching Defined Contribution
 - o Only two cities who offer employees a DB plan reported they also provide a matching defined contribution plan with an average match of 2.6% (one increases the match with years of service up to a max of 4%).
 - o Creve Coeur does not offer a matching defined contribution plan and is comparable with most cities in this area; however, it is included as an opportunity only because it has been requested by employees as a retention tool and incentive for employee's to save for retirement.

- *New Benefit Option: consider offering a matching defined contribution to encourage employees to save for their retirement. There are costs to the City to implement matching defined contribution which would require a more in-depth review by staff.*

HEALTH INSURANCE

- Retiree Health Insurance
 - o 90.1% (n=20) of respondents allow retirees to remain on the insurance upon retirement until the age of 65. Creve Coeur is comparable in that it allows retirees to remain on the City's group health insurance who have reached full retirement age and are fully vested in their respective retirement plans until reaching age 65.
 - o However, 55% (n=11) of the respondents that allow retirees to remain on the insurance also provide a city cost-share toward retiree only premiums. The city cost-sharing varies widely and ranges between 10%-100% and is often based on age at retirement and/or years of service, or is a fixed monthly rate (\$200-\$400) regardless of the tier of coverage the retiree is enrolled in.
 - o For Creve Coeur retirees who were hired before July 1, 2001, the City pays the same cost share as it does for employees (85% EE Only/80% DEP).
 - o For Creve Coeur retirees who were hired on or after July 1, 2001, there is no City cost share and retirees pay 100% of the health premium costs which is \$656/month or \$7,872/year for retiree only health insurance based on current rates.
 - *Benefit Enhancement/New Benefit Option: consider providing a fixed monthly City cost-share toward retiree only health insurance of \$250 or \$300 per month for those hired after July 1, 2001 (not eligible for the same premium cost share as employees). There is a cost to the City associated to implement this benefit. Based on assumptions: 1) every existing full-time employee reaches full-retirement age; 2) has completed a minimum of 5 years of service with the City; and 3) is enrolled in coverage at retirement, the estimated annual cost to the City for (2023-2034) averages: \$32,500/year for \$250/month, or \$39,000/year for \$300/month over the next 11 years.*
- Spousal Surcharge on Health Insurance Premiums
 - o Only 2 cities reported they charge a spousal surcharge for employees whose spouses have access to health insurance through their own employer and elect instead to be on the city's insurance; however, a third city reported it prohibits spouses with access to insurance through their own employer from being on the city's insurance altogether.

- o The two cities have a \$100/month spousal surcharge; whereas, Creve Coeur charges \$200/month.
 - *Benefit Enhancement Option: consider reducing or eliminating the spousal surcharge. There would be an additional cost to the City to modify this policy. There are eight (8) Creve Coeur individuals (7 employees & 1 retiree) who pay a combined total of \$19,200/annually to maintain spousal coverage in addition to paying premiums costs. At the time the Spousal Surcharge was adopted in January 2021, it is estimated the City saved \$125K in spousal premiums due to the number of employees who dropped spousal coverage at the time.*

DENTAL INSURANCE

- 90.9% (n=20) contribute toward premiums with the combined average of 91% toward the EE Only dental insurance; Creve Coeur contributes less at 66.4%.
- 86.3% (n=19) contribute a combined average of 70% toward DEP dental insurance; Creve Coeur contributes less at 61.5%.
- In 2008, the City's cost-share for dental premiums mirrored that of the health premiums (85% employee only; 80% dependent). Employees at the time agreed to absorb 100% of the premium rate increases for two consecutive years rather than switch from Delta Dental as the City's dental provider. The City did not renew its contract with Delta Dental in 2018 as a cost-saving measure.
 - *Benefit Enhancement Option: increase the City cost-share of dental premiums to align with health premium cost share. There would be an additional cost to the City of approximately \$11,816/year if premium cost sharing matched that of health based on current enrollment and premiums with the current provider, Equitable.*

PAID TIME OFF

- Vacation Accrual
 - o Competitors average 88.4 hours of vacation annually in the first tier (excludes cities with Paid Time Off only); Creve Coeur provides slightly less at 80 hours/annually, but is comparable with most with an increase in vacation accrual at the 5-year anniversary. Only 13.6% (n=3) increase accruals sooner than 5 years.
 - o Second only to higher salary, additional vacation is the most requested benefit enhancement requested by Creve Coeur new hire candidates regardless of position.
 - *Benefit Enhancement Option: consider modifying the City's existing vacation schedule to incrementally increase vacation accrual sooner in employment (at 3 years of service instead of 5) and add a new tier at 15*

years of service. There is the potential of additional costs to the City with an increase in vacation hours if there is a separation of employment and unused vacation is paid out. Additional time off may impact department scheduling.

- Personal Leave

- o 68.1% (n=15) provide Personal Holidays with the combined average of 13.5 hours/year and most (93.3%; n=14) do not allow any payout option. Creve Coeur offers slightly less at 8 hours/year and also does not have a payout option.
 - *Benefit Enhancement Option: consider increasing the number of hours of Personal Leave every full-time employee receives after a full year of service from 8 hours to 16 hours with no change to 40-hour maximum carryover limit.*
 - *New Benefit Option: deposit 16 hours of Personal Leave for all new hires at 30 days of service as a recruitment incentive and to provide a buffer of paid time off until sufficient vacation and sick leave can be accrued.*
 - *There is no additional cost to the City to enhance or modify Personal Leave. Additional time off may impact department scheduling.*

- Holiday Schedule

- o Survey respondents provide an average of 86.2 hour/annually of paid holiday for All/All Others. Creve Coeur offers slightly less than the average with 84 hours/annually.
- o 31.8% (n=7) reported Juneteenth as a paid holiday. Creve Coeur is comparable with those cities who do not offer it as a paid holiday; however, City Council discussed adding it to the paid holiday schedule a few years ago but at the time very few cities had adopted it. Since then, Juneteenth became a federal holiday and more local municipalities and those across the state are beginning to include it in their paid holiday schedule.
- o 54.5% (n=12) include Christmas Eve as a paid holiday with most (n=8) closing for the entire day. Creve Coeur is closed for 4 hours.
 - *Benefit Enhancement Option: Consider increasing paid holiday hours. There is an additional cost to the City in Police Holiday Pay to increase holiday schedule hours.*
 - *Option A – Juneteenth (8 hours): Cost is estimated to be \$13,000 based on current non-exempt commissioned officer pay; and/or*
 - *Option B – Christmas Eve (add an additional 4 hours for a combined total of 8 hours): Estimated cost is approximately \$6,500 based on current non-exempt commissioned officer pay.*

- Paid Maternity/Paternity/Parental Leave
 - o Only 22.7% (n=5) provide paid maternity/paternity leave or parental leave at an average of 232 hours (approx. 5.8 weeks); some only provide maternity leave. Creve Coeur is comparable with the majority of those cities who do not offer it.
 - o Creve Coeur policy permits employees to use accrued paid sick leave for the recovery of the mother following birth, up to 120 hours (approx. 15 days) of accrued sick leave to be used for bonding purposes for either parent, and employees can voluntarily request for a donation of paid time from other employees for illness/medical recovery if accrued leave is otherwise exhausted first.
 - o It is included as a future opportunity primarily because more newer employees have requested adding it as a new benefit.
 - *Option A – modify City policy to allow up to 160 hours of accrued sick leave for purposes of bonding or caring for a sick family member.*
 - *Option B – add new Parental Leave (available to either parent) or Paid Family and Medical Leave in the future.*
 - *There are no additional costs associated with either option; however, additional time off may affect department scheduling.*

EDUCATIONAL & PROFESSIONAL DEVELOPMENT

- Tuition Reimbursement
 - o 90.9% (n=20) provide tuition reimbursement with a combined average paying \$3,600/year. Creve Coeur currently reimburses \$2,500 plus \$200 in books and the benefit has not increased with inflation in more than 15 years. (The University of Missouri-St. Louis currently charges \$400/credit hour or \$1,200 per 3-hour class.)
 - *Optional Benefit Enhancement: consider increasing tuition reimbursement to \$3,600 + \$400 in books. There could be an additional cost to the City to enhance this benefit of approximately \$10,400 more based on an average of 8 employees/year participating @ \$4,000/year compared to the \$2,700/year.*

EMPLOYEE INFORMATIONAL MEETINGS & QUESTIONNAIRE

As previously mentioned, a total of nine (9) meetings were held with directors (n=3) and general employees (n=6) to re-educate employees about the many benefits the City of Creve Coeur offers and provide an overview of the Comprehensive Benefit Survey results.

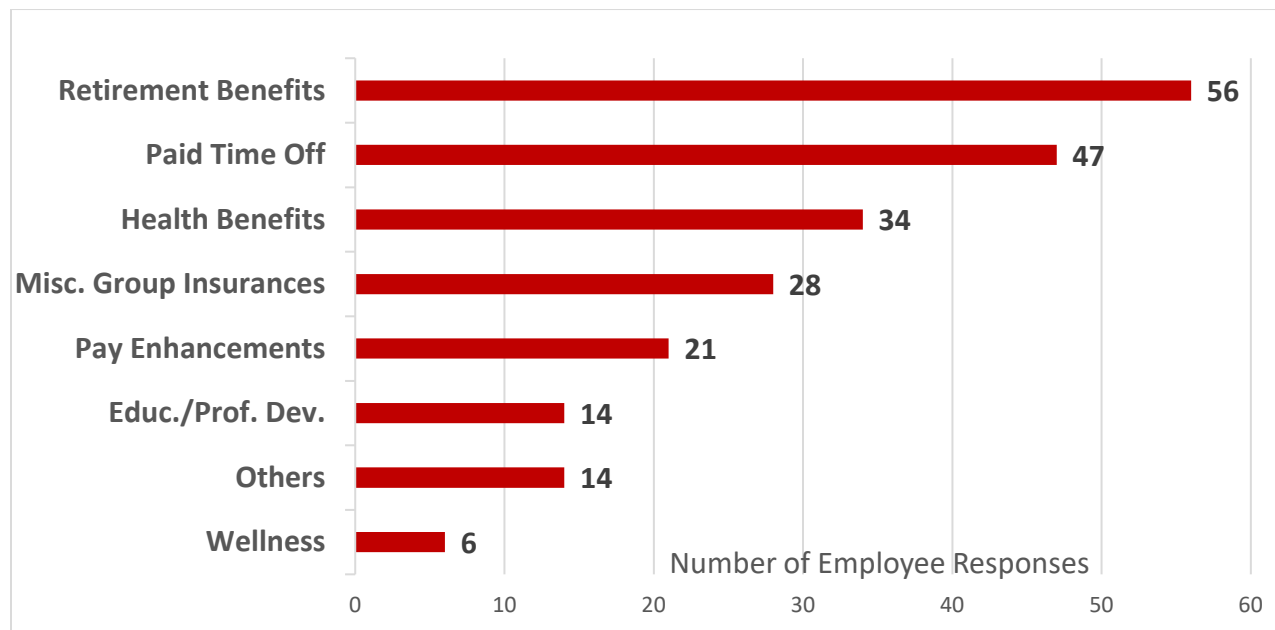
Following the employee meetings, those employees who attended were asked to complete a benefit questionnaire. The questionnaire asked basic demographic information (gender, date of hire, general department categories) and asked two open-ended questions:

- 1) *List up to 3 benefits you would like to see enhanced*
- 2) *List up to 3 new benefits that the City's doesn't currently offer that you would like to see added.*

Approximately 76% employees (n=74) out of 98 that attended the informational meetings responded to the questionnaire. Each employee response had the opportunity to list up to six responses (3 responses x 2 questions). The data was compiled and categorized into eight (8) main benefit areas to better quantify the results. Following are the main benefit categories referenced by employees from highest to lowest number of responses.

The top three main categories receiving the most responses from employees are: 1) Retirement Benefits; 2) Paid Time Off; and 3) Health Benefits.

City of Creve Coeur Employee Questionnaire - Responses by Main Category



A more in depth summary of the total number of employee responses in order of priority for each of the major categories follows.

RETIREMENT BENEFITS: 75.7% (n=56) of employees listed retirement benefits as the most frequently requested benefit by major category. Specific suggestions included: enhancing LAGERS plan with L6 plan mentioned specifically, 36 month final average salary, Rule of 80, decrease employee contribution, retire at 20 years of service, include overtime pay in Legacy Plan, a COLA for Legacy Plan, a matching defined contribution plan, and reinstating a Drop Plan. The top three requested enhancements or new benefits were:

1. LAGERS Upgrade (n=50); includes specific request for L6 Plan (n=19)
2. Matching Defined Contribution Plan (n=22)
3. Legacy Plan Enhancements (n=10); includes specific request for COLA (n=7)

PAID TIME OFF: 63.5% (n=47) of employees listed paid time off as the 2nd most frequently requested benefit by major category. Specific suggestions included leave types: sick, vacation, personal, holiday, compensatory time, paid time off, FTO, unpaid Family and Medical Leave, and paid parental leave. The top three requested enhancements or new benefits were:

1. Vacation Leave (n=30); specifically adding additional tiers (n=22)
2. Holiday Leave (n=13); Juneteenth (n=4) and a full day of Christmas Eve (n=3) were the only holidays specifically named.
3. Paid Parental Leave (n=13) (tied with Holiday Leave)

HEALTH BENEFITS: 45.9% (n=34) of employees listed health insurance benefits as the 3rd most frequently requested benefit by major category. Specific suggestions included: retiree health, spousal surcharge, lower family premiums, adding a new health level for “older employees” and increase Medical Benefit Reimbursement. The top three most request enhancements or new benefits were:

1. Retiree Health (n=24)
2. Spousal Surcharge (n=23)
3. Lower Dependent Health Premiums (n=2)

MISCELLANEOUS GROUP INSURANCES: 37.8% (n=28) of employees listed miscellaneous group insurances as the 4th most frequently requested benefit by major category. Suggestions included dental insurance (better plan, increase city cost-share, retiree dental), vision (better plan), life insurance (increase), pet insurance, and city-paid short-term disability. The top three most requested enhancements or new benefits were:

1. Better Dental Plan (n=10)
2. Retiree Dental (n=8)
3. Pet Insurance (n=5)

PAY ENHANCEMENTS: 28.4% (n=21) of employees listed pay enhancements as the 5th most frequently requested benefit by major category. Suggestions included: better compensation, night shift/snow plow differential pay, yearly COLA's and longevity pay. The top three most requested enhancements or new benefits were:

1. Better Compensation/Annual COLAs (n=10)
2. Night Shift Snow Plow Differential Pay (n=8)
3. Longevity Pay (n=3)

EDUCATIONAL AND PROFESSIONAL DEVELOPMENT: 18.9% (n=14) of employees listed educational and or professional development as the 6th most requested benefit by major category. Suggestions included: tuition reimbursement, incentives for higher education degree, student loan forgiveness and outside training (specifically hand-to-hand combat). The top three most requested enhancements or new benefits were:

1. Tuition Reimbursement (n=8)
2. Incentive for Higher Education (n=3)
3. Student Loan Forgiveness (n=2)

OTHER: 18.9% (n=14) of employees suggested a variety of benefit enhancements or new benefits and tied for the 6th most requested benefit by major category. Suggestions included: mobile dry cleaning, take home cars, monthly birthday recognition, employee newsletter, sabbaticals, unionizing, employment contracts, and flexible schedules. Only one topic had more than one response:

1. Flexible Schedules (n=6)

WELLNESS: 8.1% (n=6) employees listed wellness benefits as the 7th most requested benefit by major category. Suggestions included: pay/reimburse for gym memberships/wellness sessions, pay for wellness equipment, and offering an incentive for healthy lifestyle. Only one topic received more than one response:

1. Pay/Refund Gym Memberships/Wellness Sessions (n=4)

STAFF RECOMMENDATIONS

Staff recommends enhancing or adding the following benefits for City Council consideration and, if possible, included in FY24 budget planning process or in updates to the Personnel Policies and Procedures Manual. Some enhancements are cost neutral to the City, while others denote a \$ if additional costs to the City are anticipated. Recommendations are based on the Comprehensive Benefit Survey results, discussions with Department Heads, and feedback from employees during informational meetings and in the questionnaire results. Recommendations are not intended to be all inclusive but to provide some actions items as part of the Strategic Plan, Goal 1 moving forward.

SHORT TERM GOALS (1-2 YEARS)

1. Retirement Benefits
 - o Consider improvements to LAGERS defined benefit plan and transition existing employees in Legacy Plan into LAGERS (\$)
 - o Consider a COLA for retired Legacy Plan members (\$)
2. Paid Time Off
 - o Modify City policy regarding Vacation Leave by adding an increase in hours at year 3 and year 15 of years of service accruals (\$ possible at separation of employment)
 - o Modify City policy regarding Sick Leave by increasing accrual only during the first year of full-time employment from 8 hours to 12 hours/month (i.e., 92 hours/year to 144 hours/year).

- o Modify existing Personal Leave by adding a new benefit of a deposit 16 hours of Personal Leave for all new full-time hires at 30 days of service, and also adding an additional 8 hours of personal leave for a total of 16 hours for all employees annually.
- 3. Health Insurance
 - o Consider a fixed \$250/month City cost-share of retiree only health premiums (\$)
- 4. Miscellaneous Group Insurance
 - o Revisit the quality of dental & vision insurances during contract renewals in fall 2023; add retirees as an eligible class to both insurances without any City cost-share
- 5. Educational and Professional Development
 - o Modify City policy regarding tuition reimbursement (\$)

LONG TERM GOALS (3-5 YEARS)

- 1. Paid Time Off
 - o Consider a Paid Parental Leave or Paid Family & Medical Leave policy.
 - Both types of leave were discussed at length with Department Heads in three separate meetings because of employee interest. Discussions with Department Heads included the importance of supporting employees at various stages of life such as family and/or medical leave and bonding following birth/adoptions while also ensuring there is sufficient staffing levels to provide City services particularly in public safety positions. The group consensus was to recommend modifications to existing types of paid leave as noted under Short-Term Goals and revisit the discussion in the future to determine if there is a manageable and equitable way to implement a new type of paid leave.
 - o Consider modifications of Compensatory Time accrual maximums for non-exempt general and commissioned employees.
- 2. Retirement Plan
 - o Research estimated costs and feasibility of establishing a Matching Defined Contribution Plan (\$).
- 3. Miscellaneous Group Insurance
 - o Research insurance provider options and further explore employee interest in them paying for voluntary pet insurance.
 - Some insurance providers will not submit quotes or will later drop coverage if enrollment becomes insufficient which has previously occurred with other City group policies offered.

Staff look forward to City Council discussion and feedback regarding the results of the survey and recommendations. Please let me know if you have any questions.

SMS